

Forest Carbon Partnership Facility (FCPF) Readiness Mechanism

Review and Assessment of Readiness Preparation Proposals (R-PPs)

DRAFT - January 10, 2011

This Program Document updates Program Document FMT 2009-1-Rev.4, proposing a review and assessment process for Readiness Preparation Proposals (R-PPs) submitted by REDD Country Participants to the Participants Committee. It incorporates discussion by the Participants Committee at its PC4 meeting in October, 2009, and the November 18, 2009 email from the FCPF FMT to the PC summarizing: a) an ad hoc Technical Advisory Panel (TAP) selection process; b) revisions to the proposed R-PP TAP review process; and c) the proposed role PC representatives would play in review and assessment process of R-PPs.

The FMT is provisionally operating under this draft process until a process is approved by the PC. (The companion Program Document FMT 2009-2 provides a draft description of the R-PP review process, and Terms of Reference for Technical Advisory Panel experts selected to review R-PPs and provide technical assistance. Note that Resolution PC3/2009/1 confirmed the role of the PC in the reviewing and assessing R-PPs.)

Objectives of a Readiness Preparation Proposal

1. The purpose of the Readiness Preparation Proposal (R-PP) is to build and elaborate on the previous Readiness Plan Idea Note (R-PIN) or a country's relevant comparable work, to assist a country in laying out and organizing the steps needed to achieve 'Readiness' to undertake activities to *"reducing emissions from deforestation; reducing emissions from forest degradation; conservation of forest carbon stocks; sustainable management of forest; enhancement of forest carbon stocks."* (REDD-plus) in the specific country context. The R-PP should help a country to identify and put in place, over the medium term, core components of REDD-plus readiness, namely: (i) an assessment of the situation with respect to deforestation, forest degradation, and relevant governance issues; (ii) a reference scenario (a scenario of forest cover change and greenhouse gas emissions over time); (iii) a new or refined strategy for REDD-plus (a set of actions to reduce deforestation and/or forest degradation); and (iv) a monitoring system for measurable, reportable and verifiable (MRV) emissions and removals of greenhouse gases, and multiple benefits, other impacts and governance over time.
2. The R-PP provides a framework for a country to present the following: (i) an early diagnosis of its deforestation and forest degradation problems; (ii) preliminary ideas for addressing these issues and for establishing a reference level and designing a monitoring system; (iii) a plan for how to organize and consult on the core components of REDD-plus readiness; and (iv) a proposal for how to fund those efforts. The document is therefore a 'proposal' of actions envisaged to be undertaken and issues that a REDD country would address in order to become ready for implementing REDD-plus, rather than an actionable plan, hence the replacement of the "R-Plan" designation with "R-PP."
3. The FCPF expects the R-PP formulation phase to be a significant, inclusive, forward-looking and coordinated effort to consult relevant parties in the country about their ideas and concerns regarding REDD-plus.

4. The FCPF does not expect that the activities identified in the R-PP would actually occur at the R-PP stage, although countries may decide to begin pilot activities for which they have capacity and stakeholder support. Instead, the R-PP will generally consist of a summary of the current policy and governance context, what study and other preparatory activities would occur under each major R-PP component, how they would be undertaken in the Readiness Preparation phase when the analytical work contained in the R-PP is carried out, and then a ToR or work plan for each component.
5. This process should produce a single proposal for REDD-plus readiness in a country, integrating the variety of analytic and preparatory work and funding sources. The R-PP should also identify data, knowledge and capacity gaps and the means to fill them. The R-PP should clearly identify activities for which FCPF funding is requested, in the context of the broader R-PP activities and budget for a country, including requests to other donors.
6. The R-PP final product is essentially an integrated document using the FCPF *R-PP Template for Submission* that summarizes how and in what timeframe a country would address each REDD-plus Readiness component, and the companion ToR or work plans for the various components.³

R-PP Formulation

7. To formulate its R-PP using the FCPF template, a REDD Country Participant may seek technical assistance (e.g., design of consultations or a national carbon registry, or identification of potential biodiversity monitoring methods) from domestic or other experts. The FMT and Bank task teams will review requests from countries for technical assistance, and share information and provide assistance as feasible, for example through joint country visits with donors.
8. The FMT will make available any draft and final guidelines or resource documents that are developed on various aspects of the R-PP, as they become available. A draft guideline on the consultation process, for example, is available on the FCPF website, and several other guidelines are presented in annexes to the revised R-PP template version 5 on the FCPF website.
9. The REDD Country Participant submits its completed R-PP in English to the FMT⁴, which then follows the review schedule below or as amended by the PC.
10. The FMT will convene a small ad hoc Technical Advisory Panel from its Roster of Experts to develop a resource document on considerations for development of an R-PP, based on experience in reviewing the early country R-PPs. Such a resource document will be made available on the FCPF website to assist countries in their efforts to begin or finalize an R-PP.

³ The *R-PP Template for Submission* is available from the FCPF website homepage at www.forestcarbonpartnership.org (under Templates and guidelines).

⁴ A REDD Country Participant may submit its R-PP in French or Spanish, and request the FMT to order an English translation. However, additional lead times then must be built into the timeline to allow for translation into English and review of the translation by the REDD Country Participant. The FMT or the Bank would not endorse any responsibility for the quality of this courtesy translation. Generally countries will find it faster and less costly to them to produce their own English versions of the R-PP.

R-PP Review

11. The FMT checks the R-PP for completeness and content. In consultation with the submitting country, the FMT determines whether the R-PP is in full draft or final version and is ready to be forwarded to the Technical Advisory Panel (TAP) for R-PP independent external review.

12. Selection of ad hoc TAP country teams is performed by the FMT, using TAP experts with previous experience reviewing R-PPs for FCPF, the Roster of Experts, country nominations, and other sources of candidates. A country or others may provide nominations to the Roster of Experts, which is a living document. A country whose R-PP is being reviewed may suggest names of experts to serve as country expert reviewers of that country's R-PP or other R-PPs or for general technical assistance work. The FMT will consider a country's nomination, ascertain that the nominated experts have not been involved in the writing of the R-PP, and may select one or possibly two country experts nominated by the country being reviewed as part of the 6-10 members of a typical TAP R-PP country review team (which generally will include about three experts in total with significant country expertise, including one indigenous people expert).

13. A phased review process for R-PPs will be used. The FMT may facilitate exchange of comments and inputs between selected TAP experts and the country focal point responsible for development of an R-PP prior to formal submission of the full draft. Informal comments will be offered on early drafts or draft components of an emerging R-PP, preceding formal submission of the R-PP by the country. To this end, the REDD Country Participant may present the draft R-PP to the PC members, FMT, TAP, and World Bank—on an informal basis—for discussion and feedback. This could take the form of a presentation during a PC meeting, or a videoconference, teleconference, or in-country presentation if resources and timing allow. The purpose of such interaction will be for PC members, the TAP, the FMT, and the World Bank to provide early comments and to help clarify issues or methods relevant for REDD-plus or respond to provisional R-PP text or activities, so that many issues are addressed prior to formal submission of the R-PP draft. The formal review will be undertaken by the TAP once the country formally submits its R-PP. The TAP will share its draft or final synthesis review or its equivalent (e.g., a conference call or videoconference with TAP members) with the country prior to posting of the country's final R-PP version before a PC meeting, ideally allowing the country about time to incorporate any response to the TAP's recommendations into its R-PP.

14. In parallel with the TAP review, the World Bank task team⁵ will identify those activities in the R-PP where FCPF has been requested to allocate grant resources to assist the REDD Country Participant in formulating and/or implementing its R-PP. The task team may provide technical advice on the R-PP, and conducts due diligence (by assessing how the Bank's applicable policies and procedures on safeguards, procurement and financial management will apply during the preparation of the R-PP and in the Readiness Preparation phase, and if activities expected to be funded by the FCPF are in compliance with said policies). The Bank task team will write a *Readiness Preparation Proposal Assessment Note* summarizing this review. The Bank's assessment is shared with the submitting REDD Country Participant with a view to allowing the country to enhance the quality of its R-PP, and to be informed about the Bank's views regarding proposed R-PP activities and their compliance with the Bank's policies and procedures. The assessment must be completed before the World Bank can sign the grant

⁵ A World Bank task team is a team of Bank staff and consultants providing preparation and implementation support to the REDD Country Participant, in addition to supervising any FCPF grants.

agreement to support the execution of the studies and activities provided for in the R-PP. This assessment also may help alert the REDD Country Participant to potential issues that may emerge regarding other, non-FCPF-funded activities included within its R-PP.

15. If the FMT determines the R-PP to be complete, the FMT posts the revised R-PP and the TAP synthesis review on the public website of the FCPF and notifies the PC and Observers at least two weeks prior to the scheduled PC discussion. The submitting country should clearly indicate how the revised R-PP has been modified to address prior comments within the revised R-PP and via a cover letter.

16. Annex 1 gives a tentative schedule for R-PP submission, review and assessment for the next year or so.

R-PP Consideration

17. The PC reviews and assesses the R-PP, taking the TAP synthesis, any Bank comments, and other comments into account. The FMT produces a Summary Report outlining the key issues that are identified during the PC discussion of the R-PP, and that the PC recommends the country consider in its R-PP activities and address in a Progress Report submitted at the end of the first phase of FCPF-funded R-PP activities.

18. The PC decided to establish working groups of PC representatives to conduct preliminary assessments of R-PPs ahead of the upcoming PC meetings. The FMT proposed in an email to PC members on November 18, 2009, that groups of four PC representatives (two REDD Country Participants and two Donor Participants) conduct a preliminary assessment of a set of two to four R-PPs on behalf of the PC. PC representatives would produce a draft assessment of each country R-PP, and make a presentation on their assessment at the next PC meeting, to facilitate a final PC recommendation on each R-PP. The FMT requests any interested PC members to nominate a country representative for this process, via email to fcpfsecretariat@worldbank.org.

19. A REDD Country Participant is allowed three submissions of an R-PP to the PC for consideration.

20. Resubmissions follow the same procedure as original submissions in terms of FMT, TAP, Bank and PC review, although the process would be streamlined by the FMT as appropriate in order to avoid duplication of previous efforts and to encourage timely review. Only the lead TAP reviewer and selected TAP members would be tasked with reviewing the resubmitted R-PP and reporting to the PC through the FMT.

21. The TAP may continue assisting a country after the R-PP review has been completed. It may be available for limited specific requests for technical assistance from a country whose R-PP has been assessed by the PC, subject to resource and staffing constraints.

R-PP Review Schedule for PC Meetings

22. Table 1 summarizes the tentative schedule for R-PP submission for PC 8 and beyond. Note that this is an indicative schedule, and that all dates vary with the final date set for a PC meeting.

Table 1: Tentative Schedule for R-PP Submission

R-PP Draft Received by FMT	Revised R-PP Posted on Website (following completion of TAP review)	PC Meeting: Tentative Dates ^a
January 10, 2011 (New submission) January 25, 2011 (Resubmission)	March 9	March 23-25, 2011 <i>PC 8, Hanoi, Vietnam</i>
April 11, 2011 (New submission) April 25, 2011 (Resubmission)	June 6	June 20-22, 2011 <i>PC 9, Oslo, Norway</i>
August 1, 2011	October 3	October 17 - 19, 2011 <i>PC10, Berlin, Germany</i>

^a Additional R-PP assessment sessions could be organized by other means, e.g., videoconference, teleconference, or virtually by electronic discussion.

R-PP Review Criteria

23. The criteria in use for R-PP review build directly on the review criteria for R-PINs and for selection of REDD countries into the FCPF program. The previous two sets of criteria have been adapted to the R-PP context, based on the discussion of the criteria during PC2 in Panama, and of their application to specific R-PP during PC3 in Montreux, and the TAP's experience in trying to apply the numerous, overlapping criteria. As a result, the previous cross-cutting review criteria have been explicitly merged into the component standards that have been in use by the PC and TAP on a draft basis to assess R-PPs.

Standards to be Met by FCPF R-PP Components
(By R-PP Component Number, and Standard to be met;
TAP and PC will review R-PPs according to these standards)

1. Organize and Consult

Standard 1a: National Readiness Management Arrangements

The cross-cutting nature of the design and workings of the national readiness management arrangements on REDD, in terms of including relevant stakeholders and key government agencies beyond the forestry department, commitment of other sectors in planning and implementation of REDD readiness. Capacity building activities are included in the work plan for each component where significant external technical expertise has been used in the R-PP development process.

Standard 1b: Information Sharing and Early Dialogue with Key Stakeholder Groups

The R-PP presents evidence of the government having undertaken an exercise to identify key stakeholders for REDD-plus, and commenced a credible national-scale information sharing and awareness raising campaign for key relevant stakeholders. The campaign's major objective is to establish an early dialogue on the REDD-plus concept and R-PP development process that sets the stage for the later consultation process during the implementation of the R-PP work plan. This effort needs to reach out, to the extent feasible at this stage, to networks and representatives of forest-dependent indigenous peoples and other forest dwellers and forest dependent communities, both at national and local level. The R-PP contains evidence that a reasonably broad range of key stakeholders has been identified, voices of vulnerable groups are beginning to be heard, and that a reasonable amount of time and effort has been invested to raise general awareness of the basic concepts and process of REDD-plus including the SESA.

Standard 1c: Consultation and Participation Process

Ownership, transparency, and dissemination of the R-PP by the government and relevant stakeholders, and inclusiveness of effective and informed consultation and participation by relevant stakeholders, will be assessed by whether proposals and/ or documentation on the following are included in the R-PP (i) the consultation and participation process for R-PP development thus far⁶ (ii) the extent of ownership within

⁶ Did the R-PP development, in particular the development of the ToR for the strategic environmental and social assessment and the Consultation and Participation Plan, include civil society, including forest dwellers and Indigenous Peoples representation? In this context the representative(s) will be determined in one of the following ways: (i) self-determined representative(s) meeting the following requirements: (a) selected through a participatory, consultative process; (b) having national coverage or networks; (c) previous experience working with the Government and UN system; (d) demonstrated experience serving as a representative, receiving input from, consulting with, and providing feedback to, a wide scope of civil society including Indigenous Peoples organizations; or (ii) Individual(s) recognized as legitimate representative(s) of a national network of civil society and/or Indigenous Peoples organizations (e.g., the GEF Small Grants National Steering Committee or National Forest Program Steering Committee).

government and national stakeholder community; (iii) the Consultation and Participation Plan for the R-PP implementation phase (iv) concerns expressed and recommendations of relevant stakeholders, and a process for their consideration, and/or expressions of their support for the R-PP; (v) and mechanisms for addressing grievances regarding consultation and participation in the REDD-plus process, and for conflict resolution and redress of grievances.

2. Prepare the REDD-plus Strategy

Standard 2a: Assessment of Land Use, Forest Law, Policy, and Governance

A completed assessment is presented that: identifies major land use trends; assesses direct and indirect deforestation and degradation drivers in the most relevant sectors in the context of REDD; recognizes major land tenure and natural resource rights and relevant governance issues; documents past successes and failures in implementing policies or measures for addressing drivers of deforestation and forest degradation; identifies significant gaps, challenges, and opportunities to address REDD; and sets the stage for development of the country's REDD strategy to directly address key land use change drivers.

Standard 2b: REDD-plus strategy Options

The R-PP should include: an alignment of the proposed REDD strategy with the identified drivers of deforestation and forest degradation, and with existing national and sectoral strategies, and a summary of the emerging REDD strategy to the extent known presently, and of proposed analytic work (and, optionally, ToR) for assessment of the various REDD strategy options. This summary should state: how the country proposes to address deforestation and degradation drivers in the design of its REDD strategy; a plan of how to estimate cost and benefits of the emerging REDD strategy, including benefits in terms of rural livelihoods, biodiversity conservation and other developmental aspects; socioeconomic, political and institutional feasibility of the emerging REDD strategy; consideration of environmental and social issues; major potential synergies or inconsistencies of country sector strategies in the forest, agriculture, transport, or other sectors with the envisioned REDD strategy; and a plan of how to assess the risk of domestic leakage of greenhouse benefits. The assessments included in the R-PP eventually should result in an elaboration of a fuller, more complete and adequately vetted REDD strategy over time.

Standard 2c: REDD-plus implementation framework

Describes activities (and optionally provides ToR in an annex) and a work plan to further elaborate institutional arrangements and issues relevant to REDD-plus in the country setting. Identifies key issues involved in REDD-plus implementation, and explores potential arrangements to address them; offers a work plan that seems likely to allow their full evaluation and adequate incorporation into the eventual Readiness Package. Key issues are likely to include: assessing land ownership and carbon rights for potential REDD-plus strategy activities and lands; addressing key governance

concerns related to REDD-plus; and institutional arrangements needed to engage in and track REDD-plus activities and transactions.

Standard 2d: Social and Environmental Impacts during Readiness Preparation and REDD-plus Implementation

The proposal includes a program of work for due diligence for strategic environmental and social impact assessment in compliance with the World Bank's or UN-REDD Program's safeguard policies, including methods to evaluate how to address those impacts via studies, consultations, and specific mitigation measures aimed at preventing or minimizing adverse effects. For countries receiving funding via the World Bank, a simple work plan is presented for how the SESA process will be followed, and for preparation of the ESMF.

3. Develop a Reference Level

Standard 3: Reference Level

Present work plan for how the reference level for deforestation, forest degradation (if desired), conservation, sustainable management of forest, and enhancement of carbon stocks will be developed. Include early ideas on a process for determining which approach and methods to use (e.g., forest cover change and GHG emissions based on historical trends, and/or projections into the future of historical trend data; combination of inventory and/or remote sensing, and/or GIS or modeling), major data requirements, and current capacity and capacity requirements. Assess linkages to components 2a (assessment of deforestation drivers), 2b (REDD-plus strategy activities), and 4 (MRV system design).

(FCPF and UN-REDD recognize that key international policy decisions may affect this component, so a stepwise approach may be useful. This component states what early activities are proposed.)

4. Design a Monitoring System

Standard 4a: Emissions and Removals

The R-PP provides a proposal and workplan for the initial design, on a stepwise basis, of an integrated monitoring system of measurement, reporting and verification of changes in deforestation and/or forest degradation, and forest enhancement activities. The system design should include early ideas on enhancing country capability (either within an integrated system, or in coordinated activities) to monitor emissions reductions and enhancement of forest carbon stocks, and to assess the impacts of the REDD strategy in the forest sector.

The R-PP should describe major data requirements, capacity requirements, how transparency of the monitoring system and data will be addressed, early ideas on which methods to use, and how the system would engage participatory approaches to monitoring by forest-dependent indigenous peoples and other forest dwellers. It should also address independent monitoring and review, involving civil society and other stakeholders, and how findings would be fed back to improve REDD-plus implementation. The proposal should present early ideas on how the system could

evolve into a mature REDD-plus monitoring system with the full set of capabilities. (FCPF and UN-REDD recognize that key international policy decisions may affect this component, so a staged approach may be useful. The R-PP states what early activities are proposed.)

Standard 4b: Other Multiple Benefits, Impacts, and Governance

The R-PP provides a proposal for the initial design and a workplan, including early ideas on capability (either within an integrated system, or in coordinated activities), for an integrated monitoring system that includes addressing other multiple benefits, impacts, and governance. Such benefits may include, e.g., rural livelihoods, conservation of biodiversity, key governance factors directly pertinent to REDD-plus implementation in the country.

(The FCPF and UN-REDD recognize that key international policy decisions may affect this component, so a staged approach may be useful. The R-PP states what early activities are proposed.)

5. Schedule and Budget

Standard 5: Completeness of information and resource requirements

The R-PP proposes a full suite of activities to achieve REDD readiness, and identifies capacity building and financial resources needed to accomplish these activities. A budget and schedule for funding and technical support requested from the FCPF and/or UN-REDD, as well as from other international sources (e.g., bilateral assistance) are summarized by year and by potential donor. The information presented reflects the priorities in the R-PP, and is sufficient to meet the costs associated with REDD-plus readiness activities identified in the R-PP. Any gaps in funding, or sources of funding, are clearly noted.

6. Design a Program Monitoring and Evaluation Framework

Standard 6: Design a Program Monitoring and Evaluation Framework

The R-PP adequately describes the indicators that will be used to monitor program performance of the Readiness process and R-PP activities, and to identify in a timely manner any shortfalls in performance timing or quality. The R-PP demonstrates that the framework will assist in transparent management of financial and other resources, to meet the activity schedule.