

Forest Carbon Partnership Facility (FCPF) *Readiness Preparation Proposal (R-PP) Template*

Overview of the R-PP Template

1. The Readiness Preparation Proposal (R-PP) is a document designed to assist a country prepare itself for reducing emissions from deforestation and forest degradation (REDD), in order to become 'ready for REDD'.
2. In this document, REDD is understood to include all the elements mentioned in the Bali Action Plan, Section 1 (b) (iii), which calls for *“policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries.”* This set of activities is also officially referred to as “REDD plus”.
3. The R-PP provides a framework for taking stock of the national situation from the point of view of deforestation and forest degradation, and addressing this situation by analytical work to be undertaken in a range of areas and funded from a variety of sources. Specifically, the R-PP would propose work to be undertaken and funded to prepare the following core components of 'REDD readiness':
 - i. An assessment of the situation with respect to deforestation forest degradation, and relevant governance issues;
 - ii. REDD strategy options (a set of actions to reduce deforestation and/or forest degradation, that addresses the drivers of deforestation and degradation identified in the assessment above) and the REDD institutional and legal implementation framework necessary to realize these options;
 - iii. A reference scenario (also referred to as a scenario of forest cover change and emissions) for greenhouse gas (GHG) emissions from deforestation and/or forest degradation; and
 - iv. A monitoring system to measure, report and verify (MRV) the effect of the REDD strategy on GHG emissions and other benefits, and to monitor the drivers of deforestation and forest degradation, as well as other variables relevant to the implementation of REDD.
4. Through its R-PP, the country lays out a roadmap of preparation activities needed to undertake the work in the core components listed above, indicating:
 - i. How REDD preparation work will be organized and managed in the country;
 - ii. What capacity building and financial resources are needed and who would provide them (e.g., domestic agencies, NGOs, foundations, private sector, international donors, etc.); and

- iii. A clear plan, budget and schedule for the identified activities, including the support foreseen from the FCPF.
5. The R-PP development process should be a significant, inclusive, forward-looking and coordinated effort undertaken in consultation with relevant stakeholders in the country about their ideas and concerns regarding REDD, with a view to reaching a common vision of the role of REDD in national development and to engaging stakeholders in R-PP activities and in REDD.
6. The national focal point for REDD should share the R-PP with as many of the stakeholders referred to in the R-PP as possible, and engage in discussions with these stakeholders on the R-PP as soon as possible. Consultation with relevant stakeholders could then be followed up during the work funded by the R-PP by broad-ranging and targeted consultation with and engagement of relevant stakeholders, as provided for in the Consultation and Participation Plan.
7. A template is provided below to guide the country in developing its R-PP. The product addresses the core components of REDD readiness, and is comprised of two parts for each component:
 - i. A thoughtful description and discussion of the situation and issues and early ideas for what to do in the future in relation to each component (e.g., studies, data collection, pilot programs, workshops, etc.). The body of the R-PP template contains a text box to this effect in each component. Feel free to expand the size of the box as necessary, but strive to limit the length of each box to the page length estimates if possible; and
 - ii. An optional annex allowing the country to present more details, or a fuller plan and/or terms of reference (ToR) for the work to be undertaken for that component. Important information should not be left in the annexes only; instead it should be presented, or at least summarized, in the main text of the R-PP.
8. Please keep the length of the body of the R-PP to 50-75 pages, and the total length of the document (including annexes) to a maximum of 100 pages. Avoid providing information that is not directly relevant to the topics covered by the R-PP components. Well-conceived ideas may be better expressed in fewer words. More concise presentations are also likely to facilitate the communication, consultation and discussion efforts that will be required to arrive at a national approach to REDD readiness.
9. The outcome of the REDD readiness preparation phase is a Readiness Package, which is expected after the execution of the studies and activities proposed in the R-PP and consists of the following elements:
 - i. Studies and actions implemented to date (in the context of the execution of the R-PP): Implementation actions that have already occurred as part of the national preparation for REDD readiness, e.g., enacted legislation or regulations defining carbon rights, establishment of monitoring plots, creation of new funding mechanism, etc.; and
 - ii. Actions still being planned: A forward-looking part, which specifies what remains to be done to achieve the state of REDD readiness.

10. Please update the Table of Contents before finalizing and submitting the document.

11. The national focal point for REDD should submit the completed R-PP using the attached template to the FCPF Facility Management Team at fcpfsecretariat@worldbank.org.

Box 1: Early Lessons from the First FCPF R-Plans/R-PPs

Assessment of the first three R-Plans (now R-PPs) at the Participants Committee meeting in Montreux in June 2009 suggests the following early lessons for countries preparing an R-PP:

1. Invest significant effort in the Assessment of Land Use, Forest Policy and Governance: Detailed qualitative and quantitative analysis of existing data and studies of land use trends and previous efforts to slow deforestation is required, in order to provide insights for the REDD strategy development. Trends in sectors outside forests (e.g., mining, agriculture, transportation) may be important drivers of deforestation and degradation. REDD strategy programs and actions need to respond to specific drivers in given regions and socioeconomic conditions in the country. Try to address all major drivers and regions with REDD strategy elements, or the solution will not match up with the causes.
2. Begin consultation on the R-PP during the development of the R-PP, with relevant stakeholders, and discuss the structure of the Consultation and Participation Plan required in this R-PP: Please discuss the consultations held to date, and the plans for further consultation, especially with forest-dependent indigenous peoples and other forest dwellers.
3. REDD working group composition and national REDD management processes need to be cross-sectoral and engage relevant sectors and stakeholders with a role in deforestation trends, or who will be impacted by potential REDD strategies: Some working groups described to date were dominated by a single forest agency, and assessment of the R-PP recommended broadening the group to include other key agencies (e.g., agriculture, mining, transportation) and interest groups.
4. Address potential REDD institutional arrangements and governance issues as thoroughly as possible. Assessment of the initial R-PPs included discussion of governance issues in the REDD context, and whether a country had recognized the need to consider them. For example, does the country recognize it needs to evaluate current institutional arrangements, functioning, transparency, equity, etc. relevant to its proposed REDD strategy and programs? Are there uncertainties regarding land tenure arrangements for some land uses or types of land ownership, and do they pose a barrier to realizing some specific proposed REDD programs?
5. Provide significant detail wherever possible: More general descriptions of REDD activities and consultations to date and planned were the source of significant discussion in the assessment of R-PPs to date. Lists of potential activities are less useful than the provisional selection of a few specific, high-priority activities that can be described in detail. Please include all important information necessary to describe the full set of proposed activities in and background for the R-PP right in the text under the proper component, rather than in a set of many annexes. Use the annexes for supplementary material, not to provide information essential to understanding your R-PP.
6. Establish coherence with work being conducted in the context of other related initiatives, for example the UN-REDD Programme and bilateral initiatives.
7. Clearly identify which of the many activities discussed in the R-PP you are requesting financial support for from the FCPF, and which would be supported by other potential sources of funding: The summary budget tables after each component in this template should be used for this purpose.

Forest Carbon Partnership Facility (FCPF)

Readiness Preparation Proposal (R-PP)

Country Submitting the Proposal:

Date submitted (or revised):

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General Information

1. Contact Information

Please provide the details for the national REDD focal point submitting the R-PP in the table below.

Name	
Organization	
Title	
Address	
Telephone	
Fax	
Email	
Website	

2. R-PP Development Team

Please list the names and organizations of the authors and contributors to the R-PP (insert as many rows as necessary in the table below).

Name	Organization

3. Executive Summary

Please provide a one- to three-page summary of the R-PP in the box below, including: your assessment of the current situation, and your proposed activities and outputs for each component, and the total funding requested and timing.

Component 1: Organize and Consult

1a. National Readiness Management Arrangements

Rationale

The purpose of setting up the National Readiness Management Arrangements is to manage and co-ordinate the REDD readiness activities whilst mainstreaming REDD into broader strategies such as the national low carbon strategies and national development plans. A country may approach the management arrangements for REDD via existing coordinating bodies or may establish a cross-sectoral and functional working group that is inclusive of key stakeholders with well defined roles and responsibilities essential for this purpose but which feeds into an overarching national climate change mitigation management arrangements. Such arrangements are likely to require the involvement of a number of government agencies (e.g., forests, environment, agriculture, transportation, planning, finance, Prime Minister's or President's office, etc.), civil society, and other affected stakeholders in a meaningful way. A stakeholder analysis should ideally be conducted early on, to feed into the composition of the working group.

Guidelines

Please use the following as a guide to explain the design and functions of the National Readiness Management Arrangements:

1. Describe the National Readiness Management Arrangements such as the design and methods of operation, the roles and responsibilities at various levels of management, the relative hierarchy between institutions across sectors, and mechanisms to manage potential disagreement between working group members or across sectors/institutions. Explain how Readiness activities for REDD will be coordinated, and ultimately, how REDD implementation will be managed. Present the composition of the existing or a new working group, i.e., names of the member ministries and agencies; key stakeholders and experts from NGOs, community-based organizations, Indigenous Peoples' organizations, private sector, etc.; and individuals represented in the working group that will be responsible for managing readiness. Also provide the name of the ministry/organization responsible for overall coordination of REDD activities and of donor efforts supporting REDD or land use activities.
2. Describe the specific roles and responsibilities of each member of the working group, if already defined, towards achieving the objectives of each component of the R-PP. Describe the relationship of the REDD working group to the existing working structure and processes for national forestry and land use policy dialogue (in light of the need for REDD strategies to be integrated into the context of ongoing policy and stakeholder discussions on economic development, land use and forestry and national climate change mitigation action plans).

3. Explain the type of practical activities conducted as part of management of readiness, e.g., workshops, meetings for key government agencies beyond the forestry sector and other stakeholder consultations, modes of communication, outreach and communication and budgetary requirements. Include the schedule and sequencing of such activities.
4. Where readiness management arrangements are not yet established, explain the activities that would be undertaken (by the nodal agency) leading to establishing management arrangements (e.g., consultations for early engagement of government agencies, early engagement of civil society including Indigenous Peoples, NGOs, donors, and assessment of current and potential roles and responsibilities for members of the WG).
5. Explain how the working group will report, disclose, and disseminate information, and incorporate stakeholder views.

Please provide the following information:

- **Summarize the National Readiness Management Arrangements in the box below in one to three pages;**
- **Provide a brief summary activity and budget and funding in Table 1a (detailed budget data and funding table go in Component 5);**
- **If necessary, attach a work program or ToR for activities to be undertaken in Annex 1a.**

Table 1a: Summary of National Readiness Management Arrangements Activities and Budget (and hypothetical example)						
Main Activity	Sub-Activity	Estimated Cost (in thousands US\$)				
		2010	2011	2012	2013	Total
<i>(HYPOTHETICAL EXAMPLE)</i>						
REDD Working Group management	Meetings (e.g., travel for stakeholders on WG)	\$30	\$30	\$	\$	\$
	Dissemination of reports	\$20	\$20	\$	\$	\$
Hire 2 staff for working Group	Hire information specialist	\$30	\$30	\$	\$	\$
	Hire economist	\$30	\$30	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$110	\$110	\$	\$	\$
Domestic Government		\$30	\$40	\$	\$	\$
FCPF		\$80	\$70	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

1b. Stakeholder Consultation and Participation

Rationale

The process of preparation for REDD readiness must be an inclusive and transparent one. One national agency or organization taking the lead and orchestrating the process should not prevent other stakeholders from being consulted or from participating. This applies to the initial phase of formulating the R-PP and to the later phase when the analytical work proposed in the R-PP is conducted.

Regarding the formulation phase, the country submitting the R-PP should give evidence of meaningful initial consultations with relevant stakeholders on the document. For the later phase when the contents of the R-PP are carried out, the R-PP has been designed to contain a Consultation and Participation Plan. This Consultation and Participation Plan looks forward in time once the R-PP has been funded, and is designed to increase the inclusiveness, transparency and accountability of decision-making over the lifetime of the preparatory work leading to REDD readiness. While implementing the contents of the R-PP and designing the various components of REDD readiness, the country applies this Consultation and Participation Plan by running the core components of readiness through the planned consultation process. This makes the Consultation and Participation Plan a central piece in the national process of getting ready for REDD.

Guidelines

Please provide the following information in this component:

1. Consultations in the development of the R-PP (required to be summarized here): Detailed progress of consultations, participation and outreach efforts that have occurred to date in the development of the R-PP, including the Consultation and Participation Plan itself. Provide details on the consultations conducted so far to involve national stakeholders (from the public sector, private sector, civil society, Indigenous Peoples, NGOs, etc.), other national plans and programs for REDD; and the methods used for consultations for the different components of the R-PP. Provide publicly available summary reports of the consultation meetings, workshops, etc., e.g., dates and venues, list of attendees, issues raised, and how the feedback from stakeholders was incorporated into the consultation process.
2. Provide information on the participatory mechanisms already in place or being planned to ensure the active and continuous engagement of forest communities in the preparation and implementation of the R-PP.
3. Consultation and Participation Plan (required to be included here), for continuing and expanding consultations over time on the various components of REDD Readiness once the R-PP has been funded and while the R-PP work is being performed, recognizing that consultation needs to be a continuous process informing decision makers on options to be considered: Please refer to and use the guidance note available at http://www.forestcarbonpartnership.org/fcp/sites/forestcarbonpartnership.org/files/FCP_F_FMT_Note_2009-2_Consult_Particip_Guidance_05-06-09_0.pdf to develop this Plan, or

use an equivalent consultation and participation approach in the country. Please also refer to the guidelines on social and environmental impacts, in particular on Strategic Environmental and Social Assessment, in Section 2d.

Please provide the following information in the two boxes below:

- **Consultations held so far in the development of the R-PP in one to five pages:** Detail and document the contents of the consultation materials, the consultation outcomes, any next steps, and how the outcomes have been taken into account into the R-PP. If necessary, please use Annex 1b-1 to present additional materials.
- **Full Consultation and Participation Plan in three to ten pages.** If necessary, please use Annex 1b-2 to present additional materials. Note that the full Consultation and Participation Plan is required, not a summary or draft ToR.
- **The summary budget and funding request in Table 1b (the detailed budget and funding data go in Component 5).**

Consultations in the development of the R-PP:

Consultation and Participation Plan:

Table 1b: Summary of Stakeholder Consultation and Participation Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

Component 2: Prepare the REDD Strategy

2a. Assessment of Land Use, Forest Policy and Governance

Rationale

The purpose of the assessment of land use, forest policy and governance is to help the country identify key drivers of deforestation and/or forest degradation and review its past experiences with reducing deforestation and forest degradation, in order to identify promising approaches for the emerging REDD strategy. This analysis should provide data on land use and other trends and important insights into lessons learned, challenges, and opportunities to overcome those challenges. The REDD strategy should then be developed precisely to address the deforestation and degradation drivers identified in this assessment, and designed to overcome the challenges and previous program issues that led to underperformance.

Guidelines

Please prepare an assessment of land use, forest policy and governance using the guidance below:

1. Identify the underlying causes of deforestation and forest degradation, considering implications for REDD of direct and indirect drivers and factors both within and outside the forest sector, major land use trends and forest policy and governance issues (e.g., issues of land tenure and resource rights, accountability in existing revenue distribution systems, effectiveness of law enforcement systems; and coordination of existing policy processes, especially relating to land use decisions).
2. Include an analysis of the performance of the most relevant and important past efforts to reduce deforestation or forest degradation in your country, past governance and enforcement challenges, potential opportunities, and key barriers, to inform REDD strategy development. Present relative successes and shortcomings, leading to identification of major potential deforestation reduction approaches, by major cause and driver of deforestation and degradation. Identify the major relevant knowledge gaps that need to be analyzed in more detail. Countries may institute a new assessment or choose evidence-based causality analysis and existing studies/reports of assessments already available. The assessments should outline the economic, social, political, environmental and institutional context, identify the challenges to be addressed, the disaggregated data on these challenges and the causal factors. Include references to existing studies, data sources used in the assessment together with names of relevant Partners and organizations involved in the assessment.
3. Explain how the assessment has been consulted upon and/or will be consulted upon as part the Consultation and Participation Plan discussed in Section 1b.

Please provide the following information:

- **The Assessment in the box below in five to ten pages.**
- **Fill in the activity and budget in Table 2a for any follow-up activities or studies needed (detailed budget data go in Component 5)**
- **If necessary, attach additional materials, a further work program, or ToR for further work in Annex 2a.**

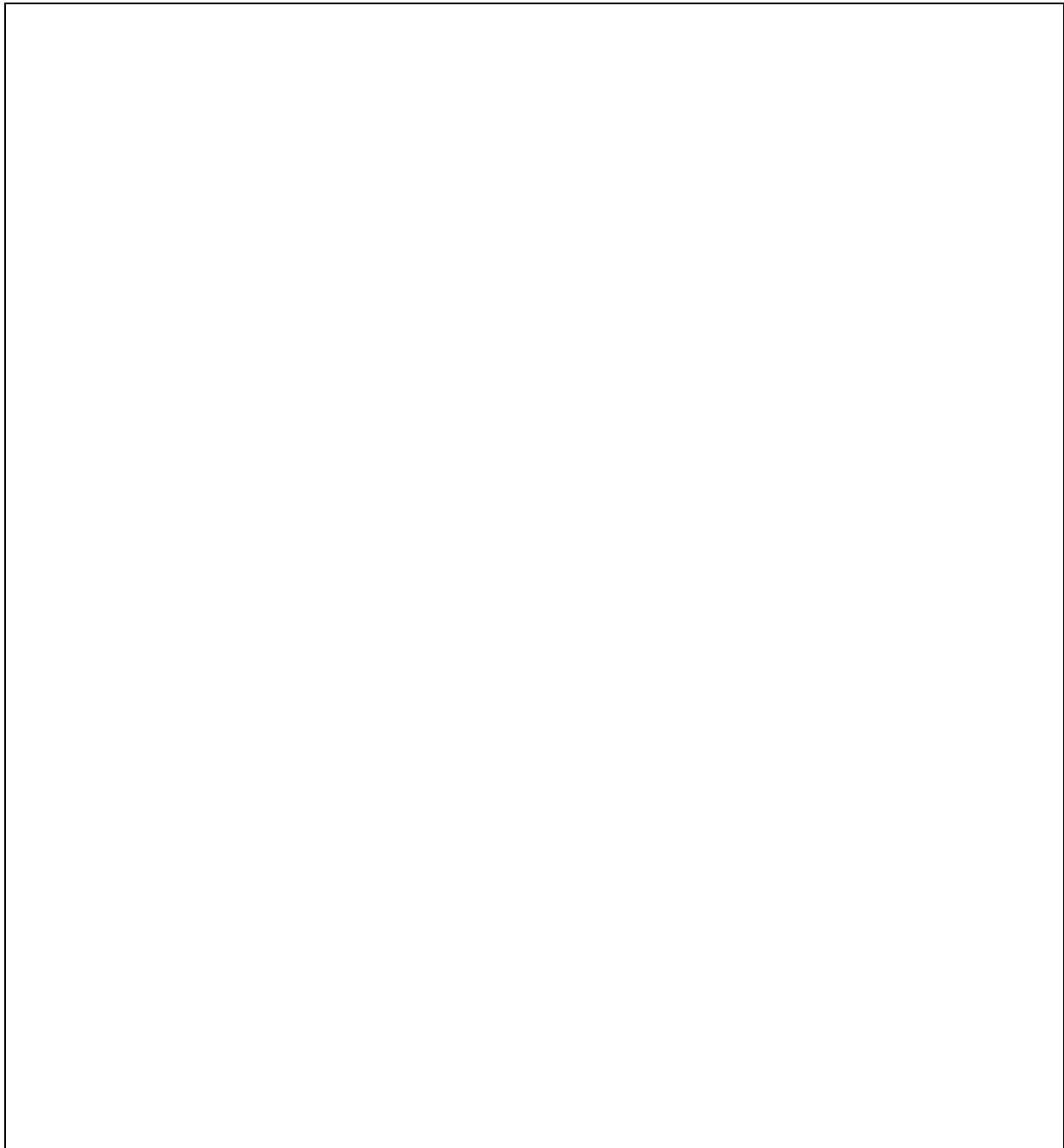
A large, empty rectangular box with a thin black border, intended for the user to provide the assessment information as requested in the list above. The box is currently blank.

Table 2a: Summary of Assessment of Land Use, Forest Policy and Governance Activities and Budget (Follow-up Activities Needed)						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

2b. REDD Strategy Options

Rationale

The purpose of the REDD strategy is to develop a set of policies and programs for addressing the drivers of deforestation and/or forest degradation identified in Component 2a, and hence reducing emissions from deforestation and forest degradation, in the context and in support of the national priorities for sustainable development.

Guidelines

Please follow the guidance below:

1. List the organization(s) that will prepare and coordinate the design and organization of the REDD strategy. If this information is already provided in Component 1a above, a reference to the appropriate section is sufficient.
2. Propose a process of development of REDD strategy options to address the drivers of deforestation and/or forest degradation outlined in Component 2a, including a sequence and schedule of activities, and the consultation aspects (included in the Consultation and Participation Plan).. Strategy options and interventions that are robust in their ability to address the challenges identified in Component 2a for achievement of planned results will be required.
3. The work is likely to require an assessment of the various REDD strategy options from the following standpoints:
 - i. Linkage between the proposed activity and the specific drivers of deforestation and/or forest degradation, for given land uses and socioeconomic contexts;
 - ii. Costs and benefits of strategy activities being considered (including opportunity costs, investment costs and transaction costs). For assistance, see the FMT note of the costs of REDD on the FCPF web site;
 - ii. Feasibility (socio-economic, political and institutional): Assess the feasibility of the options through analysis of socio-economic and political risks for the proposed options. Risks include domestic political risks for a new policy and uncertainties of the international policy process. Include an analysis of institutional capacity to enforce forest laws and governance issues for the identified options;
 - iii. Sustainability and integration with other sector policies and strategies:
 - a. Synergies (or conflicts) between the identified options and other national development priorities, including assessment of trade-offs across development goals or sectors (e.g., enhanced carbon stocks or land management capacity, but reduced local rural incomes or biodiversity in surrounding lands);
 - b. Linkages between the identified options and the key governance issues identified in Section 2a;
 - c. Ways of mitigating conflicts or modifying the options to compensate affected institutions and various stakeholder groups.

5. Assess the risk of domestic leakage caused by the REDD strategy options, i.e., the risk of strategy options displacing deforestation and/or forest degradation from one area to another within the country, through activity shifting or market leakage; and

Please note that, at this stage, the requirement is not to reach agreement on the REDD strategy itself (as this may require analytic studies, consultations, etc., which are identified in the R-PP, but have not yet been carried out). However, if the national REDD Strategy is already available, please provide it.

Please provide the following information:

- A summary of preliminary REDD strategy options in the box below, and a description of the process proposed for developing and assessing various strategy options (in three to six pages);
- The budget and funding request in Table 2b (detailed budget and funding data go in Component 5);
- If necessary, attach the work program and/or ToR for activities identified to be part of the REDD Strategy as Annex 2b.

Table 2b: Summary of Strategy Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

2c. REDD Implementation Framework

Rationale

The REDD strategy will be conceived and implemented in the context of the national development priorities, as discussed earlier. In many countries, these priorities are well established and the framework for implementing them may exist. However, a REDD policy is likely to require amendments or complements to the existing framework. The purpose of this component is to set out credible and transparent institutional, economic, legal and governance arrangements that may be necessary to enable the country to implement its provisional REDD strategy options discussed in Section 2b, and to meet potential country obligations under any future REDD regime. The success of REDD implementation is likely to be built on stakeholder confidence in the ability of the framework to create sufficient and fair incentives for the strategy options to be implemented.

Guidelines

Please discuss early ideas or analytic results on how to design the institutional, economic, legal and governance arrangements that may be necessary to implement the country's REDD strategy options discussed in Component 2b, and to meet potential obligations under any future REDD regime. Since these are new topics, the FCPF does not expect a country to have these arrangements and issues fully understood at this time.

Consider a discussion of the following questions and issues, and present a proposed work program to address them via analytic studies or other approaches to be undertaken:

1. Who owns the carbon? Is there a relationship between carbon ownership and land tenure?
2. Who is authorized to participate in domestic and/or international transactions based on GHG emissions reductions following reductions in deforestation and/or forest degradation?
3. What would be the role of the national government in these transactions?
4. How would the REDD revenues generated by these transactions be assigned and/or shared?
5. If the REDD strategy options involve interventions at the subnational level, how will the carbon, land use, and emissions accounting of these interventions be reconciled with the national MRV system? Is a national registry for REDD necessary? What would be its scope?
6. How will the performance of the implementation framework be monitored and reported? This may be a separate activity from the MRV system or incorporated within it.
7. Will the envisaged arrangements enable the country to comply with possible obligations under a future UNFCCC REDD mechanism, e.g., with respect to reporting?
8. What could be the checks and balances to be included in the implementation framework to ensure transparency, accountability and equity?
9. How could stakeholders be engaged in the implementation framework and the establishment of robust mechanisms for independent monitoring, assessment and review?

10. What other institutional and governance reforms might be needed (e.g., anti-corruption laws and measures, national best practices for fiscal transparency, clarifying roles and responsibilities within a decentralized forest management system, etc.)?

Please provide the following information:

- Summarize the relevant information and ideas on your REDD implementation framework in the box below (in three to six pages);
- Fill in the budget and funding request in Table 2c (the detailed budget and funding data go in Component 5);
- If necessary, attach the work program or ToR as Annex 2c.

Note: You may find it is easier or necessary to merge this Section with Section 2b. It may be hard to divide the presentation of the REDD strategy options from the implementation aspects, in particular in terms of the proposed R-PP assessment criteria.

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Table 2c: Summary of Implementation Framework Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

2d. Social and Environmental Impacts

Rationale

The purpose of this component is to assess the likely impacts (positive and negative) of the REDD strategy options and implementation framework identified in Sections 2b and 2c or that will be identified in the course of the preparation work. The spirit is that REDD, starting with the preparation for REDD readiness, should 'do no harm' and, instead, should 'do good'.

If a readiness grant from the FCPF is expected to support the preparation work, the World Bank's Safeguard Policies apply and have to be complied with (see <http://go.worldbank.org/WTA1ODE7T0>). The Bank's Safeguard Policies are designed to avoid, limit and/or mitigate harm to people and the environment, and strive to achieve benefits instead.

Social and environmental assessments help minimize or eliminate harm, or duly compensate negative consequences if these are inevitable, and shed light on ways to create benefits for people and the environment.

Guidelines

This section of the R-PP should include a work plan for how to cope with the Bank's Safeguard Policies. A technical discussion should be initiated as soon as possible with the appropriate Bank staff or other experts regarding the choice of assessment techniques and their scope of application.

The level of detail of this component will depend on the stage of design of the REDD policy and implementation options. In particular, the choice of the assessment techniques may have to be refined in the next phase of the country's REDD readiness work, namely in the course of executing the work proposed in this R-PP.

Although the specific country context and the kind of activities proposed in each R-PP will determine how Safeguards apply, a promising approach is for the REDD country to prepare a Strategic Environmental and Social Assessment (SESA). The SESA is a tool that seeks to integrate social and environmental considerations into the policy-making process, leading to sustainable policies and programs.

The ToR for a SESA will need to be developed ideally as the R-PP is formulated, but at the latest prior to the signature of a grant agreement to support preparation for REDD readiness. The ToR should be informed by (i) initial diagnostic work, including (a) an initial analysis of the environmental and social context carried out for the purpose of Components 1 and 2 of this R-PP, and (b) an initial stakeholder analysis designed to map out the expected outcomes, opportunities and risks related to the REDD and REDD readiness, conducted as early as possible; and (ii) initial consultations conducted with representatives of key stakeholders and interest groups, including forest-dependent indigenous peoples and other forest dwellers in a transparent manner (please also refer to Section 1b for more guidelines).

Incorporating these inputs, the ToR for the SESA must lay the foundation for: (i) continuing and completing the diagnostic work required, including a more structured and detailed

stakeholder analysis; (ii) conducting transparent consultations involving representatives of key stakeholders and interest groups (including forest-dependent indigenous peoples and other forest dwellers, based on the principle of free, prior and informed consultation, seeking to build broad community support among concerned groups); and (iii) finalizing environmental and social management frameworks. These frameworks incorporate procedures for: (i) ongoing consultations with concerned stakeholder groups; (ii) capacity building measures as needed; and (iii) procedures for environmental and social impact assessments and action plans related to future programs and projects.

The assessments should give special consideration to livelihoods, rights (including those of Indigenous Peoples), biodiversity, cultural heritage, gender, the special protection of vulnerable groups in society, capacity development, governance, etc.

Please provide the following information:

- **Insert the ToR for the SESA in the box below (in two to five pages);**
- **Fill in the summary budget and funding request in Table 2d (the detailed budget and funding data go in Component 5);**
- **Further guidance on this topic is being prepared and will be made available by the Facility Management Team.**

Table 2d: Summary of Social and Environmental Impact Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

Component 3: Develop a Reference Scenario

Rationale

A REDD reference scenario (i.e., a scenario of forest cover change and greenhouse gas emissions over time for a country) is defined here as a combination of recent historical data on emissions from deforestation and/or forest degradation and other relevant land uses, and estimated future emissions and removals, leading to a national scenario through time of greenhouse gas emissions, in the absence of additional incentives for REDD.

Note: The term “reference scenario” has been widely used in the technical literature as a generic term, and is used here without any relation to UNFCCC policy discussions on this concept. The FCPF recognizes that countries may undertake work on a reference scenario through preparatory data collection and analytic work, and later refine their work to match UNFCCC guidance.

Guidelines

Please consider the following steps as you develop your proposal on how to prepare for establishing your reference scenario:

1. Review historical data available, drivers of deforestation and/or degradation, and identify data gaps that need to be filled in order to estimate past and recent land cover change and GHG emissions from deforestation and/or forest degradation, including assessment of national data gaps and capacity for, e.g., forest inventory data and its potential use for carbon density estimation, remote sensing techniques, GHG accounting and reporting capabilities.
2. Assess feasibility of options:
 - i. Developing a reference scenario based on historical trends in emissions over the last decade or so; and
 - ii. Developing forecasts for changes in forest cover and carbon density under current conditions, and different macroeconomic and development scenarios using projections into the future of historical trend data. This may involve the use of data and tools (e.g., GDP, population, agricultural expansion, and/or forest industry growth or other forecasts, national or sectoral development plans, specific investment programs, and/or adjustment coefficients otherwise derived from such factors and data).
3. Assess capacity needs for each option or the selected option:
 - i. What additional data or capacity building is required for each of the options?
 - ii. Is technical support available?
 - iii. What is the scope for collaborating with national and international organizations?
4. Consider the potential benefits of preparing to establish a subnational reference scenario for each major province or subregion, linked up to a national reference scenario. If

appropriate, explain how this approach would be organized, implemented, and be consistent with the national scenario.

5. Some countries have expressed interest in cooperating on analytic work on reference scenarios (and monitoring system design) at a multi-country regional scale, and then having each country select its own scenario, building on this common work. If this approach is relevant to your country, please explain how you expect this to work, what role your country would play, and how your country would eventually select its own reference scenario.
6. Consider linkages to the monitoring system design, in particular the forest cover change and emissions parameters that will need to be built into the monitoring system to ensure that comparable data are available in future years to compare to the reference scenario.
7. Undertake consultations on proposed options for development of a reference scenario, and possible choice of adoption of a national scenario with the relevant stakeholders.

Please provide the following information:

- **Summarize your proposed approach to establishing a reference scenario in the box below in about two to five pages;**
- **Fill in the budget and funding request in Table 3 (the detailed budget and funding data go in Component 5);**
- **If necessary, attach a work program detailing how outcomes of this component will be achieved and/or the ToR for specific activities as Annex 3.**

Table 3: Summary of Reference Scenario Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

Component 4: Design a Monitoring System

Rationale

The purpose of the component is to design a monitoring system for (a) measurable, reportable and verifiable (MRV) emissions and removals of greenhouse gases, and (b) other benefits and impacts over time, in relation to a country's reference scenario.

Countries undertaking REDD will need to demonstrate credible reductions in deforestation and/or forest degradation in comparison to this scenario in order to obtain performance-based financial incentives and Section 4a should address this aspect.

In addition, a monitoring system also builds accountability and trust among local constituencies. The system design should include early ideas on including capability (either within an integrated system, or in coordinated activities) to monitor rural livelihoods, conservation of biodiversity, key governance factors directly pertinent to REDD implementation in the country, and to assess the impacts of the REDD strategy in the forest sector. Section 4b should be targeted to design a system for monitoring these variables. It is possible to integrate (a) and (b) as one system or to have them as separate monitoring systems.

Note: The FCPF recognizes that countries may not be able to finalize the design of the monitoring system for the emission reductions and removals in the absence of definitive guidance from the UNFCCC policy process. Thus, it is conceivable that the monitoring system may have to be developed gradually, starting with data collection and analytic work, and with further refinements being made later on to match the guidance emerging from the UNFCCC policy process.

4a. Emissions and Removals

Guidelines

Please consider using the following steps as a guide to prepare the monitoring system:

1. What will the monitoring system be designed for, i.e., deforestation, degradation or both deforestation and forest degradation, other 'REDD plus' elements?
2. How will the emission reductions or removals be measured, reported and verified?
3. How will the system address forest cover change, carbon stock change assessment, carbon pools?
4. Describe the basis to be used for developing the monitoring system and reasons for the choice, e.g., IPCC tier 1 (far less desirable), 2 or 3, or another existing system?
5. Assess technological options and choice of methods to be used for measuring, reporting and verifying carbon stock changes. For example, how will a combination of

ground-based inventories, remote sensing and other approaches be designed and implemented in a later phase?

6. Assess existing capacities and future capacities required: define the roles and responsibilities for design and implementation of measuring, reporting and verifying, including those for national institutions; define capacity building, training, and hardware and software needed, including possibility of scaling up existing initiatives and collaborations.
7. Assess the scope and role for local communities, NGOs, various government agencies or institutes, and the private sector in the MRV system.
8. Assess systems/structures required for monitoring and review, transparency, accessibility and sharing of data both nationally and internationally. Assess the financial support required and the sources of funding.
9. Consider the potential benefits of designing the system to integrate across subnational regions; or at a multi-country regional level, if either of these is relevant, based on your ecological, institutional and economic context.

Please provide the following information:

- **Summarize your proposed approach to designing the monitoring system in the box below in three to five pages;**
- **Fill in the budget and funding request in Table 4 (the detailed budget and funding data go in Component 5);**
- **If necessary, provide a more detailed plan and/or ToR for the necessary activities as Annex 4.**

4b. Other Benefits and Impacts

Guidelines

Please consider using the following steps as a guide to prepare the monitoring system:

1. How will the monitoring system address key governance factors pertinent to REDD implementation?
2. How will it monitor social and environmental impacts, and how does it build on the existing environmental and social monitoring systems of the country?
3. How does it provide for establishing independent monitoring and review, involving civil society and other stakeholders and enabling feedback of findings to improve REDD implementation?
4. If it is a staged approach, describe the timeframe in which the phases will be developed and the key outcomes expected.
5. Assess existing capacities and future capacities required: define the roles and responsibilities for design and implementation of measuring, reporting and verifying, including those for national institutions. Define capacity building, training, and hardware and software needed, including possibility of scaling up existing initiatives and collaborations.
6. Assess the scope and role for local communities, NGOs, various government agencies or institutes, and the private sector in the MRV system.
7. Assess systems/structures required for monitoring and review, transparency, accessibility and sharing of data both nationally and internationally.
8. Assess the financial support required and the sources of funding.
9. Consider the potential benefits of designing the system to integrate across subnational regions; or at a multi-country regional level, if either of these is relevant, based on your ecological, institutional and economic context.

Please provide the following information:

- Summarize your proposed approach to designing the monitoring system in the box below in three to five pages;
- Fill in the budget and funding request in Table 4 (the detailed budget and funding data go in Component 5);
- If necessary, provide a more detailed plan and/or ToR for the necessary activities as Annex 4.

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Table 4: Summary of Monitoring Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

Component 5: Schedule and Budget

Guidelines

Please provide the following information based on the summary schedules and budgets from the various R-PP components:

1. A schedule to fulfil the activities planned in this R-PP;
2. A budget summarizing the financial requirements to support this set of activities; and
3. Requested donor contributions to cover these financial requirements (highlighting your request from FCPF).

Please propose your detailed schedule, budget and allocation across donors in Table 5.

Table 5: Schedule and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
[Add lines as needed, to provide sufficient detail]		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

Component 6: Design a Program Monitoring and Evaluation Framework

Rationale

The purpose of the Program Monitoring and Evaluation (M&E) framework is to encourage efficient and transparent management of resources and to help a country keep track of its progress towards readiness and identify and address gaps, shortfalls, and program underperformance as they emerge. The Program M&E framework helps monitor progress with respect to the ToR for each of the components, for example, the schedule of activities to be undertaken, the outputs and the final outcome using simple indicators and serves to provide real time feedback to the government and other stakeholders of how well the preparatory work towards REDD readiness is progressing.

Guidelines

The Program M&E framework can be drafted as a combination of ‘process’ indicators and ‘product’ indicators. The process indicators are useful for internal REDD readiness program monitoring at the country level to review whether or not the progress for the various activities/studies for the R-PP are on target, and to help address problems in a timely manner. Initially, process indicators may be more relevant. But as the country moves into readiness activities, product indicators can be established to measure the progress and outcomes of readiness activities against benchmarks established at the time of formulation. For example, the analysis of REDD strategy options could be a product of the readiness process which would assist the country in making decisions with respect to formulating its REDD strategy. Questions to ask at this stage could include the following: (i) how consultative was the REDD preparation process? Were studies and activities produced as envisaged and were these reviewed by relevant institutions in the country and third parties? Questions in the guideline section of each component could be used as performance indicators as the work progresses.

Countries are advised to draft a simple Program M&E framework. This framework may include benchmarks and quantitative and qualitative indicators such as: level of transparency in the R-PP development, inclusiveness of stakeholders, dissemination of information and products of R-PP, means of feedback, and adherence to guidelines for procurement, effectiveness and timeliness of readiness preparation process, efficiency of resource use, etc. Locally based Program M&E can feed into the overall Program M&E framework at the national level.

If you choose to design a Program M&E framework, please provide the following information:

- Summarize your proposal in the box below in one to three pages;
- Fill in the budget and funding request in Table 6 (the detailed budget and funding data go in Component 5);
- If necessary, provide any additional details or ToR as Annex 6.

Note: This framework is distinct from any that will be developed or undertaken by the World Bank for FCPF program evaluation and supervision of Readiness Grant Agreements.

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Table 6: Summary of Program M&E Activities and Budget						
Main Activity	Sub-Activity	Estimated Cost (in thousands)				
		2010	2011	2012	2013	Total
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$
Government		\$	\$	\$	\$	\$
FCPF		\$	\$	\$	\$	\$
UN-REDD Programme (if applicable)		\$	\$	\$	\$	\$
Other Development Partner 1 (name)		\$	\$	\$	\$	\$
Other Development Partner 2 (name)		\$	\$	\$	\$	\$
Other Development Partner 3 (name)		\$	\$	\$	\$	\$

Annexes (Optional)

Guidelines:

- If you decide to annex Terms of Reference, plans, or other material important to describe how the R-PP would be organized or its studies performed, please include additional information in the annexes below;
- Delete any annex that is not used, but please maintain the numbering of the annexes (i.e., use the number for each Annex as shown below, even if you only have only a few annexes; do not renumber them);
- Update the Table of Contents to reflect only the annexes you include before finalizing the document.

Annex 1a: National Readiness Management Arrangements

Please present your early ideas and/or ToR.

Annex 1b-1: Stakeholder Consultations Held So Far on the R-PP

Please present any relevant additional material not included in the body of the R-PP (Section 1b).

Annex 1b-2: Consultation and Participation Plan

Please present any relevant additional material not included in the body of the R-PP (Section 1b).

Annex 2b: REDD Strategy Options

Please present the early ideas and/or ToR for work to be carried out. Please also present the strategy options themselves if they are available.

Annex 2c: REDD Implementation Framework

Please present the early ideas or ToR for work to be carried out. If you decided to merge Components 2b and 2c, you may also wish to merge Annexes 2b and 2c.

Annex 2d: Social and Environmental Impact Assessment

Please present the early ideas or ToR for work to be carried out.

Annex 3: Reference Scenario

Please present the early ideas or ToR for work to be carried out.

Annex 4: Monitoring System

Please present the early ideas or ToR for work to be carried out.

Annex 6: Program Monitoring and Evaluation

Please present the detail of your proposed Program M&E framework.