

INTERNATIONAL TROPICAL TIMBER ORGANIZATION

ITTO

PROJECT PROPOSAL

TITLE	BUILDING A PARTICIPATORY AND INCLUSIVE SUSTAINABLE FOREST MANAGEMENT PROCESS FOR THE REDUCTION OF DEFORESTATION AND FOREST DEGRADATION IN THE IXIL FOREST AREAS OF THE MUNICIPALITY OF NEBAJ, QUICHÉ, GUATEMALA
SERIAL NUMBER	PD 721/13 Rev.3 (F)
COMMITTEE	REFORESTATION AND FOREST MANAGEMENT
SUBMITTED BY	GOVERNMENT OF GUATEMALA
ORIGINAL LANGUAGE	SPANISH

SUMMARY

Guatemala has followed the trend of accelerated deforestation and forest degradation in the tropics, which has led to risks, impacts and natural disasters, such as the latest Agatha storm and the El Niño phenomenon. These problems have been aggravated by climate change and poverty, which are widespread throughout the region, increasing its vulnerability to natural phenomena. However, there are still extensive forest areas, many of which are traditionally managed by indigenous communities, as Guatemala currently holds the highest density of indigenous groups in Meso-America. In particular, the Department of Quiché has 7% of the national forest cover and a predominantly Quiche and Ixil indigenous population. However, these forests are threatened by new pressures from population growth and, more recently, from agro-industrial development. Therefore, there is an urgent need to carry out efforts to avoid the loss of forest resources and implement integrated development alternatives for the local communities.

In order to reduce deforestation and forest degradation, INAB and CALMECAC are seeking to develop a sustainable forest planning system and establish financial mechanisms derived from the management and conservation of resources and environmental services in the **Department** of Quiché, which can also serve as a climate change adaptation measure. It is to address this issue that this project proposal has been developed as a result of pre-project RED-PPD 006_09 "Local REDDES programme for development and addressing climate change in Guatemala", which produced the following outputs: (1) Analysis of Forest Cover Dynamics 1991 – 2010; (2) Characterization of the Amelco River Basin, Huehuetenango; (3) Characterization of the Xacibal Micro-Watershed.; (4) Diagnostic study on collective forest use and management in Quiché and Huehuetenango; (5) Forest Inventory in Cerro Suma, Quiché; and (6) Vulnerability and Risk Assessment in Quiché and Huehuetenango. In addition, the pre-project led to a network of municipalities, communities, indigenous groups, civil society organizations and the private sector to develop social processes focused on climate change adaptation and sustainable development for the alleviation of poverty through forest activities. A good example of this is the establishment of a committee for the Las Violetas micro-watershed, within the Xacbal watershed area. The objective of this committee is to manage projects for the protection and sustainable use of natural resources with a focus on climate change.

The project "Building a participatory and inclusive sustainable forest management process for the reduction of deforestation and forest degradation in the Ixil forest areas of the Municipality of Nebaj, Quiché, Guatemala" has been developed using a participatory approach on the basis of the information generated and the social coordination of stakeholders achieved through the pre-project. The new project seeks to enhance the sustainable forest management skills of local community forest organizations in the Municipality of Nebaj, Quiché, with a view to reducing deforestation and forest degradation in the Xacibal watershed area. This will be achieved through the following outputs: (1) a PDD developed for community forests prioritized by the project; (2) Good forest management practices agreed and developed for community forests to reduce deforestation and forest degradation; and (3) Sustainable forest management plans developed and implemented to ensure the conservation of community forests in the Municipality of Nebaj, Quiché. This is an innovative proposal as it links and creates social dynamics between different sectors for the development of new models of participatory management of natural resources, through sustainable forest management and conservation systems that will contribute to the development of benefit-sharing mechanisms at the local level within the framework of the *Reduced Emissions from Deforestation and Degradation* initiative.

EXECUTING AGENCY	FUNDACIÓN PARA EL DESARROLLO INTEGRAL DEL HOMBRE Y SU ENTORNO – CALMECAC		
DURATION	36 MONTHS		
APPROXIMATE STARTING DATE	UPON APPROVAL		
BUDGET AND PROPOSED SOURCES OF FINANCE	Source	Contribution in US\$	National currency equivalent
	ITTO	441,238.50	
	CALMECAC	256,762.50	
	TOTAL	698,001.00	

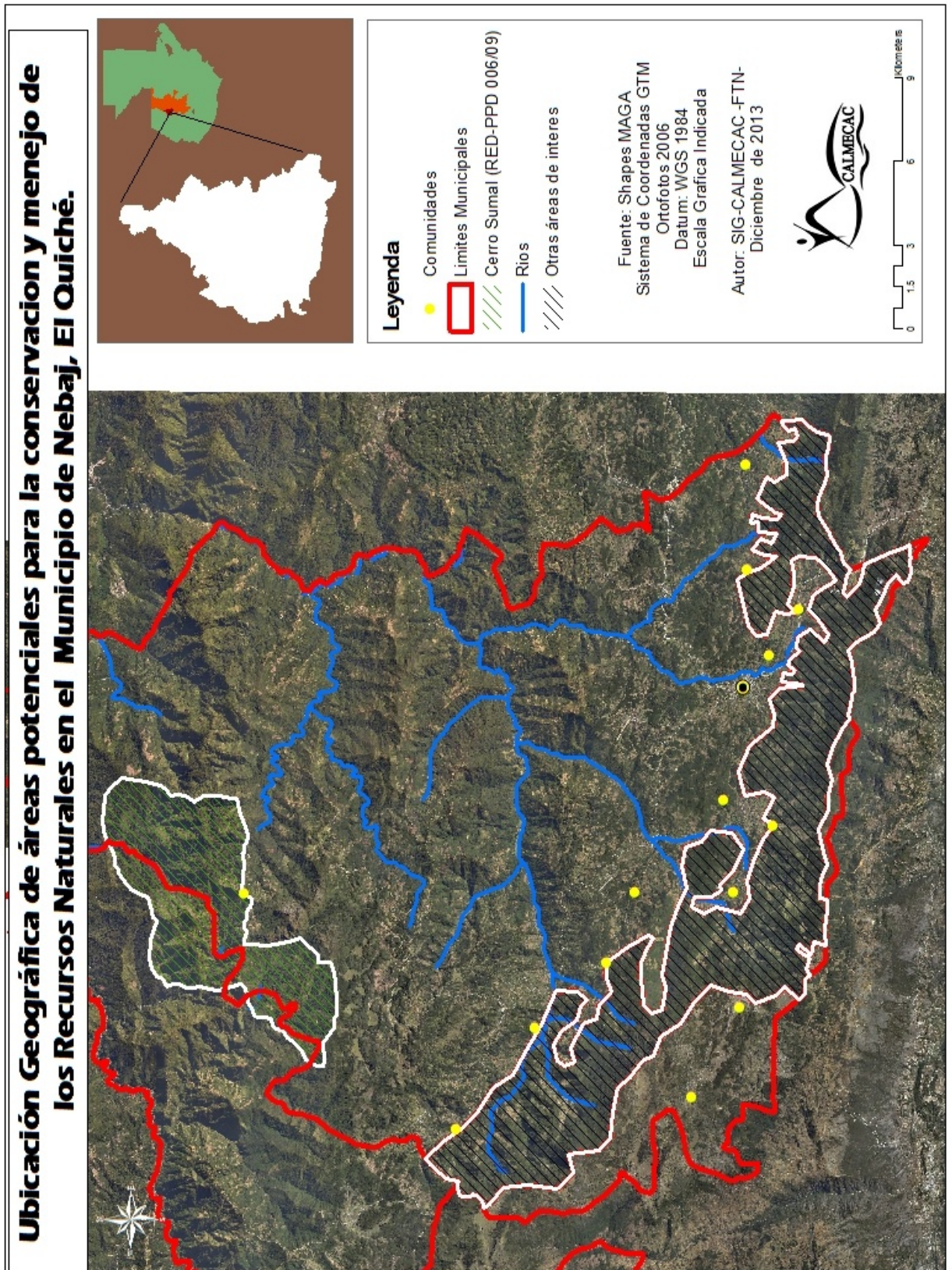
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LIST OF ABBREVIATIONS AND ACRONYMS

<u>AFOCG</u>	<u>Alianza Forestal de Organizaciones Comunitarias de Guatemala (Forest Alliance of Community Organizations of Guatemala)</u>
CALMECAC	Fundación para el Desarrollo Integral del Hombre y su Entorno (<i>Foundation for the Integrated Development of Man and His Environment</i>)
CC	Climate change
CONAFOR	Comisión Nacional Forestal (<i>National Forest Commission</i>)
CONAP	Consejo Nacional de Áreas Protegidas (<i>National Council for Protected Areas</i>)
EA	Executing Agency
FCPF	Forest Carbon Partnership Facility of the World Bank
FTN	Franja Transversal del Norte (<i>Northern Transversal Belt</i>)
GIS	Geographic Information System
<u>IDB</u>	<u>Inter-American Development Bank</u>
INAB	Instituto Nacional de Bosques (<i>National Forest Institute</i>)
ITTA	International Tropical Timber Agreement
ITTO	International Tropical Timber Organization
<u>JNR</u>	<u>Jurisdictional and Nested REDD+ framework</u>
<u>MARN</u>	<u>Ministerio de Ambiente y Recursos Naturales (Ministry of the Environment and Natural Resources)</u>
<u>NGO(s)</u>	<u>Non-government organization(s)</u>
<u>PDD</u>	<u>Project Design Document</u>
PES	Payment for environmental services
PINFOR	Programa de Incentivos Forestales (<i>Forest Incentives Program</i>)
PINPEP	Programa de Incentivos Forestales para Pequeños Poseedores de Tierras Forestales and Agroforestales (<i>Forest Incentives Program for Small Forestry and Agroforestry Land Holders</i>)
PROBOSQUE	Programa de Fomento al Establecimiento, Recuperación, Restauración, Manejo, Producción y Protección de Bosques en Guatemala (<i>Programme for the Promotion of Forest Establishment, Rehabilitation, Restoration, Management, Production and Protection in Guatemala</i>)
PROFOR	Programa de Protección Forestal (<i>Forest Protection Programme</i>)
<u>REDD</u>	<u>Reducing Emissions from Deforestation and Forest Degradation</u>
SIFGUA	Sistema de Información Estadística Forestal de Guatemala (<i>Guatemalan Forest Statistical Information System</i>)
<u>TV</u>	<u>Television</u>
<u>VCS</u>	<u>Voluntary Carbon Standard</u>

MAP OF THE PROJECT AREA



PART 1. PROJECT CONTEXT

1.1 Origin

INAB and the CALMECAC Foundation have signed a bilateral agreement in order to find solutions to social and environmental problems in the forest sector. As part of this agreement, several initiatives have been undertaken over the last few years for the strengthening of forest resource management on community and municipal lands, the participation of indigenous peoples, financial incentives for forest activities, and other actions aimed at the use and conservation of natural resources for consensus-based and participatory sustainable development.

Within this framework, a process of quantitative and qualitative studies was launched in 2009 for the Northern Transversal Belt (*Franja Transversal del Norte*) in order to identify strategies to reduce deforestation and forest degradation and address climate change vulnerability through the development of social dynamics and the strengthening of organizational, technical and commercial capacities for the use of forest resources and services in the Departments of Huehuetenango and Quiché. It is in this context that pre-project RED-PPD-006_09 “Local REDDES programme for development and addressing climate change in Guatemala” was implemented. On the one hand, the pre-project produced the following outputs: (1) Analysis of Forest Cover Dynamics 1991 – 2010; (2) Characterization of the Amelco River Basin, Huehuetenango; (3) Characterization of the Xaclbal Micro-Watershed; (4) Diagnostic study on collective forest use and management in Quiché and Huehuetenango; (5) Forest Inventory in Cerro Suma, Quiché; and (6) Vulnerability and Risk Assessment in Quiché and Huehuetenango. On the other hand, the pre-project created a network of municipalities, communities, indigenous groups, civil society organizations and the private sector to develop social processes focused on climate change adaptation and sustainable development for the alleviation of poverty through forest activities. This resulted in the organization and strengthening of a Watershed Committee with the participation of community representatives, local organizations and national and local public institutions. Among other significant social information generated by the pre-project, it was determined that indigenous and rural communities depend on forests for their livelihood and there are external stakeholders that use forest resources in an uncontrolled manner for marketing purposes. Specifically, in the Quiché area, covering 4525 m², the deforestation rate was estimated to be 22857.84 ha per annum while in Nebaj there is an annual loss of 1033.98 ha of forests. These and other data allowed us to develop, together with municipal governments, community councils, local organizations and forest institutions, a number of strategies and actions focused on two specific issues: (1) Implementing good forestry practices for the generation of livelihoods and local integrated development; and (2) Promoting the sustainable management of forests of high biodiversity value at the local and municipal levels.

Finally, in the pre-project evaluation and completion report, it was recommended to develop a full project proposal following the same model, where INAB should act as ITTO’s focal point and CAMELCAC as the project executing agency. The main objective is to ensure the applicability of identified actions on the basis of the generated data and studies. Furthermore, this evaluation concluded that the Municipality of Nebaj faces serious threats of deforestation and forest degradation, particularly in natural forests and strategic areas of unique ecosystems at the national and regional levels, especially in the Xaclbal watershed area.

Given the environmental and forestry potential of the region, as well as its high social and environmental vulnerability associated to poverty issues, this pre-project proposal is hereby submitted to develop an alternative that will ensure the conservation and management of forests while at the same time identifying economic alternatives within the REDD framework for the communities living in extreme poverty. This will be achieved using a participatory approach that will be adjusted to the organizational characteristics of the area in respect to resource management, forest use and tenure by the local population, municipalities and other stakeholders, with a view to reaching agreements on forest management and trade and at the same time strengthening quantitative and qualitative information for forest management and administration through deforestation projections, valuation of environmental services (forest resources, carbon stocks and watersheds), and analysis of vulnerability to climate change. This will allow us to develop a project that will integrate initiatives currently being implemented or strengthened in the country (e.g. Climate Change Policy and Framework Law and Forest Incentives Programs) into a proposal for the design and implementation of REDD strategies within a framework of community and municipal management, while creating synergies with other areas which are already receiving FCPF’s support. It should be pointed out that that this initiative is based on the government’s design of the National REDD Strategy, particularly at a sub-national level, which integrates the municipalities of Huehuetenango and Quiche, among others.

1.2 Relevance

1.2.1 Conformity with ITTO's objectives and priorities

As stated in the ITTA overall objective, this project seeks to promote the expansion and diversification of tropical forest resource management and trade through a participatory, awareness raising and information generation process aimed at ensuring the management and administration of forests, which will constitute the basis for the strengthening of organizational, technical and commercial capacities of local stakeholders for forest management and climate change adaptation, as the initial phase of a pilot REDD initiative. The project will also contribute to sustainable development and poverty alleviation; supporting and developing tropical timber reforestation, as well as rehabilitation and restoration of degraded forest land, with due regard for the interests of local communities dependent on forest resources; and recognizing the role of forest-dependent indigenous and local communities in achieving sustainable forest management and developing strategies to enhance the capacity of these communities to sustainably manage tropical timber producing forests.

Based on the technical foundations established by the pre-project, this project will develop forest management and conservation practices for local Ixil indigenous communities. In addition, the project will generate the technical basis required for the development of a PDD, which will be established as a long-term financial mechanism for the implementation of joint activities with local stakeholders, including a rapid appraisal of forest use, access, management and marketing; local organization strengthening, and identification of common interests and possible solutions to forest resource issues through joint planning. **All of this is consistent with ITTA objectives a) *Provide an effective framework for consultation, international cooperation and policy development among all members with regard to all relevant aspects of the world timber economy, because the project will promote the harmonization of local indigenous community interests and needs with international legal frameworks such as the Reducing Emissions from Deforestation and Forest Degradation (REDD) initiative; c) *Contribute to sustainable development and to poverty alleviation, because the project will develop activities to promote good practices thus encouraging sustainable forest management and the generation of economic alternatives for Ixil families and communities in Nebaj; f) *Promote and support research and development with a view to improving forest management and efficiency of wood utilization and the competitiveness of wood products relative to other materials, as well as increasing the capacity to conserve and enhance other forest values in timber producing tropical forests, because the project will facilitate the development of a PDD identifying deforestation causes, carbon sequestration accounting, local deforestation dynamics, forest inventories and development of strategies, with a view to reducing deforestation and forest degradation problems in the area; m) and n) *Encourage members to develop national policies aimed at sustainable utilization and conservation of timber producing forests, and maintaining ecological balance, in the context of the tropical timber trade, because the project will design, in cooperation with local stakeholders and the Ixil indigenous communities, a forest management system based on local practices, traditional management methods and the forests' bio-physical characteristics, within the framework of national forest policies and existing municipal regulations. Last but not least, the project is also consistent with objectives q) and r) of Article 1 of the ITTA as it will generate knowledge and will be implemented in cooperation with the target communities, including a key role for local and indigenous communities that depend on forests for their sustainable development. Furthermore, the proposal is consistent with the cross-cutting strategies and reforestation and forest management actions set out in the ITTO Action Plan as the project seeks to establish cooperation links with other programs (World Bank's FCPC), as well as social development to alleviate poverty through research; promotion of environmental services (forest and water resources), non-timber resources and voluntary mechanisms such as carbon marketing; recognition and motivation of indigenous groups and local decision-making for sustainable forest management; and governance strengthening through compliance with existing national policies and support to new policy development.******

With regard to the ITTA approach on the establishment of synergies with other international programs, the project will contribute to the development of a partnership with FCPC for the coordination of and cooperation with national programs (through outreach activities, experience-sharing, development of joint plans, etc.) so as to coordinate actions between the programs. This will contribute to other international programs/organizations such as UN-REDD and IUCN by implementing local activities and giving greater focus to the country.

Furthermore, this project is included within the framework of ITTO's Strategic Action Plan 2013-2018, in particular, Strategic Priority 4: "Reduce tropical deforestation and forest degradation and enhance the provision of environmental services" and Strategic Priority 6: "Build and develop human resource capacity to implement SFM and increase trade in forest goods and services from sustainably managed forests".

The project will focus on three fundamental aspects: (1) Promoting sustainable forest management in the Ixil indigenous territory; (2) Building the capacity of Ixil indigenous communities for the implementation of good forestry practices so as to generate livelihoods and commercial products; and (3) Developing a tool agreed at the cross-sectoral level within the framework of REDD.

1.2.2 Relevance to the submitting country's policies

The ITTA 2006, the ITTO Strategic Action Plan 2013-2018 and this project support the National Forest Law and Policy by strengthening the protection of strategic forest ecosystems, fostering the management of natural forests, promoting silvicultural management for reforestation, and finally identifying and promoting markets for forest goods and services.

The project is consistent with the objectives of the National Forestry Plan which promotes forest and environmental development, encourages the identification of problems and the analysis of the current situation, and seeks to promote economic, social and environmental development through land-use planning and the consolidation of a forest culture. This results in reduced deforestation and forest degradation, the conservation of biodiversity and the provision of environmental services. At the same time, the project will contribute to the institutional strengthening of INAB through the Forest Development Directorate and its Municipal and Community Forest Strengthening Program, as well as financial instruments such as PINPEP (Forest Incentives Program for Small Forest Landholders) and PROBOSQUE, a forest incentives program that was recently approved by the Guatemalan Congress.

The project will also contribute to the institutional strengthening of CONAP (National Council for Protected Areas) through the implementation of the National Community Lands Strategy which supports the collective management of natural resources, particularly forest resources. This in turn will promote the conservation of spaces of biological significance that have not been institutionalized within the framework of SIGAP (National Protected Areas System).

Given that the ultimate goal of the project is the implementation of integrated forest management and harvesting systems to improve the living standards and quality of life of the population in the region, the activities to be implemented will help both State and society to jointly work in pro of the country's development objectives and in the adaptation to new conditions that are emerging as a result of climate change. This is included within the new Framework Law on Climate Change, approved in 2013, and the National REDD Strategy of Guatemala.

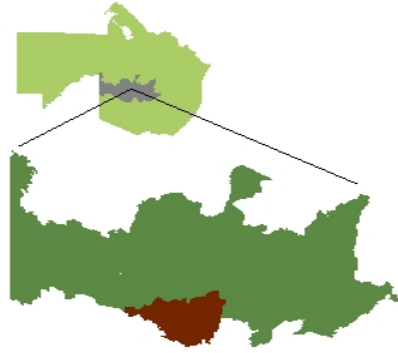
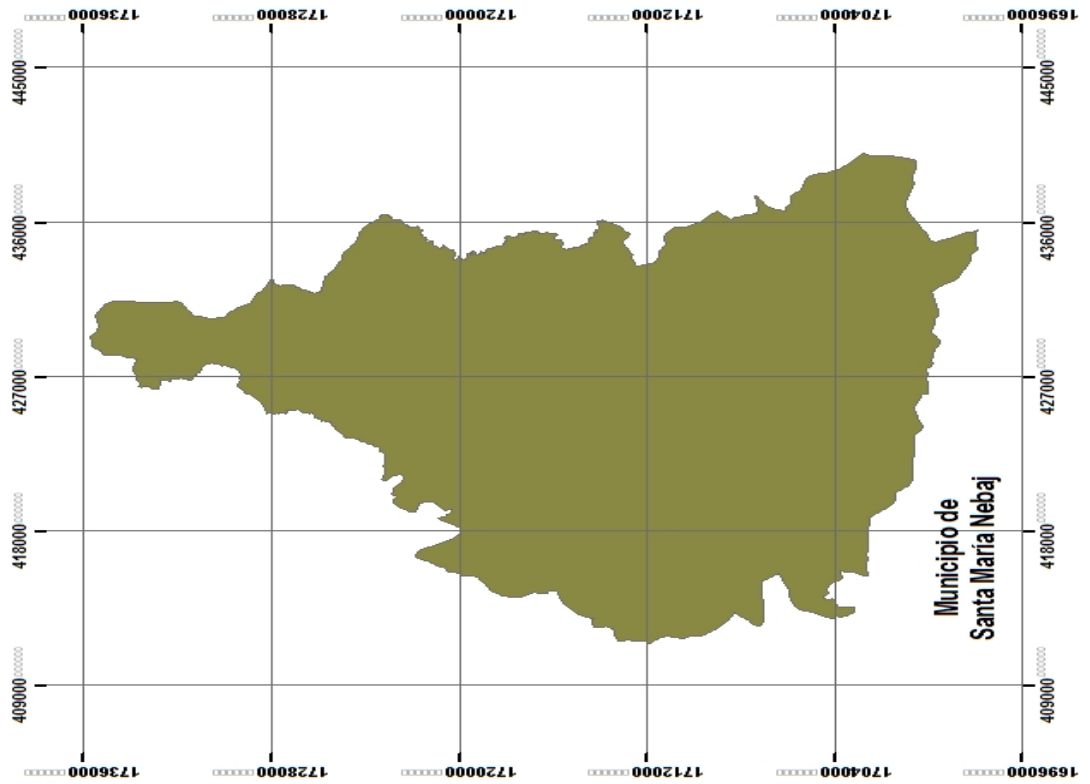
1.3 Target area

1.3.1 Geographic location

The Municipality of Nebaj, Quiché, is located between coordinates 15°24'15" latitude north and 91°08'52" longitude west, at an altitude of approximately 1,817 meters above sea level, covering an area of approximately 608 km², which accounts for 7,06% of the territory of the department of El Quiché. It is bordered to the North by the municipality of Ixcán, to the East by the municipalities of Cotzal and Chajul, to the South by the municipalities of Cunén and Sacapulas, all from the department of El Quiché, and to the West by the municipalities of Aguacatán, Chiantla, Santa Eulalia, San Juan Ixcoy and Barillas, in the department of Huehuetenango. The project's priority area will be the Xaclbal watershed, including in particular the water catchment areas such as the middle basin.

The following maps show the project's study area:

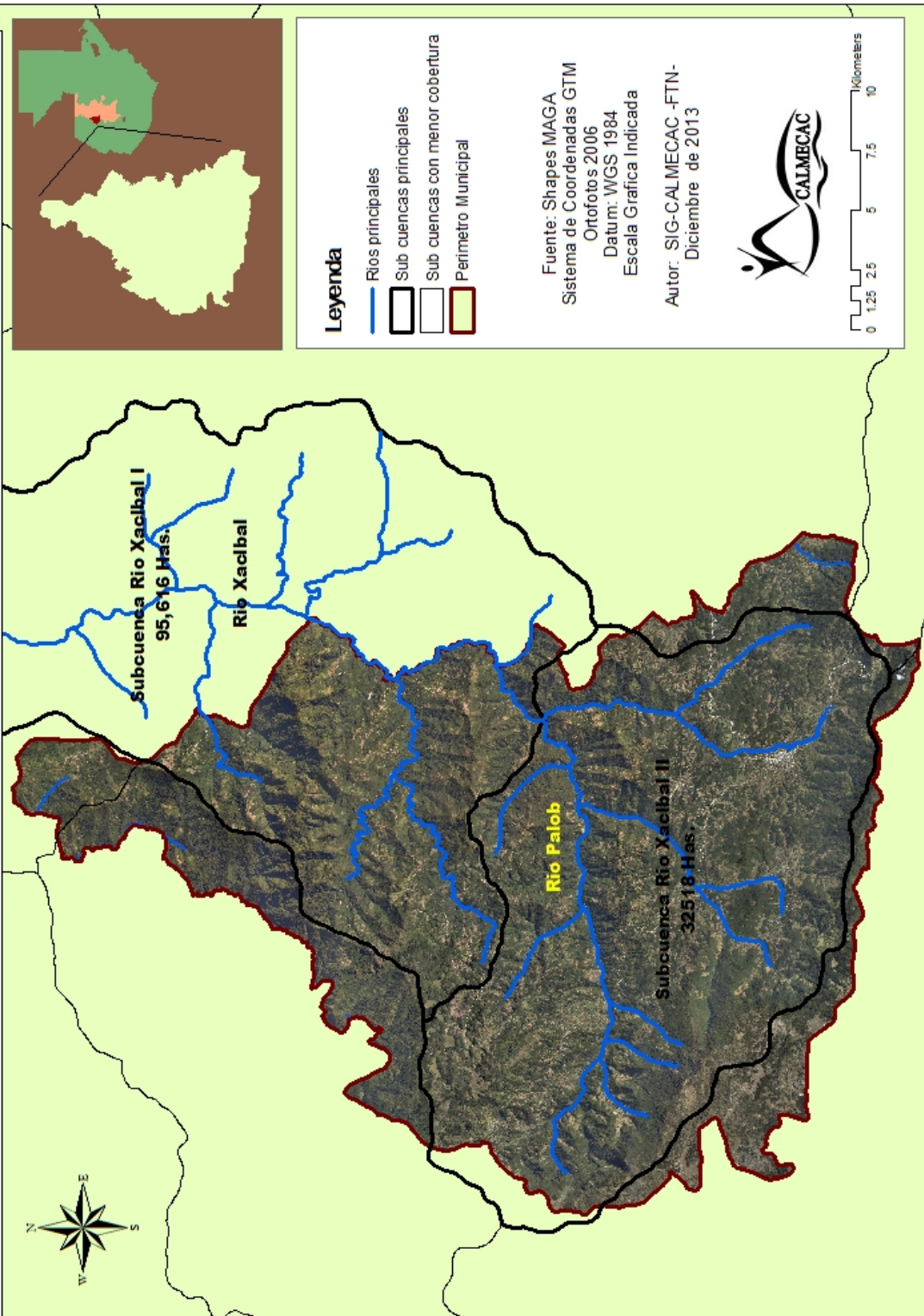
Mapa De Ubicación Política y Administrativa Del Municipio De Santa María Nebaj, El Quiche



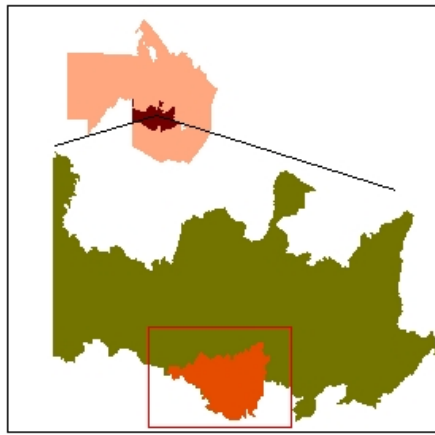
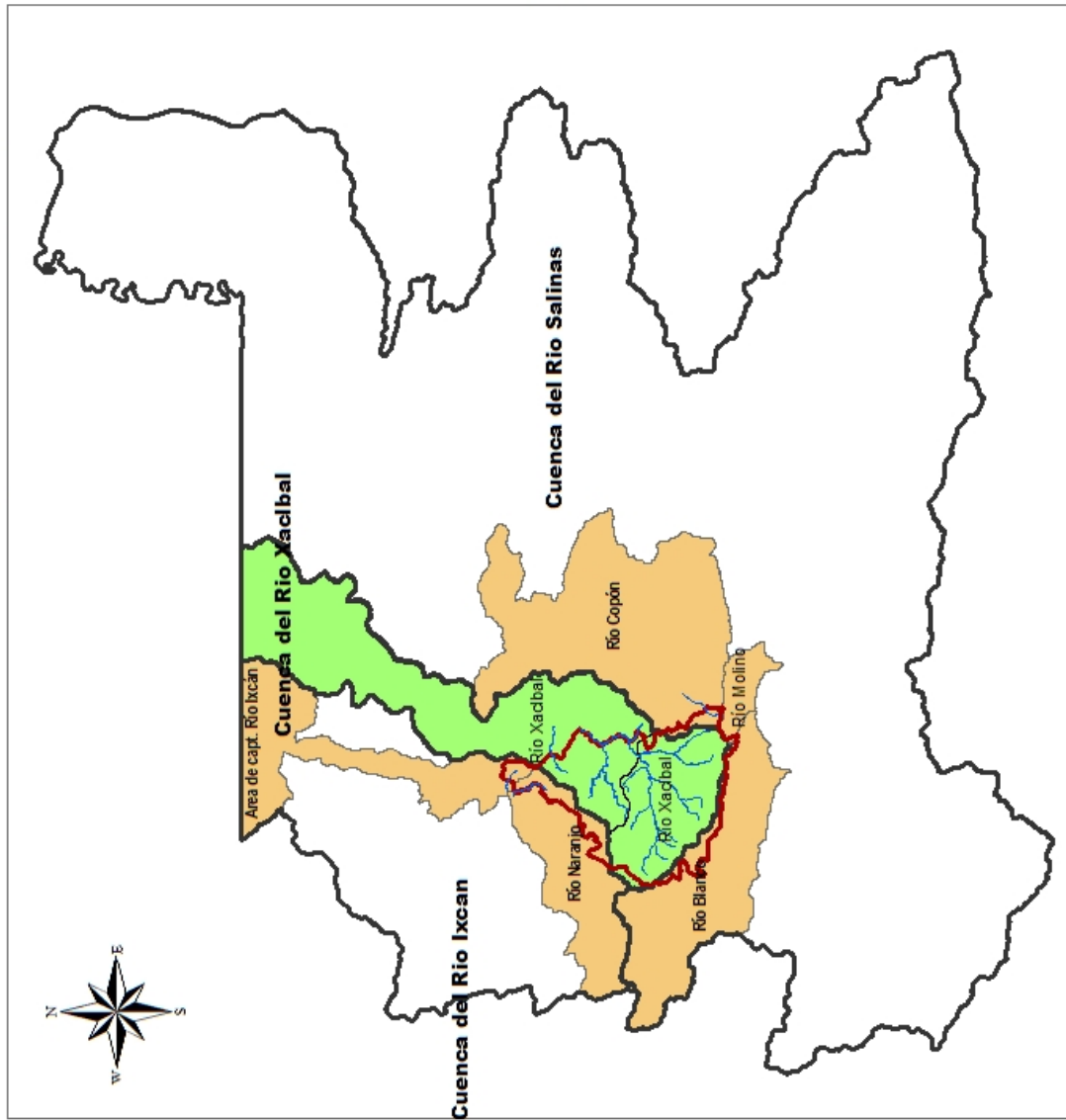
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Sistema de Coordenadas GTM
Datum: WGS 1984
Autor: Adaptado por Sig CALIMECAC
Escala grafica Indicada
Fecha: Junio 2013








Mapa de las Sub cuencas que abarcan el Municipio de Nebaj, El Quiché.



Mapa de Cuencas y Sub Cuencas que Conforman el Municipio de Nebaj, El Quiche.



LEYENDA

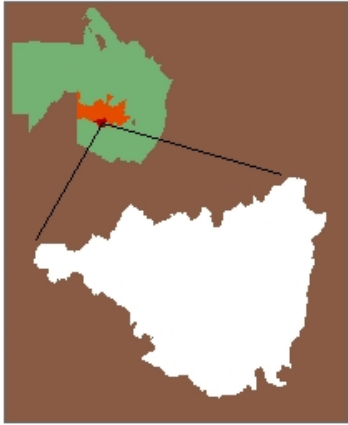
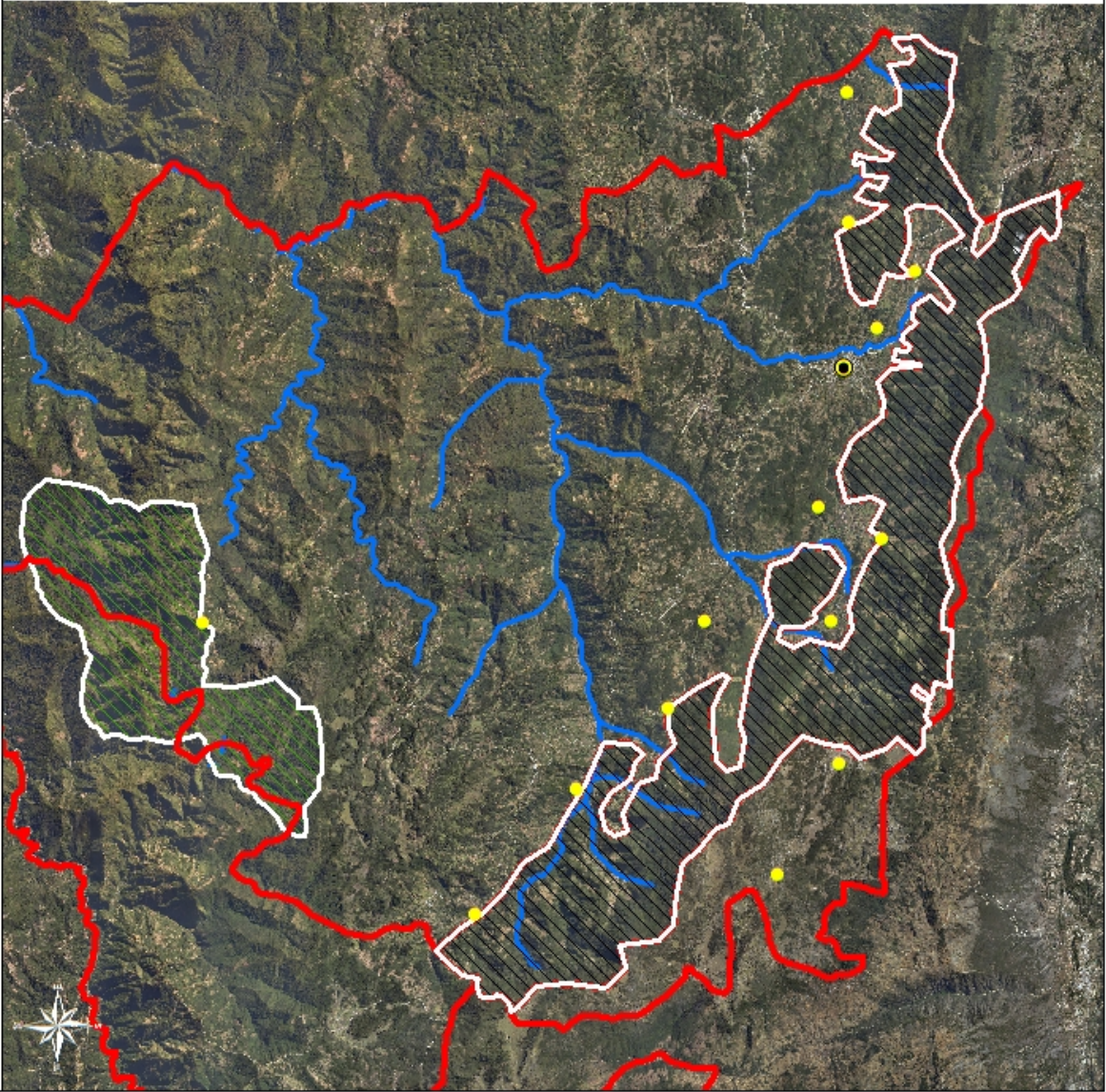
-  Principales ríos de Nebaj
-  Perímetro Municipal
-  Cuencas
-  Cuenca y Subcuencas del Río Xac'bal
-  Sub cuencas de menor influencia

Fuente: Shapes Maga
 Sistema de coordenadas GTM
 Datum: WGS 1984
 Escala gráfica indicada

Autor: SIG CALMECAC FTN
 Diciembre de 2013



Ubicación Geográfica de áreas potenciales para la conservación y manejo de los Recursos Naturales en el Municipio de Nebaj, El Quiché.



Leyenda

- Comunidades
- Límites Municipales
- ▨ Cerro Sumal (RED-PPD 006/09)
- Ríos
- /// Otras áreas de interés

Fuente: Shapes MAGA
Sistema de Coordenadas GTM
Ortofotos 2006
Datum: WGS 1984
Escala Grafica Indicada

Autor: SIG-CALMECAC-FTN
Diciembre de 2013



1.3.2 Social, cultural, economic and environmental aspects

- **Population**

Nebaj has a population of 79,000, with a gender distribution of 51.5% women and 48.5% men. The main ethnic group in the municipality is the Ixil indigenous population who represent 95% of the total (indigenous and non-indigenous) population. The breakdown of the population by age group is as follows: from 0 to 6 years of age - 26.74%; from 7 to 14 years of age - 24.51%; from 15 to 17 years of age - 5.88%; from 18 to 59 years of age - 38.02%; and 60+ years - 4.85%. A total of 55% of the total school-age population is covered by the education system, 19% in the rural area and 36% in the urban area, a situation that arises from the concentration of education centers in the urban area.

- **Environmental aspects**

Land use: The main land-use activities in the municipality are as follows: 19,129.68 hectares of land, which account for 25% of the total land area, are covered by shrub formations; the forests are mainly broadleaved forests covering an area of 40,266.83 hectares, which represent 52.55% of the total land area; 16,957.71 hectares, accounting for 22% of the total land area, are under clean annual agricultural crops; there are 196.4 hectares of infrastructure, representing 0.25% of the total land area, while water bodies cover 58.14 hectares, accounting for 0.1% of the total land area.

Forests: There are different types of forests and forest associations in the municipality, including: associations of coniferous species and crops; associations of broadleaved species and crops, coniferous and broadleaved forests; and herbaceous species, among others.

Fauna: Some of the wildlife species found in the municipality include: rabbits, squirrels, deer, armadillos, tacuazins, coyotes, grey foxes and zaraguates, among others.

Hydrography: The soils of the municipality of Nebaj are irrigated by the Tichel, Suchún, B'ahilá, Xajal, K'otzol and Sum'al a' rivers, which cross a major part of the territory to form the great Chel River. The municipality is located within the three watershed areas of the Xaclbal, Ixcan and Salinas Rivers.

Economy: The main economic activities of the Nebaj include, among others: trade, production of vegetables, coffee, avocados and peaches, cattle breeding and handicrafts. The economically active population represents 26% of the total population and is divided into 24% men and 2% women.

1.4 Expected outcomes at project completion

The first project outcome will be the formulation of a long-term forest management plan with a conservation focus and will provide the knowledge, training and resources necessary for its implementation. The formulation and implementation of a long-term forest management plan will benefit the members of the communities and will provide a roadmap for their development together with specific activities, based on a planning process that will help the Ixil indigenous communities to assess possible future development options and to make the most appropriate and convenient forest management decisions.

The second project outcome will be an improvement in the socio-economic conditions of the communities in the short term, as the project will develop their capacity to apply good forestry practices aimed at implementing production activities to improve community livelihoods and then market excess production of timber products, forest species and agricultural produce, including food products. This will in turn improve the forest-based economic activities, thus generating more income for the families in the communities. These good forestry practices will be incorporated into the PINPEP and PROBOSQUE forest incentives programs, so as to ensure their sustainability in the medium term (between 6 to 10 years, depending on the management modality to be implemented).

A final outcome will be the design of and participation in a REDD project that will benefit the whole community by providing employment in the monitoring and control of forest resources under community management. The project will also produce direct financial benefits through the sale of carbon credits, which will be invested in the management of the production concession and in the community management lands, thus guaranteeing the sustainability of ecosystem services and hence the resulting REDD benefits. The forest conservation activities required for a REDD project will also ensure the continuation of other ecosystem services valued by the community, such as the protection of wildlife habitats and the production of non-timber forest products. These outcomes will benefit the community as a whole. As a result of the conservation of existing resources, the communities will also be able to maintain their natural capital and will be in a position to capitalize on any future PES markets if they are duly developed.

The main project beneficiaries of these three outcomes will be the Ixil indigenous communities who are located and involved in the management of a community forest in the Nebaj Municipality, specifically in the Xaclbal watershed area. Finally, the project will also provide logistic capacity development, benefitting mainly the sub-regional area of INAB – Nebaj.

PART 2. PROJECT RATIONALE AND OBJECTIVES

2.1 Rationale

2.1.1 Institutional set-up and organizational issues

Pre-project RED-PPD_006_09 identified a number of agencies and their inter-action to establish the institutional set-up and organizational aspects of this project.

Initially, public institutions were identified at both the national and local levels. These include: (1) the National Forest Institute – INAB, which is the national agency responsible for the forest sector in the country. This project will support compliance with the objectives of the FIVE-YEAR PLAN 2012-2016, which promotes forest and environmental development. Specifically, the project will coordinate with the Forest Development Directorate through the Department for Municipal and Community Forest Strengthening, and Regional Directorate VI through the Sub-regional Directorate of Nebaj; (2) the Ministry of the Environment and Natural Resources – MARN, which is the agency governing the environmental and natural resources sector in the country. This project will contribute to the implementation of the Framework Law on Climate Change, which was recently approved by the Congress of the Republic of Guatemala, and the development of the FCPF agenda approved for Guatemala and implemented by the IDB. (3) Municipal authorities, specifically the Municipality of Nebaj, an autonomous authority in the area that implements forest activities through the Municipal Forest Office within the framework of the Municipal Development Plan and the involvement structure of Development Councils such as the Municipal Development Councils – COMUDEs and Community Development Councils – COCODEs.

At the same time, non-government, social and community organizations and institutions were also identified at the national and local levels. These include: (1) NGOs, specifically the CALMECAC Foundation, which has expertise in the sustainable management of forest resources with local and indigenous communities. The Foundation has implemented projects and has had institutional presence in Quiché, specifically in Nebaj, since 2008; (2) Traditional indigenous authorities: these lack formal legal status but are recognized as local authorities by the population and apply traditional standards and regulations on the management of natural resources and the protection of their territory; and (3) Second-tier community networks, specifically “Enredémonos por el Corazón Verde” (*Getting Involved for the Green Heart*), which groups local organizations in charge of managing their forest resources for environmental, economic and social sustainability. Its members participate in national platforms such as the Alliance of Community Forest Organizations of Guatemala, which, in its capacity as member of the Executive Board of the network, support the design, approval and monitoring of standards, regulations and legislation.

Finally, direct project beneficiaries were identified as local Ixil communities in the Municipality of Nebaj. Out of the total target population, 60% are men, 40% are women and 30% are young people. These prioritized stakeholders are from indigenous communities living in poverty and extreme poverty that manage their forests for subsistence purposes, generating food and producing firewood.

Since all the institutions and organizations involved in the project set-up and organizational issues have a permanent office in the Municipality, all project coordination arrangements will be agreed in technical meetings and with Development Councils at the departmental, municipal and community levels. Finally, the project will coordinate with indigenous authorities and assistant mayors for governance strengthening in the area within the project framework.

However, the project will be under the direct responsibility of INAB and will be implemented by CALMECAC with INAB’s technical assistance and approval; in addition, the project will be implemented in coordination with the local communities who will carry out silvicultural activities providing manpower and inputs as part of their counterpart contribution.

2.1.2 Stakeholder analysis

The project’s stakeholder analysis for the design of the project proposal was based on meetings, discussions, interviews and planning sessions with key stakeholders involved in the implementation of pre-project RED-PPD_006_09. This process was useful in identifying problems, interests and needs within the framework of sustainable forest management.

The communities settled in the Xaclbal watershed area, in the Municipality of Nebaj, Quiché, were identified as the target beneficiaries, particularly the organized groups of 10 Ixil indigenous communities who are

implementing a collective and community forest management plan. It is estimated that 180 families of these target beneficiary groups will have access to the resources and opportunities that the project will provide where 40% are women and 30% are young people between the ages of 18 and 29. The indirect project beneficiaries will be the 1,200 inhabitants of the previously mentioned study area.

Specifically, the project will benefit community children by strengthening the family units, which are typically made up of 6 people including 4 youths or children (boys/girls). In brief, the project will indirectly benefit 2400 boys and girls from the target communities.

Group of stakeholders	Characteristics	Problems, needs, interests	Potential	Involvement in the project
<i>Primary stakeholders</i>				
<u>Ixil indigenous communities</u>	<u>Communities living in conditions of poverty. They generate income for their livelihood through forest management activities.</u>	<u>The livelihoods of the local communities are being threatened. The communities are vulnerable to climate change.</u>	<u>Forest resources of commercial value. They apply traditional forest resource management techniques.</u>	Project beneficiaries
<u>Ixil indigenous women</u>	<u>Women living in conditions of poverty with obvious marginalization indicators.</u>	<u>Their livelihoods are being threatened, particularly food and firewood.</u>	<u>They apply traditional forest resource management techniques which are centered on the production of food and firewood.</u>	Project beneficiaries
<u>Ixil youth</u>	<u>Young people living in conditions of poverty with very few socio-economic development alternatives</u>	<u>Very few sustainable alternatives for the generation of employment and income and for improving their quality of life.</u>	<u>Forest resources of commercial value. They apply traditional forest resource management techniques.</u>	Project beneficiaries
<u>Ixil children</u>	<u>Children living in conditions of poverty with very limited access to social services.</u>	<u>They do not have adequate access to water services, land, food, health care and education.</u>	<u>The communities raising them have natural resources to be sustainably managed.</u>	<u>Indirect project beneficiaries.</u>
<i>Secondary stakeholders</i>				
<u>Development NGOs: CALMECAC Foundation.</u>	<u>Actively participate in the implementation of sustainable forest management activities.</u>	<u>They lack the financial resources to support the sustainability of forest management activities.</u>	<u>Experience in working with Ixil communities in Quiche. Implemented pre-project RED-PPD 006 09.</u>	<u>Subcontract for the implementation of project activities</u>
<u>Second tier Community forestry networks: <i>Enredémonos por el Corazón Verde (Getting Involved for the Green Heart).</i></u>	<u>Organizations made up of local groups and communities that manage forests.</u>	<u>Limited forest management sustainability; they lack the financial resources to support their members.</u>	<u>At the regional level they have a presence in 4 departments and coordinate actions with the national network "Alliance of Guatemalan Forest Organizations", where they hold the vice-presidency.</u>	<u>Project coordination with national policies and programs.</u>

<u>Municipalities and assistant municipal mayors.</u> <u>Municipality of Nebaj.</u>	<u>Autonomous authority that governs and regulates at the local level.</u>	<u>It lacks regulations, or the capacity to enforce regulations on forest management at the local level.</u>	<u>They are the governing bodies that coordinate with assistant mayors, governors and public institutions.</u>	<u>Facilitate the rapprochement and the establishment of agreements with local communities.</u>
<u>Indigenous authorities</u>	<u>Non-formal traditional indigenous authority recognized by the population as a whole.</u>	<u>They lack legal-institutional recognition.</u>	<u>They represent traditional indigenous leaders that promote the collective bargaining of natural resources at the local community level.</u>	<u>Facilitate the rapprochement and the establishment of agreements with local communities, aimed at the collective and sustainable management of forests.</u>
<u>National Forest Institute – INAB</u>	<u>An autonomous and decentralized government body that is the competent authority responsible for all forestry matters within the public agricultural sector.</u>	<u>It lacks the financial resources to promote sustainable forest management among the local indigenous communities.</u>	<u>It is the governing agency responsible for the forest incentives programs, where the communities can apply on behalf of local indigenous groups.</u>	<u>It is the governing body and proponent of the project.</u>
<u>Ministry of the Environment and Natural Resources – MARN</u>	<u>Public sector institution specialized in environmental issues and in goods and services provided by natural resources.</u>	<u>Lacks the financial and institutional resources required to promote the sustainable management of natural resources.</u>	<u>The adoption and implementation of the Framework Law on Climate Change, such as through the FCPF.</u>	<u>Support entity tasked with ensuring that project activities are in accordance with the implementation strategy for the Climate Change Framework Law and the FCPF program implemented by the IDB.</u>
<u>Tertiary stakeholders</u>				
<u>Local communication media</u>	<u>Local and national press, radio and TV media.</u>	<u>They lack information on environmental issues and on the involvement of Ixil indigenous communities.</u>	<u>As private entities, they disseminate experiences and information to the population in general, and to the municipal and national authorities.</u>	<u>Disseminate information on project activities at the local and national levels.</u>

2.1.3 Problem analysis

The department of Quiché includes 21 municipalities that account for 7.11% of the national forest cover (with 6 different types of vegetation), include 4 ethnic groups and have a total population of 79,000. More than 72% of the population lives in rural areas, where a traditional subsistence management system for natural resources is implemented. The majority of the economically active population is involved in family agricultural activities and relies on resources such as firewood and other forest raw materials for household consumption. Quiché has the highest poverty and extreme poverty rates of Guatemala, with 93% and 42% respectively. Fifty one per cent (51%) of the territory is mountainous with soils suitable for forestry and agriculture, and the area provides water resources to the national territory and other bordering regions, mainly to the Gulf of Mexico.

The Ixil group have been separated from the Maya Mam people since the classic period of the Maya Civilization. During the liberal reform, Ixil indigenous communities were dispossessed of their community lands and were forced to engage in agricultural activities, mainly in the coffee-growing sector. Subsequently, the same region was severely affected by the armed conflicts and counter-insurgent policies of the 1980s. However, after the peace treaty, the social, cultural and economic

movement grew rapidly, leading to the resettlement of communities and the launching of production activities related to natural and forest resource management. At present, in the Xacbal watershed - the project target area - the communities are settled in and have been recognized as owners of community lands; most of these have been legally established as municipal ejidos, as is the case with the Municipality of Nebaj, Guatemala.

During the implementation of pre-project RED-PPD 006/09 “Local REDDES programme for development and addressing climate change in Guatemala: Building social processes for sustainability”, it was demonstrated that the department of Quiché is an area with great potential for sustainable forest development. From 2006 to 2010 a total of 38,971 hectares were lost to deforestation; however, during this same period, 45,999 hectares were restored, representing a net gain of 7,027 hectares of forest. Nevertheless, there are social, economic and environmental problems that prevent the sustainable management of community and municipal forests, generating forest degradation and deforestation and a lack of valuation of forest resources as an environmental – economic capital on the basis of the environmental and forest goods and services they provide.

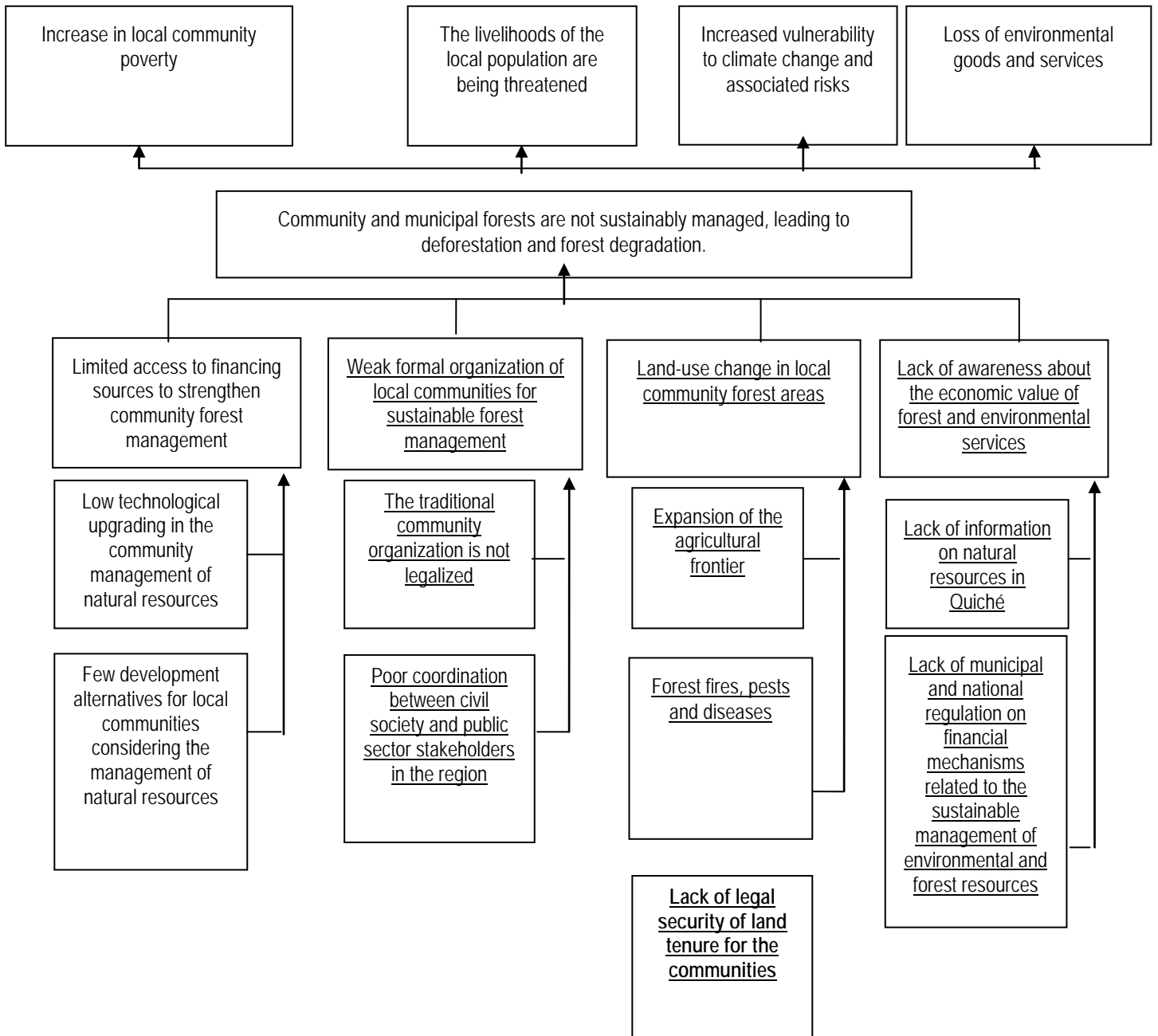
This information was confirmed by the results of the “Diagnosis on the collective use and management of forests in Quiché”, which was implemented during the pre-project and identified the causes and agents of deforestation, including land-use changes in local community forest lands due to the expansion of the agricultural frontier; forest fires; pests and forest diseases. One advantage is that there are traditional structures in place in the territory, although, given that these structures are not formalized, the communities do not have access to financing sources to strengthen community forest management activities.

In view of the above, it was decided that the project should operate in the Municipality of Nebaj, Quiché, where the largest forest cover in the department is concentrated, particularly in the Xacbal watershed area where 60% of the land is covered by forests, trees and shrub formations. The municipality has three forest ecosystems that correspond to the following life zones: Sub-tropical, Low, Moist Montane Forest; Sub-tropical, Low, Very Moist Montane Forest; and Sub-tropical Very Moist Montane Forest¹.

With the information generated by the pre-project, which carried out an analysis of forest dynamics at the municipal level, the characterization of the Xacbal micro-watershed, the diagnosis on the collective use and management of forests, a forest inventory and a vulnerability analysis in Nebaj, the project can develop a sustainable forest management plan for municipal forest organizations with a view to reducing deforestation and forest degradation through the implementation of sustainable management and conservation practices and the formulation of a Project Design Document – PDD that will help establish a financial mechanism based on the sustainable management of forest and carbon.

¹ Characterization of the Xacbal Micro-Watershed II, CALMECAC Foundation, Pre-project RED PPD 006 09

2.1.4 Problem Tree



2.1.5 Logical Framework Matrix

INTERVENTION STRATEGY	MEASURABLE INDICATORS	MEANS OF VERIFICATION	KEY ASSUMPTIONS
<p>DEVELOPMENT OBJECTIVE: Promote sustainable forest management by community forest organizations in Quiché for the reduction of deforestation and degradation in their forests.</p>	<ul style="list-style-type: none"> - <u>The entire community forest of Nebaj is under a sustainable forest management scheme.</u> - <u>Community women, young people and children have developed and are applying knowledge on natural resource management for sustainable forest management in 10 community areas.</u> - <u>Social and environmental conflicts regarding forest management in the area have been reduced.</u> 	<ul style="list-style-type: none"> - By the end of the project, sustainable forest management practices are being applied in the forests managed by the communities. - Record of the development of and lessons learned from established good forestry practices. 	<ul style="list-style-type: none"> - Local communities and stakeholders accept the establishment of viable agreements for sustainable forest management. - The sustainable forest management processes established are framed within government programmes for forest development at the local level.
<p>SPECIFIC OBJECTIVE: <u>Enhance</u> the local capacities of community forest organizations in the Municipality of Nebaj, Quiché, for the sustainable management of forests with a view to reducing deforestation and forest degradation in the Xaclbal watershed area.</p>	<ul style="list-style-type: none"> - By the end of the project, a sustainable management plan is being implemented for the conservation of 5000 hectares of forest with a view to reducing deforestation and forest degradation. - <u>10 Nebaj communities are informed and trained and are applying good forestry practices for the reduction of deforestation and forest degradation.</u> - <u>10 Ixil indigenous communities have benefitted from the project.</u> - <u>At least 40% of beneficiaries are Ixil women and 30% are Ixil youth.</u> 	<ul style="list-style-type: none"> - Reports on compliance with the sustainable forest management plan. - Record of established good forestry practices. - <u>Beneficiaries' databases.</u> 	<ul style="list-style-type: none"> - The national and regional policies support the sustainable management of community forests. - <u>Traditional indigenous authorities maintain their interest in sustainable forest management.</u> - <u>Municipal authorities are politically and institutionally stable.</u>
<p>OUTPUT 1: <u>Sustainable forest management plans developed and implemented for the conservation of community forests in the Municipality of Nebaj, Quiché.</u></p>	<ul style="list-style-type: none"> - <u>During the first year of the project, a sustainable forest management plan is developed for the conservation of 5000 hectares of forest.</u> - <u>By the end of the project, a community organization is established for the sustainable management of 5000 hectares of forest.</u> 	<ul style="list-style-type: none"> - <u>Printed document containing forest management plan.</u> - <u>Record of establishment of community committees for sustainable forest management.</u> - <u>Six-monthly reports on the implementation of the management plan.</u> 	<ul style="list-style-type: none"> - <u>Community organization and monitoring mechanisms and interests for forest management are respected.</u> - <u>Indigenous authorities maintain their interest in supporting forest conservation.</u>
<p>OUTPUT 2: Good community forest management practices <u>agreed and developed to reduce deforestation and forest degradation.</u></p>	<ul style="list-style-type: none"> - During the first year of the project, the local communities receive theoretical and practical training on the implementation of good forestry practices. - By the end of the project, the Ixil communities have implemented sustainable forest management practices - <u>180 families have been strengthened in the development of good forestry practices</u> 	<ul style="list-style-type: none"> - Printed training plan. - Proceedings of training events with the participation of local communities and organized groups. - Development plan for each of the sustainable forest practices. - <u>Beneficiaries' databases</u> 	<ul style="list-style-type: none"> - The good forestry practices established are consistent with the interests of community forest organizations. - There are no natural phenomena to prevent the implementation of good forestry practices. - <u>Indigenous authorities maintain their interest in supporting sustainable forest management.</u>
<p>OUTPUT 3: <u>A PDD developed for the community forests prioritized by the project.</u></p>	<ul style="list-style-type: none"> - <u>During the first year of the project, community stakeholders become aware of the PDD development procedures.</u> - <u>By the end of the project, a consensus-based PDD has been developed for the forests prioritized by the project.</u> 	<ul style="list-style-type: none"> - <u>Printed PDD document.</u> 	<ul style="list-style-type: none"> - <u>Interests, standards and needs of local communities, stakeholders and authorities are incorporated into the PDD development process.</u>

2.2 Objectives

2.2.1 Development objective and impact indicators

Development objective:

Promote sustainable forest management by community forest organizations in Quiché for the reduction of deforestation and degradation in their forests.

Impact indicators:

- The entire community forest of Nebaj is under a sustainable forest management scheme.
- Community women, young people and children have developed and are applying knowledge on natural resource management for sustainable forest management in 10 community areas.
- Social and environmental conflicts regarding forest management in the area have been reduced.

2.2.2 Specific objective and outcome indicators

Specific objective:

Enhance the local capacities of community forest organizations in the Municipality of Nebaj, Quiché, for the sustainable management of forests with a view to reducing deforestation and forest degradation in the Xaclbal watershed area.

Based on the environmental, forest, social and economic information generated by pre-project RED-PPD_006_09, the forests in the Municipality of Nebaj, Quiché, have been prioritized for project interventions. In this context, methodological schemes will be developed to ensure the direct participation of sectoral and local stakeholders considering their interests and needs to reduce deforestation and forest degradation. The project seeks to develop consensus-based plans with local stakeholders for the management of natural forests, investment in the development of good community forest management practices and a draft PDD to be incorporated as part of the Reduced Emissions from Deforestation and Degradation (REDD) process.

Outcome indicators:

- By the end of the project, a sustainable management plan is being implemented for the conservation of 5000 hectares of forest with a view to reducing deforestation and forest degradation.

The project will build capacities in participatory management, including consensus-based standards for sustainable forest management, particularly in the natural forests where management practices are to be applied to ensure the livelihood of Ixil indigenous communities in the Xaclbal watershed area.

- 10 Nebaj communities are informed and trained and are applying good forestry practices for the reduction of deforestation and forest degradation.

The project will establish good forestry practices with the local communities in Nebaj, specifically in the Xaclbal watershed area, to reduce the pressure exerted on natural forests. This will be focused on the promotion of investments in the implementation of good practices in the harvesting of forest species for the production of timber, firewood and food. Sixty percent (60%) of the forest organizations will be established in areas under pressure because of the aforementioned factors.

- 10 Ixil indigenous communities have benefitted from the project.

These Ixil indigenous communities located in the Xaclbal watershed area will be directly benefitted by the project. Two areas have been prioritized – the forest conservation area and the area with the highest pressure exerted on the natural forest.

- At least 40% of beneficiaries are Ixil women and 30% are Ixil youth.

Out of the 10 communities, a target group of 180 families has been considered, with 40% being women and 30% youth. These communities will apply good forestry practices for the production of food, firewood and economic income generating alternatives.

PART 3. DESCRIPTION OF PROJECT INTERVENTIONS

3.1 Outputs and activities

3.1.1 Outputs

Output 1: Sustainable forest management plans developed, approved by INAB and implemented for the conservation of community forests in the Municipality of Nebaj, Quiché.

During the implementation of the pre-project, it was determined that in order to implement strategies aimed at reducing deforestation and forest degradation, it is important to integrate sustainable forest management and forest conservation practices in the management of natural forests, ensuring the provision of environmental services. To this end, it is important to develop a management plan for an area of 5000 hectares of forest prioritized by the project in the Municipality of Nebaj and other neighbouring municipalities.

Indicators:

- During the first year of the project, a sustainable forest management plan is developed for the conservation of 5000 hectares of forest.
- By the end of the project, a community organization is established for the sustainable management of 5000 hectares of forest.

Output 2: Good community forest management practices agreed and developed to reduce deforestation and forest degradation.

One of the main concerns expressed by local stakeholders and governments during the pre-project was the need to build community forest management capacities for the development of livelihoods such as the production of firewood, forest species and food. Specifically, it is necessary to establish good forestry practices with community forest organizations for forest conservation, reforestation and agroforestry systems. Special consideration will be given to the promotion of a closer relationship between the communities and competent authorities in the forest and land management fields. In addition, these good practices should be incorporated into the national forest incentives programs. These good practices will contribute to the reduction of deforestation and forest degradation at the local level.

Indicators:

- During the first year of the project, the local communities receive theoretical and practical training on the implementation of good forestry practices.
- By the end of the project, the Ixil communities have implemented sustainable forest management practices
- 180 families have been strengthened in the development of good forestry practices

Output 3: A PDD developed for the community forests prioritized by the project.

The key to the success of this project is community and municipal involvement in the development of a PDD for the forests prioritized by the project. To this end, environmental, social, legal and institutional information will be generated and provided. The executing agency will take actions to facilitate the participation of the local communities and will provide technical assistance as required to establish long-term forest development goals and decide on how to guide project activities to achieve the objectives established and thus launch a financial mechanism based on sustainable forest management to reduce deforestation and forest degradation.

Indicators:

- During the first year of the project, community stakeholders become aware of the PDD development procedures.
- By the end of the project, a consensus-based PDD has been developed for the forests prioritized by the project.

3.1.2 Activities

To achieve Output 1: Sustainable forest management plans developed, approved by INAB and implemented for the conservation of community forests in the Municipality of Nebaj, Quiché

1. Demarcation of sites (polygons) in the forests prioritized by the project in the Municipality of Nebaj, Quiché
It is important to identify priority forests in the municipality to promote the participatory sustainable forest management module. To this end, forest polygons will be identified and characterized. This process will also be carried out with the participation of the local communities, the municipal government, indigenous authorities and forest institutions. **This will serve as the basis for the forest inventory of this area.**

2. Development of a sustainable forest management plan with the direct participation of target communities, the municipal government and forest institutions

The most important aspects of the management plan will be considered, including: forest characterization, identification of threats, monitoring and control strategies, protection and management guidelines, and mitigation practices or measures and responsible parties.

This process will be carried out with the direct involvement of the target communities, the municipal government and forest institutions. The results will be mainstreamed and disseminated.

3. Equipping of target communities and forest institutions for the implementation of the sustainable forest management plan over an area of 5000 hectares

Monitoring and control equipment will be provided for the implementation of the sustainable forest management plan (considering if it is worth setting up and equipping forest fire brigades or groups). Forest management equipment will also be provided to participating communities and forest institutions, including forestry measurement equipment, computers, furniture and photographic equipment. These tools will be used to implement scheduled activities as established in the sustainable forest management plan.

4. Presentation of results and impacts of the management plan over 5000 hectares of forest

Experiences and lessons learned in the area will be presented at the national and regional levels, including relevant recommendations. The aim of this activity is to assess and identify participatory sustainable forest management strategies.

To achieve Output 2: Good community forest management practices agreed and developed to reduce deforestation and forest degradation.

1. Theoretical-practical training plan developed for the Ixil communities related to the forests prioritized by the project

The communities most closely related to prioritized forests in the Municipality of Nebaj will be identified so as to develop a theoretical-practical training plan. This plan will include topics such as the establishment and management of forest nurseries, reforestation and agroforestry systems, integrated watershed management, establishment and management of plantations for production and protection purposes in degraded areas, and forest incentives.

2. Good community forest practices established focusing on forest conservation, forest management and agroforestry and/or silvo-pastoral systems

After implementing the training program, the target communities will identify priority forest practices at the local level. The project will provide inputs and technical assistance for the implementation of these practices. These good forestry practices will be aimed at strengthening the livelihoods of the communities, including firewood, forest products and food, and they will be adjusted so that they can be eligible under the national forest incentives programmes.

To achieve Output 3: A PDD developed for the community forests prioritized by the project

1. Development of REDD reference framework

An important element to be considered in a REDD project is the identification of current land uses as well as carbon emissions and removals in the target area

Avoided emissions related to existing ecosystems will be quantified. During the implementation of the pre-project, forest inventory and carbon quantification data were generated, which will be verified according to voluntary market and REDD standards. At present, there are two national initiatives being undertaken in the Mayan Biosphere and Lachúa²; thus, coordination links will be established to assess the methodologies

² Guatecarbon Guatemala – CONAP and Rainforest Alliance.

used in these initiatives. The executing agency will recruit a specialist consultant to facilitate the implementation of these activities.

2. Socioeconomic baseline on the communities prioritized by the project

A strategic element to develop a REDD initiative is to establish a socioeconomic baseline on the neighbouring communities to the forest areas prioritized by the project. Economic, development, income, fiscal, social, organizational, ethnic and other relevant indicators will be established. To this end, the project will provide data and support to researchers in charge of developing baseline models and to the government agencies responsible for developing the legislation related to international REDD markets. The executing agency may recruit a specialist consultant to facilitate the implementation of these activities.

3. Development of a REDD Project Design Document (PDD)

A PDD needs to be developed to demonstrate that a REDD project meets the quality standards required by voluntary market consumers. If the project is implemented, it will probably be necessary to have a project management plan as an integral part of the compliance market. PDDs should include a description of the methodology used to quantify avoided emissions associated with the projects and activities to minimize leaks, address social development objectives, ensure the conservation or improvement of biodiversity, and equitably distribute project benefits. Technical models will be needed to assess baseline emissions linked to deforestation in the area. The output of this activity will be a PDD to be submitted to a certifying agency such as the Voluntary Carbon Standard (VCS) or through government processes for its acceptance in compliance markets.

4. Validation and supply of carbon credits

In order to generate marketable carbon credits, the project PDD must be validated by a third party responsible for reviewing the project design in order to ensure that it follows an accepted methodology and meets all legal requirements of the area. A validated project can generate credits after showing evidence of verified reduction of emissions.

In order to develop the PDD, a partnership is being established between CALMECAC, MARN and IDB (within the framework of the FCPF) so as to ensure the financial counterpart contributions required for the implementation of the study.

3.2 Implementation approaches and methods

This project is a strategic initiative that combines the generation of information and sectoral stakeholders with institutional processes so as to promote economic development based on sustainable forest management and environmental goods and services.

It will be strategically important to use a participatory approach to attain this objective. This can be achieved through a consultation process to ensure ongoing involvement. Furthermore, a gender-equity approach will be used in training activities, the implementation of good forest practices and sustainable forest management activities, focusing on the role of women in the implementation of forest activities in general. It is expected that at least 30% of final project beneficiaries will be women. Finally, a territorial approach will be used at the local, municipal and departmental levels so as to promote the integration of sustainable forest management practices to other production processes and interests at the local level and thus establish a participatory, inclusive and consensus-based process of land-use planning. Specifically, the following steps will be taken in relation to each project output to implement these participatory development approaches:

OUTPUT 1: Sustainable forest management plans developed, approved by INAB and implemented for the conservation of community forests in the Municipality of Nebaj, Quiché.

- Capacity building through the use of the methodology “Learning by Doing”: The capacity building process will be based on a theoretical-practical methodology in the Ixil language and with local staff. The objective of this capacity-building process is to facilitate a sustainable forest conservation organizational process after the project intervention in the area. Furthermore, the project will support existing community forest associations and organized groups and efforts to create a consultation and theoretical-practical training space among interested stakeholders on the management and use of forests in the region. In this respect, a gender-equity approach will be used encouraging the visibility and participation of women in all consultation and sustainable forest management processes.
- Organize consultations to review the current situation and action progress: Taking into account the sustainability of the process that this project will promote and the situation of the project area, including the dynamics of stakeholders and beneficiaries identified by the project, a series of meetings, discussions and group debates will be convened to review the current status of forest resources and environmental services and develop a common vision, with the participation of stakeholders and beneficiaries, so as to

discuss their individual interests and ascertain how to coordinate project activities with them, incorporating environmental, social and economic sustainability criteria so as to support the search for a solution to the key problem.

- Participatory monitoring and evaluation process: A participatory monitoring and evaluation process will be established to monitor the progress made in the implementation and scope of this output. The aim will be to establish environmental safeguards at the local level with the stakeholders involved in this project.
- Zoning for forest management from a watershed-management perspective: The project will use a participatory and territorial approach for the mapping of existing forest areas, and production, protection and conservation rural areas will be identified in the Xaclbal watershed area.
- **Development of forest management plan: Preliminary planning will initially be carried out to gather as much information as possible on life zones, forest strata, soils, topography and hydrography in the target area. Next, in coordination with target beneficiaries, polygons will be demarcated to carry out measurements and demarcation of boundaries of management units. Sample plots will be identified and demarcated and data will be collected for the forest inventory (DBH, height, species, phytosanitary status, stem condition). Subsequently, the desk study phase will include mapping of the target area, location of plots, and processing of forest inventory data to assess species frequency, volumes, basal area and sampling error. Finally, the management plan will be developed and later validated with project beneficiaries, and the approval of the National Forest Institute – INAB will also be sought.**

OUTPUT 2: Good community forest management practices agreed and developed to reduce deforestation and forest degradation.

- Capacity building through the use of the methodology “Learning by Doing”: The capacity building process will be based on a theoretical-practical methodology in the Ixil language and with local staff. The objective of this capacity-building process is to facilitate the future implementation of production cycles after the project intervention in the area. Furthermore, the project will support existing community forest associations and organized groups and efforts to create a consultation and theoretical-practical training space among interested stakeholders on the management and use of forests in the region. In this respect, a gender-equity approach will be used encouraging the visibility and participation of women in all consultation and sustainable forest management processes.
- Zoning for forest management from a watershed-management perspective: The project will use a participatory and territorial approach for the mapping of existing forest areas, and production, protection and conservation rural areas will be identified in the Xaclbal watershed area.
- Forest management plans: In addition to the legal need to formulate management plans, a pilot and demonstration system will be used to encourage project beneficiaries (both men and women) to plan for the integrated utilization of their resources from a watershed-management perspective in the Xaclbal watershed area.
- Participatory monitoring and evaluation: A participatory, gender-equity monitoring and evaluation system will be established to monitor progress in the implementation of forest management plans.

OUTPUT 3: A PDD developed for the community forests prioritized by the project.

- Capacity building through the use of the methodology “Learning by Doing”: Currently, there are only three initiatives in Guatemala for the development of a PDD at the sub-national level (Peten, Motagua and Huehuetenango/Quiche) so there is very little specialized knowledge about this issue at the local level. This project will develop procedures with the direct participation of local stakeholders, through the transfer of knowledge and capacity-building, from a practical/theoretical approach to the active participation of stakeholders throughout the whole PDD design process.
- Organize consultations to review the current situation and action progress: Taking into account the sustainability of the process that this project will promote and the situation of the project area, including the dynamics of stakeholders and beneficiaries identified by the project, a series of meetings, discussions and group debates will be convened to review the current status of forest resources and environmental services and develop a common vision, with the participation of stakeholders and beneficiaries, so as to discuss their individual interests and ascertain how to coordinate project activities with them, incorporating environmental, social and economic sustainability criteria so as to support the search for a solution to the key problem.
- Participatory monitoring and evaluation process: A participatory monitoring and evaluation process will be established to monitor the progress made in the implementation and scope of this output. The aim will be to establish environmental safeguards at the local level with the stakeholders involved in this project.

3.3 Work Plan

Outputs / Activities	Responsible Party	Year 1 Quarter				Year 2 Quarter				Year 3 Quarter			
		1	2	3	4	1	2	3	4	1	2	3	4
Output 1													
A1.1. Demarcation of sites (polygons) in the forests prioritized by the project in the Municipality of Nebaj, Quiché	Coordinator & Forest Specialist	■	■	■	■	■	■						
A1.2. Development of a sustainable forest management plan with the direct participation of target communities, the municipal government and forest institutions	Coordinator & Forest Specialist						■	■	■	■	■	■	■
A1.3. Equipping of target communities and forest institutions for the implementation of the sustainable forest management plan over an area of 5000 hectares	Coordinator									■			
A1.4. Presentation of results and impacts of the management plan over 5000 hectares of forest	Coordinator									■			■
Output 2													
A2.1. Theoretical-practical training plan developed for the communities related to the forests prioritized by the project	Coordinator & Forest Specialist	■	■	■	■								
A2.2. Good community forest practices established focusing on forest conservation, forest management and agroforestry and/or silvo-pastoral systems	Coordinator & Forest Specialist					■	■	■	■	■	■	■	■
Output 3													
A3.1. Development of REDD reference framework	Coordinator & Carbon Specialist	■	■	■									
A3.2. Socioeconomic baseline on the communities prioritized by the project	Coordinator & Carbon Specialist	■	■	■	■								
A3.3. Development of a REDD Project Design Document (PDD)	Coordinator & Carbon Specialist					■	■	■					
A3.4. Validation and supply of carbon credits	Coordinator & Carbon Specialist							■	■	■	■	■	■

3.4 Budget

3.4.1 Master budget

Outputs /Activities	Description	Budget Component	Quantity			Unit	Unit Cost	Total Cost	ITTO			Executing Agency
			Year 1	Year 2	Year 3				Year 1	Year 2	Year 3	
To achieve Output 1: Sustainable forest management plans for the community forests of the Municipality of Nebaj, Quiché												
1. Demarcation of sites (polygons) in the forests prioritized by the project in the Municipality of Nebaj, Quiché												
	11.1 Project Coordinator	10	1	1	1	Months	1500	6540	2180	2180	2180	0
	11.2 Forest Specialist	10	6	6	6	Months	1780	21600	7200	7200	7200	10440
	Field technician	10	6	6	6	Months	1450	13050	4350	4350	4350	13050
	24. Forest inventory / 5000 ha	20	1	0	0	Survey	10000	10000	10000	0	0	0
2. Development of a sustainable forest management plan with the direct participation of target communities, the municipal government and forest institutions												
	11.1 Project Coordinator	10	1	1	1	Months	1500	6540	2180	2180	2180	0
	11.2 Forest Specialist	10	6	6	6	Months	1780	21600	7200	7200	7200	10440
	Field technician	10	6	6	6	Months	1450	13050	4350	4350	4350	13050
	Theoretical-practical training materials	40	0	3	0	unit	3000	7500	0	7500	0	1500
	25. Development of forest management plan	20	1	0	0	Survey	4000	4000	4000	0	0	0
3. Equipping of target communities and forest institutions for the implementation of the sustainable forest management plan over an area of 5000 ha												
	11.1 Project Coordinator	10	1	1	1	Months	1500	6540	2180	2180	2180	0
	11.2 Forest Specialist	10	6	6	6	Months	1780	21600	7200	7200	7200	10440
	Field technician	10	6	6	6	Months	1450	13050	4350	4350	4350	13050
4. Presentation of results and impacts of the management plan over 5000 hectares of forest												
	11.1 Project Coordinator	10	1	1	1	Months	1500	6540	2180	2180	2180	0
	11.2 Forest Specialist	10	6	6	6	Months	1780	21600	7200	7200	7200	10440
	Field technician	10	6	6	6	Months	1450	13050	4350	4350	4350	13050
To achieve Output 2: Good forest management practices established for community forests covering an area of 5000 hectares												
1. Theoretical-practical training plan developed for the communities related to the forests prioritized by the project												
	11.1 Project Coordinator	10	1	1	1	Months	2180	6540	2180	2180	2180	0
	11.2 Forest Specialist	10	6	6	6	Months	1780	21600	7200	7200	7200	10440
	12.1 Field technician	10	6	6	6	Months	1450	13050	4350	4350	4350	13050
	Professional services	15	4	4	4	Workshops	200	3000	1000	1000	1000	0
	Organization of workshops	15	5	5	5	Workshops	450	6750	2250	2250	2250	0
	31.1 National experts /consultants	31	75	75	50	Meetings	25	5000	1875	1875	1250	0
2. Good community forest practices established focusing on forest conservation, forest management and agroforestry and/or silvo-pastoral systems												
	11.1 Project Coordinator	10	1	1	1	Months	1500	6540	2180	2180	2180	0
	11.2 Forest Specialist	10	6	6	6	Months	1780	21600	7200	7200	7200	10440

Outputs /Activities	Description	Budget Component	Quantity			Unit	Unit Cost	Total Cost	ITTO			Executing Agency
			Year 1	Year 2	Year 3				Year 1	Year 2	Year 3	
	Field technician	10	6	6	6	Months	1450	13050	4350	4350	4350	13050
	33.3 Executing agency /community	31	12	12	12	Months	900	32400	8400	8400	8400	7200
	Vehicles: Acquisition of motorcycle	40	1	0	0	Units	4500	4500	4500	0	0	0
	Computer equipment	40	1	0	0	Units	2400	2400	2400	0	0	0
	Office furniture	40	1	0	0	Units	600	600	600	0	0	0
	Theoretical-practical training materials	40	5	2	5	Units	3000	35000	15000	5000	15000	6000
	Educational material for training	40	5	5	5	Units	1000	15000	0	0	0	15000
	Spares: Motorcycle and vehicle maintenance	50	6	6	6	Units	250	4500	900	900	900	1800
	Utilities	50	12	12	12	Months	500	18000	4200	4200	4200	5400
	Regional office in Quiché	50	12	12	12	Months	500	18000	1200	1200	1200	14400
	Office supplies	50	12	12	12	Months	200	7200	2400	2400	2400	0
To achieve Output 3: A PDD developed for the community forests prioritized by the project												
1. Development of REDD reference framework												
	11.1 Project Coordinator	10	1	1	1	Months	2180	6540	2180	2180	2180	0
2. Socioeconomic baseline on the communities prioritized by the project												
	11.1 Project Coordinator	10	1	1	1	Months	2180	6540	2180	2180	2180	0
3. Development of a REDD Project Design Document (PDD)												
	11.1 Project Coordinator	10	1	1	1	Months	2180	6540	2180	2180	2180	0
	Estimation of baseline emissions	20	0	1	0	Sub-contract	50000	50000	0	50000	0	50000
	PDD design	20	0	1	0	Sub-contract	75000	75000	0	25000	0	50000
		10										
4. Validation and supply of carbon credits												
	11.1 Project Coordinator	10	1	1	1	Months	2180	6540	2180	2180	2180	0
	Carbon verifier	20	0	1	0	Sub-contract	50000	50000	0	0	0	50000

3.4.2 Consolidated budget by component

CONSOLIDATED BUDGET							
	Budget component	Inputs	Unit cost	Total	Y1	Y2	Y3
10	Project Personnel						
	11. Executing Agency						
	11.1 Project Coordinator	36	\$ 2,180.00	\$ 78,480.00	\$ 26,160.00	\$ 26,160.00	\$ 26,160.00
	11.2 Forest Specialist	36	\$ 1,780.00	\$ 64,080.00	\$ 21,360.00	\$ 21,360.00	\$ 21,360.00
	12 Other Personnel						
	12.1 Field Technician	36	\$ 1,450.00	\$ 52,200.00	\$ 17,400.00	\$ 17,400.00	\$ 17,400.00
	15. Training						
	15.1 Professional services	15	\$ 200.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	19 COMPONENT TOTAL	155		\$ 197,760.00	\$ 65,920.00	\$ 65,920.00	\$ 65,920.00
20	Sub-contracts						
	21. Estimation of baseline emissions	1	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -
	22. PDD design	1	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -
	23 VCS consultant	1	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
	24. Forest inventory /5000 ha	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
	25. Development of forest management plan	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -
	29 COMPONENT TOTAL			\$ 239,000.00	\$ 14,000.00	\$ 225,000.00	\$ -
30	Travel						
	31 DSA						
	31.1 National consultants/experts	200	\$ 25.00	\$ 5,000.00	\$ 1,875.00	\$ 1,875.00	\$ 1,250.00
	33 Local transport costs						
	33.3 Executing agency/communities	36	\$ 900.00	\$ 32,400.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00
	39 COMPONENT TOTAL			\$ 37,400.00	\$ 12,675.00	\$ 12,675.00	\$ 12,050.00
40	Capital Items						
	43. Vehicles: Acquisition of motorcycle	1	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -
	44 Capital equipment						
	44.1 Computer equipment	2	\$ 1,200.00	\$ 2,400.00	\$ 2,400.00	\$ -	\$ -
	44.2 Office furniture	2	\$ 300.00	\$ 600.00	\$ 600.00	\$ -	\$ -
	44.4 Educational material for training	15	\$ 1,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
50	Consumable Items						
	52. Spares: Motorcycle and vehicle maintenance	18	\$ 250.00	\$ 4,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	53 Utilities	36	\$ 500.00	\$ 18,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	54 Regional office in Quiché-	36	\$ 500.00	\$ 18,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	55 Office supplies	36	\$ 200.00	\$ 7,200.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	55 Materials for theoretical /practical training on good forest practices	15	\$ 3,000.00	\$ 45,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
	59 COMPONENT TOTAL			\$ 115,200.00	\$ 43,400.00	\$ 35,900.00	\$ 35,900.00
60	Miscellaneous	3	\$ 550.00	\$ 1,650.00	\$ 550.00	\$ 550.00	\$ 550.00
	61 Organization of workshops	15	\$ 450.00	\$ 6,750.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
70	National Management Costs						
	71 Executing agency management costs			\$ 7,965.00	\$ 2,655.00	\$ 2,655.00	\$ 2,655.00
	71.1 Financial audit costs			\$ 5,000.00			\$ 5,000.00
	79 COMPONENT TOTAL			\$ 21,365.00	\$ 5,455.00	\$ 5,455.00	\$ 10,455.00
	SUB-TOTAL			\$610,725.00	\$141,450.00	\$344,950.00	\$124,325.00
80	Project Monitoring & Administration						
	81 ITTO monitoring & review			\$ 30,000.00	\$ 30,000.00		
	82 Mid-term and final evaluation			\$ 10,000.00	\$ 10,000.00		
	83 ITTO Programme support costs (12% of above items)			\$ 47,276.00	\$ 47,276.00		
	84. Donor monitoring costs			\$ -	\$ -	\$ -	\$ -
	89. COMPONENT TOTAL			\$ 87,276.00	\$ 87,276.00		
100	GRAND TOTAL			\$ 698,001.00	\$ 228,726.00	\$ 344,950.00	\$ 124,325.00

3.4.3 ITTO budget by component

ITTO BUDGET							
	Budget component	Inputs	Unit cost	Total	Y1	Y2	Y3
10	Project Personnel						
	11. Executing Agency						
	11.1 Project Coordinator	36	\$ 2,180.00	\$ 78,480.00	\$ 26,160.00	\$ 26,160.00	\$ 26,160.00
	11.2 Forest Specialist	36	\$ 1,200.00	\$ 43,200.00	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00
	12. Other personnel						
	12.1 Field technician	36	\$ 725.00	\$ 26,100.00	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00
	15 Training						
	15.1 Professional services	15	\$ 100.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 500.00
	19 COMPONENT TOTAL	155		\$149,280.00	\$49,760.00	\$49,760.00	\$49,760.00
20	Sub-contracts						
	21. Estimation of baseline emissions	1	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
	22. PDD design	1	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -
	23 VCS consultant	1	\$ -	\$ -	\$ -	\$ -	\$ -
	24. Forest inventory /5000 ha	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
	25. Development of forest management plan	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -
	29 COMPONENT TOTAL			\$ 89,000.00	\$ 14,000.00	\$ 75,000.00	\$ -
30	Travel						
	31 DSA						
	31.1 National consultants/experts	200	\$ 25.00	\$ 5,000.00	\$ 1,875.00	\$ 1,875.00	\$ 1,250.00
	33 Local transport costs						
	33.3 Executing agency/communities	36	\$ 700.00	\$ 25,200.00	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00
	39 COMPONENT TOTAL			\$30,200.00	\$ 10,275.00	\$ 10,275.00	\$ 9,650.00
40	Capital Items						
	43. Vehicles: Acquisition of motorcycle	1	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -
	44 Capital equipment						
	44.1 Computer equipment	2	\$ 1,200.00	\$ 2,400.00	\$ 2,400.00	\$ -	\$ -
	44.2 Office furniture	2	\$ 300.00	\$ 600.00	\$ 600.00	\$ -	\$ -
	44.4 Educational material for training	15	\$ -	\$ -	\$ -	\$ -	\$ -
50	Consumable Items						
	52. Spares: Motorcycle and vehicle maintenance	18	\$ 150.00	\$ 2,700.00	\$ 900.00	\$ 900.00	\$ 900.00
	53 Utilities	36	\$ 350.00	\$ 12,600.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
	54 Regional office in Quiché-	36	\$ 100.00	\$ 3,600.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	55 Office supplies	36	\$ 200.00	\$ 7,200.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	55 Materials for theoretical /practical training on good forest practices	15	\$ 2,500.00	\$ 37,500.00	\$ 12,500.00	\$12,500.00	\$12,500.00
	59 COMPONENT TOTAL			\$ 71,100.00	\$ 28,700.00	\$ 21,200.00	\$ 21,200.00
60	Miscellaneous	3	\$ 550.00	\$ 1,650.00	\$ 550.00	\$ 550.00	\$ 550.00
	61 Organization of workshops	15	\$ 250.00	\$ 3,750.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
70	National Management Costs						
	71 Executing agency management costs			\$ 3,982.50	\$ 1,327.50	\$ 1,327.50	\$ 1,327.50
	71.1 Financial audit costs			\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
	79 COMPONENT TOTAL			\$ 14,382.50	\$ 3,127.50	\$ 3,127.50	\$ 8,127.50
	SUB-TOTAL			\$353,962.50	\$ 105,862.50	\$159,362.50	\$ 88,737.50
80	Project Monitoring & Administration						
	81 ITTO monitoring and review			\$ 30,000.00	\$30,000.00	\$ -	\$ -
	82 Mid-term and final evaluation			\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
	83 ITTO programme support costs (12%of above items)			\$ 47,276	\$ 47,276		
	84. Donor monitoring costs			\$ -	\$ -	\$ -	\$ -
	89. COMPONENT TOTAL			\$ 87,276.00	\$ 87,276.00	\$ -	\$ -
100	GRAND TOTAL			\$ 441,238.50	\$ 193,138.50	\$ 159,362.50	\$ 88,737.50

3.4.4 Executing agency budget by component

EXECUTING AGENCY BUDGET							
	Budget component	Inputs	Unit cost	Total	Y1	Y2	Y3
10	Project Personnel						
	11.Executing Agency						
	11.1 Project Coordinator	36	\$ -	\$ -	\$ -	\$ -	\$ -
	11.2 Forest Specialist	36	\$ 580.00	\$ 20,880.00	\$ 6,960.00	\$ 6,960.00	\$ 6,960.00
	12Other Personnel						
	12.1 Field Technician	36	\$ 725.00	\$ 26,100.00	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00
	15 Training						
	15.1 Professional services	15	\$ 100.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 500.00
	19 COMPONENT TOTAL	155		\$ 48,480.00	\$ 16,160.00	\$ 16,160.00	\$ 16,160.00
20	Sub-contracts						
	21. Estimation of baseline emissions	1	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
	22. PDD design	1	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
	23. VCS consultant	1	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
	24. Forest inventory /5000 ha	1	\$ -	\$ -	\$ -	\$ -	\$ -
	25. Development of forest management plan	1	\$ -	\$ -	\$ -	\$ -	\$ -
	29. COMPONENT TOTAL			\$ 150,000.00	\$ -	\$ 150,000.00	\$ -
30	Travel						
	31 DSA						
	31.1 National consultants /experts	200	\$ -	\$ -	\$ -	\$ -	\$ -
	33 Local transport costs						
	33.3 Executing agency /communities	36	\$ 200.00	\$ 7,200.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	39COMPONENTTOTAL			\$ 7,200.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
40	Capital Items						
	43. Vehicles: Acquisition of motorcycle	1	\$ -	\$ -	\$ -	\$ -	\$ -
	44 Capital equipment						
	44.1 Computer equipment	2	\$ -	\$ -	\$ -	\$ -	\$ -
	44.2 Office furniture	2	\$ -	\$ -	\$ -	\$ -	\$ -
	44.5 Educational material for training	15	\$ 1,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
50	Consumable Items						
	52. Spares: Motorcycle and vehicle maintenance	18	\$ 100.00	\$ 1,800.00	\$ 600.00	\$ 600.00	\$ 600.00
	53 Utilities	36	\$ 150.00	\$ 5,400.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
	54 Regional office in Quiché-	36	\$ 400.00	\$ 14,400.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
	54 Office supplies	36	\$ -	\$ -	\$ -	\$ -	\$ -
	55 Materials for theoretical /practical training on good forest practices	15	\$ 500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	59 COMPONENT TOTAL			\$ 44,100.00	\$ 14,700.00	\$ 14,700.00	\$ 14,700.00
60	Miscellaneous	3	\$ -	\$ -	\$ -	\$ -	\$ -
	61 Organization of workshops	15	\$ 200.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
70	National Management Costs						
	71 Executing Agency Management Costs			\$ 3,982.50	\$ 1,327.50	\$ 1,327.50	\$ 1,327.50
	71.1 Financial audit costs			\$ -	\$ -	\$ -	\$ -
	79 COMPONENT TOTAL			\$ 6,982.50	\$ 2,327.50	\$ 2,327.50	\$ 2,327.50
	SUB-TOTAL			\$ 256,762.50	\$ 35,587.50	\$ 185,587.50	\$ 35,587.50
80	Project Monitoring & Administration						
	81 ITTO monitoring and review			\$ -	\$ -	\$ -	\$ -
	82 Mid-term and final evaluation			\$ -	\$ -	\$ -	\$ -
	83 ITTO programme support costs (12% of above items)			\$ -	\$ -	\$ -	\$ -
	84. Donor monitoring costs			\$ -	\$ -	\$ -	\$ -
	89. COMPONENT TOTAL			\$ -	\$ -	\$ -	\$ -
100	GRAND TOTAL			\$ 256,762.50	\$ 35,587.50	\$ 185,587.50	\$ 35,587.50

3.5 Assumptions, risks and sustainability

3.5.1 Assumptions and risks

At the national level, the assumptions and risks that can be considered in relation to the project are as follows:

Major risks that are beyond the control of the project management team are related to unforeseeable changes in government policies and regulations, specifically in relation to land tenure and natural resource related rights and the rights to market ecosystem services provided by these resources. The National Forest Institute (INAB) and the Ministry of the Environment and Natural Resources (MARN) must maintain close communication links and provide ongoing assistance throughout the project, as this will be an essential measure to mitigate any possible risks.

The implementation of the Climate Change Policy and the development of the Strategy for the Reduction of Emissions from Deforestation and Forest Degradation in Guatemala also depend to a large degree on the progress made at the international level, particularly with regard to international or multilateral initiatives aimed at addressing climate change. The negotiations carried out through the United Nations Framework Convention on Climate Change will determine how REDD will be dealt with in an international post-Kyoto Protocol regime and it is expected that the main policy guidelines will be decided at the next meeting of the Parties. In order to participate in one of these markets, countries must demonstrate their capacity to implement and supervise REDD activities, as well as controlling emissions from deforestation with respect to the established baseline. Currently, Guatemala has a climate change policy, there is already a framework law on climate change and is developing a Strategy for the Reduction of Emissions from Deforestation and Degradation, with the support of the World Bank through the FCPF, which serves as a framework for this initiative. It should be pointed out that CALMECAC is currently involved in the benefit-sharing working group for the strengthening of this strategy.

From a local and/or municipal perspective, the assumptions and risks that the project should consider are as follows:

The project envisages the development of good forestry practices at the community level so as to improve the communities' livelihoods and the marketing of forest products and forest-related resources. The assumptions considered by the project relate to the institutional stability of local authorities and the follow-up of activities by the traditional indigenous authorities and that there will be no unpredictable political events that could destabilize community activities. It is therefore extremely important for local stakeholders to become directly involved in the process. A favourable political climate is expected for 2016 as the municipal authorities in the Municipality of Nebaj have been re-elected for an additional term of 4 years and CALMECAC has established an implementation agreement with these authorities.

Finally, considering that Guatemala is one of the 5 most vulnerable countries in the world, natural phenomena must be considered as potential risks that could take place and that are not predictable in the implementation of forest practices. However, the project envisages the development of adaptation measures to minimize risks in the establishment of a viable forestry system based on good forestry practices. This is mentioned in the latest report of German Watch.

3.5.2 Sustainability

One of the criteria considered for the prioritization of the municipality of Nebaj for this project was the capacity of the communities and community forest organizations to establish cooperation mechanisms with external stakeholders. The municipality has organizational structures established to strengthen the cooperation of donors and promote the measures taken by the project, so as to ensure the sustainability of project activities after the conclusion of the active participation of the executing agency.

Social sustainability: The project was developed using a participatory approach and was formulated throughout the whole implementation period of the ITTO-supported pre-project. The project has duly taken into account the needs and expectations of stakeholders, thus guaranteeing the participation of both local and institutional stakeholders. To this end, the project will use a participatory planning, gender-based methodology for the formulation of annual, six-monthly and quarterly plans of operation. The sustainability of the project will be further strengthened through capacity building and technical assistance activities in business management, administration and legal and technical aspects, synchronized with the indigenous cosmovision within a framework of intercultural harmony, ensuring the engagement of women and young people so as to empower the proposal.

Technical sustainability: The project proposal does not envisage the acquisition of equipment or machinery that would require technology transfer for its utilization, maintenance and preservation. The main activity that will ensure the project's technical sustainability is the forest management planning activity that will be implemented by the communities on the basis of a participatory approach. The executing agency will support capacity building activities for the formulation of the action plan, its implementation and regular review. However, the project does envisage, on the one hand, the provision of inputs to ensure the efficient implementation of the forest management plan, and on the other hand, the strengthening of national forest institutional structures, so as to ensure that they have the logistic capacities to provide extension services in the medium and long terms.

Institutional sustainability: The municipality already has empirical experience in the project field and has a basic organizational structure in place that will be strengthened by the project's executing agency. The agency will guarantee the achievement of institutional sustainability because of its experience in community forest management and its commitment to the consolidation of the proposal in the community, which goes beyond the project completion stage and will end when the community achieves total self-management, as CALMECAC considers this project as part of its programs for the management of natural resources and biological diversity.

Financial sustainability: The financial sustainability is guaranteed by the REDD project, which represents a source of income to cover the costs of forest management activities, as well as other costs arising from land use management activities. The REDD project will have a timeframe of ten years and, depending on the policy decisions mentioned above, REDD activities could be extended or replicated in other locations to take advantage of market opportunities. Furthermore, the good practices developed, such as the forest management plan, will be incorporated into the government's forest incentives programs PINPEP and PINFOR, which provide economic incentives within a framework of 6 to 10 years.

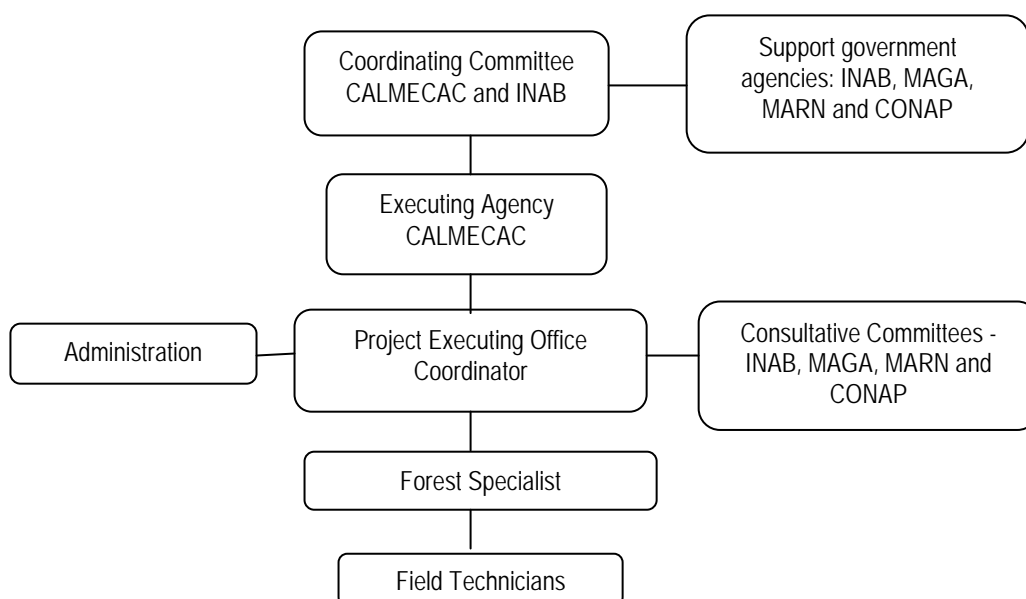
Political Sustainability: Guatemala currently has a regulatory framework related to climate change. It has a Climate Change Law that is to be enforced as a guiding policy. Similarly, there are national structures articulating public institutions with social, private and academic organizations, such as the National Council for Climate Change and the Inter-Institutional Technical Committee. All interventions, from the local to the national levels, are mainstreamed through these mechanisms. CALMECAC participates in a network of organizations that are represented at the National Council for Climate Change. Furthermore, the PROBOSQUE forest incentives law has recently been approved by the public forest sector. An article in this legislation links ecosystem services with forest management practices. Thus, the activities proposed in this project are consistent with the two aforementioned frameworks.

PART 4. IMPLEMENTATION ARRANGEMENTS

4.1 Organization structure and stakeholder involvement mechanisms

The project will have a Coordinating Committee made up of representatives from the CALMECAC Foundation and the National Forest Institute (INAB), as the government agency responsible for forest administration and policy. This committee will be responsible for overall planning and monitoring and will meet once a month to assess project progress and strategies to be applied when consulting with local stakeholders.

The Executing Agency (EA) will be CALMECAC, which will be responsible for the overall management and administration of all activities, and will also be in charge of reporting directly to the Coordinating Committee and ITTO. CALMECAC will receive INAB's support in the implementation of technical activities related to the scheduled studies and social work to be carried out.



4.1.1 Executing agency and partners

CALMECAC will be the project executing agency. CALMECAC has more than 15 years experience in the design, implementation, monitoring and evaluation of national development projects in the forest and environmental sectors. The Foundation has a multi-disciplinary team made up of professionals specialized in various areas of agricultural, forest, social, economic and administrative sciences and extensive experience in forest management, rehabilitation of degraded areas, afforestation and reforestation, environmental services, forest certification, organizational strengthening, eco-business and agroforestry.

CALMECAC has experience in the Northern Transversal Belt area and recently implemented a REDD pre-project in the region. In addition to its experience in the implementation of community development projects for forest-dependent communities, CALMECAC's technical expertise also covers other technical aspects related to carbon sequestration and REDD, biological monitoring and research.

CALMECAC will work in cooperation with the National Forest Institute (INAB), the agency responsible for forestry activities in Guatemala, and with the Ministry of the Environment and Natural Resources, the agency in charge of environmental and climate change issues.

Specifically, CALMECAC, in its capacity as executing agency, will be responsible for the following activities:

- Setting up the project management team, including a coordinator and a full-time technician
- Managing the project budget
- Implementing project activities
- Coordinating with collaborating institutions and the Steering Committee
- Submitting reports to ITTO as per the schedule shown in section 4.2

4.1.2 Project management team

The project management team will include CALMECAC staff and consultants. The team will be led by a coordinator with experience in project management, community development and coordination of projects of this nature. The designated coordinator will have expertise and contacts in forest management and markets and will be specifically specialized in the coordination of the project components related to institutional capacity building. The team will also include a forest specialist with specific expertise in the area of forest management and field technicians. CALMECAC will also appoint an administrator as part of the project management team, who will be in charge of supervising project accounts, budgets, reports and other activities as required. Annex 2 includes the curricula vitae of the project team. CALMECAC will also hire the expert services of specific consultants as required for the implementation of project activities and justified in the project budget.

4.1.3 Project Steering Committee

CALMECAC will organize a steering committee at the beginning of the project. This committee will provide strategic guidance to the project supervising the implementation of project activities, approving expenditures, reviewing monitoring reports and approving amendments to budgets and activities. By working together with CALMECAC, the steering committee will help ensure that the project is kept within the schedule and budget set in the logical framework matrix, work plan and other project regulatory documents.

The Steering Committee will be made up of representatives of the following organizations:

- Community leader(s) designated by the communities
- ITTO
- National Forest Institute
- Ministry of Agriculture, Livestock and Food
- Ministry of the Environment and Natural Resources
- National Council for Protected Areas
- CALMECAC /Project Coordinator (as secretary of the Committee)

4.1.4 Stakeholder involvement mechanisms

The participation of the project's direct beneficiaries and stakeholders is an integral part of the organizational structure, emphasizing the involvement of leaders and/or directives in the Steering Committee.

The design of the stakeholder involvement strategy will take into account the socioeconomic evaluation carried out by the REDD pre-project so as to successfully coordinate with the communities for the management of forests and the utilization of ecosystem services.

Considering that the project proposal should be replicated, a Consultative Committee will be set up with representatives of the local and regional governments, different government sectors, research institutions, civil society and, if possible, independent experts at the national and/or international levels. This Consultative Committee will provide a mechanism for the sharing of project progress and feedback from each member in order to improve project actions. The members of the Consultative Committee will be convened through a Steering Committee, whose members will agree on selection criteria based on project objectives. Once the Consultative Committee has been established, its operational guidelines will be defined in a participatory manner.

4.2 Reporting, review, monitoring and evaluation

The project will be subject to monitoring and review according to the provisions established in the ITTO Manual for Project Monitoring, Review, Reporting and Evaluation, following the schedule of activities stipulated in the Manual and described below:

Inception report: Once CALMECAC has signed an agreement with ITTO, an inception meeting will be held with the project management team, collaborating agencies and other relevant stakeholders. An Inception Report will then be submitted to ITTO confirming the availability of office facilities, bank account, project staff and any changes made in the project document. This inception report will also describe the process to establish an information baseline and indicators.

Yearly plan of operation (YPO-year): project activities will be described and scheduled for each year in a YPO, which will be submitted to ITTO in October to cover the following calendar year. The first YPO (YPO-1) will be attached to the inception report.

Progress reports: In order to assess the progress made in the implementation of the yearly plan of operation, CALMECAC will submit a six-monthly report by 28 February and 31 August each year. Based on the date of project start-up, the second progress report of each year should be submitted at least four weeks before ITTO monitoring and review missions.

Review missions: ITTO will carry out annual review missions, which will include field visits and meetings with the Project Steering Committee. These activities will be implemented in September so as to address ITTO's observations and feedback before the submission of the following YPO, which should take place in mid-October.

Financial audit: An audited annual financial statement will be submitted before 31st of March of each year.

Mid-term evaluation: Given the duration and technical components of the project, it is advisable to have a mid-term evaluation to correct any shortcomings and contribute to specific project activities as required. The specific objectives of this mid-term evaluation are to assess the development of the REDD credits market and adjust project budget and activities as required.

If the objectives are not being achieved in the best possible way, ITTO, the Steering Committee and CALMECAC may decide to reallocate the budget for other purposes or make other adjustments as necessary.

Completion phase: Project completion will take place in the second semester of Year 4 in accordance with the relevant guidelines of the ITTO Manual.

Project monitoring schedule

ID	TASK	2016												2017												2018												2019			
		E	F	M	A	M	J	J	A	S	O	N	D	E	F	M	A	M	J	J	A	S	O	N	D	E	F	M	A	M	J	J	A	S	O	N	D	E	F	M	A
1	Project start-up	■	■																																						
2	Inception meeting	■	■																																						
3	Inception report		■	■																																					
4	YPO-1			■	■																																				
5	Year implementation 1					■	■	■	■	■	■	■	■	■	■	■																									
6	Progress report												■	■																											
7	ITTO/PSC review												■	■	■																										
8	YPO-2															■	■																								
9	Financial audit															■	■	■																							
10	Year implementation 2															■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■					
11	Progress report															■	■																								
12	Progress report																						■																		
13	ITTO/PSC review																																								
14	YPO-3																																								
15	Fin. audit																																								
16	Mid-term evaluation																																								
17	Mid-term report																						■	■																	
18	Year implementation 3																																				■	■	■	■	
19	Progress report																																				■	■			
20	Progress report																																								
21	Fin. audit																																								
22	Completion report																																								

4.3 Dissemination and mainstreaming of project learning

4.3.1 Dissemination of project results

The strategic dissemination of project results will take place as follows:

- Ongoing participation of CALMECAC in technical and discussion platforms at the local and national levels, including the forest consensus roundtable and the REDD Group.
- Regular publications on project progress and results posted on CALMECAC's web page.
- Organization of workshops to disseminate project progress and results among local communities.
- Organization of a discussion event with public and private institutions on forest development in target community areas.
- Local radio and TV broadcasts on project proposal and results.
- Maintaining good communication and relations with the project consultative committee will be essential to contribute to the inter-institutional dissemination of project progress and results.
- Drafting and printing dissemination materials on project results in various project stages for widespread distribution.

4.3.2 Mainstreaming of project learning

The project will be specifically geared to the integration of key sustainable forest management strategies in the country's legislation, institutional framework and operations. In this context, project activities and budget will establish the basis for the following actions:

- Collection of baseline information through background and final socioeconomic surveys to help identify and characterize the communities in terms of income, distribution of resources, use of resources and other data to be used in regional planning and surveys.
- Capacity building through the development of a Forest Management Action Plan to be replicated in other communities and regions.
- Technology transfer through the development of a deforestation baseline for the region, which will help Guatemala to participate in emerging REDD markets.
- Innovation through mapping and surveys such as vegetation maps and carbon stocks inventories so as to facilitate the penetration of carbon markets through projects.
- Development of new markets by coordinating with different levels of government in relation to REDD policies, which will allow Guatemala to access multi-million dollar carbon markets in the USA and at the international level.

ANNEX 1. PROFILES OF THE EXECUTING AGENCY AND COLLABORATING AGENCY

PROFILE OF THE EXECUTING AGENCY:

Foundation for the Integrated Development of Man and His Environment – CALMECAC

Address: 12 calle 11-24 zona 2 Ciudad Nueva 2do. Nivel, Guatemala City, Guatemala, CA

Tel/fax: (502) 2288-7741

E-mail: calmecacguate@yahoo.com

Webpage: www.calmecacguate.org

Contact person: Marta Patricia Ayala (General Coordinator)

CALMECAC is a non-profit organization that values life and diversity, ensuring the conservation and sustainable management of natural resources to promote human development with the participation of local stakeholders. The Foundation was established on 10 February 1995 under Government Agreement No. 63-95. Its main vision is the conservation and protection of natural resources in potential areas for the implementation of sustainable development projects, conducting sustainable use activities and focusing on community participation.

At present, CALMECAC is operating in three different work areas:

- **Corazón Verde (Green Heart):** Baja Verapaz, Alta Verapaz and Franja Transversal del Norte (*Northern Transversal Belt*).
- **Trifinio:** Border area between Guatemala, Salvador and Honduras.
- **Metropolis:** Department of Guatemala.

Furthermore, the Foundation is leading the co-administration process in protected areas such as the Volcán Suchitán Regional Park and the Semuc Champey Natural Monument, and is responsible for the administration and coordination of activities to improve the management of these areas.

In addition, CALMECAC actively participates in environmental fora such as ASOREMA (Environmental Organizations Association), the rural development roundtable, the forestry cluster, and IUCN, among others, for the cross-cutting strengthening of the environmental sector at the national and international levels.

Since 2000, CALMECAC has developed projects within sustainable development programmes, including the following:

- **Institutional Strengthening Programme:** Focused on first and second level organizations (community associations, municipal organizations, government organizations, private organizations)
- **Natural Resource Management Programme:** Related to the management of forest lands, watersheds, protected areas, municipal and community areas, production projects and environmental services
- **Sustainable Development Alternatives Programme:** Geared to production projects, food security, ecotourism and urban sectors
- **Environmental Management Programme:** Aimed at developing instruments, regulations and processes to strengthen environmental management, particularly for local governments
- **Environmental Education Programme:** In each of its three work areas, CALMECAC is currently implementing environmental education programs and has established environmental education schools in the Corazón Verde (*Green Heart*) area
- **Mainstreaming and Dissemination Programme:** CALMECAC currently has promotion information, stationery and designs, particularly for tourist sites developed with local communities
- **Metropolitan Ecological Belt Programme:** In conjunction with the municipality of Guatemala, the first phase of the Metropolitan Ecological Belt Programme has been launched along the northern corridor adjacent to zones 1, 2, 3 and 6 of Guatemala City.

In the area of Verapaces – Ixcán, CALMECAC is currently strengthening the inter-institutional network for sustainable development entitled “*Enredémonos por el Corazón Verde*” (*Getting Involved for the Green Heart*). Within this framework, different eco-tourism sites have been developed with the direct involvement of local communities, who have achieved the implementation of all necessary activities to ensure their sustainability. These include: pre-investment plan, organizational strengthening, infrastructure, and

promotion and dissemination of sites. Successful experiences and stories include the Chilascó Falls, the Jul'ik Caves and Bombin Pec.

The *Enredémonos por el Corazón Verde* Network is the only gathering, dialogue, consensus-building and strategic partnership platform for environmental institutional strengthening in the Verapaces and Ixcán regions. At present, the Network has an organizational structure of more than 180 institutions and a regional sustainable development plan, which supports the Development Fund for Environmental Institutions with the following objectives:

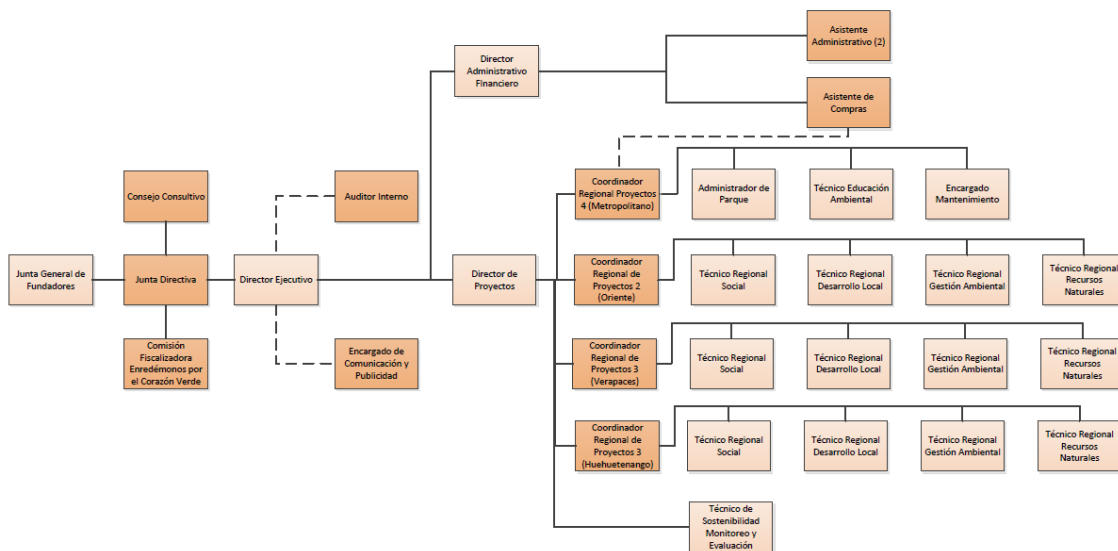
- Strengthening of government organizations to develop environmental instruments and regulations
- Develop environmental management instruments to empower local governments in consonance with customary laws and rights regulating the use of the environment
- Integration of all government and social sectors in the environmental framework

CALMECAC has more than ten years experience in environmental management and sustainable development and has implemented a large number of projects financed by international cooperation agencies, government funds, and municipal and own resources, and on that basis, it has been institutionally recognized for its social commitment and effectiveness in the implementation of its work.

Operational system

CAMELCAC's projects are implemented on the basis of a logical framework, a schedule of activities and a plan of operations detailed by month, comprising four quarterly schedules and one yearly plan. Schedules and operational plans are established taking into account the activities to be implemented and the cost of each activity. These are verified against the technical reports and balances submitted by each technician on a monthly basis. Monthly operational expenses are the primary information used in the preparation of quarterly financial statements, showing the technical and financial progress of projects carried out by the Foundation in any given quarter. The same procedure is used to consolidate the information on the institution's yearly expenditures to prepare overall balance and total incomings/outgoings statements, as required by the Tax Administration System (*Sistema de Administración Tributaria – SAT*). Monthly expenses incurred by regional technicians are submitted with a statement of expenses and descriptive reports to the accounting officers who are responsible for preparing quarterly and annual statements. Each project has independent accounts for the administration of expenses according to the approved budget.

Institutional organizational chart:



Accounting and auditing

The accounting system of the Foundation for the Integrated Development of Man and His Environment – CALMECAC is divided into three specific control procedures:

First, internal controls are applied to monitor costs incurred by field technicians based on the preparation of balance statements, which must be accompanied by a monthly descriptive report. The balance statement format includes a table of expenditures by budget component as previously approved by the administration. In addition, transport cost forms must be submitted to monitor internal transport expenses in rural areas as well as assignment forms to record expenditures related to individual activities in accordance with the expense requests submitted to the administration officer.

Second, the financial execution of each project of the institution is independently monitored. Each project has a separate bank account and account records are kept on a daily basis specifying disbursements made through cheques issued. To verify payments made, monthly bank reconciliations of accounts are conducted and financial progress reports are prepared on a quarterly basis. These include a summary of expenditures, overall balance statement and itemized list of expenses based on cheques issued and invoices settled. The itemized list of expenses is detailed by component as approved in the budget and by corresponding date.

Third, incomings and outgoings are incorporated on a quarterly basis into CALMECAC's general balance statements where project progress can be monitored. Once a year, all expense information is incorporated into the Institution's general balance statements, including incomings and outgoings of all individual projects, as required by the Tax Administration System – SAT. In addition, when public administration funds are received, a statement of expenses based on invoices issued must be submitted to the account's auditor to monitor project expenditures.

CALMECAC conducts individual audits for each project so as to verify the Institution's accounts against the accounts of the projects' technical activities. This system allows for the evaluation of project outputs and impacts in accordance with costs incurred and the technical reports delivered, which in turn contain their own means of verification such as lists of participants, photographs, equipment acquired, and final consultancy outputs, among others. This also facilitates a cross-checking of internal controls established by the Institution to ensure the adequate use of funds.

Since 2014, CALMECAC, with the support of the CNCG/USAID project, has been implementing an institutional strengthening process with regard to the legal framework, human resources, accounting, purchasing, governance, auditing and sustainability. To this end, it has been using the OCA (Organizational Capacity Assessment) tool, which has been approved by USAID for the effective management of project funds. At present, CALMECAC is considered to be a suitable organization for the implementation of projects.

Projects implemented over the last three years

YEAR 2006:

PROJECT TITLE: Consolidación y fortalecimiento de destino de turismo ecológico Salto de Chilascó en Salamá, Baja Verapaz (*Consolidation and strengthening of the eco-tourism site "Salto de Chilascó" in Salamá, Baja Verapaz*).

LOCATION: San Rafael de Chilascó, Salamá, Baja Verapaz.

DONOR(S): AID, AGEXPORT, Instituto Guatemalteco de Turismo –IGUAT-

PROJECT TITLE: TURISMO INTERNO (DOMESTIC TOURISM)

LOCATION: Republic of Guatemala.

DONOR(S): Instituto Guatemalteca de Turismo –IGUAT-

PROJECT TITLE: Manejo integral del Área Protegidas del Parque Regional Volcán Suchitán (*Integrated management of the Protected Area of Suchitan Volcano Regional Park*)

LOCATION: Jutiapa

DONOR(S): Fondo Nacional para la Conservación - FONACON, Fondo Guatemalteco para el Medio Ambiente – FOGUAMA.

PROJECT TITLE: Manejo del Parque Municipal Semuc Champey (*Management of the Semuc Champey Municipal Park*)

DONOR(S): Canadian Cooperation Agency.

YEAR 2007:

PROJECT TITLE: Programas para el manejo de Microcuenca (*Micro-watershed management programs*)

LOCATION: San Rafael de Chilascó, Salamá, Baja Verapaz.

DURATION: 12 months

DONOR(S): Enel

PROJECT TITLE: Enredémonos por el Corazón Verde (*Getting involved for the Green Heart*)

LOCATION: Verapaces, Quiché and Huehuetenango.

DONOR(S): Centro de Cooperación Internacional para la Preinversión Agrícola –CIPREDA- and Royal Embassy of the Netherlands.

PROJECT TITLE: Propuesta de proyecto manejo de microcuenca y conservación comunitaria en Verapaces (*Project proposal for micro-watershed management and community conservation in Verapaces*)

LOCATION: Verapaces and Ixcán

DONOR(S): Consejo Nacional de Áreas Protegidas –CONAP- and Centro Agronómico Tropical de Investigaciones y Enseñanza (CATIE)

PROJECT TITLE: Manejo del Parque Municipal Semuc Champey (*Management of the Semuc Champey Municipal Park*)

DONOR(S): Municipality of Lanquin

PROJECT TITLE: Parque Ecológico Ciudad Nueva – Cinturón Ecológico Metropolitano (*Ciudad Nueva Ecological Park – Metropolitan Ecological Belt*)

LOCATION: 11 avenida Final, zona 2, Ciudad Nueva

DONOR(S): Spanish Cooperation Agency for Development

PROJECT TITLE: Arbolado Urbano (*Urban Trees*)

LOCATION: Department of Guatemala.

DONOR(S): National Forest Institute (INAB)

PROJECT TITLE: Manejo integral del Área Protegida Parque Regional Volcán Suchitán (*Integrated management of the Protected Area of Suchitan Volcano Regional Park*)

LOCATION: Jutiapa

DONOR(S): Fondo Nacional para la Conservación - FONACON, Fondo Guatemalteco para el Medio Ambiente – FOGUAMA.

YEAR 2008:

PROJECT TITLE: Sigamos Enredémonos por el Corazón Verde (*Let's keep getting involved for the Green Heart*)

LOCATION: Verapaces, Quiché and Huehuetenango.

DONOR(S): Centro de Cooperación Internacional para la Preinversión Agrícola –CIPREDA-, and Royal Embassy for the Netherlands.

PROJECT TITLE: Desarrollo alternativo, participativo y sostenible de la actividad ecoturística en el área Ixil (*Alternative, participatory and sustainable development of eco-tourism activities in the Ixil area*)

LOCATION: Chajul, Nebaj, Costal, Quiché

DONOR(S): Fundación Toriello, Solidaridad Internacional.

PROJECT TITLE: Parque Las Victorias (*Las Victorias Park*)

LOCATION: Cobán.

DONOR(S): INAB.

PROJECT TITLE: Manejo del Parque Municipal Semuc Champey (*Management of the Semuc Champey Municipal Park*)

DONOR(S): Municipality of Lanquin

PROJECT TITLE: Manejo integral del Área Protegida Parque Regional Volcán Suchitán (*Integrated management of the Protected Area of Suchitan Volcano Regional Park*)

LOCATION: Jutiapa

DONOR(S): Fondo Nacional para la Conservación - FONACON, Fondo Guatemalteco para el Medio Ambiente – FOGUAMA.

PROJECT TITLE: Parque Ecológico Ciudad Nueva – Cinturón Ecológico Metropolitano (*Ciudad Nueva Ecological Park – Metropolitan Ecological Belt*)

LOCATION: 11 avenida Final, zona 2, Ciudad Nueva

DONOR(S): Spanish Cooperation Agency for Development

PROJECT TITLE: Conservación de recursos naturales y tenencia de tierra (*Conservation of natural resources and land tenure*)

LOCATION: Republic of Guatemala

DONOR(S): Conservation International.

YEAR 2009:

PROJECT TITLE: Manejo de tierras comunales y desarrollo local (*Management of community lands and local development*)

LOCATION: QUICHÉ

DONATE: Programa para el Desarrollo Rural

PROJECT TITLE: Manejo integral del Área Protegida Parque Regional Volcán Suchitán (*Integrated management of the Protected Area of Suchitan Volcano Regional Park*)

LOCATION: Jutiapa

DONOR(S): Fondo Nacional para la Conservación - FONACON, Fondo Guatemalteco para el Medio Ambiente – FOGUAMA.

PROJECT TITLE: Parque Las Victorias (*Las Victorias Park*)

LOCATION: Cobán.

DONOR(S): INAB and Programa para el Desarrollo Rural.

PROJECT TITLE: Manejo del parque Municipal Semuc Champey (*Management of the Semuc Champey Municipal Park*)

DONOR: Municipality of Lanquin.

PROJECT TITLE: Parque Ecológico Ciudad Nueva – Cinturón Ecológico Metropolitano (*Ciudad Nueva Ecological Park – Metropolitan Ecological Belt*)

LOCATION: 11 avenida Final, zona 2, Ciudad Nueva

DONOR: Agencia de Cooperación Española para el Desarrollo.

2010:

PROJECT TITLE: Fomentando el manejo silvicultural y la protección del *Pinus chiapensis* (*Promoting the silvicultural management and protection of Pinus chiapensis*)

LOCATION: QUICHÉ

DONOR: FONACON

PROJECT TITLE: Manejo y protección de *Pinus chiapensis* en Huehuetenango (*Management and protection of Pinus chiapensis in Huehuetenango*)

LOCATION: Huehuetenango

DONOR: FONACON

PROJECT TITLE: Medidas de mitigación y manejo integrado de cuencas hidrográficas en Ixcán (*Mitigation measures and integrated watershed management in Ixcán*)

LOCATION: Quiché

DONOR: FONACON

2011-2012

PROJECT TITLE: Construcción de ciudadanía y manejo sostenible de los recursos naturales (*Civil responsibility strengthening and sustainable management of natural resources*)

LOCATION: Quiché and Verapaces

DONOR: European Union.

PROJECT TITLE: Construyendo Juventud, una oportunidad para el presente (*Youth strengthening: an opportunity for the present*)

LOCATION: Verapaces

DONOR: USAID – VPP

2013-2014

PROJECT TITLE: Ostua Dry Forest Biological Corridor

LOCATION: Jutiapa

DONOR: FONACON

PROJECT TITLE: CONCG/USAID

LOCATION: Huehuetenango, Quiché, Alta Verapaz and Baja Verapaz

DONOR: USAID

2015

PROJECT TITLE: Ostua Dry Forest Biological Corridor

LOCATION: Jutiapa

DONOR: Biodiversity Service /USA

Infrastructure

The CALMECAC Foundation has infrastructure in all its work regions. It has a central office in Guatemala City and 6 regional offices in Cobán, Salamá, Ixcán, Santa Catarina Mita, Nebaj and Huehuetenango, which are in the care of CAMELCAC under cooperation agreements with local organizations. In addition, CALMECAC has usage rights over the Ciudad Nueva Ecological Park, where it has a kiosk, 3 lookouts, a trail, 2 restrooms and a children's playground.

Budget

CALMECAC's budget is divided into two sections. The international cooperation funds component currently comprises support from: the Royal Embassy of the Netherlands, the Spanish Cooperation Agency, IUCN, ENEL Guatemala, PRORURAL, Conservation International, Ministry of Culture and Sports, National Council for Protected Areas and National Forest Institute. In addition, the establishment of sustainable programs has been promoted, including the environmental education program, the *Enredémonos por el Corazón Verde* inter-institutional network, the volunteers program and the sustainable tourism program. CALMECAC's current annual budget amounts to \$798,000.00.

Personnel

The CALMECAC Foundation has a total of 73 staff members working in different areas. Out of these 73 employees, 27 work on a full-time basis, 5 work on a part-time basis, 7 are consultants and 34 are volunteers. CALMECAC has a multi-disciplinary team made up of architects, industrial engineers, agricultural engineers, forest engineers, lawyers, social workers and biologists. However, it also receives the assistance of community and municipal leaders that support CALMECAC's management to achieve its objectives.

PROFILE OF THE COLLABORATING AGENCY (INAB)

The National Forest Institute (INAB), an autonomous, decentralized government agency with legal capacity, equity capital and administrative independence, is the competent coordinating authority responsible for the public agricultural sector in the forestry field as established by the current forest legislation of Guatemala (1996).

The Institute's main functions are: a) Implement forest policies; b) Promote and encourage forest development in the country through sustainable forest management, reforestation, forest resource based crafts and industry, and watershed protection and development; c) Promote forest research; d) Coordinate the implementation of forest development programmes; and e) Develop programmes and projects aimed at forest conservation.

Its mission is: "To promote and implement national forest policies and facilitate access to technical assistance, technology and forest services for foresters, municipalities, universities, (national and international) investor groups, and other forest sector stakeholders, through the design and promotion of strategies and actions aimed at generating increased economic, ecological and social development in the country".

INAB has expertise in the following areas:

- Incentive-based forest development and promotion.
- Promotion of sustainable forest management.
- Forest protection.
- Administration, regulation and control of the forest sector.
- Forest promotion, training and education.
- Technical and economic forestry information and research.
- Institutional strengthening.
- Improvement of forest production.
- Support to local governments for forest administration.
- Forest extension.
- Forest conservation.
- Geographic information systems.
- National forest inventories.

Infrastructure

INAB's facilities to carry out activities related to tropical forests are located in most of the departments where these forests are found. The Institute has the required technical, administrative and scientific units to carry out its mandate and achieve its objectives. It comprises 9 Regional Directorates, which are distributed as follows:

No.	Region	Department	No. of sub-regions
I	Metropolitana	Guatemala	Nil
II	Las Verapaces	Alta Verapaz and Baja Verapaz	6
III	Nororiente	Chiquimula, El Progreso, Izabal, Zacapa	4
IV	Suroriente	Jutiapa, Jalapa and Santa Rosa	3
V	Centro	Chimaltenango and Sacatepéquez	2
VI	Occidente	Quetzaltenango, San Marcos, Sololá and Totonicapán	4
VII	Noroccidente	Huehuetenango, Quiché	4
VIII	El Petén	Petén	4
IX	Costa Sur	Escuintla, Retalhuleu, Suchitepéquez	4
TOTAL			31

Each of these Regional and Sub-regional Directorates of INAB has offices equipped with furniture, telephone, fax machines and computer equipment. In addition, they have their own budget and vehicles and motorcycles at their disposal. All of these Directorates are staffed with technical, administrative and legal personnel.

Personnel

a)	Experts with post-graduate degrees	25
b)	Experts with university degrees	82
c)	Mid-level technicians	243
d)	Administrative personnel	76

ANNEX 2. TASKS AND RESPONSIBILITIES OF KEY EXPERTS PROVIDED BY THE EXECUTING AGENCY (Co-financed by ITTO and CALMECAC)

PROJECT COORDINATOR

Duration: 36 months

Description of duties:

Responsible for leading and coordinating all activities with the project technical and consultancy team so as to achieve project objectives in an orderly manner.

Outputs

- Coordinate and plan project activities with the technical team so as to achieve outputs as established.
- Establish guidelines for the recruitment of national and/or international consultants for the achievement of specific outputs.
- Coordinate project actions with MARN, MAGA, INAB and CONAP.
- Develop strategic partnerships with key stakeholders at the regional and national levels.
- Prepare project progress and completion reports.
- Share responsibilities with the project administrator and consultants.

Qualifications

- Training in the field of environmental management with a specialization in land-use planning and strategic studies.
- Experience in the indigenous and traditional use of resources and the environment.
- Experience in working with public institutions and with indigenous and rural communities in rural areas.
- Ability for multi-disciplinary work and multitasking.
- Knowledge of the local social reality and area.
- **Should have and be able to apply knowledge on gender issues.**

PROJECT ADMINISTRATOR

Duration: 36 months

Description of duties:

Implement administrative mechanisms for the management and use of project financial resources and coordinate budget execution in accordance with project activities and outputs.

Outputs

- Establish guidelines for the recruitment of national and/or international consultants for the achievement of specific outputs.
- Prepare quarterly financial accounting reports and financial statements.
- Coordinate with the project coordinator for the implementation and funding of activities.

Qualifications

- Training in accounting.
- Training in auditing and administration procedures.
- Training in accounting systems.
- Expertise in cooperation projects.

FOREST SPECIALIST

Duration: 36 months

Description of duties:

Responsible for designing training modules and management plans for the development of good community forest management practices to reduce deforestation and forest degradation.

Outputs

- Training plan for the development of good forest management practices.
- Document on good forestry practices established.
- Sustainable forest management plan document for the conservation of 5000 hectares of forest.

- Establishment of community committees for sustainable forest management.
- Preparation of six-monthly reports on the implementation of the management plan.
- Databases of project beneficiaries.

Qualifications

- Training in forest, agricultural or environmental engineering or related field with specialization in the production and utilization of environmental services.
- Experience in working with public institutions and with indigenous and rural communities in rural areas.
- Ability for multi-disciplinary work and multitasking.
- Knowledge of the local social reality and area.
- Knowledge of the environmental context in Guatemala.
- Ability to work as part of a multi-disciplinary professional team.
- Ability to systematize information and draft technical reports.
- Ability to manage computer hardware and software.
- **Should have and be able to apply knowledge on gender issues.**

FIELD TECHNICIAN

Duration: 36 months

Description of duties:

Responsible for implementing silvicultural and sustainable forest management practices in community forests to reduce deforestation and forest degradation.

Outputs

- Development and logistic arrangement of workshops and/or meetings.
- Logistic arrangements for the development of management plans.
- Reports on each of the good sustainable forestry practices established.
- Official documents on the establishment of community committees for sustainable forest management.
- Reports on the implementation of the management plan for 5000 hectares of forest.
- Databases of project beneficiaries.

Qualifications

- Completion of course curriculum in forest engineering, agricultural engineering or related discipline.
- Experience in mapping and topographic surveys.
- Knowledge of the area and expertise in field work, especially in issues related to the conservation, protection and sustainable management of natural resources.
- Knowledge of the environmental context in Guatemala.
- Ability to work as part of a multi-disciplinary professional team.
- Ability to systematize information and draft technical reports.
- Ability to manage computer hardware and software.
- **Should have and be able to apply knowledge on gender issues.**

SUB-CONTRACT: ESTIMATION OF BASELINE EMISSIONS

Duration: 12 months

Description of duties:

Estimate baseline emissions for the sub-national area of Quiché, Guatemala.

Output

- Estimation of baseline emissions for the sub-national area of Quiché, Guatemala.

Qualifications

- Knowledge of the JNR roadmap.
- Knowledge of VCS standards.
- Knowledge of REDD+ progress in Guatemala.
- Expertise in the development of a REDD reference framework.

SUB-CONTRACT: PDD DESIGN – QUICHÉ, GUATEMALA

Duration: 12 months

Description of duties:

Based on a participatory institutional approach, develop a PDD for the sub-national area of Quiché, Guatemala.

Output

- A PDD for the sub-national area of Quiché, Guatemala, **including forest inventory, analysis of forest dynamics, estimation of carbon sequestration, project structuring and any other elements required for the development of a PDD.**

Qualifications

- Knowledge of the JNR roadmap: Study, propose, agree, decide, implement, evaluate and improve.

- Knowledge of VCS standards.

- Knowledge of REDD+ progress in Guatemala.

- Knowledge of Nested REDD+ Framework.

- Knowledge of methodologies for the quantification of avoided and associated emissions.

- **Should have and be able to apply knowledge on gender issues.**

SUB-CONTRACT: VCS CONSULTANT

Duration: 12 months

Description of duties:

Develop a carbon verification process according to VCS standards.

Output

- Validation and supply of carbon credits.

Qualifications

- Knowledge of the JNR roadmap: Study, propose, agree, decide, implement, evaluate and improve.

- Knowledge of VCS standards.

- Knowledge of REDD+ progress in Guatemala.

- Knowledge of Nested REDD+ Framework.

- Knowledge of validation procedures according to VCS standards.

- **Should have and be able to apply knowledge on gender issues.**

ANNEX 3. Recommendations of the 47th ITTO Expert Panel and respective modifications in tabular form

Recommendations	Actions taken
1. Provide impact indicators for the Development Objective that are to be achieved in the long term;	Impact indicators have been provided for the Development Objective.
2. Reformulate the Specific Objective so as to be more focused on achieving community sustainable forest management, rather than just vaguely referring to capacity building of local communities;	The Specific Objective has been reformulated focusing on sustainable forest management.
3. The ITTA approach mentioned under point 1.2.1 should be further elaborated upon;	The relevance of the project to ITTA objectives has been further elaborated on under item 1.2.1.
4. Children should be incorporated into the stakeholder analysis;	Children have been included as indirect project beneficiaries as part of the families that are direct project beneficiaries.
5. An analysis of land tenure situation should be included in Section 2.1.3 Problem Analysis and also incorporated into land-use change box mentioned in the 2.1.4 Problem Tree;	An analysis of the land tenure situation has been added to both the problem analysis and the problem tree.
6. Reorder the Outputs so as to make the development and implementation of community sustainable forest managements plans the first output, the achievement of sustainable forest best practices as the second, and leave participatory development of a PDD to be contingent to at least partially achieving sustainable forest management and related best practices;	Project outputs have been reordered as follows: (1) forest management plan; (2) good forest practices; and (3) development of PDD.
7. Clearly describe the components of the forest management plans to be developed by the project as required by Guatemalan law, including the potential goods to be produced, and incorporate a proper budget for its development, including the required forest inventory as well as other non-budgeted components;	Forest management procedures, such as the forest inventory, are included in the PDD development process, for which the consultant's terms of reference are also included.
8. Redo both the master budget and those by components so as to follow ITTO format, and make sure items follow the appropriate numbering sequence and all figures are correct throughout the tables;	Budget amounts as well as the sequence of budget items have been revised. In addition, the costs of the development of the management plan mentioned in item 6 have been added.
9. Include gender sensitivity as a requisite in the relevant TORs for personnel; and	Gender issues have been included in the terms of reference of project team members.
10. Include an annex that shows the recommendations of the 47th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.	This annex shows the recommendations and corresponding modifications in tabular form.