

REQUEST FOR PROPOSALS

Virtual workshop facilitation and reporting

for the project

Advancing Pollinator Conservation throughout North America



Commission for Environmental Cooperation

2022

I. Overview

The Commission for Environmental Cooperation (CEC) is requesting proposals from prospective consultants to facilitate a virtual workshop in early May 2022 on native bee inventories and monitoring with experts from North America and develop a collection of available protocols, best practices, case studies, and other information drawn from the workshop to serve as a reference for practitioners by late 2022.

The CEC was established by the governments of Canada, Mexico and the United States through the North American Agreement on Environmental Cooperation, the environmental side agreement to NAFTA. An intergovernmental organization, the CEC brings together citizens and experts from governments, nongovernmental organizations, academia and the business sector to seek solutions to protect North America's shared environment while supporting sustainable economic development. Find out more at: <www.cec.org>.

The CEC's Council, its governing body, approved the project *Advancing Pollinator Conservation throughout North America* as part of the 2022 Operational Plan, with the purpose of sharing best practices, strategies and tools to organize and mobilize native bee inventories and monitoring, and developing materials to communicate the importance of native bees and drive conservation action. For a complete description of the project, including tasks and related budget, please see the Annex.

II. Terms of Reference

A. Overview and Scope

One of the objectives of the *Advancing Pollinator Conservation throughout North America* project is to share strategies to organize and mobilize native bee inventory and monitoring across North America. This objective will be met by: i.) holding a virtual workshop to share available protocols, case studies and insights on native bee inventories and monitoring with experts from across North America and ii.) researching and developing a collection of available protocols, best practices, case studies, and other information drawn from the workshop to serve as a reference for practitioners.

As a result of this work, practitioners will have information to develop inventories and monitoring protocols and a North American community of practice sharing knowledge on native bee monitoring will be supported in establishing itself.

B. Description of Services

The consultant shall coordinate with the CEC's designated contacts to accomplish the following tasks:

1. Design and prepare the workshop:

- 1.1. Prepare draft workshop agenda for two 3-hours sessions to take place over two days. The consultant is expected to suggest a workshop format suited to the challenges of maintaining engagement and having an interactive discussion online. As such, the first session could include a broader conversation with brief presentations from experts in Canada, Mexico, and the United States followed by a facilitated discussion. The second session could include more specific facilitated discussions. The purpose of the virtual

workshop is to identify specific opportunities and priority areas for trilateral work and help establish a community of practice to share knowledge on native bee inventories and monitoring across sectors and regions, to feed into a workshop report and collection of information that will serve as a reference for practitioners.

2. Facilitate the workshop:

2.1. Facilitate progression through the agenda, manage discussions, summarize key points, gather input and feedback from participants in Canada, Mexico, and the United States, inviting them to share knowledge and information that will feed into reference material for practitioners. The workshop is expected to take place through two 3-hours sessions over two days in early May 2022, on dates determined with the CEC to accommodate participants. The consultant is expected to dedicate sufficient time to preparing the workshops, showing flexibility so as to be available on the chosen workshop dates and having access to a place of work with a reliable Internet connection for conducting the workshops.

3. Produce a summary workshop report:

3.1. Prepare a draft workshop report, containing sufficient detail to accurately reflect the topics, ideas, and substance of the workshop discussion, compiling the key elements discussed and identifying specific opportunities and priority areas for trilateral work. The draft report must be submitted to CEC staff and the Project Steering Committee for review and comments.

3.2. Deliver a final workshop report, addressing feedback received from CEC staff and the Project Steering Committee, as appropriate, and including final versions of materials prepared by the consultant, all presentations and other material submitted by the workshop presenters and participants.

4. Research and develop a collection of available protocols, best practices, case studies, and other information drawn from the workshop on native bee inventories and monitoring to serve as a reference for practitioners:

4.1. Research, compile and summarize information on the state of knowledge of native bee inventories and monitoring in North America, considering key taxonomic groups and regions. Material should include, but not be limited to:

4.1.1. General overview

4.1.1.1. Native bee inventories and monitoring

4.1.2. Available protocols

4.1.2.1. In Canada

4.1.2.2. In Mexico

4.1.2.3. In the United States

4.1.3. Best practices

4.1.3.1. For native bee inventories and monitoring in general

4.1.3.2. For specific native bee species and/or groups

4.1.4. Case studies

4.1.4.1. In Canada

4.1.4.2. In Mexico

4.1.4.3. In the United States

- 4.1.5. Insights from the workshop
- 4.1.6. Knowledge gaps and information availability/deficiency

4.2. Deliver a draft document for review by CEC staff and the Project Steering Committee; address feedback received, as appropriate, in a final document.

Deliverables

- 1. A detailed workshop report.
- 2. A collection of available protocols, best practices, case studies, and other information on native bee inventories and monitoring, drawn from research and the workshop, to serve as a reference for practitioners.

Meeting Arrangements

The CEC will arrange remote conferencing services for the workshops, including simultaneous interpretation and translation of supporting materials. These costs will be borne by the CEC and should not be included in the budget breakdown submitted by the consultant.

C. Periodic Reporting Requirements

Throughout the project, the consultant will work in close collaboration with the CEC, the Project Steering Committee, and experts to gather information to support delivery of the work. The consultant may consult directly with government officials and other experts, as needed. However, the consultant shall report only to, and receive direction only from, the CEC designated staff.

The CEC Secretariat will forward draft deliverables to the project’s Steering Committee and other experts (to be specified), for their review and comment.

The CEC Secretariat will arrange teleconferences with the consultant, the CEC designated staff, and other experts on an as-needed basis. The goal of these meetings will be to present the products and assess progress on the project. The consultant is expected to be available for these calls, at mutually agreed times. The consultant will inform the CEC of any potential problems and suggest solutions and actions that could be taken to facilitate the achievement of desired results. The consultant will work in his or her own offices.

Provisional timeline of expected deliverables

mid-April 2022	Draft workshop agenda.
early May 2022 (dates TBD)	Final workshop agenda, workshop material and facilitation of the virtual workshop.
late May 2022 (no later than 2 weeks after the workshop)	Detailed draft workshop report for review by the CEC and Project Steering Committee.
late June 2022	Detailed final workshop report, addressing feedback received from the CEC and Project Steering Committee.
October 2022	Draft collection of available protocols, best practices, case studies, and the information drawn from the workshop on native bee inventories and monitoring for review by the CEC and Project Steering Committee.
December 2022	Final collection of available protocols, best practices, case studies, and the information drawn from the workshop on native bee inventories and monitoring, addressing feedback received from the

	CEC and Project Steering Committee, to serve as a reference for practitioners.
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D. Quality of Deliverables

The consultant is responsible for providing deliverables of **publishable quality** (i.e., copy-edited prior to submission) in English and, when applicable, for the technical editing of the materials. The consultant will submit to the CEC Secretariat all written material (including complete drafts and final reports) in Microsoft Word, following the format of the CEC’s [Report Template](#) when applicable and adhering to the precepts of the [Guidelines for CEC Documents and Information Products](#), as supplemented by the CEC’s English [Style Guide](#). Supporting documents for tables, figures and maps will be submitted with the report in their original file format (e.g., Excel or ArcGIS). Note that all amounts shall be presented in metric units. The CEC Secretariat will be responsible, when applicable, for translation, printing, publication and distribution of products from this activity.

Upon delivery by the consultant of a final version of the report or other written materials under the project, the CEC reserves the right to a 15-business day period to review the document(s), notify the consultant of any potential issues or errors, and return the document(s) to the consultant for appropriate corrections, at no extra cost. In all cases, contract payments will be withheld if products submitted to the CEC fail to fulfill the quality and formatting requirements specified above. In the event that the consultant neglects to make the required corrections or if, following corrections, a deliverable remains unsatisfactory, the document shall be edited or revised by a third party designated by the Secretariat, the cost of which shall be deducted from the consultant’s fees at a rate of C\$60 per hour.

E. Plagiarism

Plagiarism is the act of conveying someone else’s original expression or creative ideas as one’s own and can be a violation of copyright law. Neither intentional nor unintentional plagiarism is acceptable to the CEC. The consultant must follow good scholarly methodology in preparing reports and deliverables under the contract, including systematic referencing in footnotes or in-sentence references, for any secondary sources, quotations, data, etc., that do not originate with the author. Sources for tables and figures reproduced from other literature must be given in a “Source” attribution immediately below the table or figure. Failure to properly reference the source of such borrowed material constitutes plagiarism and will be considered a breach of contract. For further information, see [Guidelines for CEC Documents and Information Products](#). In addition, for every written deliverable submitted, the Consultant must use iThenticate software, or an equivalent software approved by the Commission, to validate the written product in question and must forward the plagiarism review results to the CEC at the time of document submission. Contract payments will be retained if products do not fulfil these requirements.

III. Requirements and Proposal Evaluation
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A. Mandatory Requirements

To be eligible for further consideration, all consultants must fulfill the following basic requirements.

1. In-country Ability

The consultant, as well as all their personnel and subconsultants, must reside and be authorized to work legally in Canada, Mexico or the United States of America. If travel is required, the consultant must possess valid documentation to travel within these countries.

2. Key Personnel

For the purposes of this RFP, the term "consultant" may refer to either a group or company or a single individual.

If a proposal is submitted by a consortium of individuals or institutions, a "lead" consultant should be designated to take responsibility for ensuring overall coordination, the coherence of activity outputs, and the integration of information and ideas.

3. Qualifications Required

The consultant must possess competence and experience in:

- Preparing and facilitating expert meetings, including facilitating opportunities for interdisciplinary exchange and knowledge sharing
- Summarizing discussions, compiling priorities and recommendations, and identifying knowledge gaps
- Researching and compiling information
- Pollinator monitoring in North America
- Working effectively and with appropriate consideration to social and cultural differences across Canada, Mexico, and the United States

The consultant must be fluent in both written and spoken English; proficiency in Spanish and/or French is desirable.

4. Proposal Submission

It is the intention of the CEC Secretariat to include the **Terms of Reference (Section II)** of this document) in the contract negotiated with the successful applicant. Therefore, prospective consultants should refer to these for more detailed information on the project and the services to be provided. Prospective consultants are requested not to reiterate the Terms of Reference in their submissions but are invited to suggest modifications to enhance the proposal.

Proposals must include the following:

- A brief statement of interest and intent. This statement should be based upon and serve to demonstrate the consultant's experience and subject knowledge. The statement should address desired results; guidelines (parameters within which results are to be accomplished); resources (human, financial, technical, or organizational support available to help accomplish the results); and other aspects deemed applicable by the consultant. The purpose of this statement is to demonstrate not only the consultant's general and specific familiarity with the subject area, but also to highlight writing skills;
- A general work plan for carrying out this project;
- Proposed methodology;
- Suggested modifications to the Terms of Reference, and the reasons for such modifications;
- Resumes of the key personnel involved in the project;
- Detailed cost breakdown, including number of person/days of key and other personnel, direct and indirect costs, travel costs and applicable taxes;
- Description of relevant experience and any other relevant information;

- Two samples of previous work;
- Two letters of recommendation from previous assignments; and
- List of no less than three references.

B. Other Information to be Provided

Potential consultants are encouraged to submit any additional information that they believe will assist the CEC Secretariat in the evaluation of their proposal. However, the proposal should not exceed six (6) pages, exclusive of applicant resumes, samples of previous work or corporate brochures.

C. Type of Contract to be Used for These Services

The CEC Secretariat intends to use its milestone-based contract for these services. A sample is available upon request. If the contract is negotiated with a consortium, the CEC will offer the consultants the option to have separate contracts between each consultant and the CEC.

All work within the contract must be completed by 31 December 2022.

D. Selection Procedure

The consultant deemed best qualified will be selected on the basis of a competitive process, in accordance with sections 2.5-2.7 of the [CEC Consultant Services Procurement Manual](#).

Proposals that the CEC Secretariat determines to be complete will be evaluated according to the procedure described below. Prospective consultants who submit proposals determined by the CEC Secretariat to be incomplete will be so notified in writing.

Each complete proposal that is submitted will be evaluated by the CEC Secretariat according to the following criteria, with a point rating assigned for each:

Evaluation Criteria	Maximum Point Rating
Experience, qualifications and competency of key personnel	40
Understanding of project requirements and adequacy of work plan	30
Suitability of the proposed approach	10
Adequacy of budget	10
Writing ability	10
Total	100

A minimum score of 80 will be required for the prospective consultant's proposal to be eligible for further consideration. Cost efficiency will be taken into account in the evaluation.

Proposals in response to this request will be evaluated by the CEC designated staff and technical reviewers, who will form an Evaluation Committee. Each member of the Evaluation Committee will receive a copy of the proposals and will be asked to rate each proposal using the evaluation criteria and its maximum point ratings given above.

The CEC designated staff will arrange for a conference call/meeting among the members of the Evaluation Committee to discuss the ratings, arrive at final scores, and, subsequently, a ranking of all proposals. The strengths and weaknesses of each proposal, in terms of the evaluation criteria, will be noted and summarized. Once the selection has been made, each prospective

consultant will be provided with their score—if requested—along with their comparative ranking. However, neither the evaluations nor the scores of other bidders will be provided.

E. Estimated Level of Resources Required

The budget for this activity is not expected to exceed twenty-six thousand Canadian dollars (C\$26,000) including professional fees and expenses. Reimbursable expenses are detailed in the CEC standard contract, available upon request; in addition, the cost of using iThenticate or other approved software to detect plagiarism (US\$50) should also be considered.

For universities and nongovernmental organizations, note that the CEC accepts that overhead be charged for administration and other indirect costs up to 15% of the total value of the contract.

If the proposal were presented by a consultant established in Mexico, the applicable value-added tax will be 0%, in accordance with Article 29, section IV, paragraph a) of Mexico's VAT Act, as these are technical services that were engaged from abroad.

If a currency other than Canadian dollars is used, the consultant should indicate the total cost of the professional services in Canadian dollars as well as the currency of choice, for comparison purposes.

F. Basis of Payment Required

The consultant will be paid by milestone.

Payment shall be made only for *bona fide* consultant fees and legitimate expenses incurred in accordance with the contract for professional services, and only upon receipt and documented acceptance by the Secretariat of statement(s) of account/invoice(s) from the consultant. Settlement of invoices that are acceptable for payment will normally be made 30 days from the date of receipt by the Commission.

G. Conflict of Interest

“Conflict of interest” means, but is not limited to, a situation where a consultant's personal interest is sufficiently connected with professional duties under the contract, such that it results in a reasonable apprehension that said personal interest may influence the exercise of professional responsibilities under the contract. For example, a direct conflict of interest exists when the consultant is also a CEC government official or is related to or closely affiliated with a CEC government official, CEC staff member or third party involved with the performance of the services.

The consultant will inform the CEC Secretariat of any circumstance that existed prior to the execution of this contract, or that could manifest during the performance of this contract, which could constitute a conflict of interest. The consultant will complete and sign, on behalf of all his or her personnel, the attached *Declaration of Acceptance and Impartiality and Independence* (see Annex). The Consultant will also take note of the [CEC Consultant Services Procurement Manual](#).

H. Deadlines for Proposal Submission and Decision

The proposal, including all relevant attachments, must be received by the CEC Secretariat offices by **17:00 EST on 5 April 2022**. Proposals submitted after this deadline will not be considered.

Proposals must be submitted via e-mail to aasselin@cec.org. Proposal format may be in Microsoft Word or Adobe PDF format. Once the proposal has been submitted electronically, the CEC will confirm receipt within three business days. If receipt is not confirmed by e-mail within this time, **applicants must contact the CEC.** The contact person is:

Antoine Asselin-Nguyen
Project Lead, Ecosystems Unit
Commission for Environmental Cooperation
700 de la Gauchetière St. West, Suite 1620
Montreal, QC, Canada H3B 5M2
Tel: 514-350-4300; Fax: 514-350-4314

The CEC Secretariat intends to select the consultant and notify the applicants within a reasonable period of time following the proposal submission deadline.

ANNEX 1 (see also Schedule D in CEC standard contract)

CONSULTANT'S DECLARATION OF ACCEPTANCE AND IMPARTIALITY AND INDEPENDENCE FOR CONTRACT

I, the undersigned,

Last Name: _____ First Name: _____

ACCEPTANCE

hereby declare that I accept to serve as consultant in the subject contract.

IMPARTIALITY AND INDEPENDENCE

(If you accept to serve as a consultant, please check one of the two following boxes. The choice of which box to check will be determined after you have taken into account, inter alia, whether there exists any past or present relationship, direct or indirect, with any of the Parties to the Environmental Cooperation Agreement (ECA) or their Commission for Environmental Cooperation ("CEC") representatives, Secretariat staff, and/or third parties involved in the performance of this contract, whether financial, professional, familial, or of another kind and whether the nature of any such relationship is such that disclosure is called for pursuant to the criteria set out below. Any doubt should be resolved in favor of disclosure.)

I am impartial and independent with respect to the ECA Parties and their CEC representatives, CEC Secretariat staff, and third parties involved in the performance of this contract, and intend to remain so; to the best of my knowledge, there are no facts or circumstances, past or present that need be disclosed because they are likely to give rise to justifiable doubts as to my impartiality or independence, and that may constitute a conflict of interest.

OR

I am impartial and independent with respect to the ECA Parties and their CEC representatives, Secretariat staff, and/or third parties involved in the performance of this contract, and intend to remain so; **however**, I wish to call your attention to the following facts or circumstances which I hereafter disclose because they might be of such a nature as to give rise to justifiable doubts as to my impartiality or independence, and that may constitute a conflict of interest. Where facts or circumstances exist that might give rise to the latter such doubts, I may set out measures I intend to take to mitigate or eliminate any doubts regarding my impartiality and independence, and/or a possible conflict of interest. (Use separate sheet and attach.)

Date: _____

Signature: _____

ANNEX 2

PROJECT NAME: Advancing Pollinator Conservation throughout North America

- 1. Project duration:** from January 2022 to December 2023 (24 months)
- 2. Budget): C\$497,000**
- 3. Short statement of the issue(s) under this topic, need/gap identified; the project objective(s) and activities to address the issue; and expected outcomes and benefits/beneficiaries:**

Pollinators support the reproduction of 80% of wild vascular plants and 75% of crop species, and as such are crucial to food security, human well-being, and natural ecosystems. The number of pollinators has declined worldwide due to habitat loss and degradation, intensive agricultural management, pathogens, invasive species, climate change, and excessive use of agrochemicals, including pesticides. This decline requires urgent conservation actions and the engagement of stakeholders in different sectors.

Recognizing the urgency to act together for pollinator conservation, Canada, Mexico, and the United States established foundations for regional collaboration on pollinator conservation through an initial project. Over two years, the project held targeted workshops and supported a literature review to inform the drafting of a first North American Pollinator Framework. Envisioned as a base on which to develop concrete actions in support of regional collaboration, the Framework includes a state of knowledge on pollinators in North America, recommendations for integrating human dimensions in conservation efforts, and priorities for collaborative action. The framework highlights the need for long-term, harmonized monitoring data to design and implement effective pollinator conservation strategies.

Building on this foundation and the lessons learned from trinational collaboration on monarch conservation, as well as ongoing national efforts on pollinator conservation (including Mexico's National Strategy on Pollinators and its implementation plan, and Canadian and US efforts to strengthen national and international coordination), the three countries can now identify a path forward for collaboration. By sharing best practices and strategies to organize and mobilize native bee inventory and monitoring, this project will lay the foundations for more robust and standardized data repositories to inform conservation actions across the continent. In addition, the project will develop tools and communication materials to raise awareness about native bees and their importance, and to drive action through citizen science and community involvement.

- 4. Select the strategic pillar(s) from the 2021-2025 Strategic Plan that the project addresses:**

- Clean Air, Land and Water
- Preventing and Reducing Pollution in the Marine Environment
- Circular Economy and Sustainable Materials Management
- Shared Ecosystems and Species
- Resilient Economies and Communities
- Effective Enforcement of Environmental Laws

5. Describe how the project uses strategic cross-cutting approaches in its implementation: Innovative and Effective Solutions and/or Diverse and Inclusive Stakeholder Engagement and Public Participation (including gender and diversity effects and opportunities, and youth):

The project incorporates new and emerging tools to address the lack and disparity of data that creates challenges for pollinator conservation. These tools harness the data available to better target resources for increased conservation returns. The project also involves a community engagement and communications component that will identify opportunities for action and stewardship to educate and work with stakeholders who might not be aware of the important role native bees play in their environment, their livelihoods, and their wellbeing.

6. Explain how the project can achieve more impact through trinational cooperation:

Pollinators are of critical importance for food security and other ecosystem services, and each country in North America has initiatives in place to counter pollinator decline. Following on the example of the CEC's successful model of collaborative work on monarch conservation, the project will be a first step in implementing the recommendations of the North American Pollinator Conservation Framework, beginning with filling crucial knowledge and information gaps that are best addressed through collaborative action. Given the challenges associated with data collection and monitoring pollinators across the three countries, there is an opportunity to leverage existing national efforts to share knowledge and develop innovative tools to better target conservation actions. The project will also promote the exchange of lessons learned associated with the development of monitoring protocols and citizen science on native bee conservation.

7. Describe how the project complements or avoids duplication with other national or international work:

While there are various local and national efforts to support the conservation of pollinators in Canada, Mexico, and the United States, trinational collaboration has been limited to date, with the exception of efforts exclusively focused on the monarch butterfly. The previous project initiated the process of building inclusive North American collaboration on pollinator conservation, and this project will build upon the strategies and knowledge gaps identified by stakeholders to support and link local and regional efforts.

8. Describe how the project engages traditional ecological knowledge (TEK) experts or Tribal/First Nations/Indigenous communities, if applicable:

Across North America, there is a diverse collection of traditional ecological knowledge on pollinators, particularly as to how they relate to food production. In Mexico, Mayan people have an extensive ancestral knowledge on native bee management that could be included in this project. Indigenous and local communities will be engaged as applicable under the project’s scope and timeline.

9. Describe how the project engages new audiences or partners, if applicable:

The project will engage the general public through accessible and inclusive communications tools to raise awareness about the environmental, social, and economic benefits of native bees for communities, food production, and natural ecosystem functioning, and to spur action at the community level.

10. Identify the designated partner agencies or organizations committed to implementing this project, as well as other organizations that could be involved, or benefit from it, including through outreach efforts, collaborations or partnerships (e.g., federal agencies, other levels of government, academia, NGOs, the private sector, civil society, and youth):

Lead agencies or organizations	Country
Environment and Climate Change Canada, Agriculture and Agri-Food Canada, Parks Canada	Canada
Conabio, Semarnat, , Conanp, Sader	Mexico
USFWS, USGS, US Dept of Agriculture	United States
Other organizations/individuals	Country
NGOs	Canada, Mexico, United States
Provincial and State agencies	Canada, Mexico, United States
Local/ municipal/ regional authorities	Canada, Mexico, United States
Community partners	Canada, Mexico, United States
Academic experts	Canada, Mexico, United States

11. In the following table, describe: the project objective(s) and the activities and subtasks planned to achieve the objective(s); the corresponding outputs, expected results and how they will be measured (performance measures); baselines (if known) and targets by end of the project; and the timeline and budget:

OBJECTIVE 1	Share strategies to organize and mobilize native bee inventory and monitoring across North America
Activity 1 Budget C\$60,000	Share best practices for native bee inventories and monitoring through an emerging North American community of practice

Output(s)	<ul style="list-style-type: none"> - Virtual workshop on native bee inventories and monitoring with experts from North America - Workshop report, including case studies, protocols, and/or best practices for native bee monitoring 	
Expected results, performance measures	<ul style="list-style-type: none"> - Information to develop inventories and monitoring protocols is available to practitioners - Community of practice is established to share knowledge on native bee monitoring 	
Baseline (current status), if known	- Strategies and methodologies for native bee inventories and monitoring exist in some parts of North America	
Target (by project end)	- A workshop report including case studies, protocols, and/or best practices on native bee inventories and monitoring is published	
Subtask 1.1	Hold a virtual workshop to share case studies, available protocols, and insights on native bee inventories and monitoring with experts from across North America	mid 2022
Subtask 1.2	Develop a collection of case studies, available protocols, best practices, and the information drawn from the workshop to serve as a reference for practitioners	late 2022 – early 2023
Activity 2 Budget C\$247,000	Develop strategies and tools to organize and prioritize native bee inventories and monitoring in Canada, Mexico, and the United States	
Output(s)	<ul style="list-style-type: none"> - Workshop on geospatial decision-making tools with experts from North America - Geospatial decision-making tools, such as the National Bee Distribution Tool, updated and customized to meet North American needs - Geospatial priorities for native bee inventories and monitoring mapped for each country 	
Expected results, performance measures	<ul style="list-style-type: none"> - Experts from Canada, Mexico, and the United States are introduced to geospatial decision-making tools (such as the National Bee Distribution Tool) - Updated geospatial decision-making tools customized for North American users is available - Geospatial priorities for native bee inventories and monitoring have been discussed and can be identified 	
Baseline (current status), if known	- The National Bee Distribution Tool is in development, with use in the United States. Geospatial tools for pollinators are currently in development in Mexico.	
Target (by project end)	<ul style="list-style-type: none"> - A geospatial decision-making tool has been customized for North American users - Priorities for native bee inventories and monitoring are identified for the three countries 	

	- At least two experts per county are able to use geospatial decision-making tools, such as the National Bee Distribution Tool	
Subtask 2.1	Hold workshop to introduce North American experts to geospatial decision-making tools, such as the National Bee Distribution Tool, and to explore expanded functions that would be useful to organize inventories and monitoring efforts	late 2022
Subtask 2.2	Support further development of geospatial decision-making tools, such as the National Bee Distribution Tool, as needed	early 2023
Subtask 2.3	Hold workshop to share updates to geospatial decision-making tools, such as the National Bee Distribution Tool, and to pilot mapping and identifying geospatial priorities for each country	mid 2023
Subtask 2.4	Produce report on how geospatial decision-making tools, such as the National Bee Distribution Tool, was applied and leveraged during the workshops to identify geospatial priorities for inventories and monitoring	mid-late 2023
OBJECTIVE 2	Develop tools and communication materials to drive action	
Activity 3 Budget C\$190,000	Communicate the environmental, social, and economic benefits of native bees for communities, food production, and natural ecosystem functioning.	
Output(s)	<ul style="list-style-type: none"> - Communications tools and materials communicating the importance of native bees, as well as pollinators as a public good - Communications material piloted in 3 communities 	
Expected results, performance measures	Communications tools and materials are available in three languages to communicate the importance of native bees, as well as pollinators as a public good, and how North Americans can take action	
Baseline (current status), if known	<ul style="list-style-type: none"> - Communication materials on pollinators in general is available in the three countries - Public awareness of native bees and their co-benefits is limited 	
Target (by project end)	<ul style="list-style-type: none"> - Communications tools and materials communicating importance of native bees are available to stakeholders - Target audiences in pilot communities have an increased awareness of native bees and their importance 	
Subtask 3.1	Scoping workshop with Project Steering Committee and relevant experts to determine target audience (e.g., producers, urban gardeners, communities)	early 2022

	adjacent to national parks), key messages, and calls to action	
Subtask 3.2	Create communications materials based on available information to educate target audience on the existence and importance of native bees for nature and people and pollinators as a public good.	mid-late 2022
Subtask 3.3	Develop and implement communications/educational material in 3 pilot communities (1 per country)	early-mid 2023

12. Describe post-project expected impacts:

Expected impact (by when: month, year)	SMART performance measure(s)
By December 2025, a North American community of practice has knowledge and references to develop effective inventories and monitoring strategies	Evidence that practitioners in the three countries are implementing innovative or new inventories and monitoring strategies
By December 2025, practitioners have the knowledge to leverage a geospatial tool to prioritize and organize monitoring efforts	Evidence that the National Bee Distribution Tool is being used to prioritize and target monitoring resources
By December 2025, communities and partners are using CEC communication tools to help communicate the importance of native bees as a public good	Evidence based on surveys that pilot communities and target audiences are better informed on the public good provided by native bees