

REQUEST FOR PROPOSALS

Terms of reference

General Secretariat Organization of American States (GS/OAS) acting as Executing Agency of the World Bank implemented GEF assisted project “Building the Inter-American Biodiversity Information Network” (IABIN) Project LCR-6L-Building IABIN

PO77187 - TF 053526

Terms of reference for the Establishment of a Coordinating Institution (CI) for the IABIN Species Thematic Network (IABIN Species TN)

Country: [International](#)

City/Locality: GEF eligible Countries that have sent in the IABIN Project Endorsement Letter to the World Bank

Notice/Contract Number:

Note to groups filling out the Expression of Interest (EoI) for both the Species and Specimens Thematic Network Coordinating Institutions. Because of the synergies between the species and specimens thematic networks, a potential bidder may choose to prepare a consolidated bid for the two thematic networks. Both have the same closing dates so EOIs should explicitly state that they include the required information for both or only one TN.

Publication Date: 15 March 2005

Deadline for Submissions of Expressions of Interest must be received by April 18, 2005 to Rhuber@oas.org c.c. to ivaldespino@iabin.net. Expressions of Interest include **information on the consortiums experience and competence relevant to the assignment that will allow the technical selection committee to establish a short list of consortium groups with the most appropriate qualifications and references.** Please note: Government-owned enterprises in OAS-member States may participate only if they can establish that they (i) are legally and financially autonomous and (ii) operate under commercial law.

Implementing Agency: [World Bank](#)

Executing Organization: General Secretariat/Organization of American States (OAS)

Project: “Building the Inter-American Biodiversity Information Network” (IABIN) Original

Language: English

Contact Information:

Iván Valdespino

Director IABIN Secretariat

Ciudad del Saber

Clayton, República de Panamá

Dr. Iván Valdespino [ivaldespino@iabin.net]

www.iabin.net

Richard M. Huber

Principal Environmental Specialist

Sustainable Development and Environment

Organization of American States

1889 F. St., N.W., Suite 695

Washington, D.C. 20006

T: +202-458-3227
F: +202-458-3560
<RHuber@oas.org>

Services

A five year Global Environment Facility (GEF) Grant of US\$6.0 million for the Building the Inter-American Biodiversity Information Network (IABIN) Project (the project) is executed by the General Secretariat Organization of American States (GS/OAS) and Implemented by International Bank for Reconstruction and Development (the Bank).

All interested parties interested in learning about IABIN should go to www.iabin.net. All interested parties interested in learning about IABIN employment and financing opportunities should subscribe to the Listserve IABINfriends where procurement announcements will be made in a timely fashion. In order to subscribe to IABINfriends please go to http://www.iabin.net/english/iabin_friends.shtml

IABIN Overview: Responding to the importance in the Americas of protection of biodiversity (the Americas houses 8 of the 25 biodiversity hotspots), the Inter-American Biodiversity Information Network (IABIN) was officially mandated at the Summit of the Americas on Sustainable Development, convened by the Organization of American States in Santa Cruz de la Sierra, Bolivia, in December 1996. IABIN is an Internet-based forum for technical and scientific cooperation that seeks to promote greater coordination among Western Hemisphere countries in the collection, sharing, and use of biodiversity information relevant to decision-making and education. The objective of IABIN is to promote sustainable development and the conservation and sustainable use of biological diversity in the Americas through better access to and management of biological information. While IABIN is envisioned as a distributed system of data providers in which the data are maintained and controlled by the provider, coordinated access to the integrated resources of the network is a key component of IABIN.

Since IABIN's inception in 1996, 34 countries have designated official IABIN Focal Points. Three IABIN Council meetings have been held with the IABIN Focal Points and a broad representation from the international, NGO, and private sector communities. The IABIN Executive Committee (IEC) comprises representatives from 8 Countries and an IGO/NGO member, currently the Global Biodiversity Information Facility (GBIF).

This Project Implementation Plan (PIP) found on www.iabin.net outlines a \$35 million plan. Agreements with the primary biodiversity informatics institutions throughout the Americas were forged based on biodiversity data sharing priorities of these institutions and mandates of the first three IABIN Council Meetings. Co-financing of \$28.9 million has been identified from 76 regional or national institutions and programs.

The overall project will:

- (i) Develop an Internet-based, decentralized managed network to provide access to scientifically credible biodiversity information currently existing in individual institutions and agencies in the Americas,
- (ii) Provide the tools necessary to draw knowledge from that wealth of resources, which in turn will support sound decision-making concerning the conservation of biodiversity, and
- (iii) Provide a mechanism in the Americas to exchange information relevant to conservation and sustainable use of biological diversity, thus promoting and facilitating technical and scientific cooperation to help fulfill the mandate of the Clearing-House Mechanism of the Convention on Biological Diversity.

The following criteria were established by the IABIN Council for the prioritization of potential Thematic Networks:

- Theme is of interest to countries (demand driven) as determined by the consultations carried out during the PDF phase
- Valid regional or sub regional data exist
- Infrastructure exists or is planned
- Theme is a priority for global and regional programs
- Theme is a priority of the Convention on Biological Diversity and the 2nd IABIN Council meeting
- Network leverages other funds

Using the above information and criteria, the following six Thematic Networks (TNs) have been identified as a priority for IABIN:

- Specimen Network
- Species Network
- Ecosystems Network
- Invasive Species Network
- Pollinators Network
- Protected Areas

Each TN will be coordinated by an institution, which will be selected by the Executing Agency in consultation with the IEC on a competitive basis and supported by a Technical Committee of Experts constituted by specialists from across the region, chosen by the Secretariat. The Coordinating Institution (CI) is responsible for organizing the development of the TN, including recommendations on standards and protocols. The latter require the endorsement of the IABIN Council. The CI may also be responsible for the coordination of other activities, such as the development of tools for accessing data, entering data in the network, and training, which may be carried out by the CI or by other groups. Where appropriate, CIs could be a consortia of organizations to ensure a good representation of all geographic areas of the Americas. Finally, the CI is responsible to coordinate with the other TNs to assure that, where feasible, all data is interoperable.

Proposal Design. A clearly developed methodology that discusses technical aspects required to comply with tasks and to achieve deliverables for the development of the TN's must be included within the proposal.

Data Management. It is envisioned that the IABIN webpage/portal managed at the IABIN Secretariat in Panama will have some databases, such as content related to the IABIN network. Over time, based on agreements with the Coordinating Institutions (CI's) of the Thematic Networks, some content may be highlighted or potentially even "co-hosted" by the Secretariat. However, the IABIN website will be the "uniform locator" to all IABIN content, information, and data regardless of where it is held. This may be accomplished by just linking and/or hosting some unique or summary information related to the Thematic Network. The Secretariat has the responsibility to develop an "integrated, user cohesive" site for IABIN. While the Thematic Network has the specific content and specific technologies development task; the IABIN Secretariat is the one responsible to develop the standards (both technical and "policy" related) that IABIN requires to function as a "network of networks".

The following issues should be addressed:

Infrastructure Requirements – Hosting, Security, Archival, and Help Desk Support required from CI for Thematic Network. These infrastructure requirements will help ensure that IABIN data and information are available to all appropriate consumers, are properly maintained, and can be accessed in an instantaneous manner.

- *IABIN Thematic Network Data Structure Standard:* It is the responsibility of the CI, in coordination with the Thematic Working Group, to establish, adopt and promote a unique IABIN Data Structure Standard for the TN for information exchange in accordance with the IABIN basic standards and protocols.
- *IABIN Thematic Network Hosting:* It is expected that the CI for the Thematic Network has the technical capabilities (e.g., database and interphase development, server infrastructure, connectivity, help desk assistance, and system administration and update, among others,) to develop and maintain a Website (interphase) for the TN, which should be capable to integrate data providers databases and to be compatible with the IABIN Gateway and other Thematic Networks websites (e.g., compatible databases, interoperability) using IABIN basic standards and protocols.
- *IABIN Partner Data Hosting:* The ability to Host data and information for IABIN partners who currently do not have the capability is a requirement of the IABIN CI for the Thematic Network. To insure that all IABIN partners' data and information is available through the IABIN network, the IABIN CI for the Thematic Network may also have to host various IABIN country data holdings on an interim basis and provide the tools and procedures to maintain and digitalize this data.
- *Security Processes and Procedures:* Due to the importance of IABIN data and information, high vulnerability of information on the Internet, and IABIN's goal of providing access to data and information 24x7, proper security policies, practices, and tools need to be implemented within the IABIN network and, specifically by the CI for the Thematic Network in coordination with the Secretariat and other Thematic Networks. These requirements ensure that the proper use, availability, and protection of IABIN information exist into the foreseeable future.
- *Archival and Mirroring of Data:* As the IABIN network evolves over the next several years, archiving of IABIN metadata, any hosted information, and other IABIN documents will be a requirement of the IABIN CI for the Thematic Network. The IABIN CI for the Thematic Network is to also mirror selected IABIN partner data holdings to improve connectivity and access to information.
- *High-Speed Network Access and Bandwidth:* The CI of the IABIN Thematic Network is required to provide at a minimum T1 to T3 connectivity to its servers. This is important due to the fact that as users access IABIN information throughout the distributed network, bottlenecks and slow response times do not occur at the central IABIN gateway or at the Thematic Network website level.
- *Help Desk and User Support:* The ability to provide technical help desk support when upgrades and/or downtime are required is a requirement of the IABIN CI Thematic Network.

- *Ensuring Thematic Network long-term sustainability:* The CI should develop a structured Thematic Network sustainability plan (that later will be coordinated with the Secretariat) in order to ensure human, technical and financial resources for the long-term sustainability of the initiative. This plan should also include provisions by which at the end or during the execution of the official contract phase, if the CI can no longer ensure the continued hosting and maintenance of the website and data, that the data will be transferred in their entirety and at no cost to IABIN.

The process for choosing the Coordinating Institution is as follows:

1. The Secretariat with IABIN Executive Committee input prepares detailed terms of reference (TORs) for the activities of a CI.
2. The work is contracted out by the Executing Agency in accordance with World Bank procurement procedures. These procedures define the kinds of competitive procurement procedures to be followed, as a function of the size and type of the contract, and could exceptionally include sole-sourcing procedures.
3. A Technical Selection Committee convened by the Executing Agency, and acceptable to the Secretariat and the IEC will evaluate detailed proposals.
4. The procurement process and final selection of a CI is subject to World Bank no-objection, as defined in the legal agreement.

Proposals to take on the role of the CI will require co-financing, and should specify mechanisms for the long-term maintenance of the TNs.

A Thematic Network Coordinator of the IABIN Secretariat will oversee the implementation of the Thematic Networks. The TNs to be established are described in Sections 3.1.2 through 3.1.7 in the PIP that may be found on www.iabin.net.

Overall, throughout the six thematic networks, the CIs have a special role in the coordination and promotion of key technical aspects of IABIN such as the development of functioning networks, metadata schema, and development of thematic information resources.

Operational/leadership functions under Interoperability and Access to Data:

- Supervise the operation of the basic network infrastructure: Thematic Networks
- Develop the basic infrastructure necessary to operate the TNs
- Operate and maintain the TNs
- Seek agreements on the use of standards and protocols to ensure compatibility of diverse data sources within the region
- Develop and adapt tools for data content creation
- Development of training packages

Operational/leadership functions under Data Content Creation:

- Quality control and validation of information
- Carry out or coordinate training
- Digitization of biodiversity data
- Determine data content creation priorities
- Data Hosting

The IABIN Secretariat will manage day-to-day activities of IABIN. The IEC has chosen the City of Knowledge in Panama City, an NGO, as the Host organization for the IABIN Secretariat.

The RFPs (Request For Proposals) and terms of reference, as they become available, for these thematic networks may be found at www.iabin.net. Organizations interested in applying for the Coordinating Institution (CI) of the different position should send Proposals and or questions (preferably by email) to:

Iván Valdespino

*Director IABIN Secretariat
Ciudad del Saber
Clayton, República de Panamá
Dr. Iván Valdespino [ivaldespino@iabin.net]
www.iabin.net*

Richard M. Huber

*Principal Environmental Specialist
Sustainable Development and Environment
Organization of American States
1889 F. St., N.W., Suite 695
Washington, D.C. 20006*

T: +202-458-3227
F: +202-458-3560
<RHuber@oas.org>

Scope of Work for the IABIN Species Thematic Network

Justification and Background

Species are the most widely used classification unit of biodiversity, and are the typical level of biodiversity that is protected by laws (e.g., CITES, endangered species legislation, IUCN Red Lists). Beyond the basic need to classify species (taxonomy), decision makers require information about the status of species (imperiled or abundant), individual species requirements (natural history and phenology), and the best practices for managing populations, especially for vulnerable species.

Objective of the IABIN Species Thematic Network

The goal of this Thematic Network is to implement an electronic and institutional network dedicated to information on the species that constitute the biodiversity of the Americas. Ultimately, tools developed by the Network should allow the user to consult specimen, species and ecosystems databases in an integrated manner (in coordination with other Thematic Networks).

Objectives:

1. Enhance the usefulness of species information for decision makers in government and civil society.
2. Evaluate and begin implementing the standards and protocols needed to guide the development and sharing of species information that is distributed among different institutions of the region. Standards should consider associated information such as natural history, indicators, distribution, and management.
3. Implement an information system to disseminate species information not currently available or presently managed within incompatible systems.
4. Integrate species information with specimen and ecosystem information from other IABIN thematic networks.
5. Maintain the species information Thematic Network

Key Issues. The following issues represent the main challenges to IABIN in achieving the goals related to species information:

- A variety of competing standards for species information need to be reconciled and brought into alignment.
- Many countries lack the tools to make existing information widely available
- Conceptual models for linking specimen, species and ecosystem information must be established

Required Co financing. Institutions wishing to be considered for the Species Areas Thematic Network Coordinating Institution (PA TN CI) should review the Project Implementation Plan (PIP) found on www.iabin.net to familiarize themselves with IABIN's institutional arrangements, co financing requirements, and reporting.

Proposed CIs must bring significant co financing resources to implement the TN. These technical and financial resources will be presented with each proposal that will also be evaluated on methodology, quality of key staff proposed, and relevant experience for the assignment. The contracted CI would agree to provide detailed quarterly co-financing information according to cost guidelines established by the Secretariat. The co-financing information should be documented and should be open to potential audits. **Minimum co-financing for a CI must be at**

least 2:1, thus double the amount of the IABIN contribution. Proposals should include a detailed activities and financing plan for both the IABIN contribution and CI contribution. Activities may be further enhanced by the Matching Grant arm of IABIN. (See PIP and Annex 2 of this TORs.)

Products of the IABIN Species TN

Species Thematic Network Timeframe

Activity	Time									
	Year 1		Year 2		Year 3		Year 4		Year 5	
	1	2	1	2	1	2	1	2	1	2
1. Evaluate the information needs of decision makers (e.g., natural history, indicators, distribution, management and conservation status) and set priorities for the development of species data.										
2. Assemble a Technical Advisory Group to evaluate and adapt GBIF architecture, standards and protocols required for searching the species databases available in the region.										
3. Achieve consensus on information use policies for species information.										
4. Collaborate with other IABIN Thematic Networks to develop tools to integrate species information with the information available on specimens and ecosystems and to allow cross-referencing with other TNs of existing data at different scales allowing queries and searches.										
5. Develop a mechanism for information distribution.										
6. Develop Web services and user interfaces for integrated searches of ecosystem, species and specimen information.										
7. Operate and maintain the species information system (license updates, consultation improvements)										
8. Coordinate communications with Network participants regarding advances and changes in protocols and tools										
9. Create and maintain a species expert database and directory										

These activities will be organized by a Coordinating Institution and the Technical Committee of Experts.

Products

1. Information requirements from representative user groups evaluated and prioritized (building upon the information obtained from the IABIN Regional Report prepared in the first PDF stage of this project)
2. Technical Advisory Group workshop on GBIF standards and protocols as they apply to IABIN information priorities
3. Recommendations for the architecture and protocols documented and distributed to the focal points and data providers
4. Documentation for the cross-cutting Thematic Networks on how to use the species standards and protocols.
5. Tools for entering species data
6. Policies for the use of species information accepted and documented
7. Web site on a central server that provides access to species data using distributed access tools adapted from GBIF
8. Prototype tools for integrated searches of ecosystem, species and specimen information
9. Training program for web administrators.
10. On-line help system to report and explain advances and changes in protocols and tools

11. Processes in place to ensure sustainability of the information system
12. Species expert database and directory

Note to groups filling out the Expression of Interest for both the Species and Specimens Thematic Network Coordinating Institutions. Because of the synergies between the species and specimens thematic networks, a potential bidder may choose to prepare a consolidated bid for the two thematic networks. Both have the same closing dates so EOIs should explicitly state that they include the required information for both or only one TN.

Monitoring and Reporting Arrangements

Monitoring and evaluation of the project will be the responsibility of the OAS acting as Executing Agency, with the assistance of the IABIN Secretariat, the Coordinating Institutions, the World Bank, and other participants as appropriate. Relative to monitoring of co-financing, the Executing Agency, in conjunction with the Secretariat, will produce a yearly statement of changes in fund balance of the project, certified by the Treasurer of the executing agency, attesting to the accuracy and completeness of contributions by the Bank and disbursements by the executing agency, and further certification that the in-kind contribution amounts are consistent with the methodology agreed upon between the Bank and the executing agency. These yearly statements will be based in part by information, co financing data, and performance indicators supplied by the Coordinating Institutions.

The Coordinating Institution will furnish to the OAS and the IABIN Secretariat not later than 20 days after the end of the first calendar semester after the Contract start date, and after each subsequent calendar semester, a semi-annual progress (semester) reports in Spanish and English that integrates the results of the monitoring and evaluation of the Contract activities performed, the progress achieved, and setting out the measures recommended to ensure the efficient carrying out of the Contract and the achievement of the objectives thereof during the following six-month period. These semi-annual progress (semester) reports in Spanish and English will also document project progress to the IABIN Council and IABINfriends. All key IABIN documents and all semester reports will be posted on www.iabin.net and distributed to the IABIN Council.

In summary the required reports from the Coordinating Institutions will include:

Quarterly Technical Report (component-specific)

- Documents the completion of planned activities and the progress made toward the achievement of desired results, as set out in the Annual Operating Plan of the Coordinating Institution for the specific thematic network.
- Reviews any problems or decisions with an impact on performance.
- Assesses the interest generated by program activities and opportunities for enhancing the impact of the project.
- Provides data for semiannual progress reports and for public information purposes.
- Reviews Annex 1 Section on Key Performance Indicators in the PIP and reports on progress specific to the Thematic Network.
- Provides technical and M & E data for incorporation into semi-annual progress reports.
- Provides background and technical information for dissemination to participating institutions and countries.
- May serve as background materials for specific IABIN training programs and public information and awareness activities.

Semiannual Progress (Semester) Reports

- Provides summary of CI activities, highlighting significant results and overall progress toward achievement of objective-level results.
- Serves as a general source of information specific to the Coordinating Institution on IABIN progress for possible distribution to other agencies and interested parties.
- Provides summaries of FMRs (Financial Monitoring Reports).
- Reviews Annex 1 Section on Key Performance Indicators and reports on progress.

Annual Operating Plan (AOP)

- The AOP should be produced not later than November 30 of each year of Contract award and submitted to the Bank for No Objection. The AOP shall contain the Project activities to be carried out during the calendar year following the date of presentation of said plan to the Bank, and a timetable for the completion of said Project activities during the year in question.
- Highlights which indicators are coming due as stated in Annex 1 Section on Key Performance Indicators in the PIP.

Financial Monitoring Reports

- Provides an overview of project finances and Coordinating Institution counterpart funds to-date including disbursements and expenditures (See Annex 2).

Financial Audits

- Coordinating Institutions will permit, if requested by the OAS or the IABIN Secretariat, Audit of contract and counterpart finances as indicated in the contract. Annex 2 demonstrates sheets that must be filled out and submitted to track counterpart financing.

Final Report

- Evaluates the implementation effectiveness of the Coordinating Institutions progress and each project component and the ultimate success of the Coordinating Institutions and its partners in meeting its stated objectives.
- Tracks performance as stated in Annex 1 Section on Key Performance Indicators in the PIP.
- Provides data and information for the Bank's Implementation Completion Report/Final Report.

Annex 1 - TRACKING OF COUNTERPART FUNDING

Proposed Coordinating Institutions must bring significant co financing resources to implement the TN. These technical and financial resources will be presented with each proposal that will also be evaluated on methodology, quality of key staff proposed, and relevant experience for the assignment. The contracted CI would agree to provide detailed quarterly co-financing information according to cost guidelines established by the Secretariat. The co-financing information should be documented and should be open to potential audits. Minimum co-financing for a CI must be at least 2:1, thus double the amount of the IABIN contribution. Proposals should include a detailed activities and financing plan for both the IABIN contribution and CI contribution. Activities may be further enhanced by the Matching Grant arm of IABIN.

The following methodology has been designed to facilitate tracking co-financing.

A) Questionnaire posted in the Project's Website

Coordinating Institutions will have access to an Internet based questionnaire that will be posted in the Project's website, with simple questions that will walk the user through all the possible co financing categories for each project component. Coordinating Institutions will also be required to track counterpart financing of their institution and other partner organizations and institutions that benefit from capacity building.

Most answers will be available as a drop-down list that can be selected with a click of the mouse, and others will be blank spaces to be filled with information. Users will submit the form via the Internet directly to OAS and/or IABIN Secretariat (answers will arrive in a simple format via e-mail), where a person will review and input into an Access Database designed specifically to track cofinancing for the Project.

Below is a basic design of the questions and the screens that would appear as the user provides the relevant information. Drop-down list of answers will correspond to fields in the access database, which also follows the OAS chart of accounts. Reports will answer queries about cofinancing by component, country, institution, and category.

PAPER DESIGN OF VIRTUAL QUESTIONNAIRE

Lines indicate a new screen.

Initial Screen:

- Statement thanking user for the information that he/she is about to provide
- Statement with instructions: (example: please provide information about the activities and expenses that your institution has funded as part of your co-financing commitment to the network. (exclude all funds provided by the project)

Country (drop-down list of 34 countries)

Institution (drop down list of 75 institutions)

Please select name of your institution – if not included select 'other' and add name in blank text box.

Component (select one of the four project components) (Note: at the end user will be able to return to this screen to provide information for additional components or to end session)

Example: User selects component 1 – Interoperability and Access to Data.

Type of Co-financing (drop-down list)

Personnel Costs (drop-down list for each one; see chart of accounts)
Travel
Documents
Equipment & Supplies
Building & Maintenance
External Service Contracts
Other Costs

D) Design of Access Database

Database will consist of the following four tables with relationships among all, so that it will be possible to generate reports in response to queries by country, component, institution or expenditure category.

Table 1 – Project Components

Cost Center 1	Interoperability and Access to Data
Cost Center 2	Data Content Creation
Cost Center 3	Tools for D-Making
Cost Center 4	Sustainability of IABIN
Cost Center 5	Project Administration

Table 2 – Expenditure Categories

50100	PERSONNEL COSTS
50400	TRAVEL
50500	DOCUMENTS
50600	EQUIPMENT & SUPPLIES
50700	BUILDING & MAINTENANCE
50800	EXTERNAL SERVICE CONTRACTS
50900	OTHER COSTS

Table 3 – Countries

01	Antigua and Barbuda
02	Argentina
03	Bahamas
04	Barbados
05	Belize
06	Bolivia
07	Brazil
08	
09	Chile
10	Colombia
11	Costa Rica
12	
13	Dominica
14	Dominican Republic
15	Ecuador
16	El Salvador
17	Grenada
18	Guatemala
19	Guyana
20	Haiti
21	Honduras
22	Jamaica
23	Mexico
24	Nicaragua
25	Panama
26	Paraguay
27	Peru
28	St. Kitts and Nevis

- 29 Saint Lucia
- St. Vincent and
- 30 Grenadines
- 31 Suriname
- 32 Trinidad and Tobago
- 33
- 34 Uruguay
- 35 Venezuela

Table 4 – Participating Institutions (will increase as necessary)

- 01 Asociación Boliviana para la Conservación – TROPICO (Bolivia)
- 02 Autoridad Nacional de Ambiente Panamá
- 03 BioNET International
- 04 Bird Life International
- 05 CaribHerp – Pennstate University (US-Caribbean)
- 06 CCAD
- 07 Centro de Estudios Conservacionistas (CECON), Universidad de San Carlos (Guatemala)
- 08 Centro de Malacología, Universidad Centroamericana de Managua (Nicaragua)
- 09 CIAT (Colombia)
- 10 Ciudad del Saber - Fundación (Panama)
- 11 Colección Boliviana de Fauna (Bolivia)
- 12 Commission For Environmental Cooperation
- 13 Comité Nacional Pro Defensa de la Flora y Fauna - Amigos de la Tierra (CODEFF) (Chile)
- 14 Conabio (Mexico)
- 15 Consortium for Caribbean (MCZ Harvard University) (US-Caribbean)
- 16 Convenio Andres Bello (CAB)
- 17 Corporación Nacional Forestal (CONAF) (Chile)
- 18 CRIA (Brazil)
- 19 Fundación La Salle de Ciencias Naturales (FLASA) (Venezuela)
- 20 Fundación de Historia Natural Félix de Azara (Argentina)
- Grupo de Conservación de Germoplasma ex situ de Raíces y Tuberosas Andinas (RTA's) Univ Ricardo
- 21 Palma
- 22 Escuela Politecnica Nacional del Ecuador
- 23 Fundación Habitat
- 24 Guyra Paraguay
- 25 Herbario Nacional de Bolivia
- 26 Herbario Nacional de Ecuador
- 27 I3N (NBII) (USGS)
- 28 IABIN Focal Points of participating countries
- 29 IADIZA-CRICYT
- 30 INBio (Costa Rica)
- 31 Instituto Alexander von Humboldt (Colombia)
- 32 Instituto de Botánica Darwinion (Argentina)
- 33 Instituto Geográfico de Venezuela
- 34 MINAE Costa Rica
- 35 Ministerio de Ciencia y Tecnología de Venezuela
- 36 Ministerio del Ambiente y Recursos Naturales (MARENA) (Nicaragua)
- 37 Ministry of Environment Haiti
- 38 MIZA (Venezuela)
- 39 Museo Argentino de Ciencias Naturales (MACN) (Argentina)
- 40 Museo de la Plata -- Argentina
- 41 Museo de Zoología, Universidad de Costa Rica
- 42 Museo Entomológico de Leon (Nicaragua)
- 43 Museo Nacional de Costa Rica
- 44 Museo Nacional de Historia Natural (Chile)
- 45 National Biodiversity Network
- 46 NatureServe (Infonatura) (US)

- 47 NORAD
- 48 Organization of American States (OAS)
- 49 Secretariat Host
- 50 SERNA (Honduras)
- 51 Servicio Agrícola y Ganadero (Chile)
- 52 Smithsonian Panamá
- 53 The Bahamas Environment, Science and Tech Comission (Ministry of health and env)
- 54 The Nature Conservancy
- 55 UNEP (GRID)
- 56 UNEP Caribbean CAR RCU
- 57 UNEP Mexico
- 58 Universidad Austral (Chile)
- 59 Universidad de Concepción (Chile)
- 60 Universidad de los Andes (CVULA)
- 61 Universidad de los Andes (ULABG) (Venezuela)
- 62 Universidad de Panamá
- 63 Universidad Nacional de Tucumán (Argentina)
- 64 Universidad Nacional del Nordeste - Fac. Ciencias (UNNE) - Colección herpetologica Corrientes
- 65 University of California, Davis (Information Center for the Environment)
- 66 University of Suriname
- 67 USGS/EROS Data Center
- 68 USGS/NBII
- 69 West Indian Whistling-Duck
- 70 Development Grant Facility (WB)
- 71 WB Colombia Disaster Management Project (WB)
- 72 WB Development Gateway
- 73 WB Env. SALs (Mexico, Brazil)
- 74 WB Honduras Disaster Vulnerability (support to SINIA)
- 75 WB Second Rural Municipality Project (support to SINIA)
- 76 WB/MBC/Dutch Trust Fund