

United Nations Development Programme

Country: INDIA

2013 Annual Work Plan

Project Title: Sustainable Land & Ecosystem Management in Shifting Cultivation Areas of Nagaland for Ecological & Livelihood Security

Implementing Partner: Department of Soil and Water Conservation, Government of Nagaland.

PROJECT DESCRIPTION (NOT MORE THAN 1/2 PAGE)

- A. State the specific development challenge or gap that this AWP is addressing:** The key challenge is to address the large-scale land degradation in jhum cultivation areas in three districts of Nagaland. An integrated land use guideline will be prepared at the landscape level/village level to ensure ecological sustainability of land and natural resources. An assessment of the socio-economic priorities of jhum practitioners and the current land holding systems will be conducted through a participatory approach to address barriers in land degradation. Capacity gap assessment at all levels on sustainable land management in jhum areas will be conducted. The AWP will also analyse current gaps in market linkages for organic produce from jhum fields.
- B. Select one or more of the below strategies for addressing the above mentioned challenge/gap and describe in the context of this AWP:**
- X Changes in policies, plans, budgets and legislation through support to national assessment, planning, budgeting, policy making
 - X Changes in the lives of individuals and communities through implementation for inclusive development
- C. List the possible improvements in the capacities of institutions, individuals and systems that will occur as a result of this AWP:** State level policymakers are expected to be better informed about the gaps and limitations in the existing policies that govern shifting agriculture in Nagaland. Communities and officials of line departments at the district and state levels will be trained on sustainable land management in shifting cultivation areas.
- D. List the gender issues in this AWP and specific ways in which they will be addressed:** Women are the key stakeholders as they are engaged in agriculture and marketing of farm produce. Gender related study will be conducted to identify the key needs and issues and assess the impact of the project on women's well-being.
- E. List the South-South cooperation opportunities in this AWP and specific ways in which they will be addressed:** A number of South East Asian countries are engaged in shifting cultivation. An exchange visit will be conducted to one of these countries to encourage crossfertilisation amongst officials and policymakers on sustainable practices of shifting cultivation.

Programme Period:	2013-2017
Key Result Area (Strategic Plan):	Environment and sustainable development
Atlas Project ID:	00070449
Atlas Output ID	00057120 (PIMS 4073)
Start date:	1 July 2009
End Date	31 Dec 2014
PAC Meeting Date	7 November 2008
Implementation modality	National implementation

2013 AWP budget:	595,236
MULTI YEAR INDICATIVE Budget (GEF):	3,600,000
<ul style="list-style-type: none"> • Regular Nil • Other: <ul style="list-style-type: none"> ○ Donor _____ ○ Government _____ 	
In-kind Contributions (GEF)	21,600,000
Total:	25,200,000

Project budget	Exp. 2009	Exp. 2010	Exp. 2011	Exp. 2012	Budget 2013	Budget 2014
3,600,000	37,115.28	731414.46	1,256,129	660,000*	595,236	320,105

*provisional

Agreed by (Implementing Partner):

R. Nangmi Jamir
Director & NPD, GEF UNDP
Dept. of Soil & Water Conservation
Kohima : Nagaland

Agreed by UNDP:

Caitlin Wiesen
Caitlin Wiesen
UNDP Country Director

11 MARCH 2013

I. ANNUAL WORK PLAN

Year: 2013

Annual OUTPUTS	PLANNED ACTIVITIES	Month of completion	RESPONSIBLE PARTY	PLANNED BUDGET		
				Funding Source	Amount	Budget code
				<p>Key area of UNDP strategic Plan: Environment and sustainable development</p> <p>UNDAF / CPAP OUTCOME: Government, industry and other relevant stakeholders actively promote environmental sustainability and enhanced resilience of communities in the face of challenges of climate change, disaster risk and natural resource depletion.</p> <p>CPAP OUTCOME Indicators: Number of government schemes and missions which incorporate climate resilience measures</p> <p>CONTRIBUTING TO CPAP OUTPUT: Sustainable management of biodiversity and land resources is enhanced</p> <p>CONTRIBUTING TO CPAP 5 year target: making management of natural resources more sustainable with the use of community-based approaches</p>		
<p>Outcome 1: The Policy, regulatory and institutional environment supports the integration of sustainable land management practises on Jhum lands.</p>	<p>North East Regional Workshop on Policy and Regulatory Mechanisms for Jhum systems.</p>	<p>August</p>	<p>UNDP and Soil and Water Conservation Department</p>	<p>GEF</p>	<p>20,000</p>	<p>74525</p>
	<p>Preparation of model land use plan on shifting cultivation</p>	<p>April-Sept</p>	<p>UNDP & SWC department</p>	<p>GEF</p>	<p>7000</p>	<p>74525</p>
	<p>Socio-economic impact and participatory research studies of natural resource management in project districts</p>	<p>April-Sept</p>	<p>UNDP & SWC department</p>	<p>GEF</p>	<p>7000</p>	<p>72100</p>
	<p>Total of Outcome 1:</p>					

<u>Soil and water conservation measures</u>		Jan-June	S&WC Dept.	GEF	52,800
Output 2: Options for improving the sustainability of jhum agro-forestry systems are developed and demonstrated in selected project sites.	Contour bunds (600 hac in compact area and individual lands)	Jan-June	S&WC Dept.	GEF	79,200
	Land Terracing (320 hac in compact area and also individual lands)	Jan-April	S&WC Dept	GEF	40,236
	Fallow management of jhum lands	Jan-June	S&WC Dept	GEF	75,000
	Water harvesting ponds/structures	Jan-Dec	S&WC Dept	GEF	16,000
	Beekeeping (30 units)				
Total of Outcome 2:					
Output 3: Enhance capacity of stakeholders to replicate the project's experiences in other parts of Nagaland, as well as in other States of India, where shifting cultivation agro-forestry systems are prevalent.	Develop replication plan for 3 other districts in Nagaland	July-Dec	UNDP	GEF	10,000
	Exposure and training on Integrated Farm Development to farmers and other stakeholders outside project sites	May-Dec	UNDP	GEF	35,000
	Study to assess market linkages of organic produce from jhum farms	Aug-Dec	UNDP	GEF	12,000
	Workshop and meetings, state level consultations	March-Dec	UNDP	GEF	13,000
	Official and staff training and exposure	April-Sept	UNDP	GEF	63,000
					74505
					75000

visit								
Outreach, communication materials and dissemination	Sept-Dec	UNDP	GEF	17,000				72300
Lectures series and training of officials and stakeholders on Sustainable Land and Ecosystem Management (SLEM)	May-Dec	UNDP	GEF	18,000				72100
Miscellaneous Expenses (signages, hoardings, etc for project sites)	July-Dec	UNDP	GEF	5,000				71300
Total of Outcome 3:				173,000				
Target 4: Project Monitoring Cost								
Travels	Jan-Dec	UNDP	GEF	13,000				71600
Office maintenance expenses for four district offices	Jan-Dec	UNDP	GEF	8,000				74500
Total of Outcome 4:				21,000				
TOTAL IN USD								
Project staff salaries and project management expenses		UNDP	GEF	85,000				
Annual Audit, Evaluations, Micro assessment costs		UNDP	GEF	19,000				
AWP TOTAL IN USD				595,236				

II. MANAGEMENT ARRANGEMENT:

The project will be implemented by the Department of Soil and Water Conservation of Nagaland in three districts of Nagaland - Mokokchung, Mon and Wokha. The SWC Department and UNDP will be responsible for carrying out the project activities and result achievement on the ground. Under the guidance Project Steering Committee, the responsible parties will undertake project activities on the ground. Under the guidance of the Project Director, the Project Management Unit, based in Kohima is responsible for preparation of annual and quarterly plans, budgets, physical and financial progress reports etc.

The other management arrangements will remain same as specified in approved project document except with the following changes: The Outcome Boards will meet twice a year. The review and recommendations of the Outcome Board will feed into the Country Programme Management Board (CPMB) annual strategic review meeting. Oversight of project level activities will be provided by the Project Steering Committee (PSC) which will be responsible for approving the budgeted Annual Work Plans and providing overall guidance and oversight. The PSC will meet at least once a year although efforts will be made to convene quarterly meetings to ensure regular follow-up. The PSC will delegate day to day management of the AWWPs and related decisions to a working group comprising UNDP, Implementing Partner and other stakeholders, as appropriate.

The Project follows National Implementation modality. At the request of the Government of Nagaland, UNDP will directly release funds to the bank account created for the implementation of this project (bank details given below). The Government of Nagaland (GoN) will account for funds received from UNDP. The request from GoN will come through the standard Fund Authorization and Certificate of Expenditures (FACE) Report duly signed by the Project Director or person assigned/delegated by GoN. No funds shall be released by UNDP without prior submission of a duly filled and signed FACE report. Unspent funds from the approved AWWPs will be reviewed in the early part of the last quarter of the calendar year and funds reallocated accordingly. Only after 80% of last advance and 100% of all the previous advances are spent will the next advance be released. Separate books of account shall also be maintained in order to ensure accurate reporting of expenditure and providing a clear audit trail. Any interest accrued on the project funds during the project cycle will be ploughed back into the project in consultation with GoN and UNDP and project budgets will stand revised to this extent. If there is no scope for ploughing back the interest will be refunded to UNDP and project budget revised accordingly.

Bank Name : State Bank of India

A/C No : 30877874105

BranchName : Lerie Branch, Kohima

IFSC code : SBIN 0008306

Account Name : Director, Soil and Water Conservation Department, Nagaland

III. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

- A. **MONTHLY PROGRESS REPORT:** The Implementing Partner, in consultation with the project team, will provide brief monthly updates on progress against planned activities and budgets. These monthly reports will be provided in the format provided at **Annex 1**. These monthly reports will be consolidated, as required, by UNDP's quality assurance team for progress review meetings.
- B. **ONE TIME RISK LOG:** Based on the initial risk analysis, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation. This will be completed by UNDP project assurance team in consultation with the implementing partner. Use the standard Risk Log template
- C. **QUARTERLY FINANCIAL REPORT:** The Implementing Partner (IP) will make use of the Funding Authorization and Certificate of Expenditures (FACE) to request for advances and report on expenditures made on a quarterly basis, or more frequently if agreed. The implementing partner must submit the FACE at the end of each quarter, within the first 10 days of the following quarter. Together with the FACE, the project has to send a copy of the bank statement as up to the date of the end of the period reported and the itemized cost estimates of the activities to be funded. The FACE form has to be certified by the designated official from the IP.
- D. The terminal **EVALUATION** of the project will take place in the last quarter of 2014. The evaluation will follow the GEF guidelines for terminal evaluation of GEF financed projects.
- E. **ANNUAL REVIEW REPORT:** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. The reporting format at **Annex 2** will be used to provide brief description of results achieved in the year against pre-defined annual targets.
- F. **ANNUAL PROJECT REVIEW.** For GEF financed projects, a Project Implementation Review Report (PIR) is prepared every year during July-August. The PIR is prepared in consultation with the Project Team and submitted to the GEF Headquarters through the Regional Technical Advisor in Bangkok.

IV. ANNEXES

Annex 1 – Monthly progress report format

Project Title					
Implementing Partner					
Month/Year					
Annual Outputs	Planned activities	Month of completion	Responsible party	Budget	Monitoring framework
				Amount	Cumulative Expenditures
				Progress towards meeting AWP annual outputs	

Annual Outputs	Allocated budget	Total Approximate Expenditure (Till Dec'13)	Proposed Budget for 2014	Progress on planned outputs and key successes
1: The Policy, regulatory and institutional environment supports the integration of sustainable land management practises on Jhum lands.	700,000	706,276	15,105	<ul style="list-style-type: none"> - Revisiting existing policies such as Nagaland Jhumland Act, Nagaland Forest Act, etc, to give equal importance to customary and traditional rights as well as socio-economic needs of jhum practicing families. - Consultations among key policymakers in Nagaland and other jhum cultivation practicing states on adoption of legislation that is more conducive to jhum cultivation
2: Options for improving the sustainability of jhum agro-forestry systems are developed and demonstrated in selected project sites.	1,750,000	1,754,563	-	<ul style="list-style-type: none"> - Integrated farming development models demonstrated and upscaled for replication and linkages with line departments. - Completion of ongoing soil and water conservation measures, incl. contour bunding, terracing, etc.,
3: Enhance capacity of stakeholders to replicate the project's experiences in other parts of Nagaland, as well as in other States of India, where shifting cultivation agro-forestry systems are prevalent	800,000	219,250	160,000	<ul style="list-style-type: none"> - Approved replication plan shared with other districts and relevant state committees, esp. the agricultural produce commission. - Sharing of lessons through consultations, workshops, etc., - Business plan for promotion of organic produce from jhum farms shared and implemented in select sites.
Project Management cost	350,000	599,806	145,000	Salaries, travel, audit, etc.,
	USD 3,600,000	USD 3,279,895	USD 320,105	

Annex 5 - Guidance checklists

FREQUENTLY ASKED QUESTIONS ON PROGRAMME AND PROJECT MANAGEMENT (PPM) – includes gender and capacity development

<https://intranet.undp.org/global/bopp/ppm/Pages/FAQs-on-PPM.aspx?#Toc316481178>

CHECKLIST FOR REVIEW OF PROJECT DOCUMENTS – includes gender

<https://intranet.undp.org/global/documents/ppm/Checklist%20for%20Review%20of%20Project%20Documents.doc>

ENVIRONMENTAL AND SOCIAL SCREENING PROCEDURE FOR UNDP PROJECTS

https://intranet.undp.org/global/documents/ppm/ESSP_Guidance_19Mar12_English.docx

PROGRAMME DESIGN QUESTIONS FOR SCALING UP

[http://intra.undp.org.in/PIM1/NEW%20AWP%202013%20and%20PRODOC%20\(CPAP%20-%202013-17\)/Programme%20Design%20Questions%20for%20Scaling-Up.pdf](http://intra.undp.org.in/PIM1/NEW%20AWP%202013%20and%20PRODOC%20(CPAP%20-%202013-17)/Programme%20Design%20Questions%20for%20Scaling-Up.pdf)

PRINCIPLES UNDERLYING THE IDEA OF HUMAN DEVELOPMENT

<http://www.in.undp.org/content/dam/india/docs/principles-underlying-the-idea-of-human-development.pdf>