

INTERNATIONAL TROPICAL TIMBER ORGANIZATION (ITTO)

THEMATIC PROGRAMME

COMMUNITY FOREST MANAGEMENT AND ENTERPRISES (CFME)

PRE-PROJECT DOCUMENT

TITLE	ENABLING CUSTOMARY LANDOWNERS TO PARTICIPATE EFFECTIVELY IN CFM AND REDD SCHEMES WITHIN FOUR PILOT AREAS OF PNG
SERIAL NUMBER	CFM-PPD 006/10 Rev.1 (F)
SUBMITTED BY	GOVERNMENT OF PAPUA NEW GUINEA
ORIGINAL LANGUAGE	ENGLISH

SUMMARY

The “PNG Forestry and Climate Change Policy Framework for Action” emphasizes the NEED for a multi-stakeholder approach to CFM and REDD programming that engages customary landowners at the local level and enhances the capacity of government institutions at the national level. Whilst customary landowners and their CFEs are generally well informed about the quality of their forests, they are often excluded from forest resource assessment activities, forest management decision-making processes, and associated development opportunities (e.g. REDD financing mechanisms).

The Pre-Project will develop a model community-based land ownership mapping and forest resource assessment system that supports CFM and REDD schemes within four pilot areas of PNG. Pre-Project ACTIVITIES will involve the selection of demonstration sites, identification of landowners and local partners, and formation of project agreements. They will also focus on the collection of baseline data, selection of cost-effective implementation strategies, and preparation of technical specifications for the required equipment, materials and support services. A systematic, participatory and capacity building APPROACH will be used, leading to the formulation of a high-quality full Project Proposal. The Pre-Project will deliver the following OUTPUTS:

1. Eight demonstration sites will be selected with customary landowners and local CFM/REDD partners in place;
2. Local forest resource assessment and land ownership mapping system will be designed for customary landowners and CFEs;
3. An interactive online platform will be designed for managing forest and land tenure data and facilitating collaboration between the PNG Forest Authority, forest communities, NGOs and investors.

EXECUTING
AGENCY

PNG FOREST AUTHORITY

COOPERATING
GOVERNMENTS

DURATION

9 MONTHS

APPROXIMATE
STARTING DATE

TO BE DETERMINED

BUDGET AND PROPOSED
SOURCES OF FINANCE

Source

Contribution
in US\$

Local Currency
Equivalent

ITTO
Gov't of PNG

122,040
34,000

TOTAL

156,040

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LIST OF ABBREVIATIONS AND ACRONYMS

CFE	Community Forestry Enterprise
CFM	Community Forest Management
CFME	Community Forest Management and Enterprise
CIFOR	Centre for International Forestry Research
FPIC	Free, Prior and Informed Consent
NEC	National Executive Council
NFB	National Forest Board
PNG	Papua New Guinea
PNGFA	Papua New Guinea Forest Authority
PRA	Participatory Rural Appraisal
REDD	Reducing Emissions from Deforestation and Degradation
VPA	Voluntary Partnership Agreement

PART 1. PRE-PROJECT CONTEXT

1.1 Origin and justification

In Papua New Guinea (PNG), around 97% of land is held under customary ownership, and most of that land is forested. While the nation's constitution lays the groundwork for communities (i.e. "landowners") to benefit from forest resources, the legal framework does not establish clear processes on how it can be achieved and who really represents the community's interests in, for example, negotiating with logging companies. Whilst customary forest users and landowners are generally well informed about the quality of their forests, they are often excluded from systematic forest assessment activities, forest management decision-making processes and associated development opportunities (e.g. REDD financing schemes). This situation has often led to unsustainable resource exploitation with only short-term benefits reaching the affected forest resource owners.

The Pre-Project Proposal is a direct outcome of the "*PNG Forestry and Climate Change Policy Framework for Action*". This document was prepared by the Papua New Guinea Forest Authority (PNGFA) in August 2009 and has recently been approved by the National Forest Board (NFB) and National Executive Council (NEC). It highlights the need for engaging customary landowners at the local level and enhancing the capacity of government institutions at the national level. The Project directly relates to five of the seven GUIDING PRINCIPLES of the "*PNG Forestry and Climate Change Policy Framework for Action*", namely:

1. *Resource ownership;*
2. *Improving decision making and good governance;*
3. *Understanding of forestry and climate change;*
4. *Education and awareness;*
5. *Partnerships and cooperation.*

The Pre-Project was initiated by the PNG Forest Authority's Climate Change and REDD Branch and will be implemented within PNG's four designated REDD+ pilot provinces (refer Figure 1, page 9). CFM and REDD are very closely related. Forest communities in the four pilot areas are dependent upon forest products and services for subsistence and commercial purposes. Unsustainable use of forest resources can result in carbon emission and forest degradation. Alternatively, deforestation (conversion of forest areas to agriculture and other land uses) can impair the ability of communities to fulfil their subsistence and financial needs.

The Pre-Project will enable the PNG Forest Authority to formulate a Full-Project Proposal that supports CFM and REDD schemes in PNG through the establishment of a model platform for collecting and managing data and other information related to customary land ownership and forest quality. The Pre-Project will enable participating communities, the PNG Forest Authority and other stakeholders to systematically gather and consolidate forest and land tenure information using a single platform to jointly address the interrelated challenges of CFM and REDD. The Pre-Project focuses on the following PROJECT DESIGN ASPECTS:

- *Selection of demonstration sites, identification of landowners and local partners, and formation of project agreements for the Full Project;*
- *Collection of baseline data and selection of cost-effective implementation strategies for the Full Project;*
- *Preparation of technical and functional specifications for equipment, materials and support services required for the community-based data collection system and the online CFM/REDD platform, which will be established during the Full Project. The*

platform is intended to be a medium from which information and data are recorded and made available for all stakeholders to assist them in making informed decisions.

Relevance

1.1.1 Conformity with ITTO's objectives and priorities

The present project proposal is compliant with the objectives of the International Tropical Timber Agency (ITTA) of 2006, to promote the expansion and diversification in international trade of tropical timber originating from sustainably and legally managed forest operations. More specifically, the project will assist PNG in meeting the following objectives:

- By facilitating participatory management of forest resources as well as community-based mapping and monitoring of overall forest activities, the project will *(1c) contribute to sustainable development and to poverty alleviation as well as (1n) strengthen the capacity of Papua New Guinea to improve forest law enforcement and governance, and address illegal logging and related trade in tropical timber.*
- In view of the need for capacity building and institutional support both at the PNGFA as well as at the grassroots level, the project will also *(1p) promote access to, and transfer of technologies and technical cooperation to implement the objectives of the ITTA;*

In terms of the Community Forest Management and Enterprise (CFME) thematic programme, the project is compliant with the overall objectives as well as with the priorities of this specific call for proposals to *(A) strengthen community-level capacity in sustainable forest management and adding value to the forest resource through (1e) forest management planning and related resource assessments, surveys and studies, (1h) basic and intermediate technology transfer and (1i) the strengthening of management and information systems.* The project will also address *(C) knowledge management issues by (6) supporting knowledge generation on community forestry and CFEs, including forest uses & management methods.*

The two tables below show how the Project will make an effective contribution towards the scope and objectives of the CFME Thematic Programme.

Table 1: ITTO CFME scope and the Project's contribution.

CFME Scope	Project Contribution
Creation and strengthening of community forest management and enterprises	<p>The Project will create eight model CFEs within PNG's four REDD+ pilot provinces and strengthen their capacity to undertake land ownership mapping and forest resource assessment activities through the development of appropriate tools and support services.</p> <p>The project will also strengthen the capacity of the PNG Forest Authority to acquire and utilise forest resource data to support CFM / REDD schemes in PNG.</p>

Table 2: ITTO CFME specific objectives and the Project's contribution.

CFME Specific Objective	Project Contribution
(a) Strengthen community level capacity in SFM and adding value to the forest resource;	The Project contributes towards strengthening community level capacity to participate effectively in CFM and REDD schemes through developing landownership mapping and forest resource assessment tools and support services
(b) Strengthen country capacity and enabling conditions for community forest management and enterprises;	The Project contributes towards strengthening the capacity of the PNG Forest Authority to acquire and utilise land ownership and forest resource data at all levels.

(c) Strengthen knowledge management at all levels.	The Project contributes towards strengthening CFM / REDD networks and information exchange mechanisms at local, national and international levels.
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1.1.2 Relevance to the submitting country's policies

The Project is well-aligned with national government priorities and strategies including the Mid Term Development Strategy (2005-2010), the National Forest Policy (1991), the draft National Eco Forestry Policy (2004) and the PNGFA Corporate Plan's (2007-2012). The table below shows how the Project overall is guided by the draft National Eco Forestry Policy.

Table 3: Relevant national forest policy guidelines.

Policy Document	Relevant Policies and Strategies
Draft National Eco Forestry Policy (2004)	Information Collection and Management: <ul style="list-style-type: none"> <i>An Eco Forestry Management and Information System shall be designed and implemented</i> <i>The Eco Forestry Management and Information System shall be used as a monitoring and evaluation system</i>
	Community-Based Management of Natural Forests...: <ul style="list-style-type: none"> <i>The PNGFA in consultation with selected partners shall define an approach that empowers the grass roots in decision making and planning processes that deal with eco forestry activities.</i> <i>The PNGFA shall delegate and outsource the extension function to local service providers.</i>
	Training and Awareness: <ul style="list-style-type: none"> <i>The PNGFA shall identify training needs for eco forestry...</i> <i>The PNGFA shall identify awareness needs in eco forestry in consultation with other stakeholders...</i> <i>The PNGFA shall support partners in raising awareness about eco forestry options...</i>
National Forest Policy (1991)	Resource Ownership <ul style="list-style-type: none"> <i>The rights of the customary owners of a forest resource shall be fully recognized and respected in all transactions affecting the resource</i>
	Participation <ul style="list-style-type: none"> <i>Meaningful participation and involvement in the forest and related industries for nationally owned enterprises and Papua New Guinean citizens, especially resource owners, will be promoted and encouraged at all level</i>

PART 2. JUSTIFICATION OF PRE-PROJECT

2.1 Objectives

2.1.1 Development objective

The Project will empower the PNG Forest Authority and forest communities to maximise the social, economic and environmental outcomes of CFM and REDD schemes deployed in PNG.

2.1.2 Specific objective

The Pre-Project will support CFM and REDD schemes in PNG through designing a community-based data collection system with online platform for managing and sharing spatial data and other information related to customary land ownership and forest quality.

2.2 Preliminary problem identification

As mentioned in *Section 1.1*, approximately 97% of the land in PNG is owned by customary landowners. Therefore, the government and/or private sector must liaise with landowners to acquire the rights to harvest timber and non-timber forest products. The Incorporated Land Group provides the legal mechanism for recognising landownership in PNG. The PNG Forest Authority has identified the need for a multi-stakeholder approach to CFM and REDD programming that engages customary landowners at the local level and enhances the capacity of government institutions at the national level. Whilst customary landowners and their CFEs are generally well informed about the quality of their forests, they are often excluded from forest resource assessment activities, forest management decision-making processes, and associated development opportunities (e.g. REDD financing mechanisms).

The PNG Forest Authority's preliminary problem analysis sessions have led to the preparation of a Problem Tree assembled around the following KEY PROBLEM:

- *In PNG, customary landowners and CFEs have limited capacity to participate effectively in CFM and REDD schemes.*

The Problem Tree (Figure 2, page 10) highlights the main causes and effects of this problem. The Pre-Project will enable the PNG Forest Authority to prepare a cost-effective Full-Project Proposal, through focusing attention on the following PROJECT FORMULATION NEEDS:

- *The need to identify a cross-section of appropriate demonstration sites with committed landowners and local CFM / REDD partners (CFEs will be formed during the Full-Project);*
- *The need to ensure target communities and local partners participate effectively in project design activities;*
- *The need to ensure external knowledge and appropriate technology transfer contributes towards the project design process.*

The map of PNG below highlights the location of the **FOUR PILOT PROVINCES**: *West Sepik, Eastern Highlands, West New Britain and Milne Bay*.

Figure 1: Map of PNG with REDD+ pilot provinces highlighted in green.

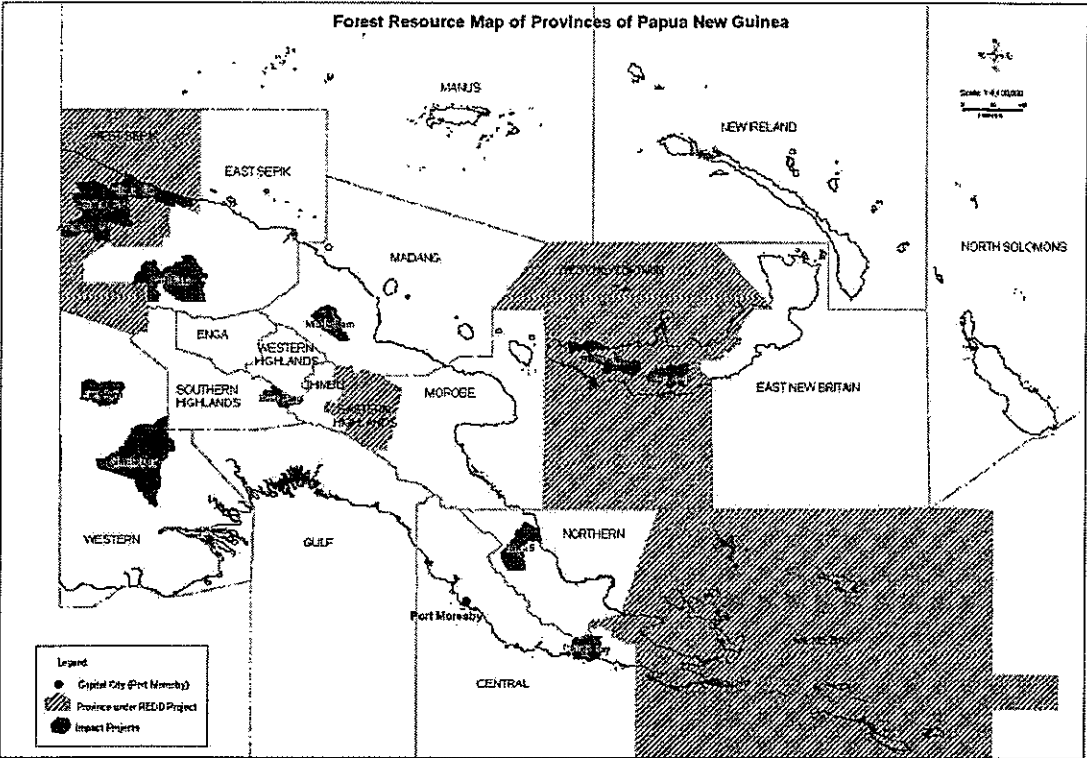
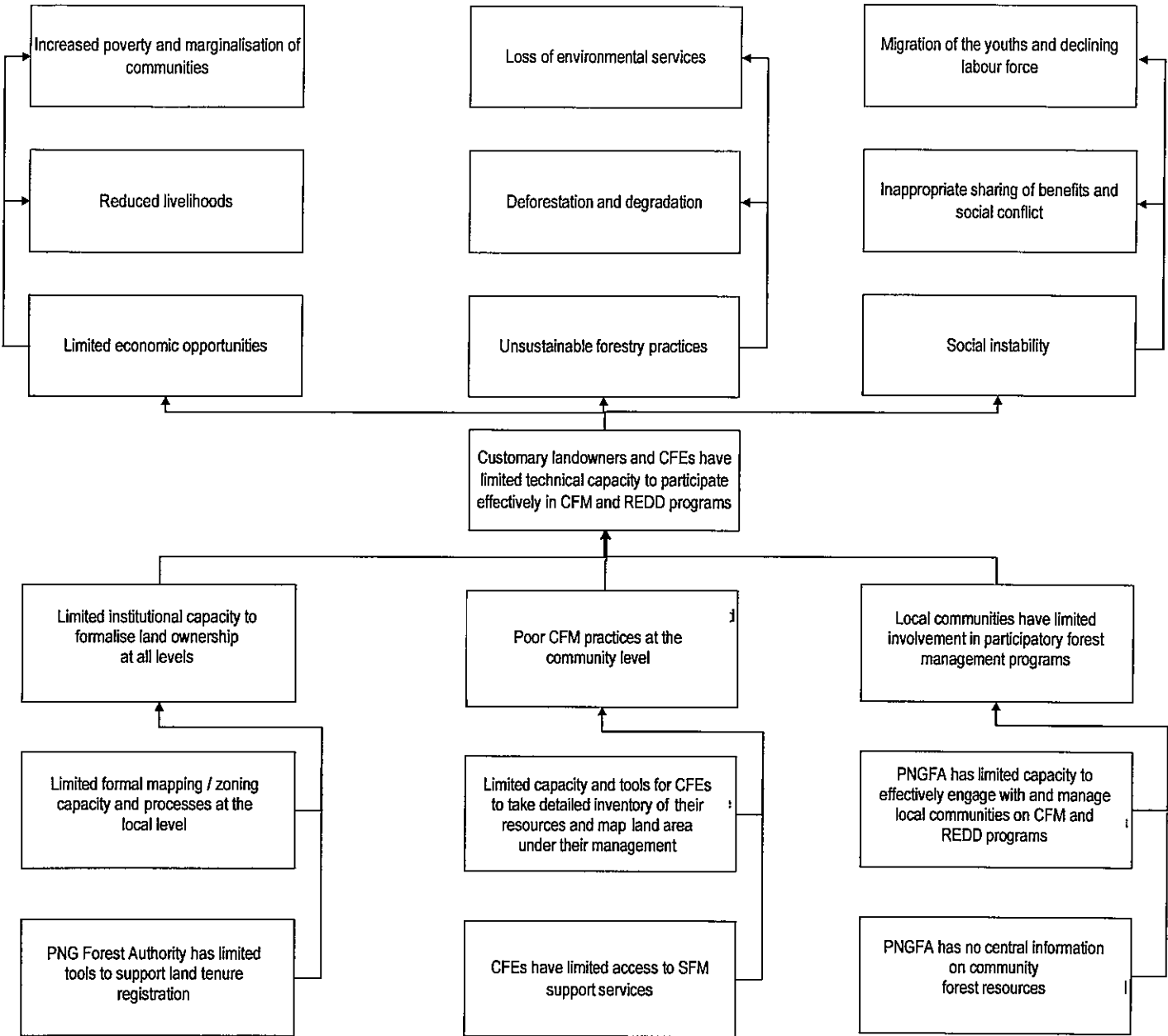


Figure 2: Problem Tree



PART 3. PRE-PROJECT INTERVENTIONS

3.1 Outputs

- Output 1:** Eight demonstration sites selected with customary landowners and local CFM / REDD partners in place
- Output 2:** Local forest resource assessment and land ownership mapping system is designed for customary landowners and CFEs
- Output 3:** An interactive online platform is designed for managing forest and land tenure data and facilitating collaboration between the PNG Forest Authority, forest communities, NGOs and investors.

3.2 Activities, inputs and unit costs

For Output 1:

1. Select eight demonstration sites and local CFM / REDD partners
2. Identify customary landowners of selected sites
3. Establish project implementation agreements between PNGFA, customary landowners and local CFM / REDD partners

For Output 2:

1. Collect baseline social, economic and bio-physical data at model sites with customary landowners and local partners
2. Identify resource assessment and land ownership mapping objectives, requirements and options
3. Select best strategy for supporting local forest resource assessment and land ownership mapping activities with customary landowners and local partners
4. Prepare specifications for local resource assessment and landownership mapping tools and support services

For Output 3:

1. Assess existing CFM / REDD networks, activities, resources relevant literature / tools
2. Identify objectives, requirements and options for managing forest and land tenure data and facilitating collaboration between the PNG Forest Authority, forest communities, NGOs and investors
3. Select best strategy for managing forest and land tenure data and facilitating collaboration with the PNG Forest Authority, forest communities, NGOs and investors
4. Prepare specifications for interactive online platform.

Approaches and methods

Overall, the Pre-Project intends to build ownership and secure the long-term commitment of the Project's THREE TARGET GROUPS, namely:

- *Customary landowners of the selected demonstration sites (CFEs will be established during the Full-Project);*
- *Selected local CFM / REDD partners (e.g. civil society organisations and private sector agencies with experience delivering local training, awareness and support services);*
- *PNG Forest Authority (particularly the REDD & Climate Change; Eco Forestry; Inventory and Mapping; and Land Acquisition Branches of the National Forest Service).*

The table below outlines the PROJECT DESIGN METHODOLOGY.

Table 4: Project design aspects and proposed methodology

Project Design Aspect	Methodology
<i>Selection of demonstration sites, identification of landowners and local partners, and formation of project agreements for the Full Project.</i>	<p>A Systematic Approach will be used to select demonstration sites, landowners and local partners. The Capacity Development Specialist will assist the PNGFA to deploy selection criteria and assessment tables.</p> <p>A Capacity Building Approach will be used prior to the preparation and signing of project agreements. For example, selected landowners and local partners will take part in the collection of baseline data and the selection of full-project strategies.</p>
<i>Collection of baseline data and selection of cost-effective implementation strategies for the Full-Project.</i>	<p>A Systematic Approach will be used to collect a set of disaggregated data on forest-livelihood interactions with reference to CIFOR's Poverty Environment Network (PEN) methodology and the principles of Free, Prior and Informed Consent (FPIC) and other relevant literature / tools.</p> <p>A Participatory Approach will be used to enable landowners, partners and PNGFA representatives to identify priorities, set objectives and assess the most promising options, leading to selection of the most cost-effective & low-risk strategies. The Community Development Specialist will develop Participatory Resource Appraisal (PRA) techniques and tools such as community entry protocols, matrix-ranking and scoring, problem/objective tree analysis and strategy charts.</p>
<i>Preparation of technical specifications for the required tools and support services for the Full-Project.</i>	<p>A Capacity Building Approach will be used to assist the PNGFA to develop blueprints for the CFM/REDD platform for managing forest and land tenure data and facilitating coordination of forest stakeholders. In close consultation with PNGFA, the Community Technology Expert will specify the technical and functional components required, such as GPS unit hardware, online data management software, and verbal and visual prompts for collecting data on community land tenure and the use, quality and spatial distribution of forest resources.</p>

Ultimately, the Project is expected to benefit the following FINAL BENEFICIARIES:

- **Forest dependent communities in PNG will benefit from increased participation in forest management decision making processes providing increased security over their resources in the long-term.**
- **Government will benefit from increased information flows from the forest that will support policy implementation, including forest planning processes. The project will support governance reform processes including meeting future obligations under VPA's.**
- **Private sector markets for environmental goods and services will benefit from improved access to information and networks on landownership and forest resources in PNG.**
- **Local and international NGOs and those developing REDD schemes will benefit from improved access to CFM / REDD equipment, materials and support services.**

3.3 Work plan

Outputs and Activities	Responsible Party	Schedule (in months)								
		1	2	3	4	5	6	7	8	9
Outputs 1: <u>Eight demonstration sites selected with customary landowners and local CFM / REDD partners in place</u>	<u>NFS Project Coordinator</u>									
1.1. Select eight demonstration sites and local CFM / REDD partners	NFS Project Coordinator	■								
1.2. Identify customary landowners of selected sites	Community Development Specialist	■	■	■						
1.3. Establish project implementation agreements between PNGFA, customary landowners and local CFM / REDD partners	NFS Project Coordinator								■	■
Outputs 2: <u>Local forest resource assessment and land ownership mapping package is designed for customary landowners and CFEs</u>	<u>NFS Project Coordinator</u>									
2.1. Collect baseline social, economic and bio-physical data at model sites with customary landowners and local partners	Community Development Specialist	■	■	■						
2.2. Identify resource assessment and land ownership mapping objectives, requirements and options	Community Technology Specialist				■	■				
2.3. Select best strategy for supporting local forest resource assessment and land ownership mapping with customary landowners and local partners	Community Development Specialist					■	■			
2.4. Prepare specifications for local resource assessment and landownership mapping tools and support services	Community Technology Specialist								■	■
Output 3: An interactive online platform is designed for managing forest and land tenure data and facilitating collaboration....	<u>NFS Project Coordinator</u>									
3.1. Assess existing CFM / REDD networks, activities, resources relevant literature / tools.	Community Technology Specialist	■	■	■						
3.2. Identify objectives, requirements and options for managing forest and land tenure data and facilitating collaboration.	Community Technology Specialist				■	■				
3.3. Select best strategy for managing forest and land tenure data and facilitating collaboration with the PNG Forest Authority, forest communities, NGOs and investors.	Community Development Specialist					■	■			
3.4. Prepare specifications for interactive online platform.	Community Technology Specialist								■	■

3.4 Budget

Consolidated Yearly Project Budget					
Budget Components		Input	Unit Costs	TOTAL	YEAR 1
10	Project Personnel				
	11. National Experts (Long term)	0	\$ -	\$ -	\$ -
	11.1. NFS Project Coordinator	9	\$ 2,000.00	\$ 18,000.00	\$ 18,000.00
	11.2. NFS Provincial Forest Officer	7	\$ 1,000.00	\$ 7,000.00	\$ 7,000.00
	13. National Consultants (Short term)	-	\$ -	\$ -	\$ -
	13.1. Community development specialist	4	\$ 8,000.00	\$ 32,000.00	\$ 32,000.00
	14. International Consultants	-	\$ -	\$ -	\$ -
	14.1. Community Technology Specialist	2	\$ 13,500.00	\$ 27,000.00	\$ 27,000.00
	19. Component Total	22	24,500	84,000	84,000
20	Sub-contracts				
	29. Component Total	-	\$ -	\$ -	\$ -
30	Travel				
	31. Daily Subsistence Allowance	0	\$ -	\$ -	\$ -
	31.1. National Experts/Consultants	128	\$ 100.00	\$ 12,800.00	\$ 12,800.00
	31.2. International Consultants	1	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	32. International Travel	-	\$ -	\$ -	\$ -
	32.1. International Consultants	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
	33. Local Transport Costs	-	\$ -	\$ -	\$ -
	33.1. National Experts/Consultants	32	\$ 600.00	\$ 19,200.00	\$ 19,200.00
	39. Component Total	162	9,700	41,000	41,000
40	Capital Items				
	49. Component Total	-	\$ -	\$ -	\$ -
50	Consumable Items				
	51. Raw materials	7	\$ 500.00	\$ 3,500.00	\$ 3,500.00
	52. Spares	-	\$ -	\$ -	\$ -
	53. Utilities	9	\$ 1,000.00	\$ 9,000.00	\$ 9,000.00
	54. Office Supplies	17	\$ 500.00	\$ 8,500.00	\$ 8,500.00
	59. Component Total	33	\$ 2,000.00	\$ 21,000.00	\$ 21,000.00
60	Miscellaneous				
	61. Sundry	-	\$ -	\$ -	\$ -
	62. Auditing	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	63. Contingencies	-	\$ -	\$ -	\$ -
	69. Component Total	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
70	National Management Costs				
	71. Executing Agency Management Costs			\$ -	\$ -
	72. Focal Point Monitoring			\$ -	\$ -
	79. Component Total			\$ -	\$ -
	SUBTOTAL			\$ 147,000.00	\$ 147,000.00
80	Project Monitoring and Administration				
	81. ITTO Monitoring and Review			\$ -	\$ -
	82. ITTO midterm, final, ex-post Evaluation Costs			\$ -	\$ -
	83. ITTO Programme Support Costs			\$ 9,040.00	\$ 9,040.00
	84. Donor Monitoring Costs			\$ -	\$ -
	89. Component Total			\$ 9,040.00	\$ 9,040.00
90	Refund of Pre-Project Costs (Pre-project budget)			\$ -	
100	GRAND TOTAL			\$ 156,040.00	

Yearly Project Budget By Source - ITTO		
Annual Disbursements	Total	Year 1
Budget Components		
10. Project personnel		
11. National Experts (Long term)	\$ -	\$ -
13. National Consultants (Short term)	\$ 32,000.00	\$ 32,000.00
14. International Consultants	\$ 27,000.00	\$ 27,000.00
20. Sub-contracts	\$ -	\$ -
30. Duty travel		
31. Daily Subsistence Allowance	\$ 18,800.00	\$ 18,800.00
32. International Travel	\$ 3,000.00	\$ 3,000.00
33. Local Transport Costs	\$ 19,200.00	\$ 19,200.00
40. Capital items	\$ -	\$ -
50. Consumable items		
51. Raw materials	\$ 3,500.00	\$ 3,500.00
54. Office Supplies	\$ 8,500.00	\$ 8,500.00
60. Miscellaneous		
62. Auditing	\$ 1,000.00	\$ 1,000.00
Subtotal 1	\$ 113,000.00	\$ 113,000.00
80. ITTO Monitor. Evaluation. Costs	\$ -	
81. Monitoring and Review Costs (effective estimation)	\$ -	
82. Evaluation Costs (effective estimation)	\$ -	
Subtotal 2	\$ 113,000.00	
83. Program Support Costs (8% of Overall Budget)	\$ 9,040.00	
90. Refund of Pre-Project Costs	\$ -	
ITTO TOTAL	\$ 122,040.00	

Yearly Project Budget By Source - E. Agency/Host Government		
Annual Disbursements	Total	Year 1
Budget Components		
10. Project personnel	\$ 25,000.00	\$ 25,000.00
20. Sub-contracts	\$ -	\$ -
30. Duty travel	\$ -	\$ -
40. Capital items	\$ -	\$ -
50. Consumable items	\$ 9,000.00	\$ 9,000.00
60. Miscellaneous	\$ -	\$ -
70. Executing Agency Management Costs	\$ -	\$ -
EXECUTING AGENCY/HOST GOVT. TOTAL	\$ 34,000.00	\$ 34,000.00

Overall Project Budget By Activity and Component (in U.S. Dollars)

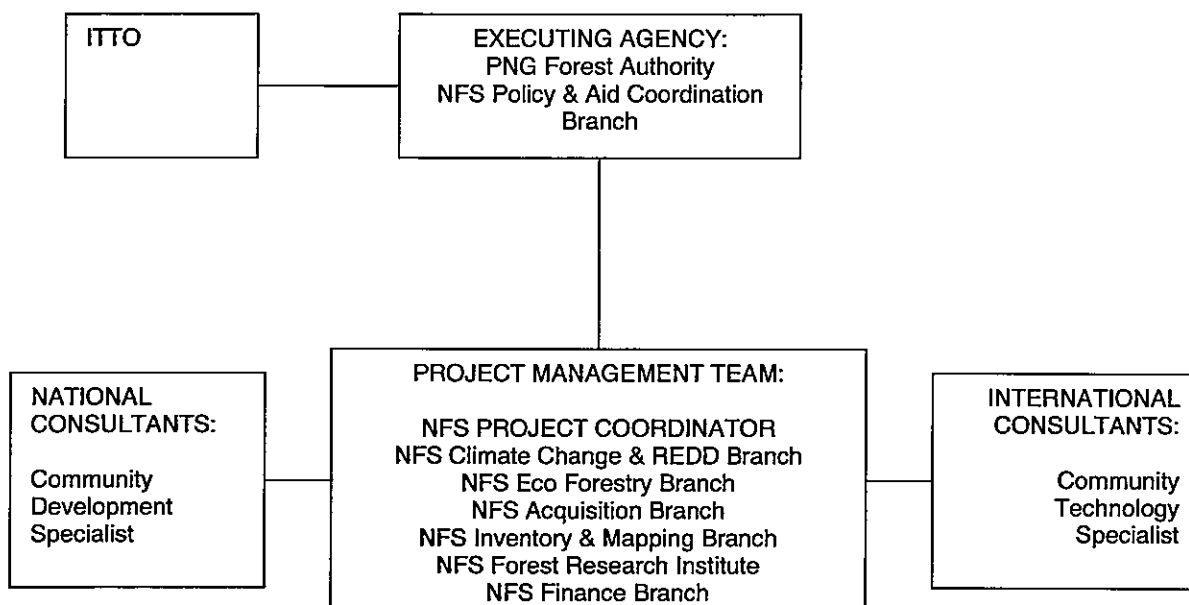
OUTPUTS / ACTIVITIES + Non-Activity Based Expenses	BUDGET COMPONENTS							GRAND TOTAL
	10. Project Personnel	20. Sub-Contracts	30. Duty Travel	40. Capital Items	50. Consumable Items	60. Miscella- neous	Year	
Output 1: Eight demonstration sites selected with customary landowners and local CFM / REDD partners								
Activity 1.1: Select eight demonstration sites and local CFM / REDD partners	2,300.00	IE	4,000.00	-	2,500.00	-	Y1	8,800.00
Activity 1.2: Identify customary landowners of selected sites	5,500.00	IE	4,000.00	-	2,500.00	-	Y1	12,000.00
Activity 1.3: Establish project implementation agreements between PNGFA, customary landowners and local CFM / REDD partners	4,000.00	IE	-	-	-	-	Y1	4,000.00
Subtotal 1	11,800.00		8,000.00		5,000.00			24,800.00
Output 2: Local forest resource assessment and land ownership mapping system is designed for customary landowners and CFEs								
Activity 2.1: Collect baseline social, economic and bio-physical data at model sites with customary landowners and local partners	12,025.00	IE	8,800.00	-	1,000.00	-	Y1	21,825.00
Activity 2.2: Identify resource assessment and land ownership mapping objectives, requirements and options	13,750.00	IE	9,600.00	-	2,500.00	-	Y1	25,850.00
Activity 2.3: Select best strategy for supporting local forest resource assessment and land ownership mapping activities with customary landowners and local partners	8,000.00	IE	4,400.00	-	2,500.00	-	Y1	14,900.00
Activity 2.4: Prepare specifications for local resource assessment and landownership mapping tools and support services	4,375.00	IE	-	-	-	-	Y1	4,375.00
Subtotal 2	38,150.00		22,800.00		6,000.00			66,950.00
Output 3: An interactive online platform is designed for managing forest and land tenure data and facilitating collaboration between the PNG Forest Authority, forest communities, NGOs and investors								
Activity 3.1: Assess existing CFM / REDD networks, activities, resources relevant literature / tools	5,025.00	IE	-	-	-	-	Y1	5,025.00
Activity 3.2: Identify objectives, requirements and options for managing forest and land tenure data and facilitating collaboration between the PNG Forest Authority, forest communities, NGOs and investors	13,750.00	IE	6,600.00	-	500.00	-	Y1	20,850.00
Activity 3.3: Select best strategy for managing forest and land tenure data and facilitating collaboration with the PNG Forest Authority, forest communities, NGOs and investors	8,275.00	IE	3,600.00	-	500.00	-	Y1	12,375.00
Activity 3.4: Prepare specifications for interactive online platform.	-	IE	-	-	-	-	Y1	-
Subtotal 3	27,050.00		10,200.00		1,000.00			38,250.00
Non-activity Based Expenses								
Personnel Costs	-	-	-	-	-	-	Y1	-
Utility Costs	-	-	-	-	9,000.00	-	Y1	9,000.00
Travel Costs	-	-	-	-	-	-	Y1	-
Auditing Costs	-	-	-	-	-	1,000.00	Y1	1,000.00
Subtotal 5						1,000.00		10,000.00
Subtotal (TT0)	59,000.00		41,000.00		12,000.00	1,000.00		113,000.00
Subtotal (E. Agency)	25,000.00				9,000.00			34,000.00
Subtotal (Others)								
TOTAL	84,000.00		41,000.00		21,000.00	1,000.00		147,000.00

PART 4. IMPLEMENTATION ARRANGEMENTS

4.1 Executing agency and organizational structure

The diagram below outlines the Pre-Project's organizational structure.

Figure 2: Project Structure



4.2 Pre-project management

The Project Management Team will comprise:

- *PNGFA Project Coordinator*
- *PNGFA Branch Managers involved in project implementation*
- *Community Development Specialist*

4.3 Monitoring and reporting

The Pre-Project will be monitored with reference to the Work Plan (page 12). The table below presents the proposed project reporting schedule.

Table 5: Proposed reporting schedule

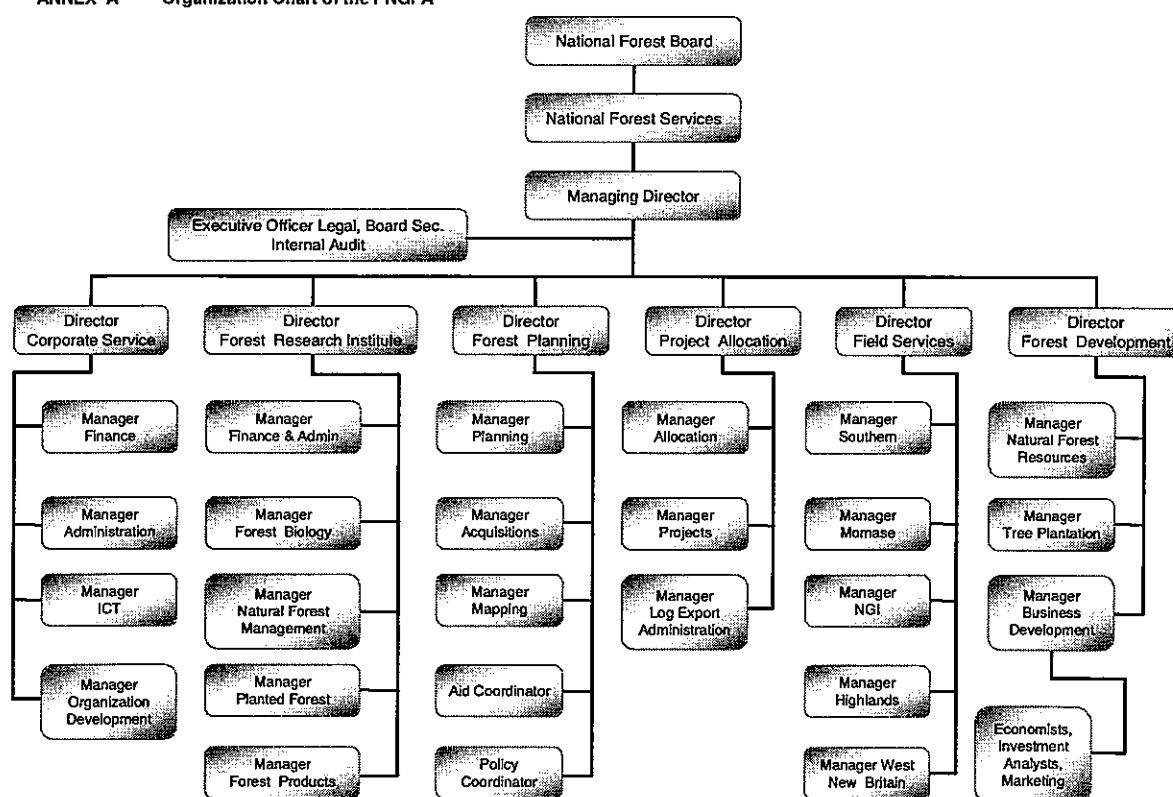
Description	Date
Project management meetings	Monthly
1 st project progress report	End of 1 st quarter
1 st technical report:	End of 1 st quarter
2 nd project progress report	End of 2 nd quarter
2 nd technical report:	End of 2 nd quarter
Project completion report	End of 3 rd quarter

ANNEX 1. PROFILE OF THE EXECUTING AGENCY

(a) Background

The PNGFA has been established under Section 5 of the Forestry Act 1993 and its powers and functions are also defined under the said Act. The over-arching objective is to facilitate the management, conservation and wise use of the forest resources of PNG in a sustainable manner. The organizational structure of the National Forest Service is shown below:

ANNEX A Organization Chart of the PNGFA



(b) Recent Projects

Table 6: Summary of ITTO projects recently executed by the PNGFA

Project	Status
PD324/04 Rev.3: <i>Sustainable Management of TFR through Stakeholder Agreements in Traditional Areas of PNG.</i>	Completed in 2009
PPD 124/06 Rev.2: <i>Reforestation of Tropical Savannah Grassland with High value Trees.</i>	Completed in 2009
PPD 125/06 Rev.2: <i>National Training Program to Promote the Adoption of Reduced Impact Logging.</i>	Completed in 2009
PD 449/07 Rev. 2 <i>Enhancing Forest Law Enforcement in PNG</i>	Approved and financed for implementation in 2010
PD 552/09 Rev. 1: <i>Encouraging Customary Landowners in the Lowlands of Central Province to Reforest their Grasslands with High-Value Trees</i>	Approved and financed for implementation in 2010

(c) Infrastructure

The PNGFA has a network of FOREST MANAGEMENT FACILITIES across Papua New Guinea, comprising:

- *National Headquarters in Port Moresby, National Capital District*
- *Forest Research Institute in Lae, Morobe Province*
- *4 regional offices*
- *18 provincial offices (including one in each pilot province)*

(d) Budget

The PNGFA has an annual budget of **PGK 39.2 million** (2009).

ANNEX 2. TASKS AND RESPONSIBILITIES OF KEY EXPERTS PROVIDED BY THE EXECUTING AGENCY

(a) Project Coordinator

Responsibilities:

The Project Coordinator will be responsible for managing the Pre-Project with assistance from the Community Development Specialist.

Tasks:

The Project Coordinator will:

1. *Prepare detailed quarterly work plans and budgets;*
2. *Coordinate project tasks and activities with the project team and local partners;*
3. *Organise effective project management meetings;*
4. *Organise financial expenditures, accounts and replenishments;*
5. *Implement project tasks;*
6. *Monitor progress and implement corrective actions as required;*
7. *Provide project reports as required;*
8. *Formulate the Full-Project Proposal.*

Reporting:

The Project Coordinator will report to the Climate Change and REDD Manager and will at all times maintain close consultation with the Community Development Specialist.

ANNEX 3. TERMS OF REFERENCE OF PERSONNEL AND CONSULTANTS FUNDED BY ITTO

(a) Community Development Specialist

The PNG Forest Authority will recruit a Community Development Specialist with the following Terms-of-Reference:

Purpose:

The Community Development Specialist will:

1. *Ensure the Pre-Project's community development activities are carried out successfully;*
2. *Ensure the Full-Project Proposal is formulated to ITTO requirements.*

Duties:

The Community Development Specialist will use a systematic, participatory and capacity building approach to supervise the implementation of the following planned activities:

1. *Identification of customary landowners of selected sites;*
2. *Collection of baseline social, economic and bio-physical data at model sites with customary landowners and local partners;*
3. *Selection of best strategy for supporting local forest resource assessment and land ownership mapping activities with customary landowners and local partners;*
4. *Selection of best strategy for acquiring and utilising land ownership and forest resource data with customary landowners, national partners and international players;*

The Community Development Specialist will also assist the PNGFA Project Coordinator to complete the Pre-Project on time, and formulate the Full-Project Proposal to ITTO standards.

Reporting:

The Community Development Specialist will report to the Climate Change and REDD Manager and will at all times maintain close consultation with the Project Coordinator.

Qualifications and Experience:

The Community Development Specialist will possess the following minimum qualifications and experience:

1. *Relevant university degree;*
2. *Extensive skills and experience assisting complex, donor funded projects and formulating project proposals;*
3. *Extensive skills and experience delivering appropriate community development support to rural areas in PNG.*

(b) Community Technology Specialist (part-time)

The PNG Forest Authority will recruit a Community Technology Specialist with the following Terms-of-Reference:

Purpose:

The Community Technology Specialist will ensure the Pre-Project's community technology activities are carried out successfully.

Duties:

The Community Technology Specialist will use a systematic, participatory and capacity building approach to supervise the implementation of the following planned activities:

1. *Identification of resource assessment and land ownership mapping objectives, requirements and options;*
2. *Preparation of specifications for local resource assessment and landownership mapping tools and support services;*
3. *Assessment of existing CFM / REDD networks, activities, resources and relevant literature / tools;*
4. *Identification of objectives, requirements and options for acquiring and utilising land ownership and forest resource data in PNG;*
5. *Preparation of specifications for landownership and forest resource data acquisition and utilisation tools and support services.*

Reporting:

The Community Technology Specialist will report to the Climate Change and REDD Manager and will at all times maintain close consultation with the Project Coordinator.

Qualifications and Experience:

The Community Technology Specialist will possess the following minimum qualifications and experience:

1. *Relevant university degree;*
2. *Extensive skills and experience assisting complex, donor funded projects;*
3. *Extensive skills and experience delivering appropriate community technology to rural areas.*

ANNEX 4. ITTO'S REVIEWER COMMENTS AND RESULTING MODIFICATIONS

Reviewer Comments	Project Proposal Modifications
1. The Development Objective needs to be restated as a goal to be achieved.	The Development Objective has been restated (refer Section 2.1.1, page 7).
2. The Specific Objective should be restated	The Specific Objective has been restated (refer Section 2.1.3, page 7).
3. There is not much distinction between the key problem and the primary causes and sub-causes. The main causes and sub-causes should be clearly identified	The main causes and sub-causes have been identified and restated (refer Figure 2, page 9)
4. Output 3 is not clear. What is meant by national CFM/REDD platform. It is not clear how the activities are meant to achieve output 3. It might be necessary to re-state that output. Activity 3.3.2 is also not clear.	The meaning of the CFM/REDD platform has been clarified (refer Section 1.1, page 5 and Table 4, page 11). Output 3 has been restated (refer Section 3.1, page 10). Activities 3.2, 3.3 and 3.4 have been restated.
	In consultation with Dr. Ma (ITTO Reforestation and Forest Management Committee), the following modifications have been made to the project budget (refer Section 3.5, pages 13-16): a) Audit Costs: \$1,000 has been added to the ITTO budget. b) Consumable Costs: \$9,000 have been added to the PNGFA budget c) Calculation errors have been corrected.