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**REPORT OF THE EXPERT PANEL
FOR TECHNICAL APPRAISAL OF ITTO PROJECT PROPOSALS**

**Forty-Eighth Meeting
4 – 8 August 2014, Yokohama, Japan**

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**REPORT OF THE EXPERT PANEL FOR THE
TECHNICAL APPRAISAL OF ITTO PROJECT PROPOSALS
(Expert Panel)
REPORT OF THE FORTY-EIGHTH MEETING**

1. TERMS OF REFERENCE

- 1.1 The Expert Panel worked in accordance with the Terms of Reference attached, see **Appendix I**. Furthermore it has been guided by the endorsement of the Council at its 40th Session of Document ITTC (XL)/5 and, in particular the authorization contained in paragraph 7, to apply the “Revised ITTO System for Technical Appraisal of Project and Pre-project Proposals”. The Forty-eighth Panel appraised the proposals and classified them according to categories listed in **Appendix II** applying the current consolidated version of the scoring system summarized in **Appendix V** and **Appendix VI**.

2. PANEL MEMBERSHIP

- 2.1 The Forty-eighth Expert Panel was attended by members listed in **Appendix IV**. Mr. Mario Rafael Rodriguez Palma (Guatemala) chaired the meeting.

3. APPRAISAL PROCEDURES AND CRITERIA

- 3.1 The procedures, aspects and guidelines applied by the Panel to appraise project and pre-project proposals are laid down in the Terms of Reference of the Expert Panel for the Technical Appraisal of ITTO Project Proposals (**Appendix I**).
- 3.2 In accordance with past practice, each project or pre-project proposal was introduced by two Panel members (one from a Producer country and one from a Consumer country). After that the Panel held an open discussion and finally concluded its assessment by taking a consensus decision on the category of each project or pre-project in accordance with terms contained in **Appendix II**. Furthermore, it applied the criteria for assessment contained in the third edition of the ITTO Manual for Project Formulation. In cases where proposals were submitted to the Panel as revised project or pre-project (Rev.1 or Rev.2), the Panel first referred to the overall and specific recommendations made by the earlier Panel(s) to assess if these recommendations had been adequately addressed.
- 3.3 In cases where a project or pre-project proposal was submitted to the Panel that had already been subject to two revisions by prior Panel sessions (Rev.2 documents) the Panel had to follow Council's Decision 3(XXXVII) that projects may only be assessed three times and that such Rev.2 projects would either have to (a) qualify by obtaining category 1 (to be commended to the Committee); or (b) in case it does not qualify for a category 1, it could not be commended to the Committee.

4. APPRAISAL AND ASSESSMENT CARRIED OUT

- 4.1 Twenty-seven (27) projects and three (3) pre-projects (total of 30) proposals were received for appraisal by the Forty-eighth Expert Panel. The overall list of 30 Project/Pre-project proposals reviewed by the Expert Panel and the category of decision allocated to each proposal is presented in **Appendix III**. The procedures and criteria applied for the assessment have been specified above in section 3.
- 4.2 The ITTO Secretariat allocated the Project and Pre-project proposals in three blocks so that the Panel could deal with all proposals related to Reforestation and Forest Management (23) then with those related to Economics, Statistics and Markets (5) and finally with those related to Forest Industry (2). This arrangement facilitated the appraisal as well as the formulation of the overall assessment and specific recommendations for each proposal listed in **Annex III** of this report.
- 4.3 The assistance provided by the ITTO Secretariat in addressing previous deliberations and necessary background information on each Project/Pre-project was extremely useful for adequate work of the Panel before it could finalize its evaluations and recommendations.
- 4.4 In following-up the meetings' results, the Panel requested the Secretariat to provide the following information and documents to all countries who have submitted proposals:
- The Overall Assessment and Specific Recommendations on each proposal submitted by the country (**Annex**);

- General findings and final categories commended by this Panel (section 5 and **Appendix III** of this report).
- 4.5 General findings and recommendations of the Forty-eighth Expert Panel, as derived from the appraisal of 30 proposals, and are listed in section 5.
- 4.6 The Panel heartily appreciated the willingness of the Secretariat to work effectively for very long hours whereby full deliberation of the 30 proposals and the success of this Forty-eighth Panel were made possible.

5. GENERAL FINDINGS AND RECOMMENDATIONS

Finding n°1: The Panel noted that the **quality** of the proposals was **variable**, which is reflected by the fact that:

- eight (8) proposals: (27 percent of the total) received a category 4, indicating that the Expert Panel does not commend these to the Committee for approval as they require complete reformulation;
- one (1) project proposal (3 percent of the total) received a category 3, indicating that the project requires a pre-project to better formulate a new proposal;
- ten (10) proposals: 1 pre-projects and 9 projects proposals (33 percent of the total) will be sent back to proponents for essential revisions, rated as category 2;
- eleven (11) project proposals: 2 pre-project and 9 projects proposals (37 percent of total) were commended to the Committee for final appraisal with minor modifications required (category 1), five (5) were new projects and six (6) were revised submissions.

See paragraph 7, pie chart "*proposals by category*".

Besides, the Panel also noted the **high share of projects dealing with reforestation and forest management** (RFM), namely 77%, see pie chart "*proposals by Committee Area*".

It is to be noted that **around half of the proposals which received a category 1 had been previously revised** (proposals that had received a category 2 at previous Expert Panels). This accounts for the relatively higher share of category 1 proposals in comparison with previous Expert Panels.

Finding n°2: The Panel noted that proposals are submitted from government agencies, NGOs, and local community organizations addressing the various needs of the countries at the national, regional, and local levels.

Finding n°3: Some project proposals dealt with rather new themes for ITTO, including (1) value chain development, (2) VPA and FLEGT, (3) RAMSAR, (4) PES, and (5) partnership between industry and tree producing farmer groups.

Finding n°4: The Panel noted a rather high number of projects with components linked to the implementation of the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity.

Finding n°5: The Panel noted that a number of proposals mention elements such as "climate change," "REDD," and "communities and livelihoods," but the integration of these elements in the project design are often not stipulated. If referenced in the project title or summary, these elements need to be fully incorporated in project outputs and activities.

Findings n°6: The Panel noted that a large number of projects were related to tropical forest restoration specific to mangroves.

Findings n°7: A number of project proposals charge a **high share of personnel costs to ITTO**. Indeed costs for international consultants, sub contracts, and capital items (e.g. vehicles) often appeared to be unjustified.

Finding n°8: The Panel noticed that information on gender is increasingly being provided in project proposals and further encourages this positive development.

Finding n°9: A number of proposals failed to adequately reference and incorporate previous projects and related experiences relevant to the project proposals.

Finding n°10: A number of new proposals did not adequately address the identification of the key problem in the proposal, which weakens their design.

Finding n°11: In a number of proposals, the indicators associated with the specific objective and project outputs remained vague and poorly related to an explicit baseline. In often cases the indicators were output indicators and not development indicators.

Finding n°12: A failure to address project sustainability after completion was a common problem and the Knowledge management component of the projects was not properly addressed.

Finding n°13: The Panel noted an increased number of proposal submissions by NGOs; however, the quality of these proposals tended to be low.

Finding n°14: The Panel notes that the Secretariat created a new searchable data tool ("Project Search") and commends it on this action. It encourages the Secretariat to release the tool as soon as possible.

Recommendations:

For the Secretariat:

1. In cases where key elements in the proposal are absent or procedural issues preclude the ability of the Panel to assess a given proposal, the Secretariat should communicate with the project proponents regarding said deficiencies. If the proposal is presented to the Panel for evaluation, the Secretariat should alert the Panel as well.
2. The Panel recognizes that formulating proposals in accordance with the ITTO Manual for Project Formulation is a complex process. The Secretariat should put more effort in training and related assistance to strengthen the relationships between ITTO, country focal points, regional officers and project proponents with the aim of producing strong project proposals. In general, the network of individuals and institutions surrounding project formulation and implementation should be strengthened to the greatest extent possible. The Panel notes that recently conducted training sessions have resulted in a number of high quality proposals from the countries receiving the training.
3. Translated project proposals need to be delivered to Panel members in a timely fashion prior to Panel sessions. The Panel understands that sometimes this is not possible but notes that the lack of early delivery of translated proposals creates considerable burdens for Panel members.
4. The Secretariat could consider initiating a survey of the countries as to their experience with the ITTO project formulation process including the use of the ITTO project formulation manual.
5. The Panel noted an increasing interest in mangrove management projects and recommends that the Secretariat should include an activity in the next Biennial Work Program for the update of the mangrove action plan for ITTO.
6. The Panel noted the proponents are having difficulties in using the tools that ITTO provides for project formulation specifically Protocol as related to the construction of the budget. The Panel encourages the Secretariat to harmonize the Protocol and the 3rd edition of the manual.
7. The Panel noted that gender issues in project proposals need to be further addressed where appropriate. To facilitate this activity, the Panel suggests that the Secretariat propose to the Council that the development of ITTO guidelines on gender be undertaken in the next Biennial Work Programme.
8. The Panel feels that the decision categories needs to be improved. The Panel recommends that Category 4(a) be used when a complete proposal reformulation is required and Category 4(b) be used when a proposal does not meet ITTO objectives.

For the Expert Panel:

1. At the beginning of each EP session, the Panel should recall the specific recommendations and findings from the previous EP report. The chairman is encouraged to follow up on recommendations to the Secretariat and to the Panel.
2. Reviewers should jointly sign-off on final recommendation sheets after consulting between themselves.

3. Reviewers should consider gender issues that promote women's participation in the project when reviewing proposals, such as gender sensitive indicators, activities addressing gender issues, and budget allocation to these activities.
4. Reviewers should check if the relevant ITTO guidelines have been used in the development of the proposal.

For the project proponents:

1. Proponents are advised to carefully consult and follow as much as relevant the manual in project proposal formulation.
2. When mentioning topics such as "women's groups," "climate change," and "community and livelihoods" in project titles and briefs, proponents should be sure to adequately address them in the design of the proposal.
3. The Panel noted that a number of proposals could benefit from further use of the **ITTO guidelines** in their proposals (e.g. guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests, for the restoration, management and rehabilitation of the degraded and secondary tropical forest, on fire in tropical forests, for the establishment and sustainable management of planted tropical forests, etc). Where applicable, these guidelines should be explicitly referenced in project proposals.
4. Where previously completed ITTO projects and submitted project proposals are directly relevant to the proposal in question, they should be explicitly referenced and described in the proposal.
5. To the extent possible, both development and output indicators should be SMART (Specific, Measurable, Appropriate, Realistic, and Time-bound).
6. Where environmental impacts are anticipated, environmental sustainability and impacts need to be adequately addressed (Refer to Appendix B.)
7. Project sustainability should be fully addressed in section 3.5.2 of project proposals with the inclusion of institutional, financial, political, and social aspects of the project.
8. In the stakeholder analysis section, project proponents need to provide textual explanations regarding stakeholder characteristics, participation of stakeholders in proposal formulation, and plans for engagement in project implementation. The stakeholder analysis table is not sufficient by itself.
9. In the case of revised proposals, the proponents should include the full text of the previous Panel's assessment, not just the specific recommendations, and consider the overall assessment in the proposal revision process. Also, the proponent should pay attention to the consistency of the document.
10. Where appropriate, proponents should consider the gender issues in the stakeholder analysis, specific objective, and output indicators in terms of targets of women's participation and access to project benefits.
11. Proponents should give importance to key assumptions and use the ITTO manual to describe the key assumptions.
12. The problem analysis is a fundamental part of the project and the proponent must effectively address it.
13. A number of proposals did not adequately reference or incorporate lessons learned, training materials, project results or similar outputs from previous activities in their respective regions. Proponents are encouraged to incorporate previous activities and outputs to the greatest extent possible in order to better leverage past experiences and accomplishments. Also, specific citations to previous ITTO projects are often lacking and need to be incorporated in project proposals.

For country focal points:

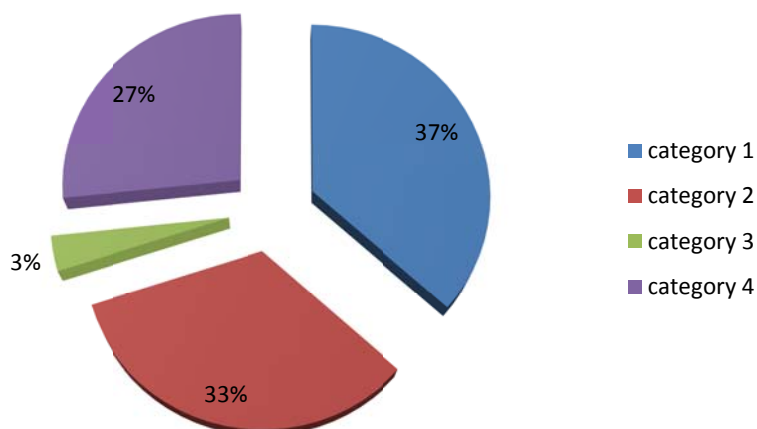
1. The Panel encourages the countries to utilize a clearinghouse mechanism for preappraisal of the proposal before they are submitted to ITTO.

6. EXPERIENCE FROM APPLICATION OF THE APPRAISAL SYSTEM

As already pointed out by the report of the 39th session of the EP, the use of the appraisal system (Appendix V and VI) became standard procedure.

7. PANEL DECISIONS ON PROJECT AND PRE-PROJECT PROPOSALS

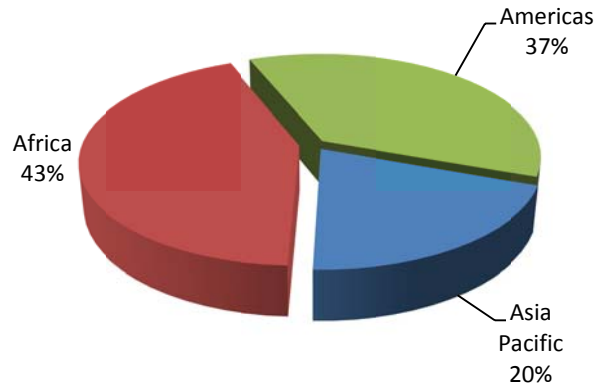
The Panel's decisions are listed in **Appendix III**, in accordance with established practice. Proposals classified by category, by regions, by committee areas and by submitting countries are summarised in the following tables and charts:



Summary of Project and Pre-project proposals submitted to the Forty-eighth Expert Panel by Region

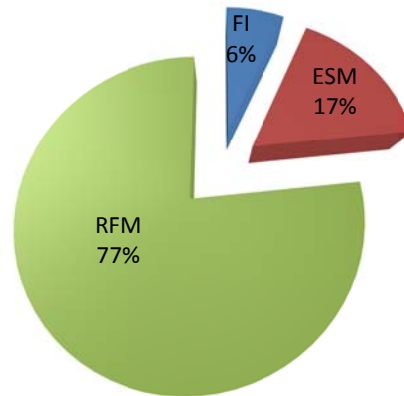
Region	Project Proposals				Pre-project Proposals				Total
	RFM	FI	ESM	Total	RFM	FI	ESM	Total	
<i>Americas</i>	6	1	3	10	1	-	-	1	11
<i>Asia Pacific</i>	5	1	-	6	-	-	-	-	6
<i>Africa</i>	9	-	2	11	2	-	-	2	13
Total	20	2	5	27	3	-	-	3	30

RFM = Reforestation and Forest Management
FI = Forest Industry
ESM = Economics, Statistics and Markets



Decisions of the 48th Expert Panel on Project and Pre-project proposals by Committee Area

Category	Committee			Total
	RFM	FI	ESM	
Projects				
1	6	1	2	9
2	7	1	1	9
3	1	-	-	1
4	6	-	2	8
Total	20	2	5	27
Pre-projects				
1	2	-	-	2
2	1	-	-	1
4	-	-	-	-
Total	3	-	-	3



Decisions of the 48th Expert Panel on Project and Pre-project proposals by Submitting Country

Country	Category				Total
	1	2	3	4	
Benin	(1)	1	-	-	2
Cambodia	1	-	-	-	1
Cameroon	-	1	-	2	3
Colombia	-	1	-	-	1
Côte d'Ivoire	(1)	-	-	-	1
Ecuador	-	(1)+1	-	-	2
Ghana	1	-	1	4	6
Guatemala	3	1	-	-	4
Guyana	-	1	-	-	1
Honduras/Guatemala	-	1	-	-	1
Indonesia	1	1	-	1	3
Liberia	-	1	-	-	1
Mexico	1	-	-	-	1
Peru	1	-	-	-	1
PNG	1	-	-	1	2
Total	(2)+9	(1)+9	1	8	30

Note: Parenthesis indicates pre-project.

APPENDIX I

TERMS OF REFERENCE OF THE EXPERT PANEL FOR THE TECHNICAL APPRAISAL OF ITTO PROJECT PROPOSALS

The Panel shall:

- (i) Assess new Project and Pre-project proposals submitted to the organization. The recommendations for amendments to these proposals shall be made by the Expert Panel exclusively for the purpose of ensuring their technical soundness;
- (ii) Screen the Project proposals for their relevance to ITTO's Action Plan and Work Programs (in the areas of Economic Information and Market Intelligence, Reforestation and Forest Management, and Forest Industry), and consistency with ITTO decisions and policy guidelines, but not otherwise prioritize them;
- (iii) Where reformulation involving major amendments is recommended, request to carry out a final appraisal of the revised versions of Project and Pre-project proposals, prior to their presentation to the relevant ITTO Committees;
- (iv) Report on the results of the technical assessment of Project and Pre-project proposals to submitting governments and to the ITTO Council and Committees, through the ITTO Secretariat;
- (v) The Expert Panel shall take into consideration previous Expert Panels' reports.

The Expert Panel, in assessing Projects and Pre-projects, shall also take into account:

- (a) their relevance to the objectives of the ITTA, 2006 and the requirement that a Project or Pre-project should contribute to the achievement of one or more of the Agreement objectives;
- (b) their environmental and social effects;
- (c) their economic effects;
- (d) their cost effectiveness;
- (e) the need to avoid duplication of efforts;
- (f) if applicable, their relationship and integration with ITTO policy work and their consistency with the ITTO Action Plan 2008-2011 including:
 - ITTO Guidelines for Sustainable Management of Natural Tropical Forests, 1990;
 - Guidelines for the Establishment and Sustainable Management of Planted Tropical Production Forests, 1993;
 - Guidelines for the Conservation of Biological Diversity in Tropical Production Forests, 1993;
 - ITTO Guidelines on Fire Management in Tropical Forests, 1996;
 - ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests, 2002; and
 - ITTO Mangrove Work Plan 2002-2006.

APPENDIX II

Rating Categories of the ITTO System for Technical Appraisal of Project and Pre-project Proposals

Rating schedule for Project proposals

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Category 3: The Panel concluded that the proposal is not accepted because a Pre-project proposal is required. According to the indication of the Panel the Pre-project shall (a) be submitted to the Expert Panel for appraisal or (b) could be directly submitted to the Committee for appraisal.

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal. Justification should be given to the proponent and the Committee (e.g. complete reformulation is necessary; in case of rev.2 Project proposals; Project not relevant; Project with insufficient information, etc.)

Rating schedule for Pre-project proposals

Category 1: The Panel concluded that the proposal could be commended to the Committee with the incorporation of amendments.

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Category 4: The Panel concluded that the Pre-project proposal is not commended to the Committee. The proposal is submitted with the recommendation not to approve the Pre-project proposal.

APPENDIX III
List of Project and Pre-project Proposals reviewed by the
Forty-eighth Expert Panel

Project No.	Title	Country	Category
PPD 179/14 (F)	Conservation of Dry Forests in the Coastal Range of Ecuador through Protection, Management and Sustainable Use	Ecuador	2
PPD 180/14 (F)	Pre-Project for the Rehabilitation and Sustainable Management of the Mangrove Forests in the Coastal Area of Cote d'Ivoire	Cote d'Ivoire	1
PPD 181/14 (F)	Feasibility Study on the Payment of Ecosystem Services Provided by Forests in Benin	Benin	1
PD 616/11 Rev.2 (F)	Strategic Planning and Capacity building for Sustainable Community Based Natural Resource Management in Madang Province	PNG	4
PD 685/13 Rev.2 (F)	Community Participation in Mangrove and Forest Conservation at Muni-Pomadze Ramsar Site, Ghana	Ghana	4
PD 706/13 Rev.2 (F)	Contribution to the Implementation of a Participatory REDD+ Mechanism in the Mangrove Forests of Cameroon	Cameroon	4
PD 730/14 Rev.1 (F)	Implementing Actions for the Prevention of Forest Fires in Colombia	Colombia	2
PD 733/14 Rev.1 (F)	Promoting Forest Restoration through Multiple-use of Degraded Forest Lands within Anwhiaso East Forest Reserve in Ghana	Ghana	1
PD 735/14 Rev.1 (F)	Enhancing Partnership Efforts to Restore Peat Swamp Forests in Sumatra	Indonesia	1
PD 740/14 Rev.1 (F)	Sustainable forest management through REDD+ mechanisms in Kampong Thom Province	Cambodia	1
PD 741/14 Rev.1 (F)	Capacity Building for the Sustainable Management of Tropical Dry Forests on the North Coast of Peru	Peru	1
PD 748/14 Rev.1 (F)	Building capacities and meaningful stakeholder participation in forest governance, to create enabling conditions for, and demonstrate conformance with FLEGT and The Lacey Act, and REDD+ implementation to contribute toward sustainable forest management and improved livelihoods of forest dependent communities in Honduras and Guatemala	Honduras Guatemala	2
PD 749/14 Rev.1 (F)	Reforestation and Development Project for the Messa Mountain Range and the Forest Reserves of the Yaounde Metropolitan Area	Cameroon	2
PD 752/14 (F)	Restoring Mangrove Forest Landscapes: an Opportunity for Social Development at the Alvarado Lagoon System (ALS) Ramsar Site, Veracruz, Mexico	Mexico	1
PD 753/14 (F)	Participatory Forest Rehabilitation in CREMAs around the Bia Conservation Area	Ghana	4

PD 754/14 (F)	Rehabilitation and Sustainable Management of Sacred Forests on Ramsar Sites 1017 and 1018 in Benin	Benin	2
PD 755/14 (F)	Project for the Participatory Implementation of the Mangrove Master Plan in the Wouri Estuary, Cameroon	Cameroon	4
PD 757/14 (F)	Promoting development and management of carbon forest plantations for emissions reduction and timber production with local community and private developer collaboration, Ghana	Ghana	3
PD 760/14 (F)	Development of an Alternative Strategy for Sustainable Management of Education and Training Forests Involving Stakeholders to Support Forestry Human Resource Development	Indonesia	4
PD 762/14 (F)	Improving the Social and Economic Welfare of Local and Indigenous Forest-Dependent Communities in Productive State Forest Community Concessions in Guyana	Guyana	2
PD 764/14 (F)	Enabling Customary Landowners to Participate Effectively in Community Forest Management Schemes Within 6 Pilot Areas of PNG	PNG	1
PD 765/14 (F)	Development of a Forest Landscape Restoration Program for Guatemala Based on ITTO Guidelines	Guatemala	2
PD 766/14 (F)	Restoration of Degraded Forest Sites in the Gola Forest in Liberia	Liberia	2
PD 720/13 Rev.2 (I)	Strengthening of Two Community Associations to Improve the Forest Industry in the Department of Huehuetenango, Guatemala	Guatemala	1
PD 761/14 (I, M)	Promoting Partnership Between Farmer Group and Forest Industry	Indonesia	2
PD 746/14 Rev.1 (M)	Strengthening the Production, Marketing and Conservation of Pinabete in Guatemala	Guatemala	1
PD 751/14 (M)	Sustainable Forest Management in the Chimbo River Basin, Ecuador: Diversifying and Improving the Livelihoods of Vulnerable Community Groups, Particularly Rural Women, Settled in the Area	Ecuador	2
PD 756/14 (M)	Development of a Business Management Services Program for Forest MSMEs (Micro, Small And Medium Enterprises) in Guatemala	Guatemala	1
PD 758/14 (M)	Community Forestry and Small Enterprise Contributing to Legal and Sustainable Timber Trade in Ghana	Ghana	4
PD 759/14 (M)	Implementing FLEGT VPA Legality Assurance Mechanisms to improve knowledge, skills and technical capacity of industry and advance market acceptability of Ghana's timber and timber products	Ghana	4

APPENDIX IV

MEMBERSHIP OF THE FORTY-EIGHTH MEETING OF THE EXPERT PANEL
FOR TECHNICAL APPRAISAL OF PROJECT PROPOSALS
Yokohama, 4 – 8 August 2014

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APPENDIX V

Revised Scoring Table – ITTO Project Proposal (PD)

Weighted Scoring System					
1.	Project relevance, origin and expected outcomes (15)				Threshold
1. 1.	Relevance				
1. 1. 1.	Conformity with ITTO's objectives and priorities (1.2.1)				Y
1. 1. 2.	Relevance to the submitting country's policies (1.2.2)				Y
1. 2.	Origin (1.1)				5
1. 3.	Geogr. location (1.3.1)+ Social, cultural and environ. aspects (1.3.2)				5
1. 4.	Expected outcomes at project completion (1.4)				5
2.	Project identification process (25)				
2. 1.	Institutional set up and organisational issues (4.1. + 2.1.1)				5
2. 2.	Stakeholders				10 Y 6
2. 2. 1.	Stakeholder analysis (2.1.2)				5
2. 2. 2.	Stakeholders involved at inception (2.1.3.) & implementation (4.1.4.)				5
2. 3.	Problem analysis (2.1.3)				10 Y 6
2. 3. 1.	Problem identification				5
2. 3. 2.	Problem tree				5
3.	Project design (45)				
3. 1.	Logical framework matrix (2.1.4)				20 Y 13
3. 1. 1.	Objectives (2.2)				5
3. 1. 2.	Outputs (3.1.1)				5
3. 1. 3.	Indicators & means of verification (columns 2 and 3 of the LogFrame)				5
3. 1. 4.	Assumptions and risks (3.5.1)				5
3. 2.	Implementation				20 Y 13
3. 2. 1.	Activities (3.1.2)				5
3. 2. 2.	Strategy (approaches and methods, 3.2)				5
3. 2. 3.	Work plan (3.3)				5
3. 2. 4.	Budget (3.4)				5
3. 3.	Sustainability (3.5.2)				5 Y 3
4.	Implementation arrangements (15)				
4. 1.	Project's management (EA - 4.1.1, Key staff - 4.1.2, SC - 4.1.3)				5 Y 3
4. 2.	Reporting, review, monitoring and evaluation (4.2)				5
4. 3.	Dissemination and mainstreaming of project learning (4.3)				5
Entire project proposal (100)				100,0%	Y 75%
Category				1	

Marks indicate:

- 0 - Information is completely missing
- 1 - Very poor: some elements are there but the essential ones are missing
- 2 - Poor: essential elements are incomplete, insufficient, wrong or misunderstood
- 3 - Moderate: essential elements are available but unclear or inaccurate
- 4 - Good: clear, accurate and informative
- 5 - Excellent: clear, accurate, informative and comprehensive (perfectly integrated with other items)

Rating categories:

- Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.
- Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.
- Category 3: The Panel concluded that the proposal is not accepted because a pre-project proposal is required. According to the indication of the Panel the pre-project shall (a) be submitted to the Expert Panel for appraisal or (b) could be directly submitted to the Committee for appraisal.
- Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee.

Revised Scoring Table – ITTO PRE-PROJECT PROPOSALS (PPD)

Weighted Scoring System					
1.	PRE-PROJECT CONTEXT (5)			Mark	Score
1.	1.	Origin and justification			5
1.	2.	Relevance			
1.	2.	1.	Conformity with ITTO's objectives and priorities		Y
1.	2.	2.	Relevance to the submitting Country's policies		Y
2.	JUSTIFICATION OF PRE-PROJECT (15)				
2.	1.	Objectives			15
2.	1.	1.	Development objective	5	
2.	1.	2.	Specific objective	5	
2.	2.	Preliminary problem identification			5
3.	PRE-PROJECT INTERVENTIONS (25)				
3.		Outputs and activities			10
3.	1.	Outputs			5
3.	2.	Activities, inputs and unit costs			5
3.	3.	Approaches and methods			5
3.	4.	Work plan			5
3.	5.	Budget			5
4.	IMPLEMENTATION ARRANGEMENTS (15)				
4.	1.	Executing agency and organizational structure			5
4.	2.	Pre-Project Management			5
4.	3.	Monitoring and reporting			5
Entire project proposal (60)				100,0%	Y
Category				1	

Marks indicate:

- 0 - Information is completely missing
- 1 - Very poor: some elements are there but the essential ones are missing
- 2 - Poor: essential elements are incomplete, insufficient, wrong or misunderstood
- 3 - Moderate: essential elements are available but unclear or inaccurate
- 4 - Good: clear, accurate and informative
- 5 - Excellent: clear, accurate, informative and comprehensive (perfectly integrated with other items)

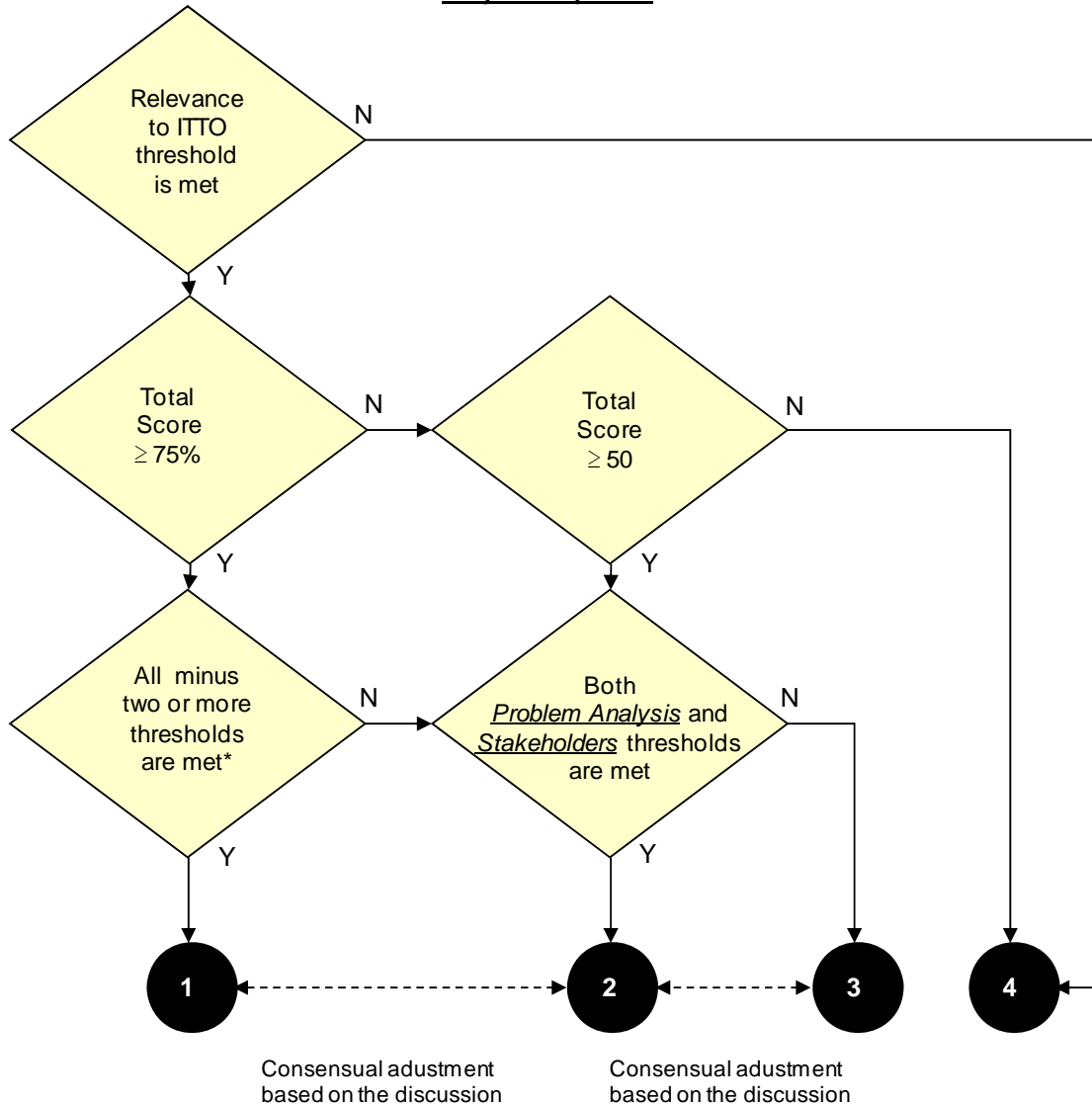
Rating categories:

- Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.
- Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.
- Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee

Appendix VI

Flow charts for deciding categories in the scoring system

Project Proposals



*Thresholds failed cannot be any two among the following three:

- Stakeholder
- Logical Framework
- Sustainability

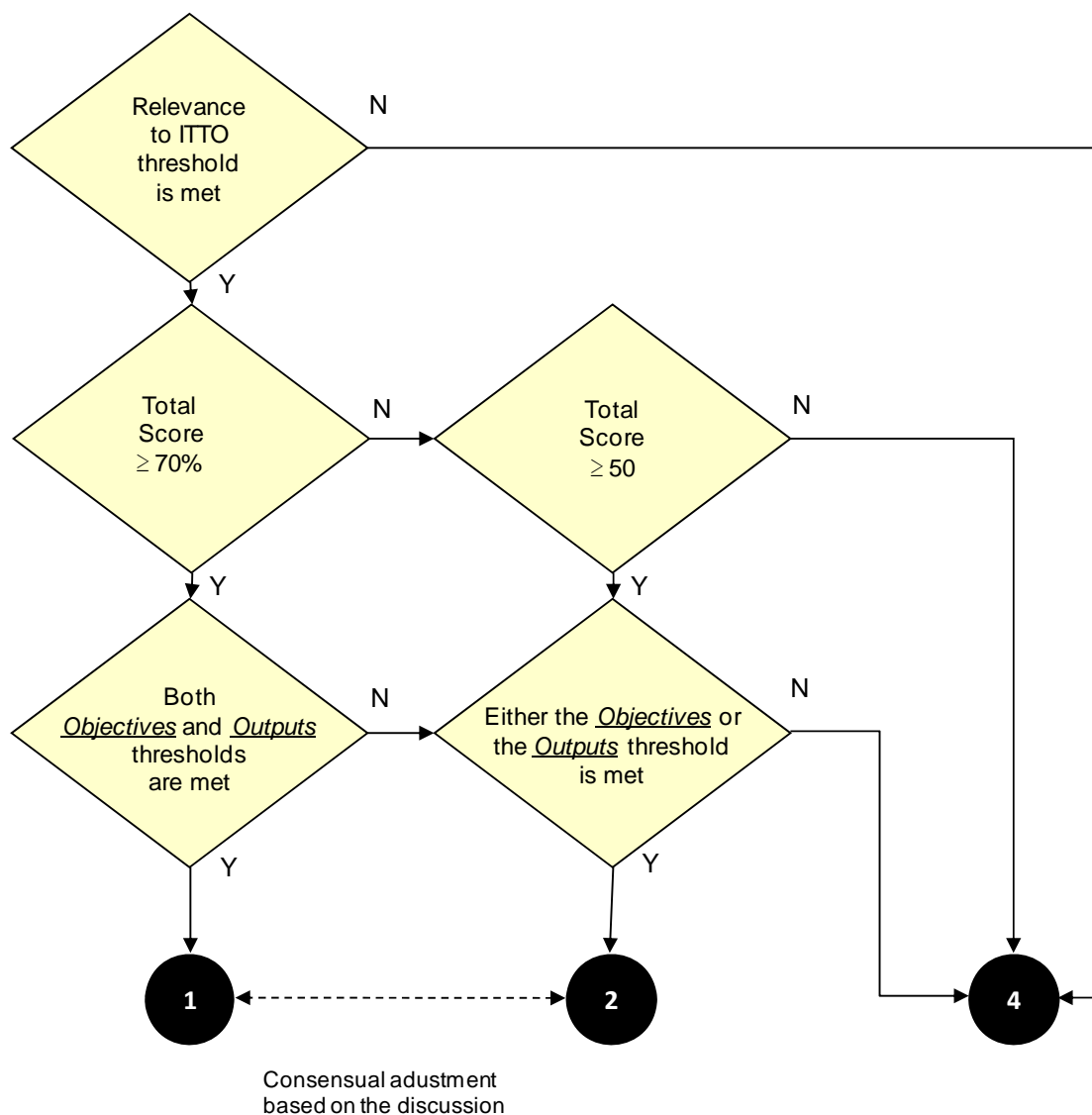
Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments. Proposal commended to the Committee with incorporation of amendments if any.

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee. Proposal requires essential modifications and will be returned to the proponent.

Category 3: The Panel concluded that the proposal is not accepted because a pre-project proposal is required. According to the indication of the Panel the pre-project shall (a) be submitted to the Expert Panel for appraisal or (b) could be directly submitted to the Committee for appraisal. Proposal is missing fundamental information, consequently a pre-project is required and to be submitted to the EP.

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee. Proposal not recommended but submitted to the Committee with the recommendation not to approve the project proposal, (a) either because a complete reformulation is necessary, or (b) because it's not relevant to ITTO. Justification should be given to the proponent and the Committee.

Pre-Project Proposals



- Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments. Proposal commended to the Committee with incorporation of amendments if any.
- Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee. Proposal requires essential modifications and will be returned to the proponent.
- Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee. Proposal not recommended but submitted to the Committee with the recommendation not to approve the project proposal, (a) either because a complete reformulation is necessary, or (b) because it's not relevant to ITTO. Justification should be given to the proponent and the Committee.

Annex

**Assessment, recommendation and conclusion by the Forty-eighth Expert Panel on
each Project and Pre-project proposal**

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of improving the capacity of customary landowners of sustainably managing their forest lands in PNG. The Panel also noted that the revised proposal made some efforts to address the recommendations of the Forty-fourth Panel. However, the Panel felt that it was still difficult to observe real improvements of the revised proposal in line with the Forty-fourth Panel's recommendations. The Panel felt that the specific objective should be more concise by combining the two specific objectives into one. The Panel expressed particular concern about the weakness of the problem analysis. The Panel viewed the lack of tangible financial benefits as an effect rather than the key problem and felt that the discussion was made in a general manner without specific to the key problem and its causes. In addition, the solution tree was not well presented from the problem tree as the solution to the key problem was not formulated as the specific objective. The Panel furthermore observed a number of weaknesses of the revised proposal and disparities between the objectives, outputs (outputs 1.2 and 2.3 are the same) and activities, and the logical framework matrix. The work plan was not fully developed to specify the implementation of each activity. With regard to the ITTO project budget, the Panel was unable to assess the budget as it was not developed based on the ITTO standard presentation forms. Tables on master budget, consolidated budget by component and ITTO yearly budget were missing. Moreover, the Panel questioned why the revised proposal increased its budget although the Forty-fourth Panel recommended substantially scaling down the budget. The Panel also expressed concern over the long-term sustainability of project work after project completion.

In light of this, the Panel was of the view that the key elements of the project were poorly articulated in the revised proposal, as important information and data were either insufficient or missing in many sections and sub-sections. The Panel was therefore of the opinion that the revised proposal needed complete reformulation in accordance with the guidance of ITTO Manual for Project Formulation (2009).

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal. The proposal is requiring complete reformulation.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel took note of efforts made by the proponent in addressing the overall assessment and specific recommendations of the Panel made at its Forty-seventh meeting. However, the Panel noted that eight out of ten recommendations were not appropriately addressed in the revised version of the project proposal by the proponent. Among those recommendations not appropriately addressed, some were dealing with the most critical project components such as the problem analysis, logical framework, implementation approaches and methods, and budget.

It was the view of the Panel that the revised project proposal should be sent back to the proponent in application of the provisions of the ITTO Council Decision 3(XXXVII) limiting the number of appraisal of any project proposal to three (original appraisal and two revisions). Therefore, this project proposal is taken out of the ITTO project cycle and cannot be resubmitted to the ITTO Secretariat by the proponent.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal, in accordance with the provisions of the Council Decision 3(XXXVII).

Assessment by the Forty-eighth PanelA) Overall Assessment

The Panel recognized the efforts made by the proponent in trying to address the overall assessment and specific recommendations of the Panel made at its Forty-seventh meeting. However, the Panel noted that, with the exception of the first specific recommendation, all other specific recommendations were not appropriately addressed by the proponent in the revised version of the project proposal. Those recommendations not appropriately addressed were related to the most critical project components: stakeholder analysis, problem analysis, logical framework, implementation approaches and methods and budget.

It was the view of the Panel that the revised project proposal should be sent back to the proponent in application of the provisions of the ITTO Council Decision 3(XXXVII) limiting the number of appraisal of any project proposal to three (original appraisal and two revisions). Therefore, this project proposal is taken out of the ITTO project cycle and cannot be resubmitted to the ITTO Secretariat by the proponent.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal, in accordance with the provisions of the Council Decision 3(XXXVII).

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel reiterated the relevance of this proposal aimed at capacity building to prevent and control forest fires in Colombia.

However, the Panel noted that while some of the 47th Panel's recommendations had been addressed, these actually needed further strengthening and consolidation, such as: following the ITTO format for proposals; including concrete outputs and qualitative and quantitative indicators and means of verification; providing clear descriptions of the roles and contributions of government institutions and NGOs at the national, regional and departmental and local levels; clearly describing the project's institutional setup; including detailed descriptions of the training courses to be provided; and describing the possible actions to guarantee the sustainability of the project's results after its completion, among others. Moreover, the Panel further observed that several of its recommendations had not been incorporated at all, namely providing a realistic timeframe for the implementation of the project, and the inclusion of baseline statistics as regards fire occurrences in the region; among others.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Once again contemplate extending the duration of the project, as currently the timeframe allocated appears to be overly optimistic and no proper justification was given so as to maintain the current 2-year timeframe;
2. Restructure the problem tree following the precise format described in ITTO's Project Formulation Manual (Third edition, 2009), and further review the logical framework, and based on the aforementioned, reassess once again the outputs required to achieve the objectives, while considering current outputs as activities. Redo the logical framework accordingly and provide proper qualitative and quantitative SMART indicators and assumptions. Eliminate the unrelated regional seminar on fire issues as an output. Consider submitting another project proposal solely for the regional seminar, if deemed really that necessary;
3. Further describe, and if possible reorganize, the roles and contributions of government institutions at the central, regional/departmental and municipal levels, and reconsider the institutional setup for the implementation in terms of involvement of stakeholders in particular, and provide an inter-institutional organizational chart of the project indicating the relationship amongst all institutions and stakeholders involved;
4. Provide more detailed baseline statistics as regards fire occurrences in the region;
5. Further describe the training component of the project. Clearly indicate the topics to be covered, their objectives, the target audiences, the number and duration of the courses, etc.;
6. Provide the terms of reference for the sub-contracts on content training and virtual training, as stated in Annex 3 of ITTO's Project Formulation Manual (Third edition, 2009);
7. Describe how the project's activities will be sustained in the long term (after project completion), particularly as it relates to the functioning of the fire prevention units at the central, regional and local levels;
8. Scale down the ITTO budget by providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget. Further include under counterpart funding all personnel that must permanently staff the national, regional and local disaster prevention units during and after project completion in order to provide for the sustainability of the outcomes of this project in the long term. Include the ASOCARS management costs as part of the ASOCARS counterpart budget and further delete the pre-project reimbursement cost, as this procedure is no longer in place; and
9. Include an Annex which shows the overall assessment and recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel acknowledged that efforts had been made to address the overall assessment and most specific recommendations made by the Forty-seventh Expert Panel. However, the Panel noted that there was still a need to improve the revised project proposal, dealing with the forest restoration through multiple-use of degraded forest lands within Anwhiaso East Forest Reserve in Ghana, in some sections and sub-sections: **1)** problem analysis well described but the lower part of the problem tree was confusing; **2)** lack of consistency between the problem tree and the work plan regarding the sub-causes versus activities; **3)** logical framework matrix with the indicators of the development objective not appropriately formulated, as well as the key assumptions of all elements (development objective, specific objective et outputs); **4)** no information regarding the areas of plantation for each community regarding the pilot plantation; **5)** some budget items not supported by elements justifying the budgeted amount.

B) Specific Recommendations

The proposal should be improved taking into account the overall assessment **and** the following:

1. Revise the lower part of the problem tree (sub-causes under each cause), as well as for the objective tree, following the design requirements of the ITTO manual for project formulation, with relevant elements already available in the problem analysis above the problem tree;
2. Improve the logical framework matrix by correcting the key assumptions of all elements (development objective, specific objective and outputs) as required by the ITTO manual for project formulation;
3. Redefine the activities under each output in relation to the sub-causes of the revised problem tree;
4. Subsequent to the above recommendations (3rd), revise the work plan with the redefined activities;
5. Subsequent to the above recommendations (3rd and 4th) further elaborate the project implementation approaches and methods by providing information on areas of pilot plantations to be established by each community involved in the project implementation;
6. Revise the ITTO budget in line with the above overall assessment and specific recommendations, and also in the following way:
 - a) Reduce significantly the amount of US\$109,300 (budget sub-item 15.1) and add the terms of reference of workshops,
 - b) Reduce the amount of US\$20,000 (budget item 82 Sundry) to US\$15,000 which is the standard amount for ex-post evaluation costs,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of 12% of the total ITTO project costs (on budget items 11 to 82); and
7. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recalled the importance of the project aiming at promoting the restoration of degraded Peat Swamp Forests (PSF) in south Sumatra, Indonesia with the effective participation of local stakeholders. In its appraisal of the revised proposal, the Panel noted that although efforts to address the specific recommendations of the Forty-seventh Panel had been made, there are still several subjects for further improvement to enhance the design and formulation of the proposal. These include a clear presentation of the problem analysis by further refining the key problem to be addressed by the project; improvement of the stakeholders analysis as well as the implementation approaches and methods to ensure the effective participation of local communities in the execution of the project activities; improvement of the risk mitigation measures for the effective monitoring of project implementation. For effective PSF restoration knowledge management, the Panel felt that the Executing Agency as a responsible forestry research institute in south Sumatra should synthesize relevant restoration lessons and widely disseminate such lessons to interested parties. Furthermore, the Panel pointed out that a substantial amount of the ITTO budget is allocated for the project personnel and that there is a need to substantially increase the contribution of the Executing Agency to strengthen the sustainability of the project.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Further improve the stakeholder analysis by elaborating strategies involving local communities in project implementation such as restoration activities and training programmes;
2. Further improve the problem analysis by refining the key problem to be addressed by the project. The current description of the key problem (Worsened deforestation, forest degradation, illegal conversion of Peat Swamp Forests (PSF) ecosystems) appears to be vague and not focused. The Panel noted that the key problem would be related to the fact that the restoration of degraded PSF in south Sumatra has been slow and not sustainably managed. Refine the causes and their sub-causes of the key problem and explain how addressing the causes will lead to the eradication of the key problem;
3. Based on the improved problem analysis, refine the problem tree and the objective tree accordingly. The key problem should be translated as the specific objective of the project;
4. Further improve Section 3.2 (Implementation approaches and methods) by specifying the expanded participation of local communities in restoration and rehabilitation, training workshops and the establishment of demonstration activities;
5. Further improve Section 3.5.1 (Assumptions and risk) by fully describing the specific risks beyond the control of project management in line with the assumptions of the logical framework matrix. The risk mitigation measures should be further detailed to ensure the achievement of objectives and outputs;
6. Strengthen the PSF restoration knowledge management strategy by elaborating activities to synthesize the existing lessons and widely disseminate such lessons;
7. Revise the project budget in the following ways: a) Scale down the ITTO budget while increasing the counter part's contribution so as to enhance the project's sustainability in the long term; b) Restructure the project budget in order to provide a more equitable balance of project personnel costs and other items; d) include the amount of US\$10,000 for ITTO Monitoring & Review Cost as budget item 81 and the amount of US\$15,000 for ITTO Ex-post Evaluation Cost as budget item 82; and
8. Include an annex that shows the recommendations of the 48th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project aiming at establishing REDD+ research and development, training programmes in the Tomring Forests to facilitate the achievement of SFM in Kampong Thom province. The Panel noted that most of the recommendations of the Forty-seventh Expert Panel have been adequately addressed in the revised proposal. However, the Panel felt that further improvement is needed to enhance the proposal. The tenure rights of the local communities in the project site was still unclear and more information on their tenure rights should be provide to ensure the establishment of REDD+ programmes to support the community forest management in the project site. The Panel felt that the problem analysis should be further improved by clearly specifying the sub-causes to support the formulation of relevant project activities to address such sub-causes. The Panel further felt that the logical framework matrix should be improved to ensure the effective design of the proposal in particular with regard to the statement of the specific objective, the impact and outcome indicators and assumptions.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Provide more information on the tenure rights of the local communities participating in the project to support their community-based forest management programmes;
2. Further improve the problem analysis by refining the sub-causes under the cause of 'limited understanding and knowledge of REDD+'. Since 'limited technical understanding of REDD+ implementation requirements and SFM' is not necessary to single out as a sub-cause, it could be merged into another sub-cause in a comprehensive way. In addition, improve the consistency between the sub-causes of Cause 1 and their relevant project activities to achieve Output1;
3. Further improve the statement of the specific objective so as to fully reflect the effects to be achieved as a result of producing and using project outputs. Since the project aims at initiating REDD + programmes, the specific objective could be refined as "To establish REDD+ research and development, and training programs in the Tomring Forests to facilitate the achievement of SFM in Kampong Thom province". In addition, the outcome indicators of the specific objective should be refined. Some outcome indicators should be originated from specific targets for the establishment of REDD+ programmes in the Tomring Forests;
4. Further improve the impact indicators of the development object so that they can fully reflect the long-term effects of the project and the ultimate signs of the project's success. For instance, a reduction rate of deforestation and forest degradation in Kampong Thom province would be an indicator to measure the long-term impact of the project;
5. Further improve the assumptions in the logical framework matrix by specifying some conditions to enable the active participation of concerned community forest management committees in the Tomring Forests in order to achieve the specific objective; and
6. Include an annex that shows the recommendations of the 48th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel reiterated the importance of the proposal in developing sustainable forest management (SFM) capacities of rural communities in the north coastal region belonging to the Departments of Lambayeque, Piura and Tumbes, thus contributing to sustainable forest development in this important area of Peru that is home to 2,060,000 hectares of natural forests.

The Panel further noted that the revised proposal had addressed all the comments and recommendations made by the Forty-seventh Expert Panel. However, it also observed that the project could be further enhanced by providing supplementary information on the expectations of the various stakeholders and the role women will have in the implementation of sustainable forest management (SFM) practices by the rural communities. Moreover, the section on project sustainability could also be further strengthened.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Provide further information on the expectations of the various stakeholders and on the role women will have in the implementation of sustainable forest management (SFM) practices by the rural communities;
2. Further elaborate on the long-term sustainability of the project's results, outcomes and activities after project completion;
3. Recalculate ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
4. Include an Annex which shows the overall assessment and recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 748/14 Rev.1 (F)

Building Capacities and Meaningful Stakeholder Participation in Forest Governance, to Create Enabling Conditions for, and Demonstrate Conformance with FLEGT and the Lacey Act, and REDD+ Implementation to Contribute toward Sustainable Forest Management and Improved Livelihoods of Forest Dependent Communities in Honduras and Guatemala

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel reiterated the importance of the project in enhancing the knowledge of government and non-governmental actors of the relevant national and international forest processes and tools to enable multi-stakeholder participation in forest governance decision-making processes and initiatives in Honduras and Guatemala. However, the Panel noted that some of the 47th Panel's recommendations had not been fully addressed and that several uncalled-for changes have incorporated into the proposal, such as training NGO staff rather than the primary stakeholders, increasing the ITTO budget rather than decreasing it, providing monetary benefits to obtain the participation of communities and NGOs. In addition, it was now apparent that the proposal will not directly focus on the processes related to REDD, to the EU FLEGT and the LACEY ACT, and therefore these should be dropped from the project title. As such, the Panel considered the proposal still had room for further enhancements as regards the work plan, activities, outputs and budget.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment and the following:

1. Re-edit the title to properly reflect the forest governance objective of the proposal, rather than external processes such as to REDD, to the EU FLEGT and the LACEY ACT;
2. Provide for incentives other than direct monetary benefits for public participation in the proposed training activities, and explain why they may wish to participate (other than receiving monetary compensation);
3. Identify the potential NGOs whose staff will be trained as trainers by the project and also the potential beneficiary communities. Clarify the newly added activity 3.7 related to NGO fundraising;
4. Provide greater details as regards the sustainability of the training components after project completion, particularly as regards the commitments by INAB, ICF and the selected NGOs in following-up on the training programme to be implemented in the medium-term by the trainers trained by the project, and how the resources needed will be secured. Further describe in detail the risks involved, and how these could be mitigated;
5. Provide an inter-institutional organizational chart of the project highlighting the roles and contributions of all involved institutions and stakeholders;
6. Scale down the ITTO budget by providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget, particularly as regards project personnel, and further analyse the possibility of hiring local experts rather than international ones so as to maintain the capacity building expertise in the region and further reduce costs. If the EA considers that in addition to the Project Steering committee, an Advisory Committee is also essential for the success of the project, also consider funding the advisor from counterpart funds. Further specify the collaborating agency that is to provide the GIS experts. Last but not least, seek counterpart contributions from the potential collaborating agencies such as INAB and ICF and from the forest incentives programmes the latter manage in their respective countries. Overall, substantially increase the project's cost/benefit ratio;
7. Transfer the financial audit costs to component 60 Miscellaneous, rather than including it as a cost to be retained by ITTO under component 80; and
8. Include an annex that shows the recommendations of the 48th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the efforts made by the proponent in trying to address the overall assessment and specific recommendations of the Panel made at its Forty-seventh meeting. It was noticed that the revised proposal was combination of two following concepts: development of a forest management plan which should take into account the urbanization plan of the City of Yaoundé and restoration/rehabilitation of degraded forests around the Yaoundé metropolitan area. It was suggested to focus the project on restoration/rehabilitation of degraded forests around Yaoundé metropolitan area, while reducing budget.

However, the Panel noted that the proposal still presented a number of weaknesses in the most sections and sub-sections: **1)** origin and justification of the project were not appropriately elaborated in relation to the justification of the need to implement this project around the City of Yaoundé; **2)** there was still a need to revise the key problem in relation to the suggestion to focus the project on the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area, and appropriately revise the analysis of the main causes and effects of the revised key problem, in relation to stakeholder analysis; **3)** the need for some internal consistency with the revised key problem would lead to the revision of the development objective, the specific objective, the outputs and activities, as well the logical framework matrix, the work plan, the budget, and the key assumptions in relation to the logical framework matrix.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the origin and justification of the project by adding information on previous achievements of the Executing Agency (Yaoundé Urban Community) in relation to the objective of this project, as most descriptions remained the same as in the previous proposal;
2. Replace the two maps provided with a map focusing on the project target area and having an appropriate scale and a good legend facilitating its appraisal;
3. Totally revise the problem analysis, problem tree and objective tree in relation to the suggestion to focus the project on the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area, by starting with concise definition of the key problem making it more focus and then appropriately define its main causes, sub-causes and effects, while ensuring the correlation with the needs and interests of main stakeholders (primary and secondary stakeholders);
4. Subsequent to the above recommendation (3rd), revise the logical framework matrix in relation to the suggestion of focusing the project on the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area;
5. Subsequent to the above recommendations (3rd and 4th), adequately redefine the development objective and specific objective of the project in relation to the suggestion of focusing the project on the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area;
6. Redefine the outputs in accordance with the causes of the new key problem concisely redefined in relation to the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area, while redefining under each output the relevant activities in relation to the sub-causes in the revised problem tree;
7. Subsequent to the above recommendations (3rd, 4th, 5th and 6th), prepare a new work plan with the newly redefined activities in relation to the suggestion of focusing the project on the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area;
8. Subsequent to the above recommendations (3rd, 4th, 5th, 6th and 7th) revise the project implementation approaches and methods while clearly reflecting the correlation with the redefined key problem and its main causes;
9. Revise the Sub-section 3.5.1 (assumptions and risks) in relation to the suggestion of focusing the project on the restoration/rehabilitation of degraded forests around Yaoundé metropolitan area, while making sure to be consistent with the key assumptions in the logical framework matrix;
10. Revise the ITTO budget in line with the above overall assessment and specific recommendations, and also in the following way:

- a) Totally adjust the budgets (master budget and budget by component) in correlation with all above specific recommendations and overall assessment, by using the ITTO PROTOOL software which is available on the ITTO website (<http://www.itto.int/projectformulation/manuals/>),
 - b) Adjust the budget Sub-component 81 to the standard rate of US\$10,000.00 per year for the monitoring and evaluation costs (US\$30,000 for a 3-year project),
 - c) Reduce significantly in the ITTO budget the amount of US\$498,000 regarding miscellaneous costs (budget item 63), as there is no clear and detailed justification regarding the utilization of this amount,
 - d) Recalculate correctly the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 11 to 82); and
11. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel noted the importance of this project for contributing towards the sustainable management of the mangrove forests in the Alvarado Lagoon System in Veracruz, Mexico, by reconvertng grazing lands back to mangrove forests and restoring the overall forest landscape. The Panel noted that the proposal is well laid out, that the origin of the project is clear, and that it is highly relevant to ITTO's objectives. It further noted that the proposal also satisfies the objectives and criteria required to be considered for funding under the framework of the Joint ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity. However, it also observed that the proposal contained too many outputs that appeared more to be activities, and that a few other aspects of the proposal were unclear or missing and that some information was lacking, particularly as regards the detailed budgets by components and sources. As such, the Panel decided to provide the submitting agency with a detailed set of recommendations in order to further strengthen and enhance the proposal.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Explain how and to what extent the project will contribute to ITTO's objectives and priorities and to the objectives of the ITTO Strategic Action Plan 2013-2018. Further elaborate the section on the relevance of the project to the country's policies;
2. Consider submitting this proposal within the framework of the Joint ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity. In this light, incorporate a section under 1.2 Relevance related to the conformity of the proposal with the objectives and criteria of the aforementioned initiative (<http://www.itto.int/cbd/>);
3. Focus on the real problem of the ongoing degradation of mangrove forests in the region and its underlying causes in the proposal's problem analysis and tree, rather than solely highlighting the conversion of mangroves to pastures in the region as the inherent problem. Further link the problem analysis and tree. Consider reviewing and applying the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests in the project's activities;
4. Substantially reduce the number of outputs, as the current ones appear to be more like activities, and further develop just a few concrete outputs, and strengthen the Logical Framework by providing qualitative and quantitative indicators and means of verification, including those related to the impacts and outcomes of the project;
5. Include detailed descriptions of the training courses to be provided by the project. Clearly indicate the topics to be covered, the target audiences, the number and duration of the courses, the expected outcomes and impacts, etc.;
6. Provide detailed terms of reference for all sub-contracts to be covered by ITTO funds;
7. Further elaborate on the long-term sustainability of the project's results, outcomes and activities after project completion;
8. Include separate detailed budgets by component for each specific source of funding, as per the examples provided in the ITTO manual on project formulation. Clearly specify all sources of funding, avoiding the mention of "other" sources. Explain the need to hire the coordinator for only 28 months when the project's duration is of 36 months. Include the cost of the required annual audits within the counterpart budget. Adjust the costs for ITTO monitoring and review to US\$10,000 per year, include US\$10,000 for ex-post evaluation, and recalculate the ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
9. Include an Annex which shows the recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion:

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 753/14 (F)

**Participatory Forest Rehabilitation in CREMAs around the Bia
Conservation Area (Ghana)**

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the relevance of the project in promoting participatory forest rehabilitation in community resource management areas (CREMAs) around the Bia conservation area, which is a biosphere reserve in Ghana. However, the Panel noted that the project proposal was a revision of the previous project proposal PD 697/13 (F) with some parts highlighted in bold and underline. The previous project proposal was concluded as Category 4 by the Expert Panel during its Forty-fifth meeting, which required a complete reformulation.

The Panel appreciated the efforts made by the proponent but noted that the proposal was weak and had not been sufficiently redesigned or reformulated to fulfil the requirements of ITTO. The Panel further noted that the project proposal contains a major component on and requirement for funds towards supporting farming and agricultural activities which could not fully be supported by ITTO without complementary funds from other agriculture-related partners. Weaknesses were observed in most of the sections and sub-sections, including the most critical ones i.e. stakeholder analysis, problem analysis, logical framework matrix and budget which were not appropriately and sufficiently elaborated by the proponent.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project, derived from the implementation of the pre-project PPD 165/12 Rev.1 (F), intending to contribute to the rehabilitation and sustainable management of sacred forests located in two RAMSAR sites in Benin. It was reminded that sacred forests could be, in addition to cultural-oriented sites, important sites for biodiversity conservation in most Sahel West African countries like Benin. Thus, the management of these sacred forests could be a good opportunity for the application of CBD, RAMSAR and ITTO guidelines in the area of biodiversity conservation in tropical forests.

The Panel noted that proposal presented a number of weaknesses summarized as follows: **1)** causes not clearly linked to the key problem presented in the problem analysis and problem tree; **2)** outcome indicators not consistent with the specific objective presented in the logical framework matrix; **3)** some difficulties to assess the relevance of outputs and associated activities due to the lack of vertical coherence in the lower part of the problem tree; **4)** some difficulties to analyze the work plan due to the lack of vertical coherence in the lower part of the problem tree; **5)** some difficulties to assess budgets as activities were not appropriately defined because of the lack of vertical coherence in the lower part of the problem tree but it was noticed that the amount of funds budgeted for personnel, sub-contracts and miscellaneous represented more than 70% of ITTO budget and therefore the sustainability was questionable.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Provide a map of the project target area with an appropriate scale facilitating its appraisal;
2. Improve the lower part of the problem tree by defining causes clearly linked to the key problem and then appropriately define the sub-causes under each cause, while ensuring the correlation with the needs and interests of main stakeholders (primary and secondary stakeholders);
3. Subsequent to the above recommendation (2nd), revise the logical framework matrix with the outputs to be derived from the causes newly defined in the problem tree and by improving the outcome indicators of the specific objectives;
4. Redefine the outputs and associated activities in accordance with the causes and sub-causes newly defined in the problem tree;
5. Subsequent to the above recommendations revise the work plan with the newly defined activities;
6. Revise the Sub-section 3.5.1 (assumptions and risks) in relation to the revised logical framework matrix;
7. Revise the ITTO budget in line with the above overall assessment and specific recommendations, and also in the following way:
 - a) Totally adjust the budgets (master budget and budget by component) in correlation with all above specific recommendations and overall assessment,
 - b) Adjust the budget Sub-component 81 to the standard rate of US\$10,000.00 per year for the monitoring and evaluation costs (US\$30,000 for a 3-year project),
 - c) Recalculate correctly the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of 12% of the total ITTO project costs (on budget items 11 to 82); and
8. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

PD 755/14 (F)

Project for the Participatory Implementation of the Mangrove Master Plan in the Wouri Estuary, Cameroon

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project for the participatory implementation of the mangrove master plan, which was prepared by the previous project PD 492/07 Rev.3 (F), in the Wouri River estuary in Cameroon. There was a clarification provided to the Panel that what was developed by the project PD 492/07 Rev.3 (F) was not a master plan but a management plan for the mangrove ecosystem located in the Wouri River estuary, Cameroon. The Panel was informed that the Government of Cameroon is in the process of developing the mangrove master plan of Cameroon, as mangrove ecosystem was not taken into account in the Forestry Law of 1994.

However, the Panel noted that most of the sections and sub-sections, including the most critical ones (stakeholder analysis, problem analysis, logical framework matrix, implementation approaches and methods, and budget) were poorly elaborated by the proponent, although a lot of information and data had been collected by the completed project PD 492/07 Rev.3 (F).

Given the abovementioned comments, the Panel was of the view that all critical components of an ITTO project were not appropriately elaborated by the proponent, making it impossible to consider this proposal as acceptable to continue in the ITTO project cycle. A completely new project proposal can be submitted while making sure to use the relevant information and data collected by the project PD 492/07 Rev.3 (F).

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Therefore, this project is taken out of the ITTO project cycle and cannot be resubmitted to the ITTO Secretariat by the proponent.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel noted the importance of this project intending to promote the development and management of carbon forest plantations for emissions reduction and timber production with local community and private developer collaboration in Ghana.

However, major deficiencies in the proposal were identified in most sections and sub-sections, as described here: (1) origin of the project not clearly elaborated in order to explain what could justify the choice of the development and management of carbon forest plantations (payment of environment services (PES)) as a sustainable financial mechanism; (2) conformity with ITTO's objectives not explained as the three objectives were just listed without any explanation under each; (3) geographical location not sufficiently elaborated for the target project area; (4) lack of stakeholder analysis allowing the understanding of the table of stakeholders; (5) lack of information on the PES national strategy in relation to the implementation of REDD+ mechanism in Ghana; (6) problem tree not well designed in accordance with the requirement of the ITTO manual for project formulation while the key problem was not well defined; (7) logical framework matrix poorly presented and not consistent with the problem tree regarding the number of outputs versus number of causes; (8) expected outcomes not well formulated and not realistic for a 3-year project; (9) number of activities not consistent with the number of sub-causes in the problem tree; (10) Lack of consistency between the outputs in the work plan and the causes and sub-causes in the problem tree; (11) some difficulties to assess different budgets due to the abovementioned weaknesses; (12) risk assessment not consistent with the key assumptions in the logical framework matrix while the sustainability was not sufficiently elaborated in the proposal.

B) Specific Recommendations

The Panel recommended that, instead of revising this proposal PD 757/14 (F), a pre-project should be formulated and should include the following main elements:

1. Collection of baseline information and data to support a sound and comprehensive elaboration of all sections and sub-sections of a proposal dealing with carbon forest plantations for emissions reduction and timber production with local community and private developer collaboration in Ghana;
2. Undertaking a good problem analysis in conjunction with an appropriate stakeholder analysis for the intended project, and;
3. Formulation of a full project proposal in accordance with the format and instructions specified in the ITTO Manual for Project Formulation (Third edition).

C) Conclusion

Category 3: The Panel concluded that the project proposal is missing fundamental information, consequently a pre-project is required and to be submitted to the Expert Panel for appraisal.

PD 760/14 (F)

Development of an Alternative Strategy for Sustainable Management of Education and Training Forests Involving Stakeholders to Support Forestry Human Resource Development (Indonesia)

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel noted that the project proposal was not clear and did not provide sufficient information to assess the project proposal adequately. The origin of the proposal did not discuss any lessons from the implementation of relevant projects/activities that have led to the proposal. The geographic location of the project and the social, cultural, economic and environmental aspects were very weakly presented with too general information. It was not clear about the expected outcomes at project completion. The Panel felt that the stakeholder analysis was too general and questioned about the engagement of local communities in the establishment of education and training forests as a primary stakeholder. The problem analysis required further work to clearly identify the key problem and associated causes leading to the unsustainable management of education and training forests. The issue of engaging local communities should be elaborated in the problem analysis. Many components of the logical framework matrix, including the statements of the project's objectives and their indicators, were unclear. The Panel further noted a number of weaknesses of the proposal including weak presentation of the assumptions, risks and sustainability, and implementation arrangements. The Panel was not convinced of the merits of the proposal due to its insufficient information although the education and training is an important task to build the national capacity of SFM in Indonesia. The Panel was of the opinion that the proposal needed substantial improvements in many elements of project design and formulation in accordance with the guidance of ITTO Manual for Project Formulation (2009) to ensure the effective assessment of the proposal.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project in contributing towards the social and economic welfare of local and indigenous forest-dependent communities in productive state forest community concessions in Guyana, through improved management practices that enhance biodiversity protection and promote sustainable use of forest resources. However, the Panel observed that the proposal's title was misleading, the social and economic aspects were only described superficially and the environmental ones were lacking, and that links with local governments and rural and indigenous communities were missing. The stakeholder analysis was poor and even contradictory, with the GFC being considered as a primary stakeholder. The problem analysis was also very weak and the key problem more appeared to be a cause, with none of the current underlying causes, of which some were vague, clearly matching it. The logical framework contains indicators that have no baseline to compare, and moreover do not match the outputs, which could be further confused for activities. In addition, these indicators lack specific qualitative and quantitative descriptions. Moreover, the assumptions mentioned in the LFW should be of external nature. Furthermore, the figures in the master budget were inconsistent with those mentioned in the budget by component, and the amounts in some of the sub-components, such as the US\$210,000 for raw materials are unjustified. The sustainability of the results of the project after completion by the local and indigenous forest-dependent communities is also not clear. As such, the Panel considered that the proposal did not properly follow the format in the ITTO manual for project formulation, and many of its components were weak, confusing or missing.

Given the above observations and the importance of the intent of this project, the Panel was of the view that the proposal be reformulated focusing on the current well-developed activities and restructuring all other components around these.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Focus on the current well-developed activities and restructure all other components of the proposal around these, such as the stakeholder analysis, problem analysis and tree, logical framework, outputs and detailed budgets by activities and components to come up with a coherent proposal following the third edition of the ITTO Manual for Project Formulation 2009 (GI Series 13), and in particular to Chapter II and Appendix A, and resubmit it to ITTO;
2. Provide for a more specific and realistic title for the proposal;
3. Further elaborate and strengthen the sections on the involvement of stakeholders, problem analysis, implementation strategy, social, cultural, economic and environmental aspects. Describe the complexity of the social situation, especially regarding the primary stakeholders which group together many different realities, rather than just considering them as a single group. Consider the GFC as a secondary stakeholder;
4. Develop concrete outputs based on the current activities, as the outputs appear more to be activities and consider deleting the third output, as model forests are not established for testing practices, or refer to it a pilot forest area. Further strengthen the Logical Framework and include qualitative and quantitative indicators and means of verification, including those related to the impacts and outcomes of the project, to clearly visualize the before and after situations, include assumptions external to the implementation of the project per se, and specify the concrete benefits to be obtained by the indigenous communities via the management of their forests;
5. Further develop the work plan to include realistic responsible parties in the implementation of the activities, such as communities themselves in activities such as establishment of good community forestry practices;
6. Provide detailed descriptions of all training components to be implemented by the project. Clearly indicate the technical topics to be covered, the target audiences and indicative number of participants, the number and duration of the courses, their importance and expected impacts among the communities;
7. Develop a master budget by activities following the detailed format described in the ITTO Project Formulation Manual and sync it with the detailed budgets by components and sources, so that these correlate perfectly among themselves and with the expected outputs and

activities. Breakdown the raw materials component of the budget into more specific sub-components; and

8. Include an Annex which shows the overall assessment and recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project aims at enhancing the effective participation of customary landowners in sustainable forest management in PNG based on the findings of the pre-project CFM-PPD 006/10 (F) "Enabling Customary Landowners to Participate Effectively in CFM and REDD Schemes within four Pilot areas of PNG". The Panel felt that the proposal was well written based on the ITTO Manual for Project Formulation (2009). However, the Panel noted that further improvement is needed to enhance the design and formulation of the proposal. These include: a more focused origin of the proposal; refinements to the problem analysis and the logical framework matrix by clearly specifying the key problem to be address by the project and improving the statements of development and specific objectives, and outputs. With regard to the project budget, the Panel sought more details of the data collection hardware/devices. Furthermore, the Panel felt that improvements should be made to the risk mitigation measures, sustainability, and implementation arrangements to ensure the effective implementation of the project and its long-term sustainability.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the project brief by concisely describing the key messages of the proposal including the existing situation and the problems to be addressed by the project;
2. Provide a better map showing the location of the project's pilot sites;
3. Improve Section 1.1 (Origin) by providing more information on the pre-project CFM-PPD-006-10 with its title and by describing how the project will build on the outcomes of the pre-project;
4. Refine the key problem by focusing on the limited technical capacity of landowners without mixing their limited understanding of forest goods and services as the latter is a sub-cause. Based on the refinement of the key problem, adjust the problem tree. In the first sub-cause of the first cause, separate the process of formal mapping and zoning at the provincial, district and local levels as another sub-cause since it requires a long-term intervention;
5. Refine the statements of the development and specific objectives, and outputs in the logical framework matrix to enhance the logical designing of the key elements of the proposal;
6. Improve the statements of project activities by specifying the expected participation of targeted local communities in the implementation of community-related project activities;
7. Specify who will use the data collection software in the implementation approaches and methods;
8. Revise the project budget in the following ways: a) provide further details of the proposed data collection hardware/devices and Activity 4.4; b) break down the ITTO Budget by Component and the Executing Agency Budget by Component by showing relevant sub-budget items; c) increase the counter part's contribution so as to enhance the project's sustainability in the long term; and d) recalculate the ITTO's Programme Support Costs so as to conform the standard of 12% of total project costs;
9. Further elaborate the risk mitigation measures to be employed by showing how such measures should be implemented;
10. Improve the sustainability of the project by specifying the extended work to be implemented by key stakeholders beside the Executing Agency;
11. Improve the organizational chart to clearly show the functional and hierarchical relationships within the project structure. The project steering committee and project technical committee should be appeared as an advisory group to the Executing Agency. In the bottom line of the organizational chart, it is necessary to specify a responsible person/expert to achieve each output under the overall guidance of the NFS project coordinator;
12. Specify the respective role of the project team members in project implementation. It is advised that the project team should pay its attention to the role and needs of women in project implementation by specifying such a task within the project team members as one of the important project implantation strategies and approaches;
13. Improve the dissemination and main streaming of project learning by specifying the synthesization of lessons learned from customary landowners' based forest management schemes in PNG and their wider dissemination in the context of enhancing knowledge management strategies; and

14. Include an annex that shows the recommendations of the 48th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 765/14 (F)

Development of A Forest Landscape Restoration Program for Guatemala Based on ITTO Guidelines

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel noted the importance of this project for contributing towards the reduction of forest degradation and the restoration of forest landscapes in Guatemala, via the implementation of a forest restoration mechanism based on the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests. The Panel noted that the proposal is well formulated and laid out, that the origin of the project is clear, and that it is highly relevant to ITTO's objectives. It further noted that the proposal also satisfies the objectives and criteria required to be considered for funding under the framework of the Joint ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity.

However, the Panel also observed that the proposal could be further enhanced and, as such, decided to provide the submitting agency with a detailed set of recommendations in order to further strengthen and enrich the proposal.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Consider submitting this proposal within the framework of the Joint ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity. In this light, incorporate a section under 1.2 Relevance related to the conformity of the proposal with the objectives and criteria of the aforementioned initiative (<http://www.itto.int/cbd/>);
2. Split the first expected outcome on page 4 into two, thus providing a separate outcome related to an increase in private sector investment;
3. Consider including the private sector as a member of the forest Landscape Restoration Board;
4. Provide an additional summary text as regards the top 5 issues related to 1.3.2 social, cultural, economic and environmental aspects, as the current table is very lengthy and slightly convoluted;
5. Include data on gender in the 2.1.2 Stakeholder analysis;
6. The explanation given about the conformity with objective C of ITTO under section 1.2.1 is not clear on specifically how the project will procure employment for the communities. Clarify how this is to be carried out and how the locals are to benefit from it;
7. One of the specific objective indicators under section 2.2.2, mentions that 60 ha of degraded forest areas will be restored under a pilot scheme. However, the proposal does not provide any indication as to the location of these protected areas. Explain how and when these the pilot sites will be selected;
8. Include an additional box in the Objectives Tree, after the box on development of incentive mechanisms for landscape restoration. Provide mechanism, related to the elimination of perverse incentives and create an additional activity 2.7 to tackle this;
9. As regards Output 4, consider developing a knowledge management system on forest landscape restoration and link it to ITTO's knowledge management database. Create a new activity 4.5 to develop it;
10. Activity 1.1 refers to the selection of specific sites for forest landscape restoration. This selection should be carried out prior to project implementation, as the location of these sites to be restored has an important impact in the budget. As such, provide preliminary indications on the location of these sites and the cost implications in the budget. If the sites cannot be selected before project implementation, then describe the selection criteria to be put in place;
11. Provide the timeframe for activity 3.2 in the Work Plan, as it is currently blank;
12. Under 3.5.2 sustainability, also describe how the local communities will benefit from the landscape restoration activities in order to guarantee sustainability, and further include the private sector in relation to the financial sustainability of the project;
13. Further elaborate on the relationship between the EA and partners, rather than just specifying that it will be defined according to ITTO regulations;
14. Delete the ITTO box in the organizational chart, and include an INAB box under the Steering Committee box. Consider inviting NGOs as members of the project steering committee;

15. Include gender sensitivity as a requisite in the TOR for personnel, and include an additional duty in the TOR for the consultant in systematization of successful experiences related to the compilation of failures too;
16. The Master Budget refers to the purchase of a vehicle and the allocation of US\$ 12,000 for inputs for the establishment of 4 pilot sites under activity 1.4 (and is also mentioned in the budget by component under items 43 and 61.5). However, no budget has been assigned to cover the project personnel/consultants that will oversee the implementation of the forest landscape restoration sites. Clarify the lack of personnel or adjust the budget accordingly, and further break down the lump sum of US\$ 12,000 required for the establishment of the 4 pilot sites;
17. Adjust the costs for ITTO monitoring and evaluation to US\$10,000 per year, only include US\$10,000 for ex-post evaluation, and recalculate ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
18. Include an Annex which shows the overall assessment and recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project intending to contribute to the restoration of degraded forest sites in the Liberian part of the trans-boundary Gola Forest. It was noticed that the proposal was more focused on forestry activities than the previous project proposal PD 716/13 (F). As the Gola Forest is considered as a biodiversity hotspot site, its restoration could be an good opportunity for the implementation of CBD, SATOYAMA and ITTO guidelines in the area of biodiversity conservation in tropical forests.

The Panel noted that proposal presented a number of weaknesses summarized as follows: **1)** stakeholder analysis had just listed the identified stakeholders without providing appropriate explanation which could allow to understand the table of stakeholders; **2)** problem analysis confusing while the key problem was defined like an effect rather than a key problem and the problem tree was not designed in accordance with requirements of the ITTO manual for project formulation; **3)** logical framework matrix with a specific objective defined like a development objective and Output 4 defined like a specific objective; **4)** development objective, specific objective, outputs and activities not well defined due to the weak problem analysis and poor design of the problem tree; **5)** work plan with activities defined like operational actions rather than real activities; **6)** implementation approaches and methods not appropriately elaborated in relation to the problem analysis and the needs and interests of key stakeholders; **7)** ITTO budget to be mostly spent for project personnel, duty travel and miscellaneous, while the executing agency management costs was budgeted in ITTO budget; **8)** risk assessment not consistent with the logical framework matrix, while the economic sustainability was missing in the proposal; **9)** lengthy Part 4 (implementation arrangements) not adequately elaborated, in accordance with the requirements of the ITTO manual for project formulation.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Provide a map of the project target area with an appropriate scale facilitating its appraisal while plotting the key degraded sites to be rehabilitated by the project;
2. Improve the stakeholder analysis in order to facilitate the understanding of the table of stakeholders
3. Improve the problem analysis by concisely defining the key problem and then by appropriately defining its main causes, sub-causes and effects, and redesign the problem tree in accordance with the requirements of the ITTO manual for project formulation;
4. Subsequent to the above 3rd recommendation, revise the logical framework matrix while ensuring the consistency with the problem tree;
5. Redefine adequately the development objective and specific objective of the project;
6. Redefine the outputs and associated activities in accordance with the causes and sub-causes of the key problem newly defined;
7. Prepare a new work plan with the newly redefined activities;
8. Improve the project implementation approaches and methods while clearly reflecting the correlation with the redefined key problem and its main causes, including the ways and means for the involvement of local communities;
9. Improve the risks assessment in correlation with the revised logical framework matrix;
10. Revise the Part 4 (implementation arrangements) by concisely elaborating all sections and sub-sections in accordance with the requirements of the ITTO manual for project formulation;
11. Revise the ITTO budget in line with the above overall assessment and specific recommendations, and also in the following way:
 - a) Totally adjust the budgets (master budget and budget by component) in correlation with all above specific recommendations and overall assessment,
 - b) Adjust the ITTO monitoring and review costs to the standard rate of US\$10,000.00 per year for the monitoring and evaluation costs (US\$30,000 for a 3-year project),
 - c) Remove from the ITTO budget the amount of US\$55,161 (Executing Agency management costs) and include it in the Executing Agency budget,
 - d) Recalculate correctly the ITTO Programme Support Costs so as to conform with standard rate of **12%** of the total ITTO project costs; and

12. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel noted the importance of the pre-project aimed at formulating a project proposal for the conservation and sustainable use of forest ecosystems in the coastal range of Ecuador. As such, this proposal is relevant to ITTO's objectives. However, the Panel further noted that some of the proposal's components were weak and needed further clarification. The relevance of the proposal to ITTO's strategic Action Plan should also be addressed in the section 1.2.1. The proposal further mentions the development of guidelines for the conservation of biodiversity in the coastal range region of Ecuador, but does not make reference to the ITTO/IUCN Guidelines for the Conservation and Sustainable use of biodiversity in Tropical Timber Production Forests nor to the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests. A list of acronyms and abbreviations was also lacking and which made the proposal difficult to understand. The proposal's title differs slightly from the development objective and should be modified accordingly. The number of specific objectives should be reduced to one, leaving the others only as outputs. The description of the key problem is too general and should be further fine-tuned via an improved problem analysis. Moreover, the activities listed in the 3.4 Work Plan differs from those mentioned under 3.2 Activities, inputs and unit costs, and should be harmonized accordingly. The organizational chart is incomplete as arrows should be improved, as well as including a pre-project management section under Part 4. Implementation Arrangements. Last but not least, the project coordinator should be fully covered under the ITTO budget, the national management costs moved from the ITTO budget to the counterpart budget, and the terms of reference of the personnel should include the requirements needed.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Explain how and to what extent the project will contribute to the objectives of the ITTO Strategic Action Plan 2013-2018;
2. Strengthen the proposal by utilizing the ITTO/IUCN Guidelines for the Conservation and Sustainable use of biodiversity in Tropical Timber Production Forests and the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests as the backbones or core instruments based on which the guidelines for the conservation of biodiversity in the coastal range region of Ecuador will be developed. Consider highlighting the aforementioned guidelines in the project's objectives, activities and outputs;
3. Include a list of acronyms and abbreviations following the ITTO format for project proposals;
4. Modify the proposal's title in harmony with the proposed development objective;
5. Reduce the number of specific objectives to one, and consider the others as outputs;
6. Provide for an improved problem analysis and based on it further fine-tune the key problem;
7. Harmonize the activities listed in the 3.4 Work Plan with those mentioned under 3.2 Activities, inputs and unit costs;
8. Improve the organizational chart as per the format mentioned in the ITTO Manual on Project Formulation;
9. Include a pre-project management section under Part 4. Implementation Arrangements;
10. Include the requirements needed in the terms of reference of the personnel;
11. Transfer the full cost of the project coordinator to the ITTO budget, and transfer the 70. national management costs from the ITTO budget to the counterpart budget. Adjust the costs for ITTO monitoring and evaluation to US\$5,000, and recalculate ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
12. Include an Annex which shows the overall assessment and recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the pre-project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised pre-project proposal before it can commend it to the Committee for final appraisal.

PPD 180/14 (F)

Pre-Project for the Rehabilitation and Sustainable Management of the Mangrove Forests in the Coastal Area of Côte d'IvoireAssessment by the Forty-eighth PanelA) Overall Assessment

The Panel recognized the importance of the proposal, dealing with the rehabilitation and sustainable management of the mangrove forests in the coastal area of Côte d'Ivoire. The Panel noted that the origin and justification of the pre-project proposal were well explained for a better understanding of the need to prepare a project through the implementation of a pre-project. The Panel also noted that compliance with the ITTO objectives and priorities of the intended project was clearly explained, as well as the relevance to the submitting country's policies. The Panel further noted that the development objective to which the intended project would contribute was appropriately stated, while the specific objective of the pre-project was focused on the identification and formulation of a full project proposal aiming to contribute to the rehabilitation and sustainable management of mangrove ecosystem. The preliminary problem identification was elaborated with the description of the key problem that the intended project would contribute to address in the coastal area of Côte d'Ivoire.

Furthermore, the Panel noted that there was no clear explanation in the implementation strategy on why there is a need to hire a mapping consultant firm if the mapping service of SODEFOR is operational. However, if there is a need to hire mapping consultant firm, no explanation was provided on how the consultant could be interacting with the Executing Agency for the transfer of knowledge and experience. The profile of the collaborating agency was not provided as annex. The Panel finally noted that the amount budgeted for the fuel and lubricants was too high while the ITTO programme support costs were calculated with rate of 8% instead of the new one of 12%.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the section on the implementation approaches and methods by adding information regarding the justification for hiring a mapping consultancy firm while there is a mapping service in SODEFOR (executing agency), and by providing clear explanation on the ways and means to ensure the transfer of knowledge and experience on mapping to the executing agency;
2. Add the profile of the collaborating agency as an annex, for a better assessment of the available expertise in relation to the mapping activities;
3. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Reduce by half the amount budgeted for fuel and lubricants,
 - b) Add a standard amount of US\$3,000.00 regarding the ITTO monitoring and review costs, as the sub-item 81,
 - c) Recalculate the ITTO Programme Support Costs (Sub-item 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO pre-project costs; and
4. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel acknowledged the relevance of the proposal dealing with the new topic of the payment of environment services (PES) provided by forests in Benin. The Panel noted that the origin and justification of the pre-project proposal were well explained in relation to the follow-up of the International Forum on PES held in Costa Rica, in April 2014. The Panel also noted that the link of some objectives was not clearly explained in order to justify the compliance with the ITTO objectives and priorities of the intended project. The Panel further noted that the development objective to which the intended project would contribute was too ambitious with the combination of sustainable management of forest resources and capacity building on PES relating to forest ecosystems, while the specific objective of the pre-project was focused on the identification and formulation of a full project proposal. There was a need to further elaborate some sections and sub-sections regarding the implementation strategy, while ensuring that gender aspects are appropriately described in relation to the implementation of the intended project. Furthermore, the Panel noted that one activity under Output 1 was too ambitious for a pre-project while another was more an administrative action rather than a pre-project activity. Finally, the Panel noted that there were some discrepancies in the amounts budgeted for organizing workshops in relation to the number of participants, and the ITTO monitoring and review costs were missing in the ITTO budget.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Remove the objective c) from the section 1.2.1 in relation to the conformity with ITTO's objectives, and add the explanation regarding the conformity with the Strategic Priority 4 of the ITTO Strategic Action Plan 2013-2018;
2. Improve the formulation of the development objective by focusing on PES aspects in order to be within the realistic margins of what could be achievable through the implementation of the intended project;
3. The pre-project implementation approaches and methods should be improved by adding appropriate explanation on results listed in the sub-section 3.3.1.1 and also on the baseline-related elements listed in the section 3.3.2;
4. Remove from Output 1 the Activity 1.1 (as it is an administrative action rather than a pre-project activity) and Activity 1.6 (which should be part of activities to be implemented by the intended project), and revise the work plan accordingly;
5. Add the representatives of private sector (e.g. forest industry) to the technical support committee;
6. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Readjust all budget tables in correlation to all above recommendations,
 - b) Add a standard amount of US\$3,000.00 regarding the ITTO monitoring and review costs,
 - c) Recalculate the ITTO Programme Support Costs (Sub-item 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO pre-project costs; and
7. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel considered the modifications contained in the revised proposal in response to the comments and recommendations made by the Forty-Seventh Expert Panel. The Panel noted that the revised proposal satisfactorily addressed partly of the comments and recommendations. However, further improvement to the proposal is necessary in order to **fully** address the comments and recommendations.

The Panel opined that the two Associations (Asilvo Chancol and Awum Te) shall collaborate tightly in implementing the project to ensure attainment of the project's targets and objectives. Therefore, Awum Te Forest Association shall be assigned as the Collaborating Agency.

B) Specific Recommendations

In order to fully comply with the conditions of Category 1, the proposal shall be revised taking into account the following:

1. In Section 1.3.2, delete the information about the associations and provide that information elsewhere in the proposal (in Section 4.1 or Annex 1);
2. In Section 1.4, rationalize the expected outcomes into attainable outcomes. For example, the expected outcome: 'the quality of life of the male and female members of beneficiary organizations will have been improved', will not be possible to be attained by the project alone.
3. In Section 2.1, revise Table 2 to allow communities to be promoted as the primary stakeholder;
4. In Section 2.2, rephrase the Problem Analysis and reformulate the Problem Tree. Ensure the coherence of the Problem Tree with the Problem Analysis, Outputs and Activities. Regroup the 'Effects' into major areas to be covered by the Development Objective. Add discussion on how the machineries (sawmill) be managed and operated in the project's activities;
5. In Section 3.1, correct the number of Outputs to be consistence with the LFM. Workplan, and the Budget;
6. In Section 3.2, rephrase the Activities by avoiding the inclusion of Sub-Activities. For example, Activity 1.2 is not an activity but sub-activity. Make sure to add activities for improving skills and knowledge on managing and operating the machineries;
7. In section 3.5, recalculate the budget to ensure its consistency;
8. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underlined**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the relevance of improving the capacity of farmer groups in order to realize an effective partnership with forest industry to promote the utilization and trade of timber and forest products. The Panel noticed the importance of involving forest industry association, farmer group representative and relevant NGOs as collaborating agencies in the implementation of the proposed project. The major weakness identified in the project proposal is the unclear statement of 'partnership' in confronting with its problem analysis, objectives, outputs and activities.

B) Specific Recommendations

1. In Section 1.2.1, add relevant objectives of ITTA 2006 concerning the promotion of forest industry;
2. In Section 1.3.2, Social Cultural aspect, elaborate more on the current state of the farmers (who they are and their condition).
3. In Section 1.3.2, Environmental Aspect, add more relevant information;
4. In Section 2.1.3, reformulate the Problem Tree and problem analysis to ensure links between levels of causes in the Problem Tree, and expand the effect to cover important elements of the project's Development Objective. Avoid similar meaning between Causes and Sub-causes;
5. In Section 2.1.4, rewrite the LFM in accordance with the revision of the Problem Tree. Reformulate the indicators into SMART indicators. Avoid process/activity statements as measurable indicators;
6. In Section 3.2, simplify and rewrite with robust approach and methods;
7. In section 4.1.2, correct the chart of Project Management Team in accordance with the ITTO Manual
8. Include the TORs for sub-contracts and consultants; and
9. Include an Annex that shows the overall assessment and specific recommendations of the 48th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underlined**) in the text.

C) Conclusion

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized that the project proposal aimed at enhancing the capacity of Guatemala's rural communities in the conservation and marketing of Pinabete products through the sustainable management of Pinabete forests.

The Panel noted that the revised project proposal was significantly improved and most issues were addressed in accordance with the assessment and specific recommendation of the previous EP meeting. The revised proposal was clearly structured and well formulated in conformity with ITTO's objectives and priorities and focused on Pinabete production and marketing, regeneration programme, community and municipal involvement so that project coverage and target is more reasonable and clearer than previous one.

However, the Panel further noted that the project proposal could be further improved in some sections and sub-sections and suggested the specific recommendations mentioned below for that purpose. For instance, the geographic location was not sufficiently elaborated; the problem tree was not clearly formulated; the long-term impact indicators were insufficiently elaborated; some activities in the Logframe and text were not logically consistent with those in workplan and budget, etc.

B) Specific Recommendations

1. In geographic location, provide information on what condition for commercial use of Pinabete is legally allowed and add information on legal ground of "registered voluntary plantation" of Pinabete. Explain what programme is "PINPEP".
2. Delete the lines of text relating to the effects to the key problem in the problem tree as the three elements were the causes rather than effects and repositioned the arrow for the causes to be pointing northward (up);
3. Add the impact indicators for development objective so as to provide economic and social dimension to the long term objective of the project;
4. Check and ensure the activities in the Logframe, text, workplan and budget are logically consistent. For examples, Output 2 in the Logframe was not closely consistent with the one in 3.1.2; Activities under Output 1 were not consistent with those in the workplan and the budget. Furthermore, additional activities such as A1.7 and A1.8 as listed in the workplan and the budget didn't appear in 3.1.2; A1.4 in the workplan and the budget disappeared in the 3.1.2.; A1.2 in the workplan was not in line with those in the text and the budget;
5. Explain what will be carried out concretely with activities of A3.1-A3.4.
6. Include an Annex which shows the recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized that the aim of this small project is to improve the economic inclusion of families, especially women, through the protection of livelihoods and landscape, tourism, conservation and agroforestry production systems. It is expected that by the end of the two-year implementation period, the following outputs will be produced: a diagnostic study on the role of men and women in the timber value chain; strengthening of capacities of communities and decentralized autonomous governments (DAGs) in planting, production, processing and marketing; and development of local production ventures to improve the livelihoods of families and women.

The Panel noted that the project proposal is in conformity with the ITTO objectives and priorities. However, the Panel was of the view that, as a small project, the proposal was too broad with too many outputs and activities and should be more focused.

The Panel also noted a number of weaknesses in relevant sections and sub-sections, especially conformity with ITTO's objectives and priorities, expected outcomes, stakeholder and problem analysis, development and specific objective and indicators, outputs and activities, workplan and budget, implementation arrangements, etc.

The Panel was of the view that, in order to increase the chance of a successful project, the proposal should be modified and further reviewed so as to incorporate the recommendations detailed as below.

B) Specific Recommendations

1. Quote relevant ITTO's objectives and priorities from ITTA 2006 and ITTO Strategic Action Plan 2013-2018 and elaborate how this project will contribute to the achievement of them;
2. Refine the expected outcomes with logical links with the development and specific objectives as well outputs;
3. Improve the stakeholder analysis by indicating how these stakeholders were identified and how they will be involved in the project;
4. Restructure the problem analysis with a clear and focused key problem and its logical links with causes and effects;
5. As a small project, focus the development objective and specific objective as well as outputs on restoration and reforestation for providing livelihoods;
6. Revise the specific objectives in line with the reformulated key problem and the development objectives;
7. Add the indicators for development objective and specific objective with quantitative and time-bound elements;
8. Significantly reduce the number of outputs and activities and focus the work on a more clarified set of outputs and activities to reach the objectives and solve the problem;
9. Restructure the workplan in line with the revised outputs and activities;
10. Use the correct budget tables for ITTO budget by component and activity in accordance and provide detailed ITTO budget items and sub-items;
11. Clarify the high cost for consumable items;
12. Add more information on expertise and experiences of SENDAS in implementing similar projects and describe the institutional set-up, responsibilities, and project organization;
13. Provide more information on the composition of the team in charge of project implementation and the structure of the project technical committee;
14. Include an Annex which shows the recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-eighth Panel

A) Overall Assessment

The Panel recognized the importance of the project proposal aimed at contributing to poverty alleviation and local development by strengthening community enterprises involved in the production and marketing of timber and non-timber forest products (NTFP) and environmental services.

The Panel noted that the project proposal was clearly structured and well formulated in conformity with ITTO's objectives and priorities, and it provided relevant elements in sections and sub-sections of the proposal document with clear development objective and specific objective leading to a description of the strategy that aims to improve local business management capacities to develop and manage forest MSMEs.

However, the Panel further noted that the project proposal could be further improved in some sections and sub-sections and suggested the specific recommendations mentioned below for that purpose. For instance, the origin and expected outcomes after the project completion were insufficiently elaborated; the stakeholder analysis was not clearly formulated particularly for the MSMEs; some activities in the Logframe and text were not logically consistent with those in the workplan and budget; the implementation arrangements including the organization structure and project management were not clear elaborated.

Furthermore, as a small project, the proposal should be more focused on implementing business management plans and business management services program for forest MSMEs in targeted areas. Additionally, some sections were not needed for a small project proposal, such as 1.3.2 Social, cultural, economic and environmental aspects, 2.1.1 Institutional set-up and organizational issues, and 3.6 Assumptions, risks, sustainability.

B) Specific Recommendations

1. Delete unnecessary sections or sub-sections such as 1.3.2, 2.1.1 and 3.6 as these are not needed for a small project;
2. Provide more information in the Origin section, particularly in relation to the forest incentive programs since it seems to be the driver for development of MSMEs in communities, and FAO's inventory of MSMEs should be also mentioned and elaborated;
3. Refine the expected outcomes by describing how the stakeholders and the beneficiaries will use the outputs of the project at its completion rather than listing indicators;
4. Improve the stakeholder analysis by indicating how MSMEs in communities will be involved in the project implementation;
5. Revise the indicators for development objective with quantitative and time-bound elements;
6. Reformulate the activities in line with the problem analysis and the objectives. As Activity 2.4 deals with NTFP which has not been mentioned elsewhere in the document, either reformulate the activity or address properly the issue of NTFP in the document. Additionally add a new activity in relation to enhancing knowledge management of the communities and MSMEs;
7. Check and ensure the activities in the logical framework, text, workplan and budget are logical and consistent, for examples, A1.1 will be carried out in 3 months in the workplan, but in the budget 12 months have been set up for both year 1 and 2; A1.4 will be carried out during second year in workplan, but 12 months have been set up for both year 1 and 2;
8. Provide clear elaboration on the organization structure particularly how INAB will work with other organizations and describe the role and composition of the Project Steering Committee;
9. Include an Annex which shows the recommendations of the 48th Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 758/14 (M)	Community Forestry and Small Enterprise Contributing to Legal and Sustainable Timber Trade in Ghana (Ghana)
PD 759/14 (M)	Implementing FLEGT VPA Legality Assurance Mechanism to Improve Knowledge, Skills and Technical Capacity of Industry and Advance Market Acceptability of Ghana's Timber and Timber Products

Assessment by the Forty-eighth Panel

A) Overall Assessment

The panel noted that the two proposals submitted by Timber Industry Associations & Kumasi Wood Cluster Association originated and was built in response to the challenges faced in producing legal and sustainable wood and forest products by small scale and community producers in the timber market, specifically in relation to the implementation of FLEGT VPA Legality Assurance Mechanism in Ghana. The Panel acknowledged that the ideas put up in the proposals are of relevance to the needs of forestry stakeholders to cope with the increasing challenges in forest industry and trade.

Considering the similarities found in the two proposals, the Panel considered the need to merge the proposals, and suggest formulation of a new proposal to allow for more strategic and systematic interventions in addressing the challenges faced by the small scale and community enterprises.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposals to the Committee, and submits them to the Committee with the recommendation not to approve the project proposal.

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