

## Darwin Initiative Main Project Annual Report

**Important note:** *To be completed with reference to the Reporting Guidance Notes for Project Leaders:*

*it is expected that this report will be no more than 10 pages in length, excluding annexes*

**Submission Deadline: 30<sup>th</sup> April 2017**

### Darwin Project Information

Project reference	22-018
Project title	Mainstreaming biodiversity and ecosystem services into community forestry in Nepal
Host country/ies	Nepal
Contract holder institution	BirdLife International
Partner institution(s)	Bird Conservation Nepal, Department of Forests (DoF), Federation of Community Forest Users, Nepal (FECOFUN)
Darwin grant value	£264,951
Start/end dates of project	1 <sup>st</sup> June 2015 – 31 <sup>st</sup> May 2018
Reporting period (e.g., Apr 2016 – Mar 2017) and number (e.g., Annual Report 1, 2, 3)	April 2016 – March 2017 AR2
Project Leader name	Nonie Coulthard
Project website/blog/Twitter	<a href="http://www.birdlifeneal.org/projects/mainstreaming-biodiversity-and-ecosystem-services-into-community-forestry-in-nepal">http://www.birdlifeneal.org/projects/mainstreaming-biodiversity-and-ecosystem-services-into-community-forestry-in-nepal</a>
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### 1. Project rationale

Community Forestry (CF) in Nepal is considered successful (improving livelihoods, strengthening institutional capacity), attracting significant support for expansion. However, existing guidance and planning frameworks largely focus on governance of user groups and forest productivity/silviculture without addressing wider biodiversity or ecosystem service values, of which people are often unaware.

Whilst examples of positive biodiversity outcomes exist, an institutionalised focus on limited forest products (e.g. fuelwood, timber and fodder species) and lack of knowledge and capacity has caused biodiversity declines. There is evidence of long-term socio-economic consequences including reductions in: resilience to climate change; ecosystem services (ES) health and provision (water; soil formation; pollination); equity; and pest/disease resistance of trees. With 1.7 million ha under CF, involving 2.24 million households, potential consequences of biodiversity loss from CFs are significant.<sup>1</sup>

<sup>1</sup> See proposal and Review Paper (annex 6) for detailed references

CF is a strategic pillar within Nepal's National Biodiversity Strategy and Action Plan NBSAP. However, linked conservation and development will only be achieved if communities and CF agencies (including Department of Forests (DoF), and the Federation of Community Forest Users (FECOFUN)) can understand and assess biodiversity and ES values and have capacity and tools to mainstream them into community forestry management (CFM), through inclusive, participatory processes, such that communities benefit. This project aims to deliver these conditions.

This project is demonstrating, documenting, and promoting the link between conserving biodiversity, improving livelihoods and reducing multi-dimensional poverty, and integrating key lessons into national training, tools, and guidelines for forest officers, NGOs and local communities, and into national frameworks for forest management planning (building the capacity for long-term, sustainable impact).

The project is working at the national level in Nepal to support policy change. However, we are piloting our outputs at fourteen community forests at ten Important Bird and Biodiversity Areas distributed across the different geographical regions and federal provinces of Nepal. Location maps for these pilot sites can be found as figure 1 and figure 2 on page 8 of this report.

## **2. Project partnerships**

The main project partners are BirdLife International, Bird Conservation Nepal (BCN), Nepal's Department of Forests (DoF) and the Federation of Community Forest Users, Nepal (FECOFUN), and the Central Forests Training and Extension Centre (CFTEC) of Nepal.).

BirdLife has worked with BCN, the BirdLife Partner in Nepal, for over 18 years, collaborating on capacity-building, biodiversity surveys and prioritisation, national and international policy, ecosystem service assessments and local-level development projects. BCN is the oldest and largest NGO in Nepal dedicated to bird and habitat conservation, and is leading on project implementation in Nepal.

A national project management committee has been formed by BCN to guide project implementation chaired by Director General of the Department of Forests. High-level representatives from each collaborating organisation (including the Chairperson of FECOFUN and the Deputy Director General of the Department of Forests/Chief of Community Forestry Division) are active members of this group, demonstrating the commitment of both organisations to the project and its relevance to forest stakeholders and national policy objectives. In addition to this high-level commitment, a project focal point has been appointed within each of these institutions to support implementation of the project. At each of our project workshops so far (at both the national and regional levels) there has been good representation of both DoF and FECOFUN.

In year 1 of the project the Central Forests Training and Extension Centre (CFTEC) (established by the Ministry of Soil and Forest Conservation) was identified as a key government stakeholder (alongside DoF). In year 2 we have developed these relationships and are now working very closely with the CFTEC and five regional training centres in all aspects of Forest Officer training.

A Mid-term review (MTR) of the project, conducted by LTSI in November 2016, found that project partnerships "...appear exemplary. There is strong high-level government buy-in and participation through DoF and CFTEC, clear commitment from FECOFUN, and strong in-country coordination from BCN, supported by BirdLife International."

The MTR recommended that the project seek wider partnerships with other organisations in CF. We are planning on building further partnerships with national CF programmes, and in Q4 of year 2 have held meetings with WWF's Hariyo Ban programme and with the Community Forestry Supporters Network (COFSUN) to begin to explore possible collaborations.

### 3. Project progress<sup>2</sup>

#### 3.1 Progress in carrying out project Activities

We have made good progress with activities under each of our five outputs in the second year of the project.

*OUTPUT 1: Information and knowledge on ecosystem service and biodiversity linkages to livelihoods and wellbeing, in the context of community forestry (including cultural, social, gender-based and institutional differences in understanding, interpretation, practice and impact) are compiled, documented and shared with state and civil society forest management stakeholders; entry points for mainstreaming biodiversity into pro-poor CFM identified.*

*Activity 1.3 - Publish results of the review in an open-access peer reviewed journal or other format*

Proceedings of the national workshop on Mainstreaming Biodiversity and Ecosystem Services into Community Forestry in Nepal held in August 2015 have been published and distributed to key stakeholders including Governmental and Non-Governmental Organisations working in Community Forestry. The proceedings can be found in annex 5.

The extensive literature review prepared in Year 1 of the project has been summarised into a paper, which has been submitted to the national Journal for Science and technology for publication. We have received comments from the editor of the journal, made relevant changes and resubmitted. We are now confident that the paper will be published early in year 3. The submitted paper can be found in annex 6.

*OUTPUT 2: Training courses for forestry professionals revised to include modules relating to the integration of ES and biodiversity into CFM planning (that also addresses issues of equity, indigenous knowledge, gender) and, through training of trainers, 500 FOs and 50 FECOFUN staff trained; with appropriate tools, guidelines, and awareness materials available for use in guiding CFUGs.*

*Activity 2.2. Produce training materials in appropriate formats (brochures, PowerPoint presentations, videos, course modules etc.) and distribute to relevant/targeted individuals and institutions.*

We have developed a package of training materials that includes lesson plans for a five day training course, as well as reference materials and detailed trainer's notes (annex 7). The package, which is still an early draft, is undergoing iterative testing with forest officers, as well as facilitators from the Department of Forests, Ministry of Soil and Forest Conservation, Networks of CF (FECOFUN and COFSUN) and Training Centre Representatives. We are incorporating feedback from both of these groups into the final materials. A main focus of the training is to build capacity of forest officers to use the 'biodiversity supplement' that is near completion under output 4.

*Activity 2.3. Provide training to DoF and FECOFUN staff to enhance their knowledge and capacity on biodiversity and ecosystem services in the context of CFM (including through training of trainers)*

We have piloted the training course described under 2.2 with 21 forest officers and other CF professionals (table 1). Training of Trainers (of Regional Training Centre staff) and training of FECOFUN staff is planned for the first quarter of year three, once feedback from the pilot course has been incorporated into the manual.

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<sup>2</sup> In response to Annual Report Review 1 and with support from a Mid-term review conducted by LTSI on behalf of Defra, we have revised our outcome and output indicators. However, as these have yet to be formally approved, here we are reporting against the original indicator as outlined in the proposal. The revisions can be found in draft form annexed to the MTR report (annex 4), and will be finalised and submitted as a change request alongside this report

Table 1 – Participants list for Pilot Training Course

	Name	Organization	Designation/ Education
1	Laxmi Shrestha	COFSUN	Member/ + 2
2	Asmina Ghimire	DFO, Bhaktapur	Ranger/ B Sc
3	Lalit K. Yadav	DFO, Lalitpur	AFO (Assistant Forest Officer)
4	Laxmi Raj Joshi	DFO, Lalitpur	AFO/ M Sc.
5	Bhoj Raj Khatiwada	COFSUN	Member/ BBS
6	Dev Kumari Karki	COFSUN	Member/ B Ed
7	Roshana Kumari Pokharel	DFO, Kathmandu	AFO/ B Sc
8	Tejendra Rawal	DFO, Bhaktapur	Ranger/ B Sc
9	Chandra Bahadur Barme	DFO, Kathmandu	Ranger
10	Basu Dev Pokharel	DFO, Kathmandu	Ranger
11	Prema Thapa	DFO, Lalitpur	AFO/ B Sc
12	Sujan Maharjan	DoF	AFO/ M Sc
13	Babu Ram Pokharel	DoF	AFO
14	Jeetendra Mahat	DFO, Lalitpur	AFO
15	Renuka Neupane	DFO, Bhaktapur	AFO/ B Sc
16	Pashupati Dahal	DFO, Lalitpur	AFO
17	Nirmala Bajgain	FECOFUN, Lalitpur	District Secretary
18	Keshav Raj Giri	FECOFUN, Lalitpur	Member
19	Bishow Ram Thapa	Sita Devi Community Forest	Secretary (Participated from FECOFUN)
20	Amjana Nepali	Suryabinayek Community forest	Secretary (Participated from FECOFUN)
21	Parbati Nagarkoti	Bhaktapur, Pipal CF	Chair Person (Participated from FECOFUN)

*Activity 2.4: Pre- and post- training surveys conducted among FO trainees to assess the understanding, impact and application of course content and key principles*

The pilot course conducted in year two aimed to test suitability of the training approach, draft schedule and draft materials. Our impact evaluation methodology for the training is under development, and will be ready as we roll out the course during year three. The training course starts with an introductory session, part of which will include the pre-course questionnaire to assess the trainee’s current level of knowledge and capacity. This will be followed up within six months with a second questionnaire looking at how the course changed the way the trainee operates on a daily basis.

*Activity 2.5: Produce awareness material for CFUGs and disseminate throughout the country to support integration of ES and biodiversity in community forestry*

We have produced a project leaflet in Nepali and English that has been shared widely (annex 8 and 9). Filming for an awareness-raising and educational video is underway, which aims to demonstrate examples and case-studies of biodiversity-livelihood linkages from across Nepal. The shooting script has been attached as annex 10. BCN have published an article in their trimester Nepali magazine ‘Munal’ (annex 11), which has been distributed to CFUGs involved in the project at meetings, workshops and events.

**OUTPUT 3:** *CFUGs in a minimum of 14 community forests have the understanding and capacity for inclusive planning, integration and monitoring of biodiversity and ES in their forests for combined and balanced livelihoods-resilience-conservation outcomes that benefit women and men; and have revised and adopted Operational Plans accordingly.*

*Activity 3.1. Hold community level meetings for piloting the integration of biodiversity and ecosystem services in CFM*

In this period we have moved forward significantly with engagement of the communities that the project plans to work with. We have identified ten sites at which to deliver our fourteen community pilots. These sites are distributed across all seven States that form the basis of Nepal's new federal government and are Important Bird and Biodiversity Areas, recognising their global biodiversity importance. Half of these sites have ongoing BCN projects, helping to ensure efficiency and sustainability.

Community-level meetings have thus far been held at five of the ten sites - in Phulchowki (Lalitpur district), Ghodaghodi (Kailali district), Rauta (Udayapur district), Dang, and Reshunga (Gulmi district). These initial meetings have focused on introducing the project's aims to local stakeholders and identifying specific Community Forest User Groups with which to work at the sites (minutes from inception meeting at Gulmi in annex 12 as example). In the second half of the year we have continued working with CFUGs at these five sites, following through with activities 3.2 and 3.3. In year three we will hold community-level meetings at the remaining five sites.

*Activity 3.2. Through participatory process, prepare revised Operational Plans for 14 selected CFs considering the contribution of biodiversity and ecosystem services conservation in sustainable livelihoods development and resilience*

Building on the community level meetings described above, we have completed biodiversity and ES assessments with six CFUGs at five sites –Naudhara CF (Phulchowki Lalitpur district), Dumri Thumka CF (Rauta, Udayapur district), Marangajhankribhir CF (Reshunga Forest Complex, Gulmi district), Lsthuwa CF and Bandevi CF (Ghodaghodi Lake Complex, Kailali district) and Bhotedaha CF (Dang district), following the process that we have developed in the biodiversity supplement. Biodiversity and ES assessments are available on request. Based on these assessments, revised operational plans (OPs) have thus far been drafted at Phuklchowki and Dang.

*Activity 3.3. Follow and support the process of approval of the revised OPs by the relevant government body*

In year two, two operational plans - Naudhara CF (Phulchowki, Lalitpur district) and Bhotedaha CF (Dang district), (Naudhara CF, Phulchowki attached as annex 13) are in the process of approval with DoF. The BCN/DoF focal point are supporting the CFUG through the process, as and when required.

OUTPUT 4: National biodiversity supplement to the CF guidelines (integrated with CF initiatives concerning REDD+ and EbA), published by DoF and in use, with high level of awareness of its existence and relevance among key CFM stakeholders and practitioners

*Activity 4.1. Hold meetings with experts (including communications/educators) and DoF to agree content and format of biodiversity supplement*

Since the initial workshop in March 2016 (yr 1) to map out the contents and format of the biodiversity supplement, regular meetings have been held to ensure that key stakeholders within DoF have ownership of the final document. Follow-up workshops were held in November 2016 and March 2017 to continue consultations. A technical advisory committee chaired by Chief of Community Forestry Division of DoF and with membership from BCN and government and civil society bodies (membership and ToR in annex 14) was established and has held regular meetings (minutes available on request) to guide the writing of the supplement, ensuring relevance to the current Community Forestry Development Programme guidelines and in line with OP preparation steps, usability on the ground and recognition of CFUG capacity to deliver and Forest Officers to support.

*Activity 4.2. Design, write and produce biodiversity supplement and any accompanying materials (e.g. video, poster, leaflets) in appropriate formats*

Building on the outputs from the workshop held in March 2016 that identified the focus and format of the biodiversity supplement, we have produced a comprehensive final draft of this key document (annex 15). The supplement has been designed to take Community Forest Users through a participatory process to identify

important biodiversity and ecosystem services needs and values within a Community Forest User Group, and builds management actions into the revised operational plan. The final draft has been shared for comment with over 30 governmental and non-governmental institutions that work within the CF sector.

An accompanying video is currently being filmed and will demonstrate good practice and positive biodiversity-livelihoods linkages to both Forest Officers (as an introduction to the training course) and CFUGs (in the planning process). The shooting script can be found in annex 10.

*Activity 4.3. Distribute materials through appropriate channels and conduct outreach activities (meetings, websites, local radio, CFM networks) to ensure wide awareness.*

Leaflets (annexes 8 and 9) containing information about the project, our aims and progress so far, were published in Nepali and distributed to each of the c. 70 district forest offices.

OUTPUT 5: CFM stakeholders nationally and regionally aware of the lessons learned from the project.

*Activity 5.1. Organise national level awareness and lesson-sharing events at meetings of relevant government bodies and other key CFM stakeholders.*

In August BCN met with the CBD focal point in Nepal to demonstrate how their work was contributing to Nepal's NBSAP. This project was profiled in that meeting, as contributing significantly to achieve the NBSAP action 'By 2020, all the community managed forests to include a biodiversity chapter in their management or operational plans and respective user groups to effectively implement those plans'.

*Activity 5.2. Organise regional lesson-sharing workshop (associated with BirdLife Asia Region partnership meeting)*

Initial plans have been discussed to hold the regional lesson-sharing meeting in Singapore in October 2017. BirdLife Asia are organising a five day training course in "advocating for mainstreaming biodiversity", to be delivered to policy and advocacy staff of BirdLife Partners in Asia, and co-funded by the BirdLife Partner from Denmark. This project will be incorporated as a case study taking ½ to one day of the course time, to share, examine and learn lessons from our mainstreaming approach.

*Activity 5.3. Disseminate and share all project materials and lessons learned through appropriate channels (websites, networks etc.)*

202 copies of the workshop proceedings (described under activity 1.3) above have been distributed in hard copy to governmental and non-governmental organisations, forestry sector federations, educational institutions and key individuals working in community forestry in Nepal. This dissemination opens the door for further engagement and consultation with these institutions and individuals as we continue to develop our outputs.

The draft supplement was shared with 32 organisations and individuals for comment and inputs following the workshop held in March 2017 (activity 4.1). Valuable comments and suggestions are being incorporated into the final draft.

## **3.2 Progress towards project Outputs**

### **Output 1**

*Information and knowledge on ecosystem service and biodiversity linkages to livelihoods and wellbeing, in the context of community forestry (including cultural, social, gender-based and institutional differences in understanding, interpretation, practice and impact) are compiled, documented and shared with state and civil society forest management stakeholders; entry points for mainstreaming biodiversity into pro-poor CFM identified.*

The Community forestry management, biodiversity and livelihoods in Nepal review was published during the year and disseminated on line and in hard copy to 87 Community Forestry institutions and individuals (indicator 1.3).

The work has also been submitted to a national forestry journal, has been through peer review, and comments are being incorporated into the paper. We are confident that this will be published during year 3 (indicator 1.4).

## **Output 2**

*Training courses for forestry professionals revised to include modules relating to the integration of ES and biodiversity into CFM planning (that also addresses issues of equity, indigenous knowledge, gender) and, through training of trainers, 500 FOs and 50 FECOFUN staff trained; with appropriate tools, guidelines, and awareness materials available for use in guiding CFUGs.*

In year two we have significantly advanced our work towards achieving this output. We have built a good working relationship with the Central Forests Training and Extension Centre (CFTEC) and the five associated Regional Training Centres – the government bodies that are responsible for providing professional development and training to forest officers across Nepal. We have invited senior representation of the CFTEC onto the project's technical advisory committee, which is supporting design of project outputs. A workshop in November 2016 brought together trainers from each of the five Regional Training Centres to input into the design of training materials at an early stage. Working with the trainers that will ultimately deliver the course (and building on the review of existing material from year 1) throughout the development stage ensures that our training package fits with existing training curricula (output indicator 2.1).

Draft training materials for a five day training course, consisting of a detailed lesson plan, PowerPoint slides, reference materials and example training activities has been developed (output indicator 2.2). The draft training manual (an early draft that will be refined iteratively as we begin training) has been attached as annex 7. These materials build on the review completed under output 1, and complement other training courses (on e.g. REDD+ and Climate Change) that already exist in the annual curriculum of the training centres. The goal of the course is to empower forest officers to use the project-developed biodiversity supplement (nearing completion under output four) to enable them to support CFUGs they are working with and to integrate biodiversity into the operational planning process.

In year two, we have piloted the training course with 21 forest officers (see table 1), collecting feedback that is being built back into the course. The pilot course was delivered by BCN staff in collaboration with expert training facilitators from the Department of Forests. DoF staff who had not been involved with developing the course were specifically chosen to test usability of the materials for non-expert trainers, as well as building the capacity of those involved to deliver the course as trainers in year three. By the end of year 2 we have gone a long way to achieving indicator 2.3. A formal Training of Trainers (ToT) is planned for 18<sup>th</sup> May 2017, with planned attendance of trainers from each of the five regional training centres and DoF. The ToT will include FECOFUN and other CF related Networks' trainers (COFSUN, HIMAWANTI), and we will be supporting FECOFUN to deliver a training course to their regional chapter staff in Q1 of year 3.

A video is currently being filmed as part of activity 4.2, which will demonstrate good practice and positive biodiversity-livelihoods linkages to both Forest Officers (as an introduction to the training course) and CFUGs (in the planning process). Leaflets containing information about the project, our aims and progress so far, were published in Nepali and distributed to each of the c. 70 district forest offices (indicator 2.5).

## **Output 3**

*CFUGs in a minimum of 14 community forests have the understanding and capacity for inclusive planning, integration and monitoring of biodiversity and ES in their forests for combined and balanced livelihoods-resilience-conservation outcomes that benefit women and men; and have revised and adopted Operational Plans accordingly.*

To set our baseline for this output we reviewed and scored a selection of 80 operational plans for inclusion of biodiversity and ecosystem services. Plans were scored against a range of commonly utilised species and services that are provided by forests as follows:

0: Not mentioned

1: Mentioned but with no description

- 2: Mentioned with short description
- 3: Mentioned with detailed description and management actions

While various biodiversity and ecosystem services were recognised in OPs (including timber, firewood, fodder, clean water, medicinal plants, food species, culturally important species, ecotourism) scoring confirmed that OPs overwhelmingly contained management actions for just timber or fodder species.

We have identified and engaged 14 Community Forest User Groups at 10 sites across Nepal at which we are testing our approach to integrating biodiversity into CF operational plans. The pilot sites are distributed so that we can test our approach across the five main physiographic regions in Nepal (figure1), whilst also ensuring representation of each of the seven provinces that have been enshrined in Nepal’s new federal constitution (figure 2).

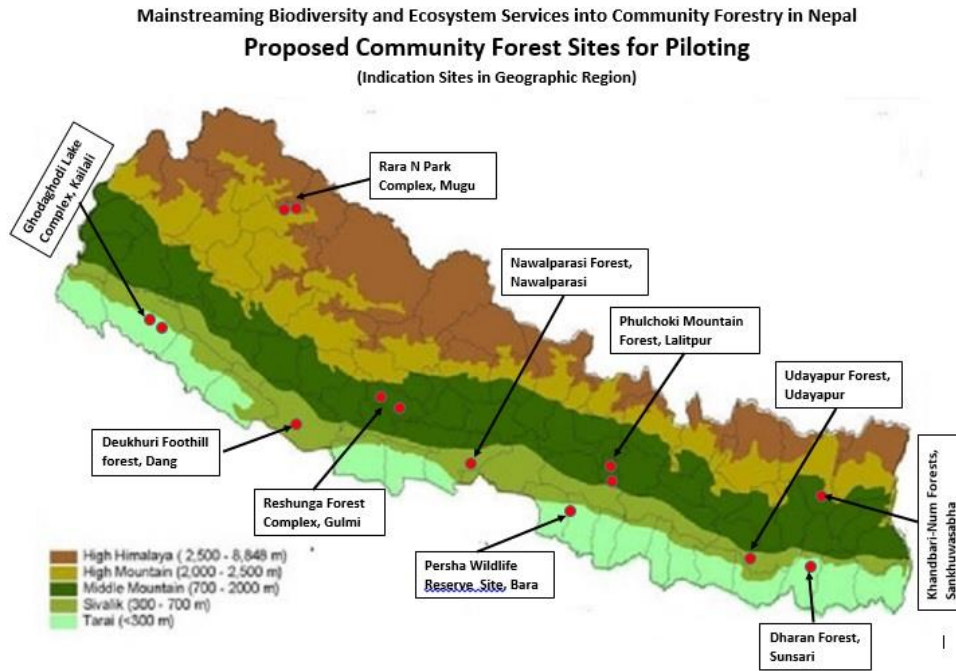


Figure 1 - distribution of 14 CFUG sites with respect to five main physiographic regions of Nepal.

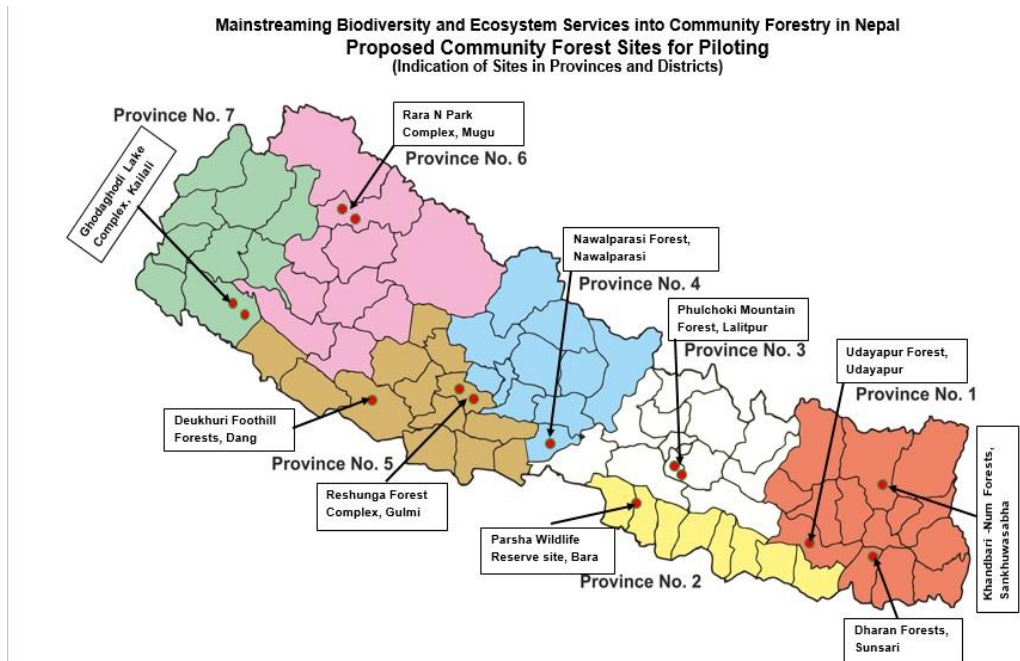


Figure 2 - distribution of 14 CFUG sites with respect to five main seven federal Provinces of Nepal



In year two we have worked with six CFUGs from five sites to start the process of revising operational plans to incorporate biodiversity and ecosystem services. These are at five sites - Phulchowki Mountain Forest (Lalitpur), Udayapur forest (Udayapur), Reshunga Forest Complex (Gulmi), Dang forest area of Dang district and two at Ghodaghodi Lake Complex in Kailali. Each of these sites is an Important Bird and Biodiversity Area (IBA), due to its global significance for biodiversity. We have so far undertaken participatory biodiversity and ES assessments with each of the six CFUGs at each of the five sites – good progress towards achieving our output indicator 3.1 – and have begun the planning process with each of the six CFUGs. A total of 217 people have participated in the biodiversity and ecosystem services assessments and subsequent planning activities from the five sites. 105 women (48%) have actively participated in the process, as have 75 people from traditionally disadvantaged groups (lower castes, ‘untouchables’). A detailed breakdown can be found in table 2 below (indicator 3.2).

Table 2 - Participation in biodiversity and ES assessments and participatory planning with six CFUGs

Site	CFUG	Number of participants	Number of women	Number of people from traditionally disadvantaged groups
Phulchowki	Naudhara	40	21	11
Udayapur	Dumrithumka	32	26	6
Reshunga	Marangalhankri	36	17	13
Ghodaghodi	Lathuwa	40	15	17
Ghodaghodi	Bandevi	39	13	19
Dang	Bhotedaha	30	13	9

We have already supported two CFUGs to complete the revision of their operational plan (at Phulchowki and Dang – Naudhara, Operational Plans can be found in annex 13). These are now undergoing the process of approval from the District Forest Office (DFO) (working towards indicator 3.3).

#### Output 4

National biodiversity supplement to the CF guidelines (integrated with CF initiatives concerning REDD+ and EbA), published by DoF and in use, with high level of awareness of its existence and relevance among key CFM stakeholders and practitioners

The biodiversity supplement is nearing completion. This simple toolkit (annex 15) provides a step-by-step process that forest officers and CFUGs can follow to integrate biodiversity and ecosystem services into the Operational Planning process (figure 3). The steps help CFUGs to ensure the continued supply of ecosystem services and biodiversity benefits to forest users, to identify potential opportunities to increase the benefits that users get from the forest and to reduce exposure to floods, drought, landslides and other risks that may increase as a result of climate change.

The supplement has been drafted through extensive consultation within the community forestry sector, with two large-scale consultation workshops held this year (in November 2016 and March) building further on the workshops in year 1 to develop the structure and content of the supplement (indicator 4.1). Development has been led by a technical advisory group chaired by the

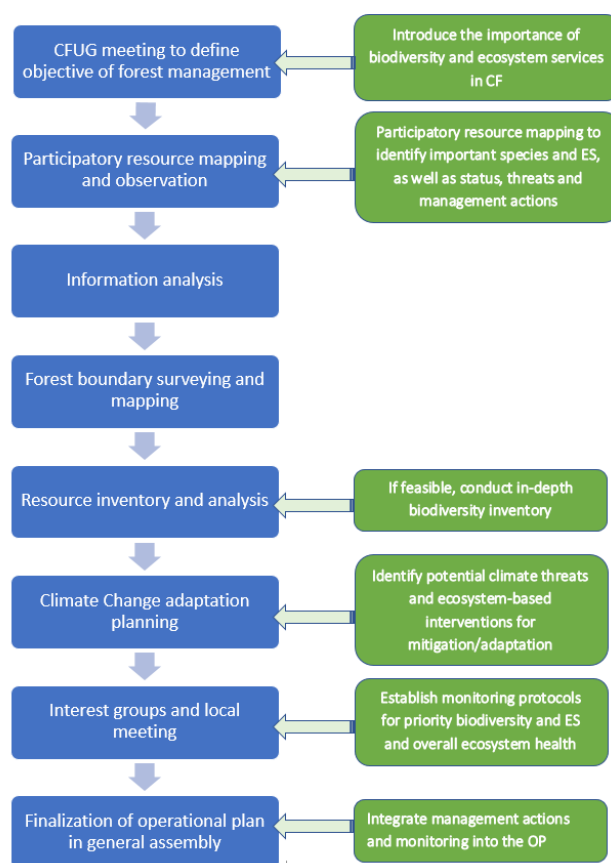


Figure 3 - integrating biodiversity and ecosystem services into existing CF operational Planning process

project focal point at DoF, ensuring that the Department has full ownership of the document (indicator 4.2). To fully integrate the supplement into the OP process, the project's DoF focal point is advocating for formal recognition of the biodiversity supplement in the official Community Forestry Operational Planning Guidelines, however changes to this document may not be possible in the lifetime of the project (indicator 4.3).

In recognition of limited capacity and resources at national and local level to implement biodiversity conservation planning and management, the supplement has been designed to dovetail with existing CF operational guidance (figure 3). To increase capacity within field-level implementers to implement the steps outlined in the supplement, the training course for forest officers (output two, described above) focusses on developing the skills and knowledge required to use the supplement, to help ensure uptake and capacity once we circulate the final document in year three (moving towards indicator 2.4).

## Output 5

*CFM stakeholders nationally and regionally aware of the lessons learned from the project.*

We have continued engagement of key sector stakeholders at national level, including the Department of Forests, Ministry of Soil and Forests Conservation, and the Central Forests Training and Extension Centre. Responding to feedback from the first AR, we have also increased our engagement at local level with awareness-raising workshops held so far at five of ten sites (e.g. annex 12) across the seven federal states identified in Nepal's new constitution.

In August BCN met with the CBD focal point in Nepal to demonstrate how their work was contributing to Nepal's NBSAP (indicator 5.1). This project was profiled in that meeting, as contributing significantly to achieve the NBSAP action 'By 2020, all the community managed forests to include a biodiversity chapter in their management or operational plans and respective user groups to effectively implement those plans'.

BCN have continued their advocacy work with government, which has led to them being invited to sit on a select advisory group to the Department of Forests. This is a big step in authenticating BCN's position as a leading player in relation to biodiversity, ecosystem services and CF.

National meetings with DoF and FECOFUN will be prioritised during year three (indicator 5.1).

In response to the recommendations of the MTR we have begun communication with WWF's Hariyo Ban programme – a programme that works with 450,000 people over two forested landscapes and has significant potential to support project roll-out.

We have begun initial planning (progressing towards indicator 5.2, see activity 5.2 for more details) for a regional workshop with c. 20 BirdLife Partners in Asia in October 2017, to share lessons learnt from the project and explore how our mainstreaming approach may be adapted to different contexts. Project outputs so far have been shared through BCN website, and have recognised Darwin funding. As we come to finalise our main outputs (training course/manual, supplement) we will ensure that they are shared widely within Nepal (indicator 5.3).

### 3.3 Progress towards the project Outcome

*Through capacity development, tools, policy and process, biodiversity conservation is mainstreamed into Community Forestry in Nepal, alongside livelihood improvement, creating conditions for poverty alleviation and resilience among community forest-users.*

In year two we have taken good steps towards achieving the project outcome, as demonstrated by our progress towards the delivery of outputs as outlined above, and the outcome indicators as demonstrated below.

In the original Log Frame many of the outcome indicators are re-statements of the outputs. On the recommendation of the MTR<sup>3</sup> (and based on work done with project staff to develop a Theory of Change for the

<sup>3</sup> **Recommendation 3:** The project team should finalise the revised logframe and submit it to DI as a formal change request.

**Recommendation 5:** The project should consider creating a simple plan for the monitoring of key assumptions, both those identified in the original logframe and those highlighted in the project's theory of change.

project and simple monitoring plan for the assumptions), we are re-wording some of the indicators and will submit a change request for a revised Log Frame. This is to develop revised indicators and targets for more specific, demonstrable changes in capacity and effective policy mainstreaming (biodiversity conservation and livelihoods) to be achieved during the project lifetime and to allow more effective monitoring of progress towards the project outcome in the final year.

**Indicator 1: *State of knowledge and good practice review:*** Results of the review that was undertaken in year one are being shared widely, with over 85 institutions and individuals that are active in community forestry receiving hardcopies of the workshop proceedings. The review has informed our project baselines (particularly through the scoring of OPs) and has informed the development of the biodiversity supplement and training manual. Publication of the results of the review in a national journal is ongoing.

**Indicator 2: *Development of capacity through training and appropriate materials:*** Draft training materials have been developed and tested with forest officers and training facilitation staff, and are subsequently undergoing revision. We are now well placed to begin delivering training in biodiversity integration into CF in earnest in year three of the project. The training aims to build capacity of FOs to use the biodiversity supplement, and support CFUGs to integrate biodiversity into their operational plans. Therefore providing training to 500 forest officers (as well as FECOFUN staff) in year three of the project will help representatives across the CF sector to gain the skills and knowledge needed to mainstream biodiversity and ecosystem services into their work. Pre- and post-training surveys will track progress against this indicator. We have identified a mechanism to deliver this training (through the MoFSC Training Centres) which provides us with a platform for continued capacity development beyond the timeline of the project. Through training of trainers in the Regional Training Centres, and alongside continued advocacy work by BCN, we are hoping to make our training course a permanent fixture in the DoF annual training curriculum – ensuring sustainability of our outcome post-project.

**Indicator 3: *Revision of 14 CFUG Operational Plans to include biodiversity and ecosystem services assessments:*** We have made good progress towards this indicator, with six of the fourteen target CFs having completed biodiversity and ecosystem service assessments of their forests, and two revised operational plans are in the process of gaining approval to date. Planning is ongoing for the other four CFUGs at which assessments have taken place. While facilitation of these first six operational plans has been led by BCN in conjunction with the relevant Forest Officers, as we carry out and refine our training and capacity development activities under output 2 we are expecting that increasingly BCN will take a back seat as Forest Officers are leading the process with CFUGs.

**Indicator 4: *Production and government acceptance of a biodiversity supplement to the national CFM guidelines:*** We have made good progress towards finalising the ‘biodiversity supplement’. Continued development of the ‘biodiversity supplement’ through a consultative and participatory process has further enhanced capacity and awareness within key government departments of the need and benefit of integrating biodiversity into the community forestry planning process. The supplement has been designed to facilitate a participatory process to recognise, assess, manage and conserve important biodiversity and ecosystem services, and will provide the go-to tool for CFUGs to integrate biodiversity into operational planning. We are seeking formal recognition of the ‘biodiversity supplement’ within the official Community Forestry Operational Guideline – a policy revision that will further cement achievement of our outcome beyond project end by making biodiversity recognition/integration a requirement of all CFs. Piloting of the biodiversity supplement in the revision of operational plans to include biodiversity conservation and livelihood enhancement activities is on track, and data collected from the operational planning process is further demonstrating the case for policy revision – an outcome that will support greater impact beyond the lifetime of the project.

### **3.4 Monitoring of assumptions**

#### **Outcome level assumptions:**

1. *Nepal remains politically stable throughout the project period*

In year two, the political environment in Nepal has continued to be challenging, with pockets of unrest still occurring in the Terai region in response to Nepal's new constitution. However the resulting fuel blockade that affected project team travel in year one of the project has been resolved.

2017 is an election year in Nepal so we are monitoring closely how this may affect project implementation, both in the field and with central Government in Kathmandu.

2. *National policies remain supportive of Community Forestry as an approach to forest management, benefit sharing, local empowerment, and biodiversity conservation*

This still holds true, with NBSAP and new forest policy (2015) both recognising the importance of biodiversity and ecosystem services, and opportunity of their conservation through community forestry.

3. *Key institutions, programmes and projects remain receptive to development of a biodiversity supplement to the CFM guidelines, and to integration of biodiversity and ecosystem services modules in training programmes.*

There is still support by key institutions, however there has been more staff turnover in key positions in DoF in year 2, with four different Director Generals coming and going over the last two years of the project. We have inducted the latest DG to the project and he has taken up the role of chair of the PMC. However, as we enter the third year of the project and seek formal endorsement of the biodiversity supplement, we will rely heavily on the DG to support our case. BCN are therefore continuing to monitor closely.

4. *The OP process with CFUGs/communities recommended in the biodiversity supplement can overcome any barriers to equitable participation from women, minority ethnic groups and low castes, to support poverty alleviation goals.*

In the CFUG meetings held so far in the project we have ensured equitable representation and participation from women and traditionally disadvantaged groups. However, so far the meetings have been facilitated and/or heavily supported by BCN. This assumption will be tested further when the supplement process is facilitated independently by Forest Officers that have been trained by the project.

#### **Output level assumptions:**

1. *That good practice recorded through the review of CFs can be translated into training and guidance to achieve replication.*

To ensure we capture all learning from the good practice review we have continued to involve the consultants that conducted the review in the project. The consultants have attended workshops and commented on document development. We hope that the video that we are currently filming will provide CFUGs and FOs with accessible case studies of positive biodiversity-livelihoods linkages that can help inform the planning process.

2. *The policy entry points that have been identified for the outputs of the project remain valid*

Commitment in Nepal's NBSAP remains valid, and has been bolstered by the publication of a new Forest Sector Policy in 2015 that sees opportunities for the forestry sector to contribute more to biodiversity conservation and livelihood development.

3. *Forest Officers and FECOFUN staff that attend training courses apply what they have learned about biodiversity and ecosystem services in supporting revision of OPs, and staff turnover remains low*

This assumption will be closely monitored through pre- and post- (three-six month) training surveys once we begin formal training.

4. *CFUGs have the capacity to update their OPs in the timeline of the project*

So far this assumption has held true with two CFUGs having finalised and submitted OP revisions to their District Forest Office. Based on BCN experience, we estimate that it will take 4-6 weeks from submission to approval by the DFO.

### **3.5 Impact: achievement of positive impact on biodiversity and poverty alleviation**

Nepal has an extensive network of CFs, covering over 10% of Nepal's land area. Influencing the way this network is managed for biodiversity conservation, fully integrated with other CF management objectives, policy and practice, therefore represents a very significant tool for effective conservation of biodiversity outside formal protected areas. This is important because many CFs are Important Bird and Biodiversity areas and/ or adjacent

to formal protected areas so there are potentially very significant and widespread positive impacts on biodiversity conservation at national level.

In addition, the effective protection and enhancement of the ecosystem services provided by CFs also has the potential to have significant impacts on the wellbeing of all those living in and around Nepal's 19,000 CFs. The 14 CFUGs directly benefitting from this project will benefit from increased capacity to effectively manage and enhance the biodiversity within their CFs and to mitigate the challenges associated with this, whilst identifying ways in which this can be beneficial to their livelihoods.

However, the project is laying the foundations for impacts related to conservation and wellbeing beyond just the 14 pilot CFUGs. Through the DoF focal point, we are advocating for formal recognition of our outputs in DoF documentation and guidelines, and if successful our outputs could form the basis of biodiversity mainstreaming for the total of c. 19,000 CFUGs across the country.

#### **4. Contribution to the Global Goals for Sustainable Development (SDGs)**

The project is contributing directly or indirectly to seven SDGs. These are:

1. No poverty. By ensuring participation of traditionally disadvantaged groups in the OP revision process.
2. Good health and wellbeing. By supporting CFUGs to recognise (and manage for) the possible health and wellbeing benefits of biodiversity and ecosystem services
3. Gender equality. By ensuring equitable participation in planning and OP revision
4. Clean water and sanitation. Some CFUGs have identified provision of clean water as a key ecosystem service to be recognised in their OP
5. Climate action. Through the supplement process CFUGs are encouraged to explore how biodiversity/ecosystem services can be used to mitigate/adapt to climate change.
6. Life on land. Recognition of, and conservation management for priority species found in CFs through OP revision.
7. Partnerships for the goals. Catalysing partnerships between government (DoF) and civil society (FECOFUN).

#### **5. Project support to the Conventions, Treaties or Agreements**

Nepal's NBSAP includes the objective: 'By 2020, all community managed forests to include a biodiversity chapter in their management or Operational Plan and respective user groups to effectively implement those plans' (FB-C1). The project is directly supporting this aim.

The NBSAP also recognises that CFs can make a significant contribution to biodiversity and ecosystem services (ES) conservation, whilst contributing to health, livelihoods and wellbeing. This project is helping achieve these twin aims, and therefore Aichi Targets [AT] 11 &14, plus:

AT1 - Integrating biodiversity and ES into forest officer training and CF guidelines will raise awareness of the values of biodiversity and how to conserve and use it sustainably.

AT2 - Tools developed through this Darwin Initiative project will ensure integration of biodiversity and ES into local-level forest management plans, whilst implementation will ensure CFs are managed sustainably, to greater biodiversity and livelihoods benefit (AT7).

AT15 - Supporting Community Forest Management (CFM) which values and manages for biologically-diverse habitats (rather than a few, high value species) will help strengthen ecosystem resilience to climate change.

AT18 - The operational processes for CF and biodiversity developed by the project will promote recognition, respect for and integration of traditional knowledge, innovations and practices.

#### **6. Project support to poverty alleviation**

Nepal is ranked 145 out of 187 in the HDI, and 80% of poor people are rural (IFAD) with high dependence on natural resources. For CFM in Nepal to realise its potential for biodiversity conservation and poverty alleviation, a change is required to the way in which the natural assets and values of CFs are assessed, monitored and managed

for maximum shared benefit. This, in turn, requires additional skills on the part of those responsible for supporting CFUGs in this process, and the procedures that ensure the adoption of best practice.

By institutionalising community-based forest biodiversity management, this project will create an enabling environment for tackling the dual objectives of biodiversity conservation and poverty alleviation through CF. Direct and indirect wellbeing impacts from the project are therefore likely to benefit traditionally marginalised groups including the chronically poor, women and Dalit. Gender Equality and Social Inclusion (GESI) considerations are integral to the CF Guidelines, indicating that 35% of user-group income must be used for pro-poor interventions.

75 people from traditionally disadvantaged groups (35% of total) have participated in operational planning meetings so far.

## **7. Project support to gender equality issues**

Women are the primary users of forest products in Nepal, therefore any activity relating to access and/or improvement in the condition and diversity of forest resources will have a bearing on women. However, only about 24% of CFUG members are women.

Reflecting women's important role in forest resource use, this project sees women's involvement – as participants and beneficiaries – as vital. Training, guidelines and tools concerning mainstreaming of biodiversity into CFM will include specific content which helps raise awareness of women's role, and creates a process for women's participation and empowerment as managers, users and beneficiaries of forest biodiversity.

105 women (out of 217 participants from six CFUGs – 48%) have thus far actively participated in biodiversity and ecosystem service assessments.

## **8. Monitoring and evaluation**

Monitoring of day-to-day project implementation has been carried out through regular communication between BirdLife and BCN, through quarterly reporting from BCN to BirdLife as well as regular (at least monthly) skype calls. Two visits by BirdLife project staff to Nepal have assisted greatly both in planning of future work and monitoring what has thus far been achieved.

The project found the MTR carried out by LTSI in November 2016 to be a very useful and constructive exercise. Following critical analysis of the project logframe (especially outcome and output indicators) in the project's first year ARR, the project recognised the need to revise the logframe. The MTR reviewer facilitated a theory of change workshop with the in-country project team, and inputted to the draft revisions. The draft logframe and monitoring plan as suggested by the MTR has been attached as part of annex 4. Our final revisions will be submitted with a formal change request shortly after this report.

The MTR noted that "M&E capacity is strong, with data gathered by BCN with support from BirdLife International". However, we have thus far struggled to demonstrate progress towards our outcome due to indicator weaknesses. We hope that the revisions will make progress easier to demonstrate.

There is a need to share our monitoring and evaluation methodologies and data with other project partners so that outcome and impact-level changes to capacity can continue to be monitored (and learnt from) beyond the scope and timeline of this project.

## **9. Lessons learnt**

The MTR (annex 4) provided a valuable external view on project progress, and provided seven recommendations to increase impact achievement beyond the project lifetime. We will try to incorporate into our project plans for year three.

In year 2 we have again seen high staff turnover within our government partners. Whilst our project focal point has remained constant this year, there has been continued turnover of the Director General (DG) in DoF. This is a key position as buy-in (or not) of the DG could mean success or otherwise of the project. We have seen that it is

important to engage new high-level DoF staff at the earliest opportunity. The pre-agreed position of the DG as chair of the Project Management Committee has proven a useful lever to induct and involve the incoming DG in the project as early as possible.

## **10. Actions taken in response to previous reviews (if applicable)**

*The project needs to ensure a collaborative working approach at decentralised levels (i.e. below that of central government and national offices of FECOFUN) to ensure consistency with Nepal's state restructuring*

We have taken this recommendation into account in year two, as we begin to work with CFUGs. Rather than work with individual CFUGs only, we have engaged each local District Forest Office and FECOFUN chapter and introduced the project aims to a range of stakeholders including staff from local offices of other CF agencies where possible and appropriate.

*The project log-frame is still very weak. The main weakness is the lack of SMART indicators at both output and outcome levels and the confusion between indicators and activities. It is strongly recommended that the logframe is revised to clearly identify and quantify what impacts will be achieved and delivered and to put in place an M&E system to track these indicators accordingly.*

With the support of LTSI (including through the MTR) we have revisited our Theory of Change and have drafted a revised logframe with SMART outcome and output indicators. The draft is attached in annex 4, and the final revisions will be submitted with a formal change request alongside this report.

*Darwin Initiative support to be credited in all reports/documents (final versions).*

We continue to profile the Darwin Initiative and have endeavoured to acknowledge Darwin Initiative support in all outputs this year.

## **11. Other comments on progress not covered elsewhere**

Towards the end of 2016 the project leader Dr David Thomas took a secondment position and temporarily left BirdLife. The project therefore recruited for a replacement project leader in Dr Nonie Coulthard. There was a good handover and smooth transition.

However, in part due to time commitments with other Darwin projects Nonie has not yet visited Nepal to meet BCN and other Partner organisations in person, causing us to underspend slightly on our travel budget for 2016/17. We will try to prioritise travel for Nonie early in year 3 of the project.

## **12. Sustainability and legacy**

Project sustainability depends to a large degree on the successful integration of new training materials in the wider government training curriculum. If we are able to successfully achieve this as planned, capacity building of government staff in relation to biodiversity and ES in CF will continue into the future.

The CFTEC has committed to provide annual training to staff on the contents of the guidelines once they have been passed. Biannual assessment of training needs will help to ensure future knowledge gaps are addressed.

The legacy of the project will be further secured if the biodiversity supplement to the CF Guidelines is successfully approved by the Government of Nepal. Current indications from Government partners suggest are that this will occur within the lifetime of the project. Once this is achieved, the supplement will establish the obligation for the clear consideration of biodiversity management in the updated OPs of all of Nepal's CFUGs, and provide the guidance to do so. The clear ownership of the draft supplement by the Department of Forests, and the project's contribution to helping the Government to achieve its ambitious NBSAP target, further strengthen the likelihood that the impact of the project will be sustained post Darwin funding.

This project is developing, piloting and publishing biodiversity mainstreaming tools and approaches that are relevant nationally in Nepal. However, national uptake will be heavily dependent on available resources. To guarantee the greatest sustainability and legacy of the project and support scaling-up of our impact beyond project end, we believe that this project is a good candidate for Darwin Post-Project funding.

### 13. Darwin identity

Darwin Initiative support has been profiled at every workshop held by the project, which has been profiled as a distinct project. The Darwin logo has featured prominently on workshop banners, presentations and communications made through the project so far. As we finalise the draft outputs mentioned above, we will be sure to recognise the Darwin Initiative's support. These activities are significantly raising the profile of the Darwin Initiative within government departments in Nepal (especially the DoF), as well as other stakeholders working in the community forestry sector in Nepal.

### 14. Project expenditure

**Table 1: Project expenditure during the reporting period (1 April 2016 – 31 March 2017)**

Project spend (indicative) since last annual report	2016/17 Grant (£)	2016/17 Total Darwin Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (see below)			-4.6	Variance in staff costs in part due to weaker GBP compared to Nepali Rupee. This issue was highlighted to Darwin over email
Consultancy costs			4.0	-
Overhead Costs			-3.6	Variance in overhead costs due to weaker GBP compared to Nepali Rupee. This issue was highlighted to Darwin over email
Travel and subsistence			16	Travel and subsistence slightly underspent due to change in leadership disrupting travel plans from UK to Nepal
Operating Costs			-1.1	-
Capital items (see below)	0	0	0	
Others (see below)			4	
<b>TOTAL</b>				





## Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2016-2017

Project summary	Measurable Indicators	Progress and Achievements April 2014 - March 2015	Actions required/planned for next period
<p><b>Impact</b></p> <p>Community forestry across Nepal delivers for both nature and people: sustaining vital ecosystem services, improving livelihoods and wellbeing, achieving greater resilience to climate change, and safeguarding globally important biodiversity.</p>			
<p><b>Outcome</b></p> <p>Through capacity development, tools, policy and process, biodiversity conservation is mainstreamed into Community Forestry in Nepal, alongside livelihood improvement, creating conditions for poverty alleviation and resilience among community forest-users.</p>	<p><b>Indicator 1</b></p> <p>A 'state of knowledge' and good practice review documents how CF management can maximise biodiversity and ES benefits while protecting or enhancing livelihood diversity and resilience; findings of review inform development of training materials and guidelines; by end of Year 1 (Q1 Year 2).</p> <p><b>Indicator 2</b></p> <p>Course curricula, guidelines and tools are available for integration of biodiversity into CFM, by Quarter 2 of Year 2 (Q3 Year 2).</p> <p>FOs, and other forestry professionals targeted by the project (including FECOFUN) have the capacity to support and advise CFUGs in developing Operational Plans that integrate (and measure) biodiversity conservation and ecosystem services in order to improve livelihood diversity and resilience in community forest management, by end Year 2 (Q1 Year 3).</p> <p>By the end of year 3 (year 4 Q1), a total of 500 forestry officers trainees are</p>	<p><b>Indicator 1</b></p> <p>Results of the review are being shared widely. 85 CF institutions and individuals received hardcopies of the workshop proceedings from yr 1. The review has informed our project baselines and has informed the development of the biodiversity supplement and training manual. Publication of the results of the review in a national journal is ongoing.</p> <p><b>Indicator 2</b></p> <p>Draft training materials have been developed and tested with 21 forest officers and 6 training facilitation staff, and are undergoing revision. The training aims to build capacity of FOs to use the biodiversity supplement, and support CFUGs to integrate biodiversity into their operational plans. Training will be delivered through MoFSC Training Centres to support sustainability of delivery post-project.</p> <p><b>Indicator 3</b></p> <p>Six of the fourteen target CFs have completed biodiversity and ecosystem</p>	<p>In the next period our focus will be:</p> <p><b>Indicator 1</b></p> <p>Finalise publication of the literature review paper in a national peer-reviewed journal. Explore possibility for publishing</p> <p><b>Indicator 2</b></p> <p>Finalise training manual, provide training to Forest Officers, collect data to evaluate capacity development effectiveness</p> <p>Advocate for course to be integrated into training curriculum post-project</p> <p><b>Indicator 3</b></p> <p>Complete biodiversity and ES assessments with remaining 8 CFUGs.</p> <p>Complete OP revisions with 12 CFUGs</p> <p>Follow and support process of OP approval.</p> <p>Support 14 CFUGs to establish and implement monitoring of biodiversity and ES</p>

	<p>trained.</p> <p><b>Indicator 3</b></p> <p>Introductory meetings completed with the 14 CFUGs and the relevant FECOFUN staff and a process is established for increasing the participation of underrepresented groups by end of year 2 (year 3 Q1).</p> <p>CFUGs from 14 community forests distributed across Nepal's administrative zones have developed, through an inclusive participatory process (involving women and men), Operational Plans that incorporate biodiversity and ecosystem services conservation objectives for enhanced, more equitable and sustainable livelihoods, and have monitoring systems to measure and record biodiversity and livelihood outcomes, by end of Year 3 (year 4 Q1).</p> <p><b>Indicator 4</b></p> <p>The draft structure and content for a supplement to the national CFM Guidelines (that govern CF management across Nepal) that provides guidance, manuals and tools for FOs and CFUGs on integrating biodiversity and ES into CF (e.g. covering biodiversity survey/inventory; biodiversity monitoring; integration of ITK; gender and forest use) is approved by end of year 2 (year 3 Q1).</p> <p>A DoF-produced supplement to the national CFM Guidelines is published and integrated into the national CFM process by end of Year 3 (year 4 Q1).</p>	<p>service assessments of their forests, and two revised operational plans are in the process of gaining approval to date. Planning is ongoing for the other four CFUGs at which assessments have taken place.</p> <p><b>Indicator 4</b></p> <p>Development of the 'biodiversity supplement' through a consultative and participatory process has continued, and a final draft has been prepared and tested.</p>	<p><b>Indicator 4</b></p> <p>Finalise, publish and widely share biodiversity supplement. Seek formal recognition of supplement in OP guidelines</p>
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<p><b>Output 1.</b> Information and knowledge on ecosystem service and biodiversity linkages to livelihoods and wellbeing, in the context of community forestry (including cultural, social, gender-based and institutional differences in understanding, interpretation, practice and impact) are compiled, documented and shared with state and civil society forest management stakeholders; entry points for mainstreaming biodiversity into pro-poor CFM identified.</p>	<p>Source list and key stakeholders for consultation drawn up by end of Quarter 1, Year 1 (Q2 year 1)</p>	<p>Completed as planned in year 1</p>
	<p>Desk top research of published material, site visits and consultation meetings completed with CF practitioners and policy makers (to understand entry points) and database of case studies compiled on CF, biodiversity and ecosystem services by end of Quarter 2, Year 1 (Q3 year 1)</p>	<p>Completed as planned in year 1</p>
	<p>Case studies and report on community forest management practices enhancing biodiversity conservation and livelihood development published and submitted to DoF/FECOFUN/MoFSC by end of Year 1 (Q1 year 2)</p>	<p>Case studies collected at national workshop in year 1 collated into 'workshop proceedings' and shared with DoF, FECODUN and MoFSC. Results of literature review shared with DoF.</p>
	<p>Review of CFM, biodiversity and livelihoods in Nepal published in peer reviewed journal by end of Q1, yr 2 (Q2 year 2)</p>	<p>Review paper submitted to journal, comments received and being addressed. To be resubmitted Q1 Y3</p>
<p>Activity 1.1</p> <p>Hold workshop and meetings to start collating case studies and link to networks of organisations and individuals working together on CFM and biodiversity in Nepal</p>	<p>Completed as planned in year 1</p>	
<p>Activity 1.2</p> <p>Conduct a comprehensive and up-to-date review of CFM, ES, biodiversity and livelihoods in Nepal, including social dimensions, and drawing from case studies provided through the network under 1.1</p>	<p>Completed as planned in year 1</p>	
<p>Activity 1.3</p> <p>Publish results of the review in an open-access peer reviewed journal or other appropriate format</p>	<p>Paper submitted to national Journal of Science and Technology in Nepal. Comments received from reviewers and being addressed. To be resubmitted early in year three.</p>	

<p><b>Output 2.</b> Training courses for forestry professionals revised to include modules relating to the integration of ES and biodiversity into CFM planning (that also addresses issues of equity, indigenous knowledge, gender) and, through training of trainers, 500 FOs and 50 FECOFUN staff trained; with appropriate tools, guidelines, and awareness materials available for use in guiding CFUGs.</p>	<p>Course content reviewed with course administrators to determine how and where to integrate modules relating to biodiversity and ES conservation by end of Year 1 (Q1 year 2)</p>	<p>Current content reviewed with DoF and Central and Regional Forest Training Centre staff to identify gaps and approach by Q1 Year 2</p>
	<p>Training materials developed based on case studies and good practice [as documented in Output 1] and in consultation with course administrators by Quarter 2 of Year 2 (Q3 year 2)</p>	<p>Draft training manual and materials developed in consultation with CTFEC staff</p>
	<p>Training of trainers completed, pilot training courses held with 28 Forest Officers, and 14 FECOFUN staff with training materials revised as necessary, by end of Year 2 (Q1 year 3)</p>	<p>Pilot course held with 21 Forest Officers, and revisions being incorporated into manual. ToT planned for 18<sup>th</sup>-22<sup>nd</sup> May 2017, and FECOFUN training of c. 20 regional staff planned for Q1 Y3</p>
	<p>Through trained-trainers, training completed of 500 Forest Officers and 50 FECOFUN staff using revised course module, by end of Year 3 (Q1 year 4)</p>	<p>Planned for year 3 following ToT</p>
	<p>Awareness materials for CFUGs produced and disseminated via DoF, FECOFUN and projects and programmes, to all 14 administrative zones, from middle of year 2</p>	<p>Leaflets in Nepali and English circulated to CFUGs. Video under development. National Workshop Proceedings (collection of Case Studies) circulated to district forest offices</p>
<p>Activity 2.1. Hold expert consultative meeting to agree and design content of training materials, tools and guidelines (and drawing from Output 1); and develop approach for integration of biodiversity and ecosystem services training modules into curricula and content of existing training courses of DoF and FECOFUN</p>		<p>Meetings held in March 2016, November 2016, March 2017 with Central and Regional Training Centre Staff that identified gaps in current courses and FO capacity. Delivery of course Regional training centres identified as best approach</p>

		for sustainable integration of course to DoF curriculum.
Activity 2.2. Produce training materials in appropriate formats (brochures, PowerPoint presentations, videos, course modules etc.) and distribute to relevant/targeted individuals and institutions.		Training materials drafted and pilot course completed with 21 FOs. Training video currently being filmed.
Activity 2.3. Provide training to DoF and FECOFUN staff to enhance their knowledge and capacity on biodiversity and ecosystem services in the context of CFM (including through training of trainers)		Pilot course with 21 FOs completed. Training of 500 FOs and 50 FECOFUN staff planned for year 3. 1 <sup>st</sup> FECOFUN training scheduled for late May 2017.
Activity 2.4. Pre- and post-training surveys conducted among FO trainees to assess the understanding, impact and application of course content and key principles		Surveys to be distributed before, and 3 months after, each course in year three.
Activity 2.5. Produce awareness materials for CFUGs and disseminate throughout the country to support integration of ES and biodiversity in community forestry		Biodiversity in CFM workshop proceedings, leaflets and magazine articles produced and distributed to district forest offices, CFUGs and CF agencies. Awareness/training video currently being filmed.
<b>Output 3.</b> CFUGs in a minimum of 14 community forests have the understanding and capacity for inclusive planning, integration and monitoring of biodiversity and ES in their forests for combined and balanced livelihoods-resilience-conservation outcomes that benefit women and men; and have revised and adopted Operational Plans accordingly.	Workshops on biodiversity and ES values in CF, led by the targeted FOs, held with communities & CFUGs at the 14 target CFs and at least 14 biodiversity and ES assessments carried out at target CFs by Q1 of year 3	6 workshops held to date with 6 CFUGs at 5 sites, led by FOs and BCN. 6 biodiversity and ES assessments carried out by end year 2.
	Participative planning workshops held at the 14 target CFs for revision of CF operational plans, ensuring gender inclusive attendance/participation, held by Q2, Year 3	Participatory planning workshops held with 6 CFUGs at 5 sites, with average 48% representation of women. (105/217 participants)
	Operational plans and monitoring regime drafted by 14 CFUGs (supported by project partners) and accepted and endorsed by DoF, by end	2 OPs drafted and submitted to relevant District Forest Office. 4 OPs under development based on biodiversity and ES assessments.

	of Year 3	
Activity 3.1. Hold community level meetings for piloting the integration of biodiversity and ecosystem services in CFM		14 user groups at 10 IBAs have been identified. Meetings have been held with 6 user groups at 5 sites, and biodiversity/ecosystem service assessments have been completed for the six groups.
Activity 3.2. Through participatory process, prepare revised Operational Plans for 14 selected CFs considering the contribution of biodiversity and ecosystem services conservation in sustainable livelihoods development and resilience		Based on biodiversity and ecosystem service assessments completed under 3.1, operational plans for 2 CFUGs have so been revised.
Activity 3.3. Follow and support the process of approval of the revised OPs by the relevant government body		2 revised OPs have been submitted to the relevant District Forest Office for approval, BCN monitoring progress.
Activity 3.4 Support implementation of OPs and establishing of monitoring of biodiversity, ES and livelihoods outcomes		Activity to be carried out once operational plans are approved.
<b>Output 4.</b> National biodiversity supplement to the CF guidelines (integrated with CF initiatives concerning REDD+ and EbA), published by DoF and in use, with high level of awareness of its existence and relevance among key CFM stakeholders and practitioners.	Consultation workshop organised by DoF, and involving FECOFUN, Institute of Forestry, NGO stakeholders etc. to review experience and agree content of Biodiversity Supplement to CF guidelines, by end of Q2, Year 2 (Q3 year 2)	Consultation workshops held March 2016, Nov 2016, March 2017. Experience reviewed and supplement content agreed
	Biodiversity supplement to CFM Guidelines drafted by DoF (with support from project partners), through an iterative process involving early experience from pilots, and shared for comment by Quarter 1 of Year 3 (Q2 year 3)	Biodiversity supplement drafted by DoF, BCN and BirdLife, and tested with six user groups. Feedback integrated where appropriate. Supplement shared for comment with c. 30 CF organisations in March 2017.

	Biodiversity supplement to CFM Guidelines, tools and guidance disseminated to all DoF and FECOFUN District Offices, IoF, forest projects and programmes and INGOs/NGOs working in the CFM sector and made available on-line through appropriate forestry networks, with high level of awareness among forestry personnel; by end of Year 3. (End of project Q1 year 4)	Planned for Year 3
	DoF integrates learning from the project into the CBD reporting process and preparation by end of Year 3 (End of project Q1 year 4)	BCN met with CBD focal point to introduce project in year 2
Activity 4.1. Hold meetings with experts (including communications/educators) and DoF to agree content and format of biodiversity supplement		Consultative meetings held with CF practitioners and organisations in March 2016, November 2016, and March 2017. Technical Advisory Committee formed and meeting regularly to ensure relevance of Supplement to CF current guidelines, policy and context on the ground.
Activity 4.2. Design, write and produce biodiversity supplement and any accompanying materials (e.g. video, poster, leaflets) in appropriate formats		Final draft of Biodiversity Supplement completed, and tested with six CFUGs. Biodiversity supplement heavily informs training materials.
Activity 4.3. Distribute materials through appropriate channels and conduct outreach activities (meetings, websites, local radio, CFM networks) to ensure wide awareness		Leaflets containing information about the project, our aims and progress so far, were published in Nepali and distributed to each of the c. 70 district forest offices.
<b>Output 5.</b> CFM stakeholders nationally and regionally aware of the lessons learned from the project.	Project partners share lessons learned at relevant national and regional forestry meetings of DoF (District Forest Officers' annual national seminar and 5 annual regional meetings) and FECOFUN (National community forestry workshop, FECOFUN annual general meeting and 75 district chapter meetings) (each	National meetings with DoF and FECOFUN will be prioritised during year three as our outputs are finalised



	year, especially years 2 and 3)	
	Lessons shared at 1 regional workshop by end of year 3	Workshop to be held 9 <sup>th</sup> -13 <sup>th</sup> October 2017 in Singapore with c.20 BirdLife Partners in Asia.
	Project materials, lessons, case studies etc. shared through appropriate channels (websites, networks etc.), by end yr 3	All final outputs, as well as meeting minutes, workshop reports have been shared on BCN website. This will continue as we finalise our outputs
Activity 5.1. Organise national level awareness and lesson-sharing events at meetings of relevant government bodies and other key CFM stakeholders		National meetings with DoF and FECOFUN will be prioritised during year three
Activity 5.2. Organise regional lesson-sharing workshop (associated with BirdLife Asia Region partnership meeting)		We are planning for a workshop to be held 9 <sup>th</sup> -13 <sup>th</sup> October 2017 in Singapore with c.20 BirdLife Partners in Asia.
Activity 5.3. Disseminate and share all project materials and lessons learned through appropriate channels (websites, networks etc.)		All final outputs, as well as meeting minutes, workshop reports have been shared on BCN website. This will continue as we finalise our outputs



## Annex 2: Project's full current logframe as presented in the application form (unless changes have been agreed)

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<p><b>Goal:</b></p> <p>Community forestry across Nepal delivers for both nature and people: sustaining vital ecosystem services, improving livelihoods and wellbeing, achieving greater resilience to climate change, and safeguarding globally important biodiversity.</p>			
<p><b>Outcome:</b></p> <p>Through capacity development, tools, policy and process, biodiversity conservation is mainstreamed into Community Forestry in Nepal, alongside livelihood improvement, creating conditions for poverty alleviation and resilience among community forest-users.</p>	<ol style="list-style-type: none"> <li>1. A 'state of knowledge' and good practice review documents how CF management can maximise biodiversity and ES benefits while protecting or enhancing livelihood diversity and resilience; findings of review inform development of training materials and guidelines; by end of Year 1.</li> <li>2. Course curricula, guidelines and tools are available for integration of biodiversity into CFM, by Quarter 2 of Year 2. FOs, and other forestry professionals targeted by the project (including FECOFUN) have the capacity to support and advise CFUGs in developing Operational Plans that integrate (and measure) biodiversity conservation and ecosystem services in order to improve livelihood diversity and resilience in community forest management, by end Year 2. By the end of year 3, a total of 500 forestry officers' trainees are trained.</li> </ol> <p>Introductory meetings completed with the 14 CFUGs and the relevant FECOFUN staff and a process is established for increasing the participation of underrepresented groups by end of year 2.</p> <ol style="list-style-type: none"> <li>3. CFUGs from 14 community forests distributed across Nepal's administrative zones have developed, through an inclusive participatory process (involving women and men), Operational Plans</li> </ol>	<ol style="list-style-type: none"> <li>1. Reports of reviews; case studies printed and published on-line; peer reviewed paper; number of downloads of publicly available documents; records of meetings with DoF/FECOFUN/MoFSC and training institutions</li> <li>2. Pre- and post-training surveys conducted among FO trainees to assess the understanding, impact and application of course content and key principles; training schedules and reports on training carried out by FOs and surveys of participating CFUGs</li> <li>3. Reports from planning meetings; operational plans from targeted CFs; monitoring plans and gender disaggregated baselines of biodiversity and livelihood indicators</li> <li>4. Documentation and guidance related to the biodiversity supplement to the CFM Guidelines, is available on line and within offices of key forest institutions (DoF/FECOFUN); report of survey of availability, awareness and use of materials among DoF District Offices and Forest Officers and FECOFUN; note on official endorsement and communication of the biodiversity supplement etc. provided from DOF to all FOs.</li> </ol>	<ol style="list-style-type: none"> <li>1. Nepal remains politically stable throughout the project period</li> <li>2. National policies remain supportive of Community Forestry as an approach to forest management, benefit sharing, local empowerment, and biodiversity conservation</li> <li>3. Key institutions, programmes and projects remain receptive to development of a biodiversity supplement to the CFM guidelines, and to integration of biodiversity and ecosystem services modules in training programmes.</li> <li>4. The OP process with CFUGs/communities recommended in the biodiversity supplement can overcome any barriers to equitable participation from women, minority ethnic groups and low castes, to support poverty alleviation goals.</li> </ol>

	<p>that incorporate biodiversity and ecosystem services conservation objectives for enhanced, more equitable and sustainable livelihoods, and have monitoring systems to measure and record biodiversity and livelihood outcomes, by end of Year 3.</p> <p>4. The draft structure and content for a supplement to the national CFM Guidelines (that govern CF management across Nepal) that provides guidance, manuals and tools for FOs and CFUGs on integrating biodiversity and ES into CF (e.g. covering biodiversity survey/inventory; biodiversity monitoring; integration of ITK; gender and forest use) is approved by end of year 2. A DoF-produced supplement to the national CFM Guidelines is published and integrated into the national CFM process by end of Year 3.</p>		
<p><b>Outputs:</b></p> <p>1. Information and knowledge on ecosystem service and biodiversity linkages to livelihoods and wellbeing, in the context of community forestry (including cultural, social, gender-based and institutional differences in understanding, interpretation, practice and impact) are compiled, documented and shared with state and civil society forest management stakeholders; entry points for mainstreaming biodiversity into pro-poor CFM identified.</p>	<p>1a. Source list and key stakeholders for consultation drawn up by end of Quarter 1, Year 1</p> <p>1b. Desk top research of published material, site visits and consultation meetings completed with CF practitioners and policy makers (to understand entry points) and database of case studies compiled on CF, biodiversity and ecosystem services by end of Quarter 2, Year 1</p> <p>1c. Case studies and report on community forest management practices enhancing biodiversity conservation and livelihood development published and submitted to DoF/FECOFUN/MoFSC by end of Year 1</p> <p>1d. Review of CFM, biodiversity and livelihoods in Nepal published in peer</p>	<p>Attendee lists, programme, presentations, and reports/minutes from national and regional workshops and meetings; websites; records of downloads and web page visits..</p>	<p>That good practice recorded through the review of CFs can be translated into training and guidance to achieve replication.</p>

	reviewed journal by end of Q1, yr 2		
<p>2. Training courses for forestry professionals revised to include modules relating to the integration of ES and biodiversity into CFM planning (that also addresses issues of equity, indigenous knowledge, gender) and, through training of trainers, 500 FOs and 50 FECOFUN staff trained; with appropriate tools, guidelines, and awareness materials available for use in guiding CFUGs.</p>	<p>2a. Course content reviewed with course administrators to determine how and where to integrate modules relating to biodiversity and ES conservation by end of Year 1</p> <p>2b. Training materials developed based on case studies and good practice [as documented in Output 1] and in consultation with course administrators by Quarter 2 of Year 2</p> <p>2c. Training of trainers completed, pilot training courses held with 28 Forest Officers, and 14 FECOFUN staff with training materials revised as necessary, by end of Year 2</p> <p>2d. Through trained-trainers, training completed of 500 Forest Officers and 50 FECOFUN staff using revised course module, by end of Year 3.</p> <p>2e. Awareness materials for CFUGs produced and disseminated via DoF, FECOFUN and projects and programmes, to all 14 administrative zones, from middle of year 2</p>	<p>Training materials, both printed and on-line and reports and evaluations from training workshops held with FOs; no. of downloads of online materials; FO training course content</p>	<p>Forest Officers and FECOFUN staff that attend training courses apply what they have learned about biodiversity and ecosystem services in supporting revision of OPs, and staff turnover remains low</p>
<p>3. CFUGs in a minimum of 14 community forests have the understanding and capacity for inclusive planning, integration and monitoring of biodiversity and ES in their forests for combined and balanced livelihoods-resilience-conservation outcomes that benefit women and men; and have revised and adopted Operational Plans accordingly.</p>	<p>3a. Workshops on biodiversity and ES values in CF, led by the targeted FOs, held with communities &amp; CFUGs at the 14 target CFs and at least 14 biodiversity and ES assessments carried out at target CFs by Q1 of year 3</p> <p>3b. Participative planning workshops held at the 14 target CFs for revision of CF operational plans, ensuring gender inclusive attendance/participation, held by Q2, Year 3</p> <p>3c. Operational plans and monitoring</p>	<p>Reports of training workshops held with CFUGs; gender disaggregated reports of biodiversity benefits in each targeted CF and written monitoring plans.</p>	<p>CFUGs have the capacity to update their OPs in the timeline of the project</p>

	regime drafted by 14 CFUGs (supported by project partners) and accepted and endorsed by DoF, by end of Year 3		
<p>4. National biodiversity supplement to the CF guidelines (integrated with CF initiatives concerning REDD+ and EbA), published by DoF and in use, with high level of awareness of its existence and relevance among key CFM stakeholders and practitioners.</p>	<p>4a. Consultation workshop organised by DoF, and involving FECOFUN, Institute of Forestry, NGO stakeholders etc. to review experience and agree content of Biodiversity Supplement to CF guidelines, by end of Q2, Year 2</p> <p>4b. Biodiversity supplement to CFM Guidelines drafted by DoF (with support from project partners), through an iterative process involving early experience from pilots, and shared for comment by Quarter 1 of Year 3</p> <p>4c. Biodiversity supplement to CFM Guidelines, tools and guidance disseminated to all DoF and FECOFUN District Offices, IoF, forest projects and programmes and INGOs/NGOs working in the CFM sector and made available on-line through appropriate forestry networks, with high level of awareness among forestry personnel; by end of Year 3.</p> <p>4d. DoF integrates learning from the project into the CBD reporting process and preparation by end of Year 3</p>	<p>Published report on CF management practices that enhance biodiversity conservation and livelihood development; records of meetings held with policy makers; list of relevant policy entry points; journal</p>	<p>Key institutions, programmes and projects remain receptive to development of a biodiversity supplement to the CFM guidelines, and to integration of biodiversity and ecosystem services modules in training programmes.</p> <p>The policy entry points that have been identified for the outputs of the project remain valid</p>
<p>5. CFM stakeholders nationally and regionally aware of the lessons learned from the project.</p>	<p>5a. Project partners share lessons learned at relevant national and regional forestry meetings of DoF (District Forest Officers' annual national seminar and 5 annual regional meetings) and FECOFUN (National community forestry workshop, FECOFUN annual general meeting and 75 district chapter meetings) (each year, especial years 2 and 3)</p> <p>5b. Lessons shared at 1 regional workshop by end of year 3</p>	<p>Reports of Biodiversity Supplement planning workshops; programme and attendee list for development workshop and report on workshop outcomes and agreements; published version of Biodiversity Supplement either in print and/or on line; survey of DoF District office staff before and after to gauge awareness of Biodiversity Supplement; reports from national meetings</p>	

	5c. Project materials, lessons, case studies etc. shared through appropriate channels (websites, networks etc.), by end yr 3		
<p><b>Activities</b> (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1)</p> <p>1.1 Hold workshop and meetings to start collating case studies and link to networks of organisations and individuals working together on CFM and biodiversity in Nepal</p> <p>1.2 Conduct a comprehensive and up-to-date review of CFM, ES, biodiversity and livelihoods in Nepal, including social dimensions, and drawing from case studies provided through the network under 1.1</p> <p>1.3 Publish results of the review in an open-access peer reviewed journal or other appropriate format</p> <p>2.1 Hold expert consultative meeting to agree and design content of training materials, tools and guidelines (and drawing from Output 1); and develop approach for integration of biodiversity and ecosystem services training modules into curricula and content of existing training courses of DoF and FECOFUN</p> <p>2.2 Produce training materials in appropriate formats (brochures, PowerPoint presentations, videos, course modules etc.) and distribute to relevant/targeted individuals and institutions.</p> <p>2.3 Provide training to DoF and FECOFUN staff to enhance their knowledge and capacity on biodiversity and ecosystem services in the context of CFM (including through training of trainers)</p> <p>2.4 Pre- and post-training surveys conducted among FO trainees to assess the understanding, impact and application of course content and key principles</p> <p>2.5 Produce awareness materials for CFUGs and disseminate throughout the country to support integration of ES and biodiversity in community forestry</p> <p>3.1 Hold community level meetings for piloting the integration of biodiversity and ecosystem services in CFM</p> <p>3.2 Through participatory process, prepare revised Operational Plans for 14 selected CFs considering the contribution of biodiversity and ecosystem services conservation in sustainable livelihoods development and resilience</p> <p>3.3 Follow and support the process of approval of the revised OPs by the relevant government body</p> <p>3.4 Support implementation of OPs and establishing of monitoring of biodiversity, ES and livelihoods outcomes</p> <p>4.1 Hold meetings with experts (including communications/educators) and DoF to agree content and format of biodiversity supplement</p> <p>4.2 Design, write and produce biodiversity supplement and any accompanying materials (e.g. video, poster, leaflets) in appropriate formats</p> <p>4.3 Distribute materials through appropriate channels and conduct outreach activities (meetings, websites, local radio, CFM networks) to ensure wide awareness</p> <p>5.1 Organise national level awareness and lesson-sharing events at meetings of relevant government bodies and other key CFM stakeholders</p> <p>5.2 Organise regional lesson-sharing workshop (associated with BirdLife Asia Region partnership meeting)</p> <p>5.3 Disseminate and share all project materials and lessons learned through appropriate channels (websites, networks etc.)</p>			

### Annex 3 Standard Measures

**Table 1 Project Standard Output Measures**

Code No.	Description	Gender of people (if relevant)	Nationality of people (if relevant)	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
Established codes								
6A	Training of Forest officers		Nepali	0	21		21	500
6A	Training of FECOFUN staff		Nepali	0	0		0	50
7	Training materials for FOs, CFUGs and other stakeholders			0	2		2	6
11A	Papers published in national peer reviewed journal			0	0		0	2
11A	Paper published in international peer reviewed journal			0	0		0	1
14A	Dissemination workshops			5	9		14	20
14B	Attendance to other workshops to present outputs			0	2		2	5
20	Capital equipment purchased to remain in Nepal			£3958	0		£3958	£3958
23	Cofunding raised			£3000	£3000		£6000	£9310



**Table 2                      Publications**

Title	Type (e.g. journals, manual, CDs)	Detail (authors, year)	Gender of Lead Author	Nationality of Lead Author	Publishers (name, city)	Available from (e.g. website link or publisher)
Proceedings of National Workshop on Biodiversity in Community Forestry	Workshop proceedings	Bird Conservation Nepal, 2016	Male	Nepali	Bird Conservation Nepal, Kathmandu	<a href="http://www.birdlifeneal.org/projects/mainstreaming-biodiversity-and-ecosystem-services-into-community-forestry-in-nepal/activity/proceedings-of-national-workshop-on-mainstreaming-biodiversity-and-ecosystem-services-into-community-forestry-in-nepal">http://www.birdlifeneal.org/projects/mainstreaming-biodiversity-and-ecosystem-services-into-community-forestry-in-nepal/activity/proceedings-of-national-workshop-on-mainstreaming-biodiversity-and-ecosystem-services-into-community-forestry-in-nepal</a>

## Annex 4 Onwards – supplementary material (optional but encouraged as evidence of project achievement)

Annex 4 – Mid-Term Review

Annex 5 – Proceedings of National Workshop on Biodiversity in Community Forestry

Annex 6 – Review paper submitted to Journal of Science and Technology in Nepal

Annex 7 – Draft training manual (early draft)

Annex 8 – Project leaflet (English)

Annex 9 – Project leaflet (Nepali)

Annex 10 – Shooting script for biodiversity in CFM training video

Annex 11 – BCN Trimester magazine 'Munal' with article on project (in Nepali)

Annex 12 – Report from community meeting at Reshunga, Gulmi district

Annex 13 – Draft revised operational plan for Naudhara Community forestry User Group, Phulchowki

Annex 14 – ToR and Membership of Technical Advisory Committee

Annex 15 – Draft biodiversity supplement

NB. Annexes can be accessed via this link:

<https://www.dropbox.com/sh/2j5wmn4dcr181a4/AADX98uSDNAfGPYRo7iKJMjMa?dl=0>

## Submission Checklist

	Check
<b>Is the report less than 10MB?</b> If so, please email to <a href="mailto:Darwin-Projects@ltsi.co.uk">Darwin-Projects@ltsi.co.uk</a> putting the project number in the Subject line.	X (Excluding annexes)
<b>Is your report more than 10MB?</b> If so, please discuss with <a href="mailto:Darwin-Projects@ltsi.co.uk">Darwin-Projects@ltsi.co.uk</a> about the best way to deliver the report, putting the project number in the Subject line.	Annexes provided in a Dropbox folder
<b>Have you included means of verification?</b> You need not submit every project document, but the main outputs and a selection of the others would strengthen the report.	X
<b>Do you have hard copies of material you want to submit with the report?</b> If so, please make this clear in the covering email and ensure all material is marked with the project number.	
Have you involved your partners in preparation of the report and named the main contributors	X
Have you completed the Project Expenditure table fully?	X
Do not include claim forms or other communications with this report.	