

## STDF PROJECT PREPARATION GRANT (PPG)

### APPLICATION FORM

The Standards and Trade Development Facility (STDF) provides grants (up to a maximum of US\$30,000) to assist eligible organizations in developing countries to develop full proposals for projects seeking to: (i) enhance capacity to meet official or commercial requirements in the sanitary and phytosanitary field and so facilitate market access; and (ii) better protect human and animal health and plants against disease and pest hazards related to cross border trade.

Complete details on eligibility criteria and other requirements are available in the *Guidance Note for Applicants* on the STDF website ([www.standardsfacility.org](http://www.standardsfacility.org)). Please read the *Guidance Note* before completing this form.

This form should be completed by eligible organizations interested in applying for STDF funding to develop a project proposal. It is designed to provide the STDF Working Group, which makes decisions on STDF funding, with an overview about the project you wish to develop. This form should be completed in English, French or Spanish.

<b>PPG Title</b>	<b>Application of the Multi Criteria Decision Analysis Tool to inform SPS decision-making in Belize</b>
<b>Budget requested from STDF</b>	\$30,000
<b>Full name and contact details of the requesting organization(s)</b>	Belize Agricultural Health Authority, Corner of Hummingbird Highway and Forest Drive, Belmopan, Belize, Central America  Tel: 501-822-0197; Fax: 501-822-0271 Website: <a href="http://www.baha.bz">www.baha.bz</a>
<b>Full name and contact details of contact person for follow-up</b>	Delilah A. Cabb B.Sc. M.Sc. COORDINATOR Sanitary and Phytosanitary Enquiry Point Belize Agricultural Health Authority Central Farm, Cayo District Belize, Central America  Tel: 501-824-824-4899 or 501-824-4872 Fax: 501-822-4889 or 501-824-3773 EMAIL: <a href="mailto:bahasps@btl.net">bahasps@btl.net</a> , <a href="mailto:delilahcabb@gmail.com">delilahcabb@gmail.com</a> Website: <a href="http://www.baha.bz">www.baha.bz</a>

#### I. Background and rationale

1. Provide an overview of the SPS situation and issues in the country or region, as appropriate. This should include a description of any SPS priorities or issues identified in the Integrated Framework's Diagnostic Trade Integration Study (DTIS), SPS-related capacity evaluations,

**national development strategies or policies, or other relevant documents. It should also describe the institutional framework for SPS management (see Qn. 7. A-C of the *Guidance Note* for further information).**

The Belize Agricultural Health Authority (BAHA) was established in 2000 by the Belize Agricultural Health Authority Act Chapter 47 of 1999, now known as the Belize Agricultural Health Authority Act Chapter 211 of the Substantive Laws of Belize, Revised Edition 2000-2003.

The Statutory Body is recognized as the competent authority for agricultural health and food safety in Belize and is basically comprised of four (4) major departments: Plant Health, Animal Health, Food Safety and Quarantine. It is also designated as the Sanitary and Phytosanitary Enquiry Point for the Country and hosts the contact points for the International Plant Protection Convention (IPPC), the World Organization for Animal Health (OIE), and Biosafety. The Codex Focal point is with the Bureau of Standards; however the Director of Food Safety Chairs the National Standards Advisory Council and is the Belize representative on all Codex meetings which focus heavily on food safety.

The Government of Belize is committed to agricultural health and food safety and this has been shown with the annual subventions contributed to the Authority to ensure its sustainability. The additional funds for operation of the Authority are generated from services offered on a cost recovery basis and from grants coming through projects.

During the period 2000-2008, Belize has obtained Free Status recognition for the Mediterranean fruit fly (*Ceratitis capitata*), Foot and Mouth Disease and Classical Swine Fever. In the international arena during the period 2008-2009, the Director of Animal Health functioned as the Regional Secretary for the OIE for the area of the Americas. The Director of Plant Health is currently a member of the Bureau for the Commission on Phytosanitary Measures; the Director of Food Safety has also functioned as an expert in the development of tools to evaluate *Biosecurity*; and has made a contribution in writing a paper published by the Food and Agriculture Organization (FAO) on food safety controls in a developing country like Belize.

In 2006, assistance was solicited from FAO for the “Strengthening of *Biosecurity* Regulations. This resulted in five (5) draft bills which were finalized in 2007 and which are now out for public consultations and can be viewed at the BAHA’s website: [www.baha.bz](http://www.baha.bz). The draft bills are as follows: Food Safety Bill, Animal Health Bill, Plant Health Bill; an abridged BAHA Bill and a Biosafety Draft Bill which still needs major input given that that components of National Policy on Biosafety, ratified by Cabinet still needs to be reflected therein.

The ongoing work in the area of SPS shows the level of commitment that exists in both the Belize Agricultural Health Authority and the Government of Belize. The strong partnership that exists between BAHA and its stakeholders through user groups has also facilitated most of the accomplishments achieved so far. After the audit by the EU, Belize still retained its List 1 status but it was noted that certain things needed to be put in place, one of them being that an accredited laboratory would need to be attained by 2010 (unfortunately for Belize the latter is still in process).

In 2003 and then again in 2008 the Phytosanitary Capacity Evaluation tool were applied to the Plant Health System in Belize via a CARICOM initiative. In 2003, the results indicated the need to amend the BAHA Act Chapter 211 of the Laws of Belize to ensure that it was fully compliant with the International Plant Protection Convention. However since the organization had recently been established in 2000, it was not deemed as the most appropriate action to take at the time. The other SPS tools that have been applied include the OIE PVS tool in 2009, the OIE PVS GAP in 2010 and the IICA PVS tools for SPS, Plant Health and Quarantine and Food Safety in 2008. Unfortunately the application of these tools independently to only sections and of and not across the whole of BAHA at a given time has not really assisted the organization in being able to categorize and prioritize areas of importance taking into consideration the fact that for any investment reliance is on the same pool of resources.

In an effort to maintain its competence and continue to comply with its mandate the Authority has identified several areas for which technical assistance is needed, however given that the last semblance of what should have been a strategic plan was developed in 2005 these may not necessarily depict the real needs of the organization. (All stakeholders were not involved in the 2005 plan hence it would not classify as a strategic plan).

Belize is among a few countries in the world that has applied an integrated approach to the implementation of SPS at the national level. Recently, the Standard Trade and Development Facility developed a framework, based on the use of Multi Criteria Decision Analysis (MCDA), to provide a structured process for establishing priorities across multiple SPS capacity building options ("investments") in the context of resource constraints. The Belize Agricultural Health Authority is soliciting assistance to apply this framework, in collaboration with all concerned public and private sector stakeholders in Belize, to identify and prioritize SPS capacity building options in Belize. The information generated and the SPS priorities identified through the application of this framework would be used to develop, in consultation with all stakeholders, a five years strategic plan for SPS implementation in Belize, and to inform the allocation of resources allocated by the Government, as well as donors and development partners. The technical assistance should also address the issue of project proposal writing for both the application for loans and technical assistance initiatives that should contribute to further building SPS capacity in Belize. This approach is critical to the Belize Agricultural Health Authority as resources are deficient and the need exists to prioritize specific SPS issues for the efficient use of scarce resources.

**2. What key SPS problems and/or opportunities would this project preparation grant address? Explain the background to these problems/opportunities, their importance for the stakeholders concerned, particularly for market access and poverty reduction, and the expected benefits of developing a project in this area. See Qn. 7. D. of the *Guidance Note*.**

One of BAHA's core objectives is to assist Belize to equitably integrate into the regional and global economy. This is done through achieving meaningful access into global markets. An important component of this is ensuring that the necessary institutions such as the BAHA are suitably equipped to respond to the demands and needs of the private sector in transforming this access into a reality. As a result, the Ministry of Agriculture

has as one of major policies the strengthening of BAHA since the work of the Authority is a fundamental support to agricultural production, the safety of products for human consumption, food security, poverty alleviation and the creates the favourable sanitary and phytosanitary status for market access to be attainable.

3. The application of the various sector-specific capacity evaluation tools (i.e. PVS, PVS Gap, PCE) has been very important to identify priorities within animal health and plant health and guide capacity building activities within each of these areas. However, it is also necessary for BAHA to look at all the competencies along the continuum of animal health, plant health, food safety and quarantine thereby giving the organization a clear idea as to which areas should be prioritized and where the limited resources available should be channelled to. In addition, given the funds and technical assistance that are presently available under the Economic Partnership Agreement and for the implementation of the Aid for Trade, BAHA feels that it is very pertinent and opportune that we apply a cross-cutting tool that takes all factors into consideration. The tool must incorporate all BAHA staff, the Board of Directors, the organizations stakeholders and key partners to ensure that the results obtained really assist the Authority in planning effectively and adequately. Having had the experiences of the application of the Phytosanitary capacity evaluation in 2003 and 2006 and the PVS tool in 2008 and then in 2009 and 2011 (PVS GAP), BAHA realizes that it stands to benefit from the application of the new MCDA framework that would complement the results of the existing animal/plant health evaluations by providing a structured process to identify and prioritize SPS capacity building options (investments) in Belize. In addition, this would assist Belize in filling the following gaps:
  - Development and finalization of an action plan to be incorporated in the Aid for trade Strategy;
  - Identification of clear areas of competencies that need to be enhanced under the EPA given that the EU has assigned 10 million EURO to assist the CARIFORUM with compliance and in the absence of SPS priorities, Belize would not be able to access targeted assistance that should be recipient rather than donor driven;
  - The competent authority will use the results of this tool to inform the development of a three and ten years strategy that will enable it to comply with it mandate and ensure it meets the needs of the private sector in terms of trade facilitation and compliance.

**4. Which government agencies, private sector, academic or other organizations support this PPG request? Letters of support from each of these organizations must be attached (Appendix 1). See Qn. 7. E. of the *Guidance Note*.**

Belize Agricultural Health Authority

**5. Are the activities to be carried out under this PPG related to any past, present or planned bilateral or multilateral donor projects and programmes? If so, identify the related activities below and explain how the PPG would complement and build on them. See Qn. 7. F. of the *Guidance Note*.**

This is an independent activity of which once the results are obtained that can feed into the Aid for Trade Strategy and the EPA implementation national plan. Additionally, the results of the MCDA will complement the results of previous capacity evaluations, that is, the results of the Phytosanitary Capacity Evaluations and the Performance Vision Strategy tools. BAHA will also be in a position to use the application of this framework to guide itself in making informed decision particularly as it pertains to the allocation of resources under future donor programmes.

**6. Have you discussed this PPG request – or funding for the project proposal which would result from it – with any potential donors (bilateral, multilateral, Enhanced Integrated Framework, etc.)? If so, provide information below and indicate any potential sources of funding for the project to be developed through this PPG. See Qn. 7. G. of the *Guidance Note*.**

We have not held any discussions with any potential donors in regards to the results that we hope to obtain from this Project.

## II. Implementation

### 7. What are the expected start and end dates for this PPG?

01 November to 31 December 2011

### 8. What activities would be carried out under this PPG? Provide a description of each activity below, specifying the persons / offices responsible, as well as the completion dates and expected outputs.

Activity	Responsible	Completion date	Expected output
Preparation of SPS-related information dossier for Belize	Consultant in collaboration with BAHA staff	10 November	
Orientation workshop to present the MCDA approach and train key BAHA staff on its use, application and expected outputs	Consultant		Trained BAHA personnel
Stakeholder workshop to identify possible SPS capacity building options to be included in the analysis	Consultant in collaboration with BAHA staff		National plan with well defined and articulated SPS priorities
Data collection and preparation information cards for the various options included in the Choice Set.	Consultant		Broad based consultation with all stakeholders to have results that truly reflect the national position
Training on the computer software	Consultant		Trained BAHA personnel
Application of the tool	Consultant (in collaboration with BAHA staff)	15 December 2011	Report with SPS prioritized areas and a strategic plan
Documentation of the initial findings			
Stakeholder consultation	Consultant (with support from BAHA staff)	15 November 2011	Feedback and inputs in the application of the tool and buy-in for prioritized SPS areas identified upon application of the SPS cross-cutting tool

**9. List all the stakeholders (government, private sector, academia, etc.) that may have an interest in this PPG and the resultant project. Explain how will they be consulted and involved during the implementation of the PPG (e.g. interviews, validation workshops, etc.).**

BAHA works with the following stakeholders, who would be consulted and engaged as part of the process of applying this tool:

Ministry of Economic Development, Belize Bureau of Standards, Belize Tourism Board, Ministry of Tourism, staff from the Belize Agricultural Health Authority, Ministry of Foreign Affairs and Foreign Trade, Fish and Shrimp User Group, Belize Livestock Producers Association, Belize Poultry Association, Citrus Growers Association, importers, producers, processors, Running W, James Brodies and Co. Ltd, Santiago Castillo, Brokers Association of Belize, Shipping Agents, BELTRAIDE, Belize Chamber of Commerce, farmers, Belize Aquaculture Limited, Paradise Farms, CARDI, Ministry of Agriculture and Fisheries, Ministry of Health, University of Belize, among others.

**10. Who will take the lead in the development of the project proposal under this PPG? If you propose national experts and/or international consultants for this task, provide their full name and contact details below. A Curriculum Vitae and record of achievements for each person proposed should be included in Appendix 2. If no names are provided, the STDF will provide a shortlist of consultants if the PPG request is approved.**

STDF consultant would take the lead in the application of this tool, and would train BAHA staff to be able to re-apply this framework as a decision-support tool to guide BAHA's work (and resource allocations) in the future.

BAHA staff would work closely with the concerned consultant, for instance in compiling the dossier of SPS information (which would be used to inform the identification of possible SPS capacity building options, identifying relevant stakeholders to be consulted, organizing stakeholder meetings, etc.

### III. Budget

11. What is the total estimated budget (in US\$) required for this PPG? Specify the amount that is requested from the STDF and the in-kind contribution (if any). Complete the budget table below.

Item	Description of inputs required	Estimated budget (US\$)
<b>Expertise</b>		
<b>International consultant</b>	<b>20 working days (consultancy fees)</b>	<b>15,000.00</b>
<b>International consultant</b> <i>If used, include national or international consultants</i>	<b>Flight and per diem</b>	<b>6,000.00</b>
<i>National Consultant</i>	<b>Collation of data etc.</b>	<b>1000.00</b>
<b>Travel (in-country travel)</b>		<b>740.00</b>
<i>If appropriate, include international flights for consultants (economy class), in-country travel, Daily Subsistence Allowance, etc.</i>		
<b>Stakeholder meetings and workshops</b> <i>If appropriate, include travel of participants, hire of venue, facilitator, etc.</i>	<b>Materials, supplies, venue and food, travel of participants, banner and media</b>	<b>5,000.00</b>
<b>General operating expenses</b> <i>If appropriate, include telephone calls, photocopying, etc.</i>		<b>1000.00</b>
<b>Other costs (describe)</b> 4 copies D-Sight software		<b>1260.00</b>
<b>Total</b>		<b>\$30,000.00</b>

### Appendixes

**Appendix 1:** Letters of support from each of the organizations supporting this proposal.

**Appendix 2:** Curriculum Vitae and record of achievements for any consultants proposed to implement this PPG.