

Ministry of Environment & Forest
National REDD+ Secretariat
Minutes of the Technical working Group Regular Meeting

Date: Friday, 27 June 2014

Venue: Lewi Resort Hotel, Hawassa

Time: 9:00 AM

Attendees:

See annex 1 for list for participants

Agenda

1. National REDD+ Secretariat Annual Performance Report
2. National REDD Secretariat Annual Work Plan
3. Wrap up of the Exposure Visit

Agenda Item 1: Annual Performance Report

Dr. Yetebitu, Coordinator of the National REDD+ Secretariat welcomed the participants and briefed them on the Agenda for the meeting. He then presented the annual performance report of the Secretariat. In his presentation, the Coordinator highlighted the following points

→ The REDD+ readiness process, which the Secretariat is implementing, consist of 5 components of which 3 (component 1: **Support to the national management arrangements**; component: 2 **Support to design of the national REDD+ Strategy**; component: 3 **Preparation of the national institutional and legal Implementation Framework for REDD**) are under implementation

→ Activities under each component had annual targets. Accordingly, performance was measured against these targets for each activity

→ The performance with regard to National REDD+ Secretariat key staff recruitment and Salary Mgt (under component 1) is well above 90% (as compared to the plan) with the exception of recruiting the International REDD+ Technical Assistant which is not initiated yet.

→ With regard to conducting regular/ad-hoc meetings (under component 1), the performance is around below average (40%) and the low performance is largely due to an overambitious plan at the beginning of the year

→ In relation to capacity building (under component 1), the performance is very low except that related to participation of selected REDD+ Secretariat/MEF staff in international workshops/events relevant to REDD+ with 100% and Participation of selected REDD+ Secretariat staff, Federal/regional REDD+ SC and TWG members in study tours relevant to REDD+ with 50% performance

→ The performance of activities under component 2 (Support to design of the national REDD+ Strategy) was around 73% (on average). However, the activity related to 'Web site development' is yet to be initiated while another activity related to preparation of draft REDD+ Strategy has recently initiated.

→ The activity ' Design the national registry system for REDD+ projects, activities, and financial flows' under component 3 (**Preparation of the national institutional and legal Implementation Framework for REDD**) is yet to be initiated.

→ Overall annual Performance in planned activities was 73%

Dr. Yitebitu further noted that the Secretariat was also engaged in activities which were not part of the annual plan of activities. These include

- Project Document Preparation for the REDD+ MRV implementation (2 VCs, 5 meetings)
- Revision of the National Forest Monitoring Manual (REDD+ Compliant)
- REDD+ Partnership Agreement (One Joint Consultation Meeting)

- Oromia REDD+ Pilot (Establishment of REDD+ Coordination Unit, Design Launching Workshop, Steering Committee Meeting, Review of 4 study documents for screening and review of inception reports)
- MEF support (support to the publication of a tree planting manual, support to procurement, financial support to different activities, T-shirts and Caps for tree planting in 2015)
- Producing T-shirts and caps for tree planting program
- REDD+ Seminars to 3 Universities (AAU, Jima Uni, Wondo Genet College of Forestry & Natural Resources (Hawassa Uni.)
- Facilitating the REDD+ Support to Ethiopia from Norway (USD 60 million)
- Preparation of a draft national forest definition and consultation

He also made an assessment of the challenges and opportunities in the course of implementing the annual activity plan

Challenges

- Lack of office facilities and machineries (until March 2014)
- Disbursement
- Delay in procurement of services and goods (initially inadequate experience, bureaucratic procedures of the World Bank and initially less responsiveness and capacity at MEF)
- Lack of the REDD+ Readiness Monitoring and Evaluation Framework as a monitoring and management tool (ambitious planning, priority setting, etc)
- Inadequate staff (late arrival of some)
- REDD+ concept new and technically challenging (MRV)
- Multi-stakeholder process (global and local)
- Eagerness towards realizing REDD+ implementation vis-a-vis capacity

Opportunities

- Establishment of the ministry (MEF)
- Competent and committed staff in the Secretariat
- Favorable donors support

Following Dr. Yitebitu's presentation, participants raised several issues in the form of questions/comments

for further clarification or due consideration. In this respect those issues which have been raised and discussed are the following.

Question: It is indicated in the presentation that a draft REDD+ strategy is under preparation. However, it is not clear how its preparation starts in the absence of data from studies in the Oromia REDD+ program. Moreover, the level of progress in draft REDD+ preparation should be indicated in the presentation.

Response: In his response, Dr. Yitebetu agreed that the results from the Oromia REDD+ study will obviously be used as inputs for the preparation of the draft REDD+ strategy. On the other hand, there comes an urgent need to prepare the draft strategy before GTP II is launched sometime February of next year. The strategy should provide some activity directions of REDD+ which should be included in GTP II. In addition, the preparation of a draft REDD+ strategy before the end of the year is part of the agreement made between Ethiopia and Norway, as this is one of the indicator activities on the progress of REDD+ process in Ethiopia. In response to the second question, the Coordinator said that the reason why the progress on draft REDD+ strategy was left blank is due to the difficulty in quantifying the early progress in the preparation process (i.e. in terms of percentage).

Agendum 2: Draft Annual Work Plan

Dr Yitebitu explained that next year's work plan is prepared following the recently adopted M & E format. He then gave an overview of the major activity components of the annual plan and promised to send a copy of the plan for all participants in the next few days for comments. He emphasized that such feedback on draft work plan will tremendously help improve the quality of the final version of the work plan.

Agendum 3: Wrap-up of the Exposure Visit

This agendum was briefly explained by Dr. Solomon Zewdie, National REDD+ Pilots Coordinator. In his introductory remark, he noted that the main objective of the exposure visit was to enable task force members to get acquainted with best practices from the three carbon projects (namely Humbo and Sodo carbon projects and Bale REDD+ project). To this end, the Secretariat invited all task force members and Regional REDD+ focal persons to take part in the exposure visit on the three selected carbon projects. He expressed his belief that the visit was successful in that task force members were exposed to best practices and gained some insight into the different activities in the 3 project sites. Nonetheless, the number of task force members who accepted the invitation and participated in the exposure visit were far below than expected (only 22 participants which is below 50% of the total invited participants). A low turnout was also observed during the 2nd TWG meeting back in December 2013 in Adama. The low turnout in the part of the task force members for the exposure visit and also for TWG meetings is a concern for the Secretariat as this greatly affects the level of engagement of task force members and the progress of the REDD+ readiness process. He then listed points for possible discussion in relation to the exposure visit and invited participants if there are additional issues for discussion.

- On how to improve participation of task force members (TWG members)
- Overall evaluation of the exposure visit (lessons learnt)
- On additional sites that can be considered in future exposure visits,

On Participation of Task Force members

From the discussion held amongst the participants it is noted that absence of the majority of the members during the exposure visit may have been due to:

- The low turnout of TWG members in the exposure visit might have been due to the fact that the members could be busy in some other urgent tasks in their respective organizations which can largely be related to the timing of the exposure visit
- The low turnout could also be related to the absence of incentive mechanism for motivating task force members

Possible corrective measures to improve the participation of task force members in future meetings and similar field visits were forwarded by participants. This include

- Choosing the most suitable time for exposure visit through communication with participants
- Furthermore prior to undertaking similar visit in the future, the Secretariat is expected to communicate the detail program including (the day to day activities)
- Besides it is also important that the Secretariat need to arrange appropriate vehicles for field visits
- The Secretariat should also explore options to incentivize participants (e.g. improved daily allowance and additional benefits) as participation in an extended field tour would entail a backlog of workload which participants have to deal with in their organization.
- Despite all these problems, task force members have the responsibility to take part in meetings and visits. Accordingly, members should justify their absence in such meetings otherwise the Secretariat should come with a mechanism on dealing with those members who failed to take part in several meetings and visits

On the overall evaluation of the exposure visit

Participants reflected in length on the relevance of the visit and lessons learnt. It was generally agreed among participants that the occasion was an important opportunity for participants to learn on the different forest carbon projects (CDM and REDD+), community engagement processes, challenges and opportunities in these ventures and achievements and lessons. the exposure visit gave participants an insight particularly on issues as to how:

- On how to engage local communities in forest carbon projects for the success of projects
- On the benefits that local communities get from CDM/REDD+ projects
- On the institutional arrangement in engaging communities and managing participation in carbon projects

The general impression of all participants was that the undertaken exposure visit was vital as it has enabled them get best practices/lessons about CDM and REDD+ projects. As such the lessons learnt from the projects would help them to replicate the experience to other similar projects in the future.

On identifying sites for future exposure visit

It was indicated that future exposure visit should also consider other projects with a lot of experience. Accordingly, it was suggested one possible site worth considering for future visit is Ethio-wetlands project site in the south-west. This project has more than 10 years of experience in PFM and recently engaged in carbon project.

Recommendation/Suggestions

- A national REDD+ day need to be organized to increase awareness and promote REDD+ at national level
- Communication to TF/TWG members should be done through their respective offices so that members
- TF and TWG members should be committed to take part in meetings/visits
- Cooperatives involved in forest carbon project need training on investment planning
- The timing for exposure visits should often be anon-rainy season
- The REDD+ Secretariat should carry out an assessment of forest carbon initiatives on the ground for an effective best practice lesson
- Daily allowance for TF/TWG members need to be re-visited
- TF/TWG members would work as REDD+ ambassadors
- REDD+ structure in the regions should be resolved as soon as possible
- Exposure visits need to be covered by the media for a wider promotion and the REDD+ Secretariat should use community radios to reach the farmers
- Visit programs should be detailed and should be communicated early
- Other visit sites should be included for the future
- The issue of focal persons for REDD+ vs CRGE should be resolved

- Regional REDD+ bureaus should be formed and permanently linked with REDD+ Secretariat

The meeting is adjourned at about 12:00am with a vote of thanks by meeting chair.

Annex 1: Participants

No	Name of participants	Address	Remark
	Region REDD+ focal person		
1	Ato Beruk Alemayehu	zeraberuk@yahoo.com	
2	Ato Siraj Duna	sirmuktar@yahoo.com	
3	Ato Mikre Adane	mikere25@gmail.com	
4	Ato Belay Mekonene	belaymekonnen050@gmail.com	
5	Ato Chanyalew Gelan	chanyalewgelan@gmail.com	
	REDD+ Strategy task force member		
6	Ato Yidnekachew Habete	yidne_habte@yahoo.com	
	REDD+ MRV task force member		
7	Ato Degelo Sendabo	degelos@yahoo.com	
8	Dr. Abdella Gure	Abdellaag66@yahoo.com	
	REDD+ SESA and C&P task force member		
9	Ato Desalegn Kebede	Dk.kaza@gmail.com	
10	Ato Yonas Tekel Michael	atyonas@yahoo.com	Reporter
11	Ato Temesgen Yohannes	temegeny@gmail.com	
	REDD+ secretariat staff		
12	Dr. Yitebitu Moges	yitebitumoges@yahoo.com	
13	Dr. Solomon Zewdie	Zew172@yahoo.com	Coordinator
14	Ato Getachew Shifraw	getachewshiferaw@yahoo.com	

15	Ato Walelign Fetahi	Walelign2005@gmail.com	
16	w/o Konjit Bayessa		
	MEF staff		
17	Ato Robel Tesfye	tesfayerobel@yahoo.com	
18	Ato Kurabachew Tenaw	tkurabachew@yahoo.com	
19	Ato Birhanu Hayelom	Brema.me@gmail.com	
20	Ato Simon Berehanu	simonberhanu@gmail.com	
21	Ato Tamene		Video Man
	Oromiya REDD+		
22	Ato Taye Dugassa	taye_dug@yahoo.com	

Annex 2

FEDERAL DEMOCRATIC REPUBLIC OF ETHIOPIA, MINISTRY OF ENVIRONMENT AND FOREST

Ethiopia REDD+ R-PP Readiness Fund of the FCPF and the Additional Finance

Annual Working Plan for 2014/2015 Fiscal Year/draft/

<i>R.NO.</i>	<i>Components, Outputs and Activities</i>	<i>Planned Milestones 06/2017</i>	<i>Annual Target 06/2015</i>	<i>Planned Target by Quarter (Physical/Budget)</i>				<i>Responsibility</i>	<i>Source of Fund (FCPF/AF)</i>
				<i>Q I</i>	<i>Q II</i>	<i>Q III</i>	<i>Q IV</i>		
1	R-PP Component 1: Readiness Organization and Consultation								
1.1	Sub-Component: National REDD+ Management Arrangements								
1.1.1	Output: All key REDD+ management structures are fully developed and functional							Walelign	
i	National and regional RSC, RTWG, and TF meetings in frequency								
	• National RSC	6	2						
	• National RTWG	6	2						
	• National TF (3*4)	36	12						
	• Regional RSC	16	5						
	• Regional RTWG	16	5						
ii	Participation of members in meetings (at	67%	67%						

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
	least on average)								
1.1.2	Output: National technical supervision and fund management capacity fully developed								
i	REDD+ National Secretariat fully staffed	100%	100%	100%					
ii	Establish and functional regional REDD+ coordination units	4RCU	3RCU			3		Solomon	
iii	Training for REDD+ Secretariat and RCU staffs in days	tbd	10	3	3	3	1	Walelign	
iv	Audits without major remarks submitted in due time		1				1	Mekete	
1.2	Sub-Component: Consultation, Participation, and Outreach								
1.2.1	Output: Effective communication mechanisms on all aspects pertinent to REDD+ developed and implemented disseminating the necessary information to concerned stakeholders in appropriate formats							Getachew	
i	Preparation of Communication strategy	1	1		1			Consultant	
ii	Implementation status of the communication strategy	100%	30%		10%	10%	10%		
iv	Development of own website in English and Amharic with relevant REDD+ publications	1	1		1				
v	Website regularly updated in English and	✓	✓	✓	✓	✓	✓		

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
	Amharic								
vi	Management of online activities of the website			✓	✓	✓	✓		
1.2.2	Output: Capacities for training and awareness raising (training of trainers) on REDD+ enhanced							Eyob/SDS	
i	Preparation and update of modules on REDD+								
	• ToT Module	1	1			1			
	• Technical training modules	4	4		1	1	2		
ii	Undertake training (m/f) of:-								
	• ToT trainers,	12	12						
	• Technical trainers,	20	20						
	• Regional facilitators	20	20						
iv	Training of journalists/PR officers (m/f) per pilot region/year (6 sessions in total):-							Getachew	
	• National training	1	1						
	• Regional training	1	1						

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
	Trainees	100	40						
v	Training on forest governance for foresters (m/f) in days:-								
	For 8 regional foresters (10 training days per person)	80	32						
	For Woreda forester/expert	2000	150						
vi	Lectures on REDD+ at academia	10	3						
viii	Financial Support of master/PhD theses on REDD+ (call, selection)	10	3						
ix	Participation of Ethiopian experts/decision makers (m/f) in South-South learning activities _FCPF	40 (30/15)	15 (10/5)					Yitebitu	
1.2.3	Output: Capacities of forest-related communities enhanced								
i	Training of community organizations and representatives in planning, public speaking, presentation and negotiation skills in percent	75%	25%					Getachew	

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
	(identification...)								
ii	Representation and contribution of FDP community on REDD+ bodies and fora								
	• (R) RSWGs in each	Increase	At least 1					Walelign	
	• Representation of FDP in stakeholders fora	Increase	At least 5						
1.2.4	Output: Consultation of all stakeholders, forest dependent people and local communities at national, regional and local levels ensured							Getachew	
i	National Consultative Forum meeting	4	1						
ii	Regional Consultative meeting/Awareness raising Fora	16	4						
iii	REDD+ meetings at woreda level	tbd							
iv	Participation of women, youth and FDP community in stakeholder consultation workshops	30%							
v	Preparation of Stakeholder profiles for all woredas covered by RCUs.	All regions	1 Region					Getachew/walelign	

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
1.2.5	Output: Results from local to national consultation processes are fed into REDD+ decision making and policy processes								
i	Consultation results reports and discuss by RTWG or RSC		Once in RSC or RTWG						
2.1	Subcomponent: Assessment of Land Use, Land Use Change Drivers, Forest Law, Policy and Governance								
2.1.1	Output: Drivers of deforestation and degradation of forest are analyzed, nation-wide discussed, prioritized and results are disseminated							Solomon	
i	Finalize the studies on Drivers of deforestation and degradation (1 national 1 regional)		2						
ii	Undertake consultation/ validation workshop on the findings of the studies with the relevant stakeholders		2						
ii	Publish the results of the studies (including REDD economics and disaggregated spatial analysis of drivers) on REDD+ website	✓	✓					Getachew	
iv	Media coverage on the assessment of drivers of D&D	✓	✓					Getachew	
2.1.2	Output: Legal and institutional gaps for REDD+ implementation identified and necessary actions planned							Solomon	

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
i	Finalize and validate the Study report on institutional and legal issues:-	1	1						
ii	Publish the results of the study on REDD+ Secretariat website	✓	✓						
iii	Develop action plan to address REDD+ in national regulations and policy reforms in forest, agriculture and energy sectors validate by RSC	✓	✓						
2.1.3	Output: Experiences on PFM, afforestation and reforestation are assessed and shared								
i	In-depth assessment of past experience in PFM, afforestation and reforestation including mapping of potential sites for up-scaling (Consultant)	✓	✓					Solomon	
2.2	Subcomponent: REDD+ Strategy Options								
2.2.1	Output: Strategic options are analysed, consulted and prioritized								
i	Publish evidence based studies on REDD+ issues at all levels (1 national, 1 regional and 3 community or pilot level)	At least 7	5						
ii	Synthesis assessment report of feasibility of selected strategic options (including social and environmental impact, cost-benefits, legal aspects)	✓	✓						

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
iii	Propose draft REDD+ implementation strategy	✓	✓						
2.2.2	Output 2.b.2: Strategic options tested and validated in pilot sites								
i	Selection of pilot sites	3	3						
ii	Consultation of evaluation reports of pilot sites including concerns and issues of key stakeholders at community level	1	1						
iii	Publication of evaluation reports of pilot sites including concerns and issues of key on website	1	1						
2.2.3	Output: Thorough understanding of poor and best practices in REDD+ Governance								
2.3	Subcomponent: Implementation Framework								
2.3.1	Output: Enabling institutional and legal environment for REDD+ implementation established							Eyob/SDS	
2.3.2	Output: Transparent and efficient financing mechanism to channel carbon funds to the local beneficiaries established								
i	Establish special window at CRGE facility for Carbon performance based funding with concept, budget, legal provision and inclusive institutional arrangement	✓	✓					Mekete	
2.3.3	Output: Carbon benefit sharing arrangements established							Eyob/SDS	

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
2.3.4	Output: REDD+ Carbon registration established							Yitebitu	
i	Establish web-based Carbon registry for registration of carbon projects and carbon credits		?						
ii	Test the established web-based Carbon registry for registration of carbon projects and carbon credits in pilot areas		?						
iii	Operationalize fully the web-based Carbon registry for registration of carbon projects and carbon credits		?						
2.4	Subcomponent: Social and Environmental Impacts								
2.4.1	Output: Strategic Environmental and Social Assessment (SESA) completed and findings integrated into REDD strategy							Eyob/SDS	
i	Complete SESA study	✓	✓						
ii	Validation workshop for SESA with all stakeholders involvement	✓	✓						
2.4.2	Output: ESMF completed and findings integrated into REDD+ strategy							Eyob/SDS	
i	Develop ESMF	✓	✓						
ii	Undertake consultation workshop for	✓	✓						

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
	ESMF								
iv	Incorporate indicators related to biodiversity conservation, water resources and livelihood of local communities in addition to other co-benefits and safeguards in to: <ul style="list-style-type: none"> • REDD+ strategy • REDD+ monitoring • ER-Programs 	✓	✓						
3	R-PP Component: Reference Emissions Level/Reference Levels								
3.1.1	Output: Forest resources are inventoried and historical forest cover changes are assessed and mapped							MRV Specialist	
i	Adopt National forest definition	✓	✓						
ii	Conduct analysis of rates and trends of D&D in Oromiya region								
iii	Establish baseline data on rates and trends including basic land-cover/land-use map for oromiya region based on the analysis								
iv	Carry out national remote sensing								
v	Carry out National forest inventory (NFI)								

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
vi	Update national forest map from NFI								
vii	Establish national baseline data on rates and trends of deforestation and degradation of forests								
viii	Establish baseline data on carbon stocks in Oromiya based on current NFI								
ix	Establish baseline data on carbon stocks at national and other regional levels based on current NFI								
3.1.2	Output: Reference scenarios and emission estimates developed							MRV Specialist	
i	Training on RL/REs at different layers by gender (At least 30% women) and category of stakeholder								
ii	Set and Publish reference scenarios and emissions modeling based on IPCC (at least Tier 1 standards) for Oromiya								
iii	Set and Publish reference scenarios and emissions modeling based on IPCC (at least Tier 1 standards) for national level								
iv	Consultation workshop on the proposed								

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
	RLs/RELS with major stakeholders to get/capture high acceptance								
4	Component: Monitoring system for Forests and Safeguards								
4.1	Subcomponent: National Forest Monitoring System								
4.1.1	Output: Capacities of governmental, research and civil society actors on MRV are enhanced at national and decentralized levels								
i	Develop and Publish guidebook on MRV							MRV Specialist	
ii	Undertake training on MRV, Forest and Carbon monitoring	20							
iii	Prepare communication material for MRV, forest and carbon monitoring							MRV Specialist	
iv	Select pilot sites for MRV testing	4						Solomon	
v	Start MRV testing in the pilot sites	4						Solomon	
vi	Institutionalize/Establish National forest/land-use Monitoring unit							MRV Specialist	
vii	Fully staff the monitoring unit								
viii	Training to new staff of the monitoring unit								

R.NO.	Components, Outputs and Activities	Planned Milestones 06/2017	Annual Target 06/2015	Planned Target by Quarter (Physical/Budget)				Responsibility	Source of Fund (FCPF/AF)
				Q I	Q II	Q III	Q IV		
ix	The unit fully operational the data management system								
x	Participation of CBO members in international trainings on MRV (20 m/20 f)	40							
xi	Display REDD+ information on Forest and land use monitoring on web-portal								
4.2	Subcomponent: Information System for Multiple Benefits, Other Impacts, Governance, and Safeguards							Eyob/SDS	
4.2.1	Output: Joint Information system on multiple benefits, other impacts, governance, and safeguards functional								
6	Component: Program M&E								
6.1.1	Output: Consulted Program Monitoring and evaluation framework functional								
i	Develop PMF document							Walelign	
ii	Prepare national quarterly reports on time	20	4						
iii	Prepare biannual reports on time	4	2						
iv	Prepare annual reports on time	3	1						
v	Review and Comment on draft of annual reports by relevant stakeholder groups	3	1						
6.1.2	Output: REDD+ readiness assessed							Walelign	
i	Undertake MTR								
ii	Consultation workshop on the MTR								

<i>R.NO.</i>	<i>Components, Outputs and Activities</i>	<i>Planned Milestones 06/2017</i>	<i>Annual Target 06/2015</i>	<i>Planned Target by Quarter (Physical/Budget)</i>				<i>Responsibility</i>	<i>Source of Fund (FCPF/AF)</i>
				<i>Q I</i>	<i>Q II</i>	<i>Q III</i>	<i>Q IV</i>		
iii	Contract out independent consultant to carry out final review of R-Package								
iv	Finalize the report of the independent final review of R-Package								

FEDERAL DEMOCRATIC REPUBLIC OF ETHIOPIA MINISTRY OF ENVIRONMENT AND FOREST

Ethiopia's REDD+ Readiness Preparation Proposal Assessment Note - Readiness Fund of the FCPF

No	Project Components and Activities	Unit of Measurement	Annual Achievement		Planned Target by Quarter				Budget Utilized by Activities in Birr
			Planned	Achieved (%)	Q 1	Q 2	Q 3	Q 4	
Component 1: Support to the national management arrangements									
1.1	National REDD+ Secretariat key staff recruitment and Salary Mgt								
	Salary of National REDD+ Coordinator	No	1	100	X	X	X	X	133,200.00
	Salaries of 4 key Secretariat Staff (Communication, Safeguard, Procurement and FM Specialists)	No	4	100	X	X	X	X	466,200.00
	Recruitment of Senior M&E Specialist	No	1	100	X	X	X	X	115,625.00
	Recruitment of International REDD+ Technical Assistant	No	1	-		X	X	X	1,110,000.00
	Recruitment of Senior MRV Specialist	No	1	90	X	X	X	X	1,110,000.00
	Recruitment/designation of Pilot Projects Coordinator/Focal Person	No	1	100	X	X	X	X	119,325.00
1.2	Conduct Regular/ad-hoc meetings								
	Federal REDD+ SC meetings (minimum 4)	No of meetings	4	25	1	1	1	1	185,000.00
	Federal REDD+ TWG meetings (minimum 4)	No of meetings	4	75	1	1	1	1	370,000.00
	REDD+ Strategy TFG meetings	No of meetings	8	37.5 (3)	2	2	2	2	296,000.00

	REDD+ SESA/Consultation TFG meetings	No of meetings	8	50	2	2	2	2	222,000.00
	REDD+ REL/MRV TFG meetings	No of meetings	8	50	2	2	2	2	222,000.00
	Ad-hoc meetings (as required) with the REDD+ Secretariat staff, Government & DPs(EPA, CRGE, MoFED, WB, DIFID, Norway, etc.)	No of meetings	4	200	1	1	1	1	
1.3	Capacity building								
	Trainings for REDD+ Secretariat staff	No of staff	7	0		X	X	X	925,000.00
	Participation of selected REDD+ Secretariat/MEF staff in international workshops/events relevant to REDD+ (e.g. COP-meeting)	No of staff	3	100	X	X	X	X	740,000.00
	Participation of selected Federal/regional REDD+ SC and TWG members in international workshops/events relevant to REDD+	No of Participants	8	0	X	X	X	X	462,500.00
	Participation of selected REDD+ Secretariat staff, Federal/regional REDD+ SC and TWG members in study tours relevant to REDD+ (abroad)	No of Participants	15	0	X	X	X	X	1,295,000.00
	Participation of selected REDD+ Secretariat staff, Federal/regional REDD+ SC and TWG members in study tours relevant to REDD+ (in-country)	No of Participants	40	50	X	X	X	X	277,500.00
	Establishment of the REDD+ learning network, led by a research / academic institutions	No of learning network	1	0			1		129,500.00
1.4	Preparation and submission of Reports								
	Quarterly Achievement reports-both physical and	No of Reports	4	100	1	1	1	1	

	financial reports								
	Progress reports (REDD+ Readiness Progress Fact Sheet)	No of Reports	4	100	1	1	1	1	
	Progress Reports for Joint Implementation Support Mission (as required)	No of Reports	2	200		1		1	
1.5	Support to the decentralized structures to manage REDD+								
	Establishing regional REDD+ SC and TWG (as required) for regional coordination of REDD+ activities	No of regions	3	80	1	1	1		555,000.00
	Conduct multi-stakeholder national consultations according to the Consultation and Participation Plan	No of workshops	2	50		1	1		925,000.00
1.6	Managing project Operating costs								
	Salary for a Secretary	No staff	1	100	X	X	X	X	
	Recruitment of two drivers	No staff	2	100	X	X	X	X	
1.7	Purchase of vehicles (1 pick-up & 1 SUV)	No of Vehicles	2	80	X	X	X	X	4,255,000.00
1.8	Purchase of office equipment for REDD+ Secretariat	Refer PP		90					1,313,500.00
1.9	Undertaking financial audits	No of audit	1	?				1	370,000.00
Component 2: Support to design of the national REDD+ Strategy									17,632,350.00
2.1	Conduct awareness raising workshop on REDD+ at national and regional levels	No of workshops	2	100		1	1		925,000.00
2.2	Conduct Training of Trainers (ToT) REDD+, REL/MRV, Forest inventory	No of trainees	90	40		30	30	30	2,775,000.00

2.3a	Preparation of general communication materials on REDD+ (Publications)	No of document	1	100		1			1,000,000.00
2.3b	Advertisements on REDD+ (billboards, banners, stickers, t-shirts, etc)	NA	NA	100		X	X	X	850,000.00
	REDD+ website development	No	1	0				1	
2.4	Conduct studies on drivers of deforestation and strategic options	No of document	1	90				1	4,625,000.00
2.5	Conduct studies on SESA and ESMF for the REDD+ process in Ethiopia	No of document	1	80				1	4,625,000.00
2.6	Identification of REDD+ pilots and preparation of concept notes for identified projects	No of document	1	75				1	555,000.00
2.7	Prepare a first version of the National REDD+ Strategy	No of document	1	-					1,480,000.00
Component 3: Preparation of the national institutional and legal Implementation Framework for REDD									16,835,000.00
3.1	Design the national registry system for REDD+ projects, activities, and financial flows	No of document	1	0				1	1,850,000.00
	TOTAL BUDGET			73					36,317,350.00
	Total Budget in USD								1,963,100.00

Note: The estimated cost for all items in the above plan assumed the conversion rate is : 1USD = 18.50 Ethiopian Birr. Annual Work Plan and Budget for FY 2013/2014. Overall performance in planned activities being 73%.

