**Project Title:** INTEGRATED LAND AND ECOSYSTEM MANAGEMENT TO COMBAT LAND DEGRADATION AND DEFORESTATION IN MADHYA PRADESH

**Implementing Partner:** Madhya Pradesh Forest Department, Government of Madhya Pradesh

**UNDP Strategic Plan Outcome:** Stronger democratic governance to meet citizen expectations

**UNDP Strategic Plan Output(s):** Conservation, sustainable use, access & benefit share of natural resources, biodiversity & ecosystems

**UNDAF / CPAP Outcome:** Democratic governance

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PROJECT DESCRIPTION (NOT MORE THAN 1/2 PAGE)

A. **State the specific development challenge or gap that this AWP is addressing:** This AWP aims to work in five districts of Madhya Pradesh to address land degradation caused by expanding agriculture, forest degradation and uncontrolled grazing. These regions have fragile ecosystems combined with high poverty rates among tribal communities dependent on forests for livelihoods. Joint Forest Management Committees (JFMCs) have been formed in these villages to promote sustainable community based forest management. However, capacities of the communities need to be strengthened to enable them to plan and implement initiatives for improved forest management. The project is also working to leverage national and state level programs on watershed, agriculture and enterprise development to support sustainable livelihoods of communities in project areas. Further, a policy dialogue has been initiated with the government for amendments in existing policy mechanisms to provide households with enhanced financial, social and livelihood benefits from bamboo resources, either through a government resolution or the Forest Rights Act.

B. **Select one or more of the below strategies for addressing the above mentioned challenge/gap and describe in the context of this AWP:**
   ✓ Changes in attitudes and access to decision making through awareness raising, brokering, convening
   ✓ Changes in policies, plans, budgets & legislation through support to national assessment, planning, budgeting, policy making
   ✓ 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.** (a) Orientation and sensitization of forest staff, including forest guards/rangers and senior officials; (b) Capacities of JFMCs strengthened for better management of natural resources by training select community members on forestry, livelihoods, conflict resolution and skill development; (c) Enhanced community skills for improved livelihoods through agriculture, fisheries and small enterprises; (d) Improved awareness regarding bamboo area regeneration strategies among government agencies and NGOs.

D. **List the gender issues in this AWP and specific ways in which they will be addressed.** (a) Capacity building of women's groups at the community level on income generation through promotion of small enterprises based on available bio-resources. The Community Needs Assessment studies and preparation of viable business plans currently being developed will focus on the role of women in small and medium scale enterprise development; (b) Women will be selected as community master trainers and will undergo skill training on natural resource management so that the same can be shared with other community members; (c) Participation of both men and women will be ensured in livelihood-related training programs to provide equitable access to knowledge and skills imparted through the project

E. **List the South-South cooperation opportunities in this AWP and specific ways in which they will be addressed.** Documentation of impacts of project initiatives will be useful for similar initiatives to be undertaken in other countries having similar economic and socio-economic contexts.

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| | |
|---|---|
| Atlas Project ID: | 00070765 |
| Atlas Output ID: | 00057324 |
| Local PAC meeting date: | November 2008 |
| Start date: | 2010 |
| End Date: | 2015 |
| Implementation modality: | National Implementation |

| 2014 AWP budget: | USD | **989,780** |
|---|---|---|
| - Regular: | USD | |
| - GEF: | USD | 989,780 |
| - Donor: | USD | |
| - Government: | USD | |
| - In-kind Contributions (GEF): | | |

**Project Expenditure**

| Total Project Budget | Exp 2011 | Exp 2012 | Exp 2013 | Budget 2014 | |
|---|---|---|---|---|---|
| 5,760,000 | 1,357,738 | 1,520,757 | 1,167,197 | 989,780 | |

Agreed by (Implementing Partner): Chief Conservator of Forests
M.P. Community Forest Management Project
Madhya Pradesh, Bhopal                14/05/2014

Agreed by UNDP: Alexandra Solovieva
UNDP Deputy County Director

## I. ANNUAL WORK PLAN - YEAR: 2014

| ANNUAL OUTPUTS 2014 | PLANNED ACTIVITIES | MONTH OF COMPLETION | RESPONSIBLE PARTY | PLANNED BUDGET | | | Comments |
|---|---|---|---|---|---|---|---|
| | | | | Funding Source | Budget Description | Amount (USD) | |
| Output 1 Creation of an enabling environment for climate-resilient sustainable land and ecosystem management | Training Needs Assessment Study of JFMC members | June | MP Forest Department | GEF | 71200 | 13,358 | |
| | Training of JFMC members | December | MP Forest Department | GEF | 71200 | 30,055 | |
| | | | | **Output 1 Total** | | **43,413** | |
| Output 2 Community-driven, climate-resilient approaches for sustainable land and ecosystem management the demonstrated in micro-catchments | Rehabilitation of degraded Bamboo (789 households*Rs.3500*12) | December | MP Forest Department | GEF | 71300 | 553,314 | |
| | SME Business Plan Development (9 Business plans operational through Forest Department, 9 through agencies) | December | MP Forest Department | GEF | 71300 | 185,340 | |
| | Energy Plantation | September | MP Forest Department | GEF | 71300 | 28,051 | |
| | Fodder plantation | September | MP Forest Department | GEF | 71300 | 18,033 | |
| | Home Garden Development | November | MP Forest Department | GEF | 71300 | 18,033 | |
| | Agriculture/Animal Husbandry | December | MP Forest Department | GEF | 71300 | 18,033 | |
| | | | | **Output 2 Total** | | **820,804** | |
| Output 3 Capacities for adaptive management, learning and replication of project lessons are | Learning dissemination workshops including field exposure visits to project areas | March | MP Forest Department | GEF | 74500 | 3,339 | |
| | Project Impact studies | November | MP Forest | GEF | 72100 | 8,015 | |

| developed | | | | |
|---|---|---|---|---|
| | | Department | | |
| Best practices documents | November | MP Forest Department | GEF | 72100 | 8,015 |
| Mid-Term Review | March | UNDP | GEF | 71200 | 23,376 |
| | | | Output 3 Total | | 42,745 |
| TOTAL IN USD | | Project staff salaries (71400) and project management expenses (74500) | | | 67,212 |
| | | Annual audit, evaluations, micro assessment costs and others | | | 15,606 |
| | | AWP TOTAL IN USD | | | 989,780 |

## II. MANAGEMENT ARRANGEMENTS

The project will be implemented by the Madhya Pradesh Forest Department, Government of Madhya Pradesh in five districts – Betul, Chhindwara, Sidhi, Singrauli and Umaria in nine Forest Divisions. The MP Forest Department and UNDP will be responsible for carrying out the project activities and result achievement on the ground. Under the guidance of the 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 Bhopal is responsible for preparation of annual and quarterly plans, budgets, physical and financial progress reports, etc.

The other management arrangements will remain the same as specified in the approved project document. 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 to ensure regular follow-up of progress and decisions taken.

## FUND FLOW ARRANGEMENTS AND FINANCIAL MANAGEMENT

The Project follows National Implementation modality. At the request of the Government of Madhya Pradesh, UNDP will release funds to the bank account created for the implementation of this project (bank details given below). The Government of Madhya Pradesh (GoMP) will account for funds received from UNDP. The request from GoMP will come through the standard Fund Authorization and Certificate of Expenditures (FACE) report duly signed by the Project Director or person assigned/delegated by GoMP. No funds shall be released by UNDP without prior submission of a duly filled and signed FACE report. Unspent funds from the approved AWPs will be reviewed in early part of the last quarter of the calendar year and funds reallocated accordingly. Only after 80% of the last advance and 100% of all the previous advances are spent will the next advance be released. Separate books of accounts 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 GoMP 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  : Personal Deposit Account, Treasury, GoMP

A/C No.   : PD A/c No. 35 & 33

Branch Name  : ----

IFSC Code   : ----

Account Name : Project Director, UNDP-GEF Project, Satpura Bhawan (Upper Basement), Bhopal – 462004, Madhya Pradesh

**The payment modality will be through cheque as requested in the past by the Implementing Partner.**

The Implementing Partner may request UNDP to provide support services for project implementation. These services may include procurement, recruitment, purchase of goods and services, and organization of training activities and workshops. UNDP recruitment and procurement rules and regulations will apply for the services provided. All direct costs which are attributable to the provision of these services (direct project costs) will be charged to the project in accordance with the policies decided by UNDP's Executive Board.

Audit: In support of fiduciary good practice and to facilitate scheduled and special audits, each Implementing Partner receiving funds from UNDP will provide UNDP or its representative with timely access to: a) all financial records which establish the transactional records of the funds provided by UNDP; and b) all relevant documentation and personnel associated with

the functioning of the Implementing Partners' internal control structure through which the funds have passed. The findings of each audit will be reported to the Implementing Partner, DEA and UNDP. As part of the process, each Implementing Partner will: a) receive and review the audit report issued by the auditors; b) provide timely statements of the acceptance or rejection of any audit recommendation to the UNDP that provided the funds; c) undertake timely actions to address the accepted audit recommendations; and d) report on the actions taken to implement accepted recommendations to the UNDP on a quarterly basis.

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 teams, will provide brief monthly updates on progress against planned activities and budgets. 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.   **PROJECT EVALUATION:** The Mid Term Evaluation of the project was undertaken in the end of 2013. The Final Evaluation of the project will be undertaken in the last quarter of the year 2015 to study impact and sustainability of results.

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 in Annex 2 will used to provide brief description of results achieved in the year against pre-defined annual targets.

F.   **ANNUAL PROJECT REVIEW.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

IV.     LEGAL CONTEXT

'The Implementing Partner shall:

a)   put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;

b)   assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary.  Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner's obligations under this Project Document.

The Implementing Partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document.'

## V. 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 | |
| 1 | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 2 | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 3 | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL IN USD | | | | | | | |

6

Annex 2 – Annual progress report format

| Year | Annual Outputs | Allocated budget | Total expenditure | Progress towards meeting AWP annual outputs |
|---|---|---|---|---|
| | 1 | | | |
| | 2 | | | |
| | 3 | | | |
| | TOTAL IN USD | | | |
| | Policy results and any additional results achieved | | | |
| | Lessons learned, project shortcomings and solutions | | | |
| | Follow-up actions | | | |

Annex 3 - Agreements: as applicable, any additional agreements, such as cost-sharing agreements, project cooperation agreements signed with NGOs (where the NGO is designated as the implementing partner) should be attached.

Annex 4 - Capacity Assessment: as applicable, results of capacity assessments of Implementing Partner (including HACT Micro Assessment)

Annex 5 - Guidance Checklists

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

https://intranet.undp.org/global/popp/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%20Scailing-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

# CRITICAL RESULTS PATH 2014

Integrated Land and Ecosystem Management to Combat Land Degradation & Deforestation In Madhya Pradesh

| | |
|---|---|
| Name of Project | |
| Name of Programme Officer | Suneel Padale |
| Name of Implementing Partner | Forest Department, Government of Madhya Pradesh |
| Total Budget | $57,60,000 |

| | 2013 | 2014 | 2015 |
|---|---|---|---|
| | $11,67,197 | $9,89,780 | $4,09,066 |

| Maximum of 5 Most CRITICAL activities | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | 2015 Follow up |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **2014 Output 1** *Annual Output : State-level policies on forest management adopt benefit sharing mechanisms for forest communities directly engaged in forest regeneration, based on project lessons* *( Prodoc Outcome Statement: Creation of an enabling environment for climate-resilient sustainable land and ecosystem management)* | | | | | | | | | | | | | |
| Madhya Pradesh State Government proposes amendment to the Joint Forest Management Resolution clause on harvesting of bamboo to assure full bamboo harvest rights for households engaged in conservation and management of degraded bamboo forests | PMU submits a policy note to the IFM Wing of the State Forest Department through the Principal Chief Conservator of Forests, Madhya Pradesh for onward sharing with the State Government | | PMU submits a note on harvesting of bamboo from project areas to the Production Wing of the Forest Department to ensure benefit sharing from harvesting/sale proceeds among beneficiary families. | | PMU initiates documentation of RDBF impacts in and around degraded bamboo forest areas. | PMU develops a manual based on learning emerging from project initiatives on rehabilitation of degraded bamboo forest areas. | PMU shares the draft manual with senior authorities on the Forest Department for finalization. | PMU conducts meetings with top Forest Dept. leadership and Working Plan Units to discuss ways in which project strategy could be incorporated into Working Plans | PMU follows up with Working Plan units for incorporation of project strategy in other Forest Divisions | PMU shares project lesson documents with top Forest Department leadership and Working Plan Units across the state | Forest Department incorporates project strategy in Working Plans/Joint Forest Mgt. microplans in atleast 10 Divisions across the state | | PMU follows up with senior Forest Department leadership for possible ways to replicate the RDBF model further in the state |
| Consultants complete study on Training Needs Assessment (TNA) of Joint Forest Management Committee (JFMC) members | | | PMU finalizes TNA reports and submits reports to the Review Committee for appraisal | Project Review Committee approves the TNA reports | | Project Steering Committee approves an appropriate government agency for imparting the CB/Training of 2000 JFMC members | | | | | | Community to Community training programmes will be initiated tin ensure sustainability of the Capacity Building process. |

**For ROAR 2014? Say yes or no**

*Yes; Madhya Pradesh State Government agrees to amend the Joint Forest Management Resolution clause to assure full bamboo harvest rights for households.*

| Activity / Output | Milestones / Actions | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Indian Institute of Forest Management (IIFM) provides training on improved forest management practices to 500 JFMC leaders and frontline Forest Department staff in five project districts. | Indian Institute of Forest Management, Bhopal submits technical and financial proposals towards imparting the training. | The proposal submitted by IIFM is approved by the Project steering Committee for implementation. | Training is initiated by IIFM as per the PSC decision. | Training of 500 JFMC leaders and Forest Department staff is completed. | PMU reviews design and impacts of 2014 training programs. IIFM provides training to 1500 JFMC leaders and Forest Department staff. | | | |
| **2014 Output 2**
Annual Outputs: a) 18 community-owned, small enterprises based on processing of Non Timber Forest Produce b) 789 households rehabilitate and manage 14,500 hectares of degraded bamboo forests (Prodoc Outcome Statement: Community-driven, climate-resilient approaches for sustainable land and ecosystem management are demonstrated in micro-catchments) | | | | | | | | |
| PMU reviews, revises and approves 45 Bio-resource based Business Plans | PMU finalizes Business Plans. | PMU submits finalized Business Plans to Review Committee for approval. | Review Committee for approves Business Plans | Consultants provide training to 100 JFMC members on community-led Small and Micro Enterprise | PMU reviews training programs conducted by SME consultants and releases payment as per ToR. | | | |
| PMU operationalizes Business Plans to form 18 micro-enterprises | PMU identifies 18 Business Plans for operationalization in consultation with DFOs | PMU transfers funds for Business plans to implementing Agencies | Forest Divisions & Consultant Agencies intiate completion of the JFMC training on small and micro-enterprise | implementation of Business Plans in project villages | PMU visits Forest Divisions and reviews progress of Business Plans being implemented | PMU and Consultant agencies provides technical hand-holding support to Forest Divisions | | |
| PMU supports 789 families for rehabilitation of degraded bamboo forest areas under the project in nine Forest Divisions | | | | | | Forest Divisions plan and execute specific bamboo harvesting from project areas. | Location specific arrangements for benefit sharing are documented by Forest Divisions | Forest Divisions conduct assessments to identify lessons emerging from benefit sharing done in the previous year. | *Yes; Area covered by household-based bamboo conservation model, from project report* |

**2014 Output 3**

*Annual Outputs : a) Project lessons on community based co-management of Degraded bamboo Forests documented and developed in case studies / communication materials for dissemination at the state and the country level.*

*B) Engaging short term interns/experts to document the ecological/social and economic impact and its assesment for developing a replication strategy module on NRM issues acomplished through the project.*
*(Prodoc Outcome Statement: Capacities for adaptive management, learning and replication of project lessons are developed)*

For ROAR 2014? Say yes or no

| Activity | Milestone 1 | Milestone 2 | Milestone 3 | Milestone 4 | Outcome / Follow-up |
|---|---|---|---|---|---|
| Forest Divisions ensure protection of energy plantations completed in previous years through the project | Forest Divisions maintain energy plantation sites and complete protection measures along with concerned JFMCs. | Forest Divisions complete assessment of casualty replacement required in energy plantations of the project | Forest Divisions complete casualty replacement in energy plantations done in previous years | | Forest Divisions review status of energy plantations and develop management plans along with JFM Committees |
| Forest Divisions ensure protection of fodder plantations completed in previous years through the project | Forest Divisions maintain fodder plantation sites and complete protection measures along with concerned JFMCs | Forest Divisions complete assessment of casualty replacement required in fodder plantations of the project | Forest Divisions complete casualty replacement in fodder plantations done in previous years | | Forest Divisions review status of fodder plantations and develop management plans along with JFM Committees |
| PMU disseminates project lessons through conduct of field visits of Forest Department officials to project areas | PMU finalizes field visit schedule and locations in discussion with officials to project areas | PMU conducts field visits of senior Forest Department officials to project areas | The PMU recruits experts/interns to document good project practices | The consultants submit draft reports to the PMU | UNDP and the PMU disseminate project learning |
| PMU develops communication material for dissemination of project lessons | | The PMU in consultation with UNDP, develops an Action Plan after incorporation of inputs from all stakeholders | | The PMU finalizes and publishes the documents | UNDP and PMU disseminate project learning |
| Complete Mid Term Review (MTR) of the project | The PMU organizes a stakeholder workshop in Bhopal to discuss review findings | Consultants finalize the MTR Report after developing an incorporation of all inputs for MTR recommendations | | | UNDP and the PMU followup on implementation of the review recommendations |