



*Empowered lives.
Resilient nations.*

GEF-SGP Country Programme Strategy for utilization of OP5 grantfunds

Country: **NEPAL**
Resources to be invested: **US\$2,400,000**
(GEF-SGP Core fund US\$1,200,000 & STAR Allocation US\$1,200,000)

1. GEF-SGP country programme - summary background

The GEF Small Grants Programme (GEF-SGP) is a corporate programme of the Global Environment Programme (GEF) implemented by United Nations Development Programme (UNDP) and executed by United Nations Office for Project Services (UNOPS). UNDP hosts GEF-SGP on behalf of the GEF Implementing Agencies namely UNEP, World Bank and UNDP. Launched in 1992 in response to the Earth Summit calling for the need for innovative actions to protect the global environment, GEF-SGP supports conservation activities of non-governmental and community-based organizations in developing countries with an additional focus on poverty alleviation and good governance.

Nepal has been participating in this programme from the very beginning of its First Operational Phase. The following experiences have been gained from the first, second, third and fourth operational phases of the GEF Small Grants Programme:

- (i) It is recognised that the GEF-SGP projects should effectively address both the GEF focal areas as well as the community needs and interests.
- (ii) GEF-SGP focal area objectives can best be achieved through the endorsement and active participation of the local communities and stakeholders. Ownership by the communities is an important facet for sustainability of outcomes.
- (iii) The sustainable livelihood perspective asserts that communities design and participate in GEF-SGP interventions more readily if their economic and other interests are taken into consideration. In this regard setting up a consultative atmosphere early from inception stage is important.
- (iv) NGOs and CBOs have proven to be effective channels for GEF-SGP's financial and technical support to community-based initiatives. NGOs and CBOs also

invest the time and energy required to build relationship and trust with poor people that are seldom matched by government agencies.

- (v) Field level experiences in local capacity building and partnership arrangements amongst different agencies are necessary conditions to show impacts in the focal areas.

The Country Programme Strategy (CPS) is the primary document guiding the development, implementation, monitoring, and evaluation of all GEF-SGP-Nepal activities during the Fifth Operational Period (OP5), July 2011 to June 2014. The CPS specifically identifies the strategic goals, impacts, and outcomes that GEF-SGP Nepal proposes to achieve over this three-year time span. The CPS sets basic project eligibility criteria as well. During OP5, for example, GEF-SGP-Nepal will concentrate a majority of its financial and technical assistance within defined geographic and thematic focal areas. These areas and the methodology used to select them are described below. GEF-SGP Nepal uses this information as the baseline context from which it approaches the implementation of the global GEF-SGP mandate.

Nepal falls under Category 1 of GEF-5 status.

2. GEF-SGP country programme niche

Building synergy within the donor community and addressing areas which compliment governmental priorities were major considerations in the formation of GEF-SGP Nepal's programming niche. The following briefly discusses these areas of synergy both in terms of broad national priorities and GEF-SGP's thematic and geographic components. Non-Timber Forest Product (NTFP) and Wetlands fall under Biodiversity focal area. Whereas, Renewable Energy falls under Climate Change Mitigation and Shifting Cultivation under Prevention of Land Degradation focal areas

Non-Timber Forest Product (NTFP) – GEF-SGP Nepal's thematic focus on NTFP will compliment government identified priorities. Specifically, GEF-SGP Nepal's action will address GoN's concerns about "controlling unsustainable harvesting" of NTFPs (GoN, 2002). NTFP is also a work area for UNDP-Nepal's Micro Enterprise Development Programme (MEDEP).

Wetlands – GEF-SGP Nepal's new wetland component builds on the GoN identified priorities. Specifically, it aims to address the "lack of awareness and community participation" which the government has acknowledged is an impediment to the effective conservation and management of these sites (GoN, 2002). GEF-SGP Nepal also aims to - at some level - partner with GEF supported wetland conservation program.

Renewable energy – Focusing on renewable energy and alternative energy across all of GEF-SGP Nepal's thematic and geographic clusters as well as in the central Terai project clusters will help reduce unsustainable firewood use and preserve forest cover. Both these areas are critical for soil, biodiversity, and landscape conservation as well as

reducing carbon emissions – all important priorities of all donors and relevant governmental agencies.

Shifting cultivation – Shifting cultivation or slash-and burn agriculture is a neglected area in terms of donor and governmental attention (Kerkhoff, E. & Sharma, E., 2006). GEF-SGPNepal aims to target financial and technical assistance towards this area in order to increase awareness and eventually leverage policy reform. GEF-SGP experiences show that the improvement in shifting cultivation can reduce land degradation significantly and also augment food security to some extent. Shifting cultivation is also an area of interest for some international and regional agencies.

In addition to cooperation within specific thematic and geographic areas, GEF-SGPNepal also seeks to address broad national priorities and obligations. For instance, GEF-SGP OP5 goals relate directly to Nepal's Tenth Plan, the MDGs, and the Sustainable Development Agenda (SDAN). As discussed above, Nepal's Tenth Plan aims to reduce poverty through four basic strategies: broad-based economic growth, social sector development, targeted programs, and good governance (GoN, 2006). GEF-SGP compliments this approach by enhancing the capacity of grassroots NGOs and CBOs, working to support governmental development efforts. Similarly, GEF-SGP contributes to the GoN's MDG commitments. GEF-SGP's programming supports two MGD objectives specifically – the Eradication of Extreme Poverty and Hunger, and Ensuring Environmental Sustainability (UNDP, 2005). Lastly, Nepal's SDAN summaries 8 GoN policy initiatives related the forest, ecosystem, and biodiversity conservation. Of these goals, GEF-SGP addresses 5 in particular: Management of National Forests and Protected Areas, Conservation of Ecosystems and Genetic Resources, Protection of Land against Degradation, Promotion of Sustainable Harvest and Management of Non-timber Forest Products, and Agricultural Biodiversity for Marginalized Mountain Communities.

GEF-SGP's OP5 goals and targets strive to find linkages between these initiatives while at the same time achieving the UNDP-GEF mandate for a stronger global environment. The specific outputs, outcome, and impact expected are discussed briefly below and then delineated in detail with the results framework matrices listed in Annex4.

Table 1. List of relevant conventions and national/regional plans or programmes

Rio Conventions + national planning frameworks	Date of ratification / completion
UN Convention on Biological Diversity (CBD)	15 June 1992
CBD National Biodiversity Strategy and Action Plan (NBSAP)	August 2002
UN Framework Convention on Climate Change (UNFCCC)	Date of signature: 12 June 1992 Date of ratification: 02 May 1994 Date of entry into force: 31 July 1994
UNFCCC National Communications (1 st , 2 nd , 3 rd)	First National Communication report submitted on 1 September 2004
UN Convention to Combat Desertification (UNCCD)	12 October 1995

National Adaptation Program of Action (NAPA)	November 2010
UNCCD National Action Programmes (NAP)	April 2004
Stockholm Convention (SC)	Signature : 5 April, 2002 Ratification: 6 March 2007
SC National Implementation Plan (NIP)	25 September 2007
World Bank Poverty Reduction Strategy Paper (PRSP)	16 October 2003
Nepal environmental Policy and action plan	1993
National Conservation Strategy	1988
National wetland Policy	2003
National Solid Waste Management Policy	1996

Thematic and/or geographic focus:

During OP5, GEF-SGPNepal will continue develop an integrated country portfolio that contains projects linked both thematically and geographically. These new components were selected in compliance with recent mandates from the GEF SGP Central Programme Management Team (CPMT), designed to strengthen individual GEF-SGP Offices by concentrating their efforts within country-specific geographic and thematic project clusters. The addition of these priorities will enable country programmes to better demonstrate project impact, leverage policy reform, and create synergies between GEF-SGP initiatives.

Specific considerations for GEF-SGPNepal thematic and geographic selection included the current status of the Nepal program, contribution toward policy reform, partnership opportunities between GEF-SGP projects and larger interventions, as well as the overall GEF-SGP mission to affect global environmental benefits while pursuing poverty alleviation in Nepal. Selection methodology was broadly consultative and included a comprehensive literature review and discussions with Government of Nepal officials, UNDP staff, representatives from international environmental NGOs, the GEF-SGP project team, NSC members, and grantees. Suggestions obtained during stakeholder consultations were moreover consolidated into a ranking matrix (adapted from Participatory Rural Appraisal methodology), which allowed outside experts and the GEF-SGP project team to view and appraise all ideas in comparison with the requirements of the selection process. Please find the GEF-SGP ranking matrix attached in Annex 3.

Rationale and Justification for the Selection of the Thematic and Geographic Focus:

The following thematic and geographic areas will be targeted during GEF-SGP OP5. Grant allocation to projects focusing within these areas will constitute 75% of GEF-SGP

funding, while 25% will be reserved for other focal areas such as POPs, grantees' capacity development projects, strategic partnership building, important demonstration projects, and particularly innovative initiatives. The STAR Allocation fund will primarily be used for the said focal area (Prevention of Land Degradation). However, 20 percent of the STAR fund will be used for other focal areas as appropriate. The thematic and geographic points below will remain the primary focus of GEF-SGPNepal throughout OP5.

- Sustainable harvest and production of non-timber forest products (NTFP) and organic farming in Midwestern districts of Salyan, Rolpa, and Dang; Western hill districts of Parbat, Baglung, Myagdi and Mustang; and Central hill districts of Kavre, Sindhupalchowk and Dolakha.
- Wetland conservation in Jagadishpur Reservoir (Kapilbastu district), Lumbini wetland (Rupendehi district), Narayani waterbody (Nawalparasi district), Beesh Hazari Tal (Chitwan district), Fewa, Begnas, and Rupa Tal (Kaski district).
- Renewable energy in all project clusters listed above and the forest-deficient Terai districts of Rautahat, Sarlahi, Mahottari, Dhanusha, Siraha and Saptari.
- Shifting Cultivation (or rotational agro forestry) in Makwanpur, Dhading, Chitwan, Gorkha, and Tanahu districts.

These areas were selected for their particular relevance to the considerations listed above. Their importance for key GEF-SGP goals in biodiversity conservation, climate change mitigation, and sustainable land use as well as to marginalized communities, and policy reform is briefly discussed below.

Non-timber forest products – Non-timber forest products (NTFP) constitute a major asset for Nepal's rural poor. Used not only for their medicinal and aromatic value, commercially-viable NTFPs also are a significant source of revenue in Nepal's countryside (Kunwar, R., 2006). These important commodities are increasingly under threat however. Inadequate governmental policies and unsustainable harvesting practices are jeopardizing their natural persistence and degrading forest cover. Sustainable NTFP harvest and production could also be strengthened to increase returns for local cultivators (MFSC, 2002). In recent years, organic farming has becoming increasingly popular among rural farmers. Access to markets in places like Kathmandu could drastically improve returns.

Wetland conservation – Nepal's wetlands support a unique assemblage of globally-endangered flora and fauna. Wetland areas moreover hold value for their religious and cultural significance, as well as their role in providing sustenance to some of Nepal's most marginalized communities (IUCN-Nepal, 2004). Wetland sites are considered as biodiversity superstores and perform important ecological functions. Healthy ecosystems re-charge ground water and prevent soil erosion. While recent action has sought to address wetland conservation through large interventions and governmental policy,

degradation and unsustainable use continue to jeopardize the biological and economic significance of these critical areas. Uncoordinated governmental oversight contributes wetland depredation.

Shifting cultivation – Also known as Khoriya locally, Shifting cultivation or rotational agro forestry is a recently identified priority for biodiversity conservation and sustainable land use in the internationally-important *hotspots* of Himalayan region. Practiced for centuries by indigenous and generally poor hill residents, shifting cultivation usually consists of vegetation and secondary forest clearance followed by intensive agricultural activity and a long fallow period interspersed with select harvesting of wild or cultivated forest products. While generally perceived as destructive and particularly detrimental to conservation, new evidence suggests shifting cultivation – if practiced in its original form– can yield powerful benefits for wild flora and fauna as well as conserve soils (Kerkhoff, E. & Sharma, E., 2006). A major constraint to successful rotational agro forestry is governmental policies which undervalue shifting cultivation, limit space, and acquire land during fallow periods.

Renewable energy and alternative energy technologies – Fossil fuel combustion and deforestation continue to be Nepal’s main sources of carbon emissions. While low-cost and effective renewable energy mechanisms and alternative energy technologies exist, installations fees and lack of awareness limit their use among underprivileged communities. Financial assistance as well supportive institutions and policies can reduce barriers to the adoption of renewable energy.

Map 1. GEF-SGP Thematic/ Geographic Cluster Map

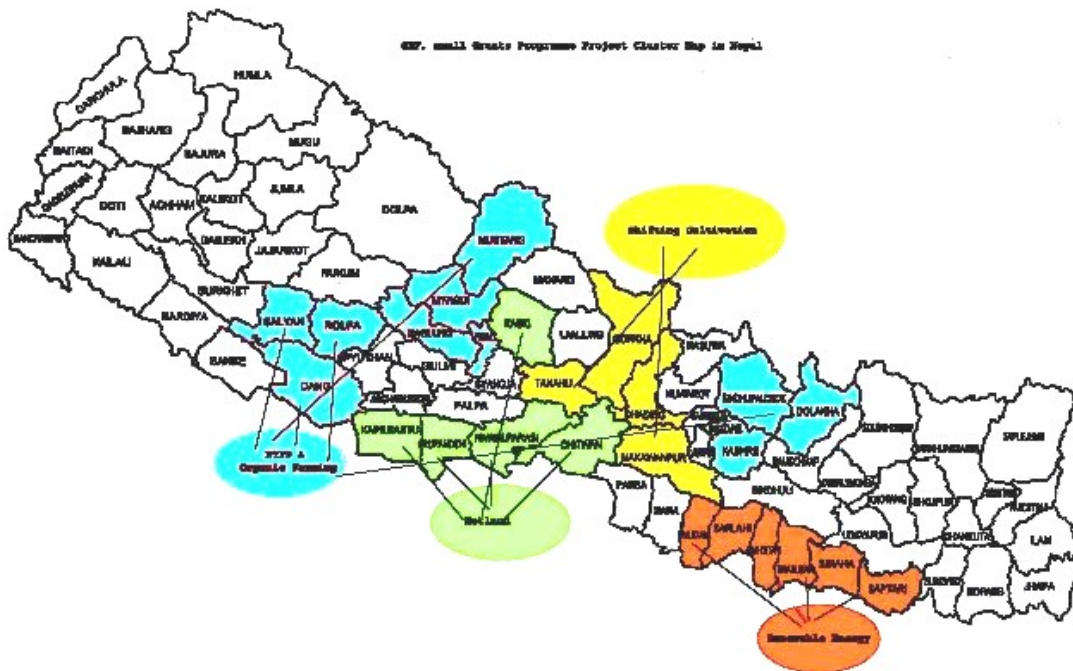


Table 2. Consistency with national priorities

OP5 project objectives	National priorities	GEF-SGPniche
<p><u>GEF-SGP OP5 Immediate Objective 1:</u> Improve sustainability of protected areas and indigenous and community conservation areas through community-based actions</p>	<p>Protect and conserve government protected forest areas and wetlands as well as community conserved areas through local participation.</p>	<p>Wetland conservation in Jagadishpur Reservoir (Kapilbastu district), Lumbini wetland (Rupendehi district), Nararyani waterbody (Nawalparasi district), Beesh Hazari Tal (Chitwan district), Fewa, Begnas, and Rupa Tal (Kaski district).</p> <p>Influence ICCAs positively through GEF-SGP support</p>
<p><u>GEF-SGP OP5 Immediate Objective 2:</u> Mainstream biodiversity conservation and sustainable use into production landscapes, seascapes and sectors through community initiatives and actions</p>	<p>Biodiversity conservation with sustainable production and harvesting of non-timber forest products (NTFP)</p>	<p>Sustainable harvest and production of non-timber forest products (NTFP) and organic farming in Midwestern districts of Salyan, Rolpa, and Dang; Western hill districts of Parbat, Baglung, Myagdi and Mustang; and Central hill districts of Kavre, Sindhupalchowk and Dolakha.</p>
<p><u>GEF-SGP OP5 Immediate Objective 4:</u> Promote and support energy efficient, low carbon transport at the community level</p>	<p>Promote and support to renewable and alternate energy technologies</p>	<p>Renewable energy in all project clusters listed above in the map and the forest-deficient Terai districts of Rautahat, Sarlahi, Mahottari, Dhanusha, Siraha and Saptari.</p>
<p><u>GEF-SGP OP5 Immediate Objective 5:</u> Support the conservation and enhancement of carbon stocks through sustainable management and climate proofing of land use, land use change and forestry</p>	<p>Conservation of national forests through enacting protected areas and community managed forests</p>	<p>Work with community forest users group to restore and enhance forest and non forest land</p>
<p><u>GEF-SGP OP5 Immediate Objective 6:</u> Maintain or improve flow of agro-ecosystem and forest ecosystem services to sustain livelihoods of local communities</p>	<p>Improve degraded mountain landscape through agroforestry practices by local and indigenous communities for their livelihoods</p>	<p>Shifting Cultivation (or rotational agro forestry) in Makwanpur, Dhading, Chitwan, Gorkha, and Tanahu districts.</p> <p>Let at least 1 national or international agencies partners learn of GEF-SGP demonstrations and innovative approaches</p>
<p><u>GEF-SGP OP5 Immediate Objective 9:</u> Promote and support</p>	<p>Pesticides:</p> <ul style="list-style-type: none"> • Safe packaging, safe 	<p>Influence communities to avoid POPs waste from burning</p>

<p>phase out of POPs and chemicals of global concern at community level</p>	<p>storage, and disposal of absolute pesticides.</p> <ul style="list-style-type: none"> • Remediation and site stabilization. <p>PCBs:</p> <ul style="list-style-type: none"> • Manage stockpiles of PCBs and appropriate measures for handling and disposal of articles in use. • Identification of stockpiles of PCB contaminated article in use and waste, • Ban on sell of PCB contaminated transformer oil <p>POPs</p> <ul style="list-style-type: none"> • Public awareness raising information and education 	<p>Facilitate concerned agencies dispose absolute pesticides appropriately</p> <p>Contribute to implement national plans and policies to address POPs harmful chemicals and other pollutants</p> <ol style="list-style-type: none"> 1. Update of NIP (as 10 new chemicals has been added to the convention since first NIP has been prepared.) 2. Inventory of New POPs 3. Site Remediation and Stabilization (since obsolete stocks of pesticides have been transferring to Germany at the moment) 4. More awareness raising and Capacity development model programs on POPs 5. Separate program on PCB for Grill Industry Workers (as ongoing Medium Scale program of GEF by government MOE did not include this component) 6. Legal reform and new chemical safety legislation required 7. Banning of New POPs in Nepal (as some new listed POPs are still in use in Nepal e.g., Endosulfan etc)
<p><u>GEF-SGP OP5 Immediate Objective 10:</u> Enhance and strengthen capacities of CSOs (particularly community-based organizations and those of indigenous peoples) to engage in consultative processes, apply knowledge management to ensure adequate information flows, implement convention guidelines, and monitor and evaluate environmental impacts and trends</p>	<p>Carry out development activities through local users' group by enhancing their capacity</p>	<p>Establish Knowledge platform to share lessons learned among CBOs across the country (development regions)</p> <p>Strengthen capacities of CSOs and CBOs</p> <p>Encourage projects incorporate M&E activities in their design</p> <p>Organize learning-cum-review workshop for grantees to share lessons and best practices</p> <p>Organize tailor-made proposal writing training for IPs</p>
<p><u>Cross-Cutting Results:</u> Poverty reduction, livelihoods and gender</p>	<p>Incorporate poverty reduction, livelihoods and Gender mainstreaming in development plans and programmes</p>	<p>GEF-SGP eligible projects that use a human rights and GSI (gender and social inclusion) sensitive approach and also highlight address the target population groups such as vulnerable, disadvantaged, marginalized, internally displaced or conflict victims,</p>

		indigenous, and the ultra poor.
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3. Capacity development, poverty reduction and gender results for GEF-SGP

3.1 Civil Society and NGO/CBOs

It is very important to develop capacity of the civil societies, NGOs, CBOs and indigenous peoples' organizations to who we partner for carrying out GEF-SGP project activities. These organizations have their own diverse set of constitutions and reporting modalities. GEF-SGP has to facilitate organization of tailor made trainings and workshop for grantee officials. The capacity development activities include leaning-cum-review workshop, financial management refresher course, participatory learning and social mobilization training, proposal writing training for marginalized communities and IPs, and regional orientation meetings. These activities augment grantees' capacity to undertake project activities effectively.

Some of the principle challenges that undermine the effectiveness and capacity of active NGOs and CBOs working in the sectors of environment and sustainable development in Nepal include access and political instability. Nepal's steep terrain and poor infrastructure make accessing target areas a key challenge for NGOs. In addition to simply travelling to and from the field, telephone, email, and other communication facilities are generally unavailable in many parts of the country. These problems exacerbate the difficulties associated with extensive reporting, monitoring, and evaluation obligations required by larger funding organizations in Kathmandu.

Political instability as discussed above has also been a challenge to effectiveness. In the past decade, NGOs and CBOs working in conflict-affected districts would have to negotiate with both GoN administrative bodies and parallel rebel institutions. Both sides would often politicise their work, require payment, and at times endanger staff. This issue was particular prevalent in Nepal's western districts. In terms of GEF-SGP-Nepal clusters, the NTFP thematic grouping in Rolpa, Dang, and Salyan districts was the most affected. The conflict issue is now prevalent in the lowland Terai districts where over 100 armed outfits have been active for over three years.

3.2 Poverty and Poverty Reduction

Nepal's latest Poverty Reduction Strategy Paper (PRSP)/Tenth Plan aims to reduce poverty from 38% in 2001/2002 to 30% in 2006/2007. The latest government report reflects that the poverty has reduced to 27% in 2011. The poverty reduction was possible mainly due to overseas workers' remittance. Specific mechanisms for reaching Nepal's poverty reduction targets include promoting non-agricultural growth, ensuring food security, improving infrastructure, and providing greater access to social service for vulnerable groups like citizens of low-caste, women, and ethnic communities. In addition the objectives laid out in the PRSP, the GoN also intends to attain the Millennium Development Goals (MDG). A report issued in 2005 noted that with the exception of universal primary education and combating HIV/AIDS, Nepal largely is on track to achieving these goals as well (UNDP, 2005).

SGP-Nepal's new project clusters are particularly geared towards reducing poverty. Specifically, these components have been selected in areas that are both geographically and thematically linked to poverty reduction. For example, numerous reports indicate that NTFPs are critically important to Nepal's rural poor. Moreover, it is widely acknowledged that the poor are disproportionately concentrated in Nepal's western districts. GEF-SGP's new thematic clusters address both NTFPs and are focused within the particularly deprived western districts of Rolpa, Dang, and Salyan. These areas rank among Nepal's lowest in terms of human development, empowerment, per capita wealth (UNDP, 2004).

GEF-SGP-Nepal's wetland and shifting cultivation thematic areas are moreover targeted at Nepal's diverse ethnic communities. These groups have been widely neglected in development efforts and the subject of broad discrimination. For more information of ethnic nationalities in Nepal please see section 3.4 Indigenous Peoples below.

3.3 Gender Equality

The lives of women in Nepal continue to be dominated by poor health outcomes, educational underperformance, economic dependence, and instability. Despite performing a majority household duties and all work in terms of reproduction and child rearing, these essential tasks are undervalued at both the national and household level. This lack of appreciation is a significant hindrance to gender equity, especially considering the work load of Nepali women is estimated at nearly 16 hours a day – a figure much higher than the global average (UNDP, 2004). Women work for less rewards.

Economic impediments to women in Nepal are not confined to household labour however. On the contrary, a woman's marital status largely defines her access to land and property – still the major prerequisites for independent economic solvency. Cultural and certain legal requirements mandate that a woman's marital status determines her access to these resources. Women may own or partially own their husband's land, but cannot sell, rent, or otherwise transfer it without spousal consent, and, in the case of widows, her son or father-in-law's approval (UNDP, 2004). Women landholders suffer accordingly. Of total landholdings in Nepal, women own just 8%. These holdings are moreover on average only just two-thirds the size of male-owned plots.

In terms of educational status, women in Nepal have made recent gains. Literacy statistics show that just under 12% of Nepali women could read in 1981. That number has dramatically risen in recent years and, in 2001, stood at 43%. Despite these impressive achievements however women still lag far behind their male counterparts. In 1981, Nepal's female literacy rate was 22% lower than men. This statistic was unchanged as of 2001.

Life expectancy for women in Nepal has also made progress. In 1991, women on average lived to the age of 53; 10 years later, life expectancy increased to 61. More

troubling health outcomes deal with life expectancy of girls under the age of 5. The UN estimates that of 1000 live births, 112 girls die before reaching 5. This number contrasts with boys of whom only 105 die. Researchers believe that this disparity is caused by discriminatory child rearing practices which favour boys with greater access to health care and food.

Nepal has several national policy and legal institutions which address gender and the role of women. The Constitution stipulates that non-discrimination and equality are fundamental rights of both male and female citizens. Moreover, the National Country Code sets out the right to property, reproductive rights, and limits the legal age of marriage to 18. State laws and traditional belief systems however are impediments to women's rights in all these areas. National planning documents also incorporate women's concerns. Most recently, the Tenth Plan has included gender and human rights as crosscutting and sector issues.

Sharp geographic disparities in the treatment of women also exist in Nepal. In particular, Nepal's western districts register greater incidences of female illiteracy and poor health outcomes. This will be an issue for the GEF-SGP-Nepal thematic cluster located in Rolpa, Dang, and Salyan districts.

3.4 Indigenous Peoples

Nepal has a diverse array of indigenous nationalities. In total, these groups constitute 37% of the population. The largest ethnic groups in the country are as follows: Magar (7.1%), Tharu (6.7%), Tamang (5.6), Newar (5.5%), Rai (2.8%), Gurung (2.4), and Limbu (1.6%). In addition to these populations, Nepal also has smaller ethnic groups based within distinct regional centres, like the Thakali of the high alpine Mustang district, and the Rajbanshi of the lower subtropical areas like Jhapa, Morang, and Saptari districts (UNDP, 2004). Ethnic communities have enriched Nepal's linguistic tradition as well, speaking over 100 different languages and dialects – more, in total, than the entire span of Western Europe.

Unfortunately, Nepal's indigenous communities long have suffered from explicit racism, manifest in governmental policies and actions. Since the very unification of Nepal in the 1800s, the country's government - dominated by Hindu Brahmin and Chetri elite – has sought to undermine these groups and specifically deny them access to critical natural resources. Indigenous groups have continually seen their land rights abrogated and their traditional grazing, farming, and forested areas expropriated. The enactment of various laws in the late 1940s, explicitly sought to limit indigenous contact with forests, pastures, rivers, wetlands, and wildlife. Even international development assistance has negatively affected indigenous groups. The USAID-sponsored campaign to eradicate malaria along southern Terai districts in the 1950s precipitated a massive influx of hill residents, who quickly relegated many of the area's indigenous communities to slavery. USAID did little to address the unintended consequences of this program.

Today indigenous people in Nepal have made progress in terms of policy reform, though governmental inaction continues to impede success. The Constitution of Nepal explicitly mandates the elimination of social and economic inequalities, by maintaining and promoting plurality and diversity of cultures, and advancing disadvantaged groups through ethnic participation in governance (HDR). Moreover, a 2001 amendment to the Education Act of 1971 provided for free education to indigenous children living under the poverty line. In 2000, the GoN similarly abolished a bonded labour system which confined many indigenous Terai residents to indenture servitude and slavery.

New regional autonomy as the country is proceeding forward to republic state, it is thought, would facilitate greater participation for indigenous groups within governance, access to aid packages, and public services. As the new peace process between GoN and CPN(M) has come forward to a new height of its progress it is likely that this idea will gain greater traction within the public debate and may be implemented as national policy and wisely included in the new constitution.

GEF-SGP-Nepal's new thematic and geographic clusters intend to aid indigenous nationalities in Nepal. In particular, shifting cultivation initiatives will specifically seek to assist the indigenous groups that practice rotational agro forestry like the Chepang. Moreover, wetland resources are of great importance for indigenous people in the Terai (IUCN, 2004). They will benefit from activities which seek to preserve these sights for economic and biological purposes. GEF-SGP-Nepal's grassroots focus and participatory methodology will also ensure that these groups are involved in every aspect of project planning, implementation, and review. Participation is critically important for GEF-SGP initiatives to reach their targets and effectively address the needs of ethnic groups in Nepal.

4. OP5 country outcomes, indicators and activities

4.1 CPS Results: Impacts, Outcomes, and Outputs

GEF-SGP-Nepal's impacts, outcomes, and outputs have been identified as part of the participatory process including an extensive literature review and discussions within the GEF-SGP-Nepal staff, the NSC, UNDP officials, and outside experts. All goals and objectives interlink and are designed ultimately to contribute to key GEF environmental, livelihood, and empowerment priorities. GEF-SGP-Nepal has specifically prioritized 3 out of 5 of GEF focal areas –Biodiversity (BD), Climate change (CC), and Land degradation (LD):

BD: Increased species and habitat conservation in selected intervention area

The main focus within the biodiversity conservation for sustainable livelihoods will be geared towards community-led conservation, management and utilization of *the mountain/ forest ecosystems*; community-led conservation, rehabilitation, propagation, sustainable harvesting, utilization, and marketing of threatened but economically valuable

medicinal and aromatic plants and non-timber forest products. These activities will be confined in three clusters – a) *Midwestern hill districts of Dang, Salyan and Rolpa*; 2) *Western hill districts of Baglung, Parbat, Myagdi and Mustang*; and 3) *Central hill districts of Kavre, Sindhupalchowk and Dolakha*. (Annex II& III). Village ecotourism development may also significantly contribute to biodiversity conservation and sustainable livelihood

The projects aimed at conservation, rehabilitation and utilization of nationally significant wetlands will be focused in two clusters – 1) *Terai districts of Chitwan, Nawalparasi, Rupendehi and Kapilbastu*; and 2) *Western hill district of Kaski*.

CC: Mitigation of climate change in target area

The climate change mitigation priority will include the *removal of barriers to the use of and adapt alternative energy technologies and increase of energy efficiency and energy saving*. As far as the climate change is concerned, resource poor lowland (Terai) districts of Rautahat, Sarlahi, Mahottari, Dhanusha, Siraha and Saptari have been identified as the priority areas for the projects focused on the removal of barriers to using non-conventional/ alternative energy sources. However, activities on energy efficiency and energy saving technologies will be supported to all projects across the geographic as well as thematic areas.

LD: Enhanced/maintained land quality in selected target areas

The main activities within the land degradation prevention area will be focused on: rehabilitation and conservation of slash and burn (shifting cultivation or Khoriya) lands and restoration and protection of river belts. Slash and burn lands will be upgraded with the adoption of sloping land agricultural technologies. Preference will be given to one cluster (the hills of *Dhading, Chitwan, Gorkha, Makwanpur and Tanahu* districts) for carrying out activities related to land degradation prevention through indigenous dwellers who have the customary rights of the slash and burn (Khoriya) lands.

In addition, SGP will provide funding for the projects focused on Indigenous People, bee-keeping, conservation of rare but significant fresh water species such as Dolphin conservation, organic farming and vermicomposting development, conservation of important and endangered bird and bird habitat, clean transport, eco-tourism, capacity building and monitoring and evaluation projects. However, such projects will be subject to the innovative approach, efficiency and the prospects of subsequent application at the program level. In such projects the preference will be given to the projects relating to the above-mentioned three focused areas. As POPs was a new area for Nepal in OP4 and GEF-SGP could implement only one POPs project in that phase. GEF-SGP will give priority to innovative projects under POPs during OP5. Priority will also be given to GEF-SGP eligible projects that use a human rights and GSI (gender and social inclusion) sensitive approach and also highlight address the target population groups such as vulnerable, disadvantaged, marginalized, internally displaced or conflict victims, indigenous, and the ultra poor.

Results within these focal areas are expected to be achieved during OP5's time span. Each level of GEF-SGP-Nepal's results framework is bound to a set of detailed indicators, designed to measure success and generate knowledge. SGP-Nepal staff and affiliates will be responsible for collecting all relevant data. Results trees and logical framework matrices replete with all expected impacts, outcomes, and outputs are listed within Annex 4 of this document.

5. Monitoring & Evaluation plan

5.1 Monitoring & Evaluation Strategy

GEF-SGP's monitoring and evaluation system is intended to provide project partners and both primary and secondary project stakeholders with information about the status and results of individual projects, the progress of country programme and the achievements of overall programme objectives and outcomes.

GEF-SGP's monitoring and evaluation system is a participatory and forward-looking process that helps enable grantees' capacity to learn, collect and analyze information; maintain accountability; promote sustainability; and provide opportunities to identify and communicate best practices and lessons learned from projects and programme experiences. Monitoring and evaluation is required at three levels - project, country and global. At project level, capacity building initiatives are organized for grantees to enhance their skills and performance for producing higher impacts of the project intervention. As part of the project level monitoring and evaluation, project performance indicators are prepared in a participatory approach (Annex 2). It helps grantees to demonstrate their results by assessing their performance by themselves. However, project performance indicators are kept flexible so that the indicators can be modified as per the experiences and lessons learned from the field. On the basis of field monitoring visits and review workshops, reports are prepared and shared to grantees to improve the performance of their respective projects. Public auditing will be encouraged and performance audit practice will be continued in order to maintain financial transparency and contribute to result-based management approach.

At the country and global levels, monitoring and evaluation is institutionalized and taken as a part of the process for learning, sharing and replicating the best practices and lessons learned.

5.2 Reporting Requirements

Each grantee has to prepare quarterly progress reports, annual progress reports, and project completion report as per the format attached with Memorandum of Agreement (MoA). The quarterly report basically focuses on major activities implemented during the reporting period against the work plan, progress made, emerging issues and challenges and their coping strategies. The quarterly report should include quarterly financial report, bank statement and a clear picture of co-funding (cash and kind) with sufficient evidences. The annual report summarizes the progress against its overall objectives and

outcomes. The annual report should incorporate assessment of good practices and lessons learned. Grantees are required to submit a project completion report at the end of the project period. The project completion report highlights the fulfillment of the objectives, its anticipated outcomes and assessment of best practices and lessons learned.

5.3 Reporting Plan

Quarterly and Annual progress reports should include workplan for the next quarter and/or year and necessary supporting documents. The structure of the reporting plan is as follows:

Table: Reporting plan

SN	Report	Months												Remarks	
		1	2	3	4	5	6	7	8	9	10	11	12		
1	1 st Quarter														
	2 nd Quarter														
	3 rd Quarter														
	4 th Quarter														
2	Annual														
3	Project Completion (Draft)														One month after the project completion
4	Project Completion Report (Final)														One month after receiving feedback and suggestions

If the project period is more than one year, the similar patterns should follow.

Table 4. M&E Plan at the Project Level

GEF-SGPI Individual Project Level		
M&E Activity	Responsible Parties	Timeframe
Participatory Project Monitoring	Grantees	Duration of project
Baseline Data Collection ¹	Grantees, NC	At project concept planning and proposal stage
Two or Three Project Progress and Financial Reports (<i>depending on agreed disbursement schedule</i>)	Grantees, NC, PA	At each disbursement request
Project Workplans	Grantees, NC, PA	Duration of project

¹ Capacity-development workshops and M&E trainings may be organized in relation to innovative techniques for community monitoring, including new technologies (i.e. GPS-enabled cameras, aerial photos, participatory GIS, etc.); as well as in response to guidelines for “climate proofing” of GEF focal area interventions; REDD+ standards; and/or other specific donor/co-financing requirements.

NC Project Proposal Site Visit (as necessary / cost effective ²)	NC	Before project approval, as appropriate
NC Project Monitoring Site Visit (as necessary / cost effective)	NC	On average once per year, as appropriate
NC Project Evaluation Site Visit (as necessary / cost effective)	NC	At end of project, as appropriate
Project Final Report	Grantees	Following completion of project activities
Project Evaluation Report (as necessary / cost effective)	NC, NSC, External party	Following completion of project activities
Prepare project description to be incorporated into global project database	PA, NC	At start of project, and ongoing as appropriate

5.4 Please describe the strategy for how the results of GEF-SGP individual projects will be aggregated at the country programme portfolio level. Please describe the target indicators for focal area and multi-focal area outcomes.

Table 5. M&E Plan at the Programme Level

GEF-SGPCountry Programme Level		
M&E Activity	Responsible Parties	Timeframe
Country Programme Strategy Review	NSC, NC, CPMT	Start of OP5
Strategic Country Portfolio Review	NSC, NC	Once during OP5
NSC Meetings	NSC, NC, UNDP CO	Minimum twice per year
Performance and Results Assessment (PRA) of NC Performance	NC, NSC, UNDP CO, CPMT, UNOPS	Once per year
Country Programme Review resulting in Annual Country Report ³	NC presenting to NSC and CPMT	Once per year
Financial 4-in-1 Report	NC/PA, UNOPS	Quarterly

6 Knowledge Management Plan

²To ensure cost-effectiveness, project level M&E activities, including project site visits, will be conducted on a discretionary basis, based on internally assessed criteria including (but not limited to) project size and complexity, potential and realized risks, and security parameters.

³ The annual Country Programme Review exercise should be carried out in consultation with the national Rio Convention focal points and the associated reporting requirements.

Every grantee is expected to contribute to this sector through documentation of best practices and lessons learned and share these with GEF-SGP office for entry into GEF-SGP Database and with other stakeholders/grantees. GEF-SGP success stories are documented and highlighted for replication and development of best practice guidelines. Articles on GEF-SGP success stories are being regularly published in the UNDP monthly e-newsletter and other national as well as local print media. The audio-visual production and telecasting of video documentary of successful projects will also be used as a marketing tool for GEF-SGP. Partnerships will be formed with the media to highlight the work of the GEF-SGP, and to influence adoption of best practice and our approach of community development. GEF-SGP website will be updated and made more informative with the inclusion of success stories and links to different relevant webpages.

Grantees and 'would-be' grantees have open access to the project team, and efforts are being made to network all grantees to allow for information exchange and sharing of experiences. Semi-annual 'Learning-cum-Review Workshop' sessions will be held to share experiences and lessons learned and to form a network of expertise for sharing of locally acceptable technologies and information pertinent to their need and for extending partnership for development. Arrangement of field visits to demonstration sites will be highly encouraged to individuals from civil society, local as well national government, UNDP, and other relevant local and international stakeholders. It has been experienced that such a visit had helped influence policy and replicate/upscale the good practices in other areas of the country.

7 Resource Mobilization Plan & Sustainability Strategy

7.1 Resource mobilization Strategy

The primary strategy for building programme sustainability is to develop partnerships with local and international agencies to attract other non-GEF funds to support the programme. Nationally, UNDP Country Office is coordinating the programme. This arrangement has supported GEF-SGP to develop maintain and strengthen links with other UNDP-assisted programmes, in-country donors and donor programmes, and local and national government agencies and publicise GEF-SGP. Efforts will be made to achieve UNDP CO's support in mainstreaming GEF-SGP in its programmes by allocating significant amount of TRAC fund for GEF-SGP. In order to attract non-GEF funds or in-kind support, efforts will also be made to strengthen the collaborative relationship with GoN, NGOs, INGOs, other donors, Village Development Committees, District Development Committees, other UNDP-assisted Programmes and others on cost-sharing basis to enhance effectiveness of operation and to mobilise resources to co-finance community-based activities of mutual interest.

NGOs will be supported to develop a professionally oriented structure and working procedures. Development of this structure will be linked to the creation of an internal core fund from resources of the NGO and external sources. The NGOs, based on the nature of the proposal, will mobilise the resources in the form of seed fund as well as

revolving fund within the communities for households' income generating activities that also generate household level environmental benefits.

Formation of CBOs as self-governing institutions is necessary so as to prepare communities for their interventions on GEF-SGP focal areas, and should be based on the ideas of self-governance, self-management and self-promotion. To ensure this, formation of CBOs will be based on consensus decision-making and generation of assets in the form of community fund or savings for economic viability in the future. CBOs, with the support of NGO will attract matching funds from resources of the VDCs, DDCs and others, for carrying out community development activities.

Diverse activities will be promoted to generate internal core funds of the grantees, but this will be done in such a way that unnecessary burden does not fall upon poor communities. Resource mobilisation through partnership arrangements as cost-sharing and /or parallel funding will be encouraged. Project proponents will be encouraged to obtain leverage funding from other donors, aside from the GEF-SGP grants.

7.2. Sustainability Strategy

The range of networking initiatives planned for CBOs, professional support agencies and participating NGOs, will create the institutional basis for sustenance of GEF-SGP support in Nepal and also for wide-scale exchange of information and experiences. In order to sustain the Small Grants Programme in Nepal, it is necessary to leverage considerable non-GEF funds. Given the increasing competition in accessing to donor funding locally, resource mobilization has become a vigorous and unrelenting job.

The long-term sustainability of the GEF-SGP requires action both at the programme and project levels. At the programme level, there has to be capacity building and sustained resource mobilization in order to build on initial achievements. GEF-SGP requires that all projects incorporate sustainability strategy in their proposal design. This is to ensure that project activities do not come to an end upon termination of project funding.

Efforts will also be made to link the programme with initiatives of other partners for mutual benefit and for reducing related administrative expenses. In this regard emphasis will be given to explore and attract funding from non-GEF sources including International development partners and donors that are operating in Nepal.

7.3 Donor Programming Context

Preserving Nepal's rich natural resource base is a priority for a number of international donor organizations. In addition to the UNDP and GEF, the donor community in Nepal includes the WWF, IUCN, The Mountain Institute (TMI), the Government of Finland, and the International Centre for Integrated Mountain Development (ICIMOD). While all of these agencies address issues related to natural resource conservation, each individual group specifically pursues the thematic points which are most closely affiliated with their

organizational mission. Describing each of these approaches is beyond the scope of this document, but basic examples include WWF programming for biodiversity preservation and livelihood improvement as well as Government of Finland investment related to water and sanitation.

7.4 Implementing COMDEKS in Nepal

Nepal is one of the 11 countries piloting the COMDEKS (**Community Development and Knowledge Management for Satoyama Initiatives**) and will be implementing landscape projects in 10 Western VDCs of Makawanpur district of the country in fulfilling Satoyama vision 'Realizing societies in harmony with nature'. The initiatives will be implemented for two years starting from 2011 to 2013. A separate Country Programme Strategy (CPS) has been developed for this programme. The expected budget of COMDEKS for Nepal is US\$280,000 for two years. The COMDEKS project sites are also the GEF-SGP project sites where these two projects will compliment each other by channeling resources to the project communities in the ratio of 1:1. The COMDEKS will also work under the same National Steering Committee of the GEF-SGP for project selection and review.

Satoyama means dynamic mosaics of managed socio-ecological systems producing bundle of ecosystem services for human well-being. The Satoyama Initiative, larger flagship programme of United Nations Development Programme (UNDP) with the Ministry of Environment- Japan (MOE-J) and United Nations University (UNU) focuses on promoting and supporting socio-ecological production landscapes to maintain their contribution to human well-being and the core objectives of the Convention on Biological Diversity. COMDEKS focuses on delivering small-scale finance to local communities in developing countries by using the existing Global Environmental Facility Small Grants Programme (GEF-SGP) while reviewing, analyzing, codifying results from the activities on the ground to distill and disseminate lessons which can be replicated in other parts of the world.

ANNEX 1: GEF-SGP OP 5 PROJECT LEVEL INDICATORS

GEF-SGP OP5 results indicators	
Biodiversity (BD)	
BD1	<ul style="list-style-type: none"> ○ Hectares of indigenous and community conserved areas (ICCAs) influenced ○ Hectares of protected areas influenced ○ Hectares of significant ecosystems with improved conservation status
BD2	<ul style="list-style-type: none"> ○ Hectares of production landscapes / seascapes applying sustainable use practices ○ Number of significant species with maintained or improved conservation status ○ Total value of biodiversity products/ecosystem services produced (US dollar equivalent)
Climate Change (CC)	
CCM1	<ul style="list-style-type: none"> ○ Tonnes of CO2 avoided by implementing low carbon technologies: <ul style="list-style-type: none"> ▪ Renewable energy measures (please specify) ▪ Energy efficiency measures (please specify) ▪ Other (please specify) ○ Number of community members demonstrating or deploying low-GHG technologies ○ Total value of energy or technology services provided (US dollar equivalent)
CCM4	<ul style="list-style-type: none"> ○ Tonnes of CO2 avoided by implementing low carbon technologies: <ul style="list-style-type: none"> ▪ Low carbon transport practices (please specify) ○ Total value of transport services provided (US dollar equivalent)
CCM5	<ul style="list-style-type: none"> ○ Hectares of land under improved land use and climate proofing practices ○ Tonnes of CO2 avoided through improved land use and climate proofing practices
Land degradation (LD) & Sustainable Forest Management (SFM)	
LD1	<ul style="list-style-type: none"> ○ Hectares of land applying sustainable forest, agricultural and water management practices ○ Hectares of degraded land restored and rehabilitated
LD3	<ul style="list-style-type: none"> ○ Number of communities demonstrating sustainable land and forest management practices
International Waters (IW)	
IW	<ul style="list-style-type: none"> ○ Hectares of river/lake basins applying sustainable management practices and contributing to implementation of SAPs ○ Hectares of marine/coastal areas or fishing grounds managed sustainably ○ Tonnes of land-based pollution avoided
Persistent Organic Pollutants (POPs)	
POPS	<ul style="list-style-type: none"> ○ Tons of solid waste prevented from burning by alternative disposal ○ Kilograms of obsolete pesticides disposed of appropriately ○ Kilograms of harmful chemicals avoided from utilization or release
Capacity Development, Policy and Innovation (all focal areas)	
CD	<ul style="list-style-type: none"> ○ Number of consultative mechanisms established for Rio convention frameworks (please specify) ○ Number of community-based monitoring systems demonstrated (please specify) ○ Number of new technologies developed /applied (please specify) ○ Number of local or regional policies influenced (level of influence 0 – 1 – 2 – 3 – 4 – 5) ○ Number of national policies influenced (level of influence 0 – 1 – 2 – 3 – 4 – 5) ○ Number of people trained on: project development, monitoring, evaluation etc. (to be

GEF-SGP OP5 results indicators	
	specified according to type of training)
Livelihoods, Sustainable Development, and Empowerment (all focal areas)	
Cross-cutting	<p>Livelihoods & Sustainable Development:</p> <ul style="list-style-type: none"> ○ Number of participating community members (gender disaggregated) (Note: mandatory for all projects) ○ Number of days of food shortage reduced ○ Number of increased student days participating in schools ○ Number of households who get access to clean drinking water ○ Increase in purchasing power by reduced spending, increased income, and/or other means (US dollar equivalent) ○ Total value of investments (e.g. infrastructure, equipment, supplies) in US Dollars (Note: estimated economic impact of investments to be determined by multiplying infrastructure investments by 5, all others by 3). <p>Empowerment:</p> <ul style="list-style-type: none"> ○ Number of NGOs/CBOs formed or registered ○ Number of indigenous peoples directly supported ○ Number of women-led projects supported ○ Number of quality standards/labels achieved or innovative financial mechanisms put in place

ANNEX 2: PROJECT PERFORMANCE INDICATORS

SN	Variables	Indicators	Numeral Value Assigned
1	Quarterly Reporting		
		Submission of report within deadline	3
		Submission of report after 15 days of deadline	2
		Submission of report after 30 days of deadline	1
		Submission of report after 60 days of deadline	0
	<i>Sub total</i>		
2	Partnership		
		Partnership with local, district and national stakeholders	3
		Partnership with local and district level stakeholders	2
		Partnership with local level stakeholders	1
		No partnership at all	0
	<i>Sub total</i>		
3	Complains received from field		
		No complains related to project during project tenure	3
		Minor complains on programme and finance aspects	2
		Serious but manageable complains on finance and programme aspects	1
		Serious and difficult complains on finance/program aspects	0
	<i>Sub total</i>		
4	Staff Movement		
		Staff retention until project completion	3
		Occasional staff change	2
		Frequent staff change	1
		No appropriate staff recruited on time	0
	<i>Sub total</i>		
5	Gender and Social Inclusion (Women, DAG, IPPs, IPs)		
		Inclusion percentage 50 and above	3
		Inclusion percentage 25-49	2
		Inclusion percentage 5-24	1
		Inclusion percentage less than 5	0
	<i>Sub total</i>		
6	Innovativeness		
		Building on experiences and Indigenous Knowledge	3
		Building on experiences and lessons learned	2
		Creative co-funding initiatives	1
		Business as usual scenario	0
	<i>Sub total</i>		
7	Replicability		
		Replicated/adopted and scaled up project activities across the district	3
		Replicated/adopted and scaled up project activities across the VDCs	2
		Replicated/adopted and scaled up project activities across the Wards	1
		No signs of project replication	0
	<i>Sub total</i>		
8	Visibility (program and resources)		
		Recognition at national level	3
		Recognition at district level	2
		Recognition at local level	1
		No recognition of project activities by stakeholders	0

		<i>Sub total</i>	
9	Financial report		
		Up to date (Very much tallies/matches Bank statement, financial report and supporting documents)	3
		Fairly tallies/matches Bank statement, financial report and supporting documents	2
		Poorly tallies/matches Bank statement, financial report and supporting documents	1
		Confusing and not matching	0
		<i>Sub total</i>	
10	Co-funding		
		Co-funding attracted more than 100%	3
		Co-funding attracted between 50-100%	2
		Co-funding attracted less than 50%	1
		No confounding mechanism at all	0
		<i>Sub total</i>	
11	Program Review		
		At Community, Project and District Level	3
		At Community and Project Level	2
		At Community Level Only	1
		No provision of program review	0
		<i>Sub total</i>	
12	Participatory Monitoring		
		By Project, Community and District Line Agencies	3
		By Project and Community	2
		Only by project (Staff+NGO)	1
		Only by project Staff	0
		<i>Sub total</i>	
13	Participatory Evaluation		
		By Project, Community and District Line Agencies	3
		By Project and Community	2
		Only by project (Staff+NGO)	1
		Only by project Staff	0
		<i>Sub total</i>	
14	Sustainability Measures		
		Clear and workable	3
		Fairly clear	2
		Weak	1
		No sustainability measures	0
		<i>Sub total</i>	
15	Policy Advocacy		
		Policy advocacy at national level	3
		Policy advocacy at district level	2
		Policy advocacy at local level	1
		No contribution in the policy change	0
		<i>Sub total</i>	

16	Focal Area Focused		
		Focal area focused activities with measurable outcomes	3
		Focal area focused activities with fairly measurable outcomes	2
		Focal area focused activities but not measurable outcomes	1
		No correlation between activities and focal area	0
		<i>Sub total</i>	
17	Empowerment/Social Mobilization		
		CBOs are organised and capable of dealing with local level issues	3
		CBOs are organised but not mobilised fully	2
		CBOs are organised but are yet be active	1
		No signs of empowerment and CBOs mobilisation	0
		<i>Sub total</i>	
18	Livelihood		
		People's livelihood increased by 50%	3
		People's livelihood increased by 25%	2
		People's livelihood increased by 10%	1
		No sign of livelihood improvement	0
		<i>Sub total</i>	
19	Dissemination		
		Coverage in both print and audio-vidual (Radio, TV) media	3
		Coverage in both print and audio (radio) media	2
		Coverage in print media only	1
		No coverage at all	0
		<i>Sub total</i>	
20	Exit Strategy		
		Designed from the very beginning	3
		Designed at the middle of the project tenure	2
		Designed at the end of project tenure	1
		No exit strategy	0
		<i>Sub total</i>	
		<i>Grand Total</i>	
Range 45-60: <i>Well-performing</i> 25-44: <i>fairly performing</i> Less than 25: <i>Weakly performing</i>			

ANNEX 3: GEF- SGP THEMATIC AND/OR GEOGRAPHIC THEMATIC RANKING MATRIX

Instructions: Please fill in the boxes below with a score of 1 through 5. 5 indicates your highest level of agreement and a 1 indicates the lowest. Also, please reference the example below as needed.

GEF-SGP mission and Instructions:	Would working in this area mitigate biodiversity loss?	Climate change?	Persistent organic pollutants?	Landscape degradation?	International water degradation?	Would it contribute to community empowerment?	Improved livelihoods?	Would this area be conducive to demonstrating project impact?	Would working in this area contribute to policy change?	Collaborate with other UNDP projects?	Would it target marginalized communities?	Address a neglected area?	Complement other non-GEF=SGP initiatives?
Suggestions:													
Geographic:													
Eastern Himalaya Ecoregion (Eastern hills and mountains as well as the Terai)													
Eastern Himalaya (Eastern hills and mountains alone)													
Kunchanjunga Conservation Area													
Mid-western and western hills													
Regional clusters based on need.*													
Thematic:													
Wetlands													
Shifting cultivation													
Non-timber forest products (NTFP)													
Rangeland management													
Renewable energy													
Terrace improvement													
Human wildlife conflict													

* **Regional clusters based on need:** In this scenario, SGP targets its activities within one or more geographic areas. These sites would be selected based on particularly critical environmental, empowerment, and livelihood needs. For example, a regional cluster for biodiversity conservation may be placed in the western Terai, considering its globally important tiger, rhino, and elephant populations.

ANNEX 4: RESULTS TREES AND LOGFRAMES

NTFP: Results Tree

Outputs	Outcomes	Global Environmental Impact
<p>1. Improved capacity to support NTFP industry through training and market support 2. Economic status of NTFP collectors improved through broader access to production facilities, greater synergy between collectors, improved credit access including CETF, and knowledge of sustainable harvesting practices</p>	<p>A. Increased NTFP species abundance and diversity restored in mid western project cluster</p>	<p>I. Biodiversity preserved II. Land sustainably managed</p>
Output indicator	Outcome indicator	Impact indicator
<p>1.A. NGOs, CBOs, and/or individuals trained (# of courses attended) 1.B./2.A. Innovative financial support mechanisms developed 2.B. Resource user groups founded or expanded (# participants) 2.C. Improved markets and/or distribution networks provided/accessed by community for related products and services</p>	<p>A.1. % of community land devoted to NTFP preservation A.2. # NTFP conserved and sustainably managed A.3. # NTFP conservation plans developed A.4. # households benefiting from improved NTFP management</p>	<p>I. # of endangered species conserved in # of hectares II. Rehabilitation of degraded forested areas (# hectares)</p>
Output target	Outcome target	Impact target
<p>1.A. 27 capacity building trainings conducted 1.B./2.A. 3 NGOs/CBOs tied with local financial institutions and/or facilitating community (household) access to credit 2.B. 20 over 3 years 2.C. At least, two networks developed and in operation</p>	<p>A.1. 5% A.2. 20 A.3. 3 plans developed A.4. 100 households</p>	<p>I. 5 species II. 800 hectares</p>

NTFP: Logframe

Expected Results	Indicators	Baseline data	Source of data	Method of Data Collection	Monitoring Frequency	Responsible
I. Biodiversity preserved II. Land sustainably managed	I. # of endangered species conserved in # of hectares II. Rehabilitation of degraded forested areas (# hectares)	1. Zero species conserved II. Zero hectares in targeted sites	Field visits Review of relevant national documents and studies	Observation Literature review	Twice - project start up and final evaluation	SGP staff person, consultant, NSC, or UNDP staff
A. Increased NTFP species abundance and diversity restored in mid western project cluster	A.1. % of community land devoted to NTFP preservation A.2. # NTFP conserved and sustainably managed A.3. # NTFP conservation plans developed A.4. # households benefiting from improved NTFP management	A.1. zero hectares A.2. zero NTFP conserved in expected project sites A.3. No conservation plans in expected project sites A.4. No NTFP management	Site visits Project reports	Observation and discussion Project document review and consideration	Annual review	SGP staff person, consultant, NSC, or UNDP staff
1. Improved capacity to support NTFP industry through training and market support 2. Economic status of NTFP collectors improved through broader access to production facilities, greater synergy between collectors, improved credit access including CETF, and knowledge of sustainable harvesting practices	1.A. NGOs, CBOs, and/or individuals trained (# of courses attended) 1.B./2.A. Innovative financial support mechanisms developed 2.B. Resource user groups founded or expanded (# participants) 2.C. Improved markets and/or distribution networks provided/accessed by community for related products and services	1.A. Zero participants trained in NTFP management 1.B./2.A. No supportive financial systems 2.B. No resource groups 2.C. Exploitative mechanisms for market access and distribution networks	Discussions with project participants and key informants Site visits Project document review	Observation Focus groups Document review	Annual	SGP staff person, consultant, NSC, or UNDP staff

Wetland: Results Tree

Outputs	Outcomes	Global Environmental Impacts
1. Increased participation of wetland dependant communities in wetland management 2. Increased technical and institutional capacity, stronger information base, and raised awareness of wetland biodiversity planning and management 3. Better integration of wetland biodiversity conservation into sectoral, legal, and policy frameworks and more efficient co-ordinated implementation of plans between sectors	A. Decreased rate of wetland habitats loss B. Improved wetland ecosystem integrity C. Increased species abundance and diversity	I. Wetland biodiversity preserved
Output indicators	Outcome indicators	Impact indicator
1.1. # households benefiting from wetland conservation 1.2. Wetland dependent participation in national policy discussions and policy decisions (# contributions) 2.1. # Resource user groups founded or expanded 2.2. Households trained in sustainably wetland management techniques 2.3. Natural resource assessment methods (# field guides, publications, or presentations) 2.4.. Media events and press coverage (# articles) 3.1. Exchanges of views between policy makers (# visits)	A. Rehabilitation of degraded wetland areas (# hectares) B. Eroded land stabilized through artificial restoration, tree-planting, or other interventions that reduce sedimentation (# hectares stabilized) C. # of species conserved	I. # of wetland endangered species conserved
Output target	Outcome target	Impact target
1.1. 100 households 1.2. 6 contributions (written, meeting participation, or other) 2.1. 15 user groups 2.2. 100 households 2.3. 4 2.4. 10 articles or events 3.1. 4 meetings	A. 800 hecatres B. 800 hectares C. 5 species	I. 5 species

Wetland: Logframe

Expected Results	Indicators	Baseline data	Source of data	Method of Data Collection	Monitoring Frequency	Responsible
I. Wetland biodiversity preserved	I.1. # of wetland endangered species conserved	1. No species preserved	Review of relevant national documents and scientific studies	Observation Literature review	Twice - project start up and final evaluation	SGP staff person, consultant, NSC, or UNDP staff
A. Decreased rate of wetland habitats loss B. Improved wetland ecosystem integrity C. Increased species abundance and diversity	A. Rehabilitation of degraded wetland areas (# hectares) B. Eroded land stabilized through artificial restoration, tree-planting, or other interventions that reduce sedimentation (# hectares stabilized) C. # of species conserved	A. No degraded areas rehabilitated B. No eroded lands stabilized C. No species conserved	Site visits Discussions with local stakeholders Project reports Literature review	Observation and discussion Project document review and consideration	Annual review	SGP staff person, consultant, NSC, or UNDP staff
1. Increased participation of wetland dependant communities in wetland management 2. Increased technical and institutional capacity, stronger information base, and raised awareness of wetland biodiversity planning and management 3. Better integration of wetland biodiversity conservation into sectoral, legal, and policy frameworks and more efficient coordinated implementation of plans between sectors	1.1. # households benefiting from wetland conservation 1.2. Wetland dependent participation in national policy discussions and policy decisions (# contributions) 2.1. # Resource user groups founded or expanded 2.2. Households trained in sustainably wetland management techniques 2.3. Natural resource assessment methods (# field guides, publications, or presentations) 2.4. Media events and press coverage (# articles) 3.1. Exchanges of views between policy makers (# visits)	1.1. No households benefiting 1.2. No participation to date 2.1. No resource groups established 2.2. No households trained 2.3. None in project areas 2.4. No media cover of project activities or site	Discussions with project participants and key informants Site visits Project document review	Observation Focus groups Document review	Annual	SGP staff person, consultant, NSC, or UNDP staff

Renewable Energy: Results Tree

Outputs	Outcomes	Global Environmental Impacts
1. Renewable energy use increased through greater awareness, technical, and financial assistance	A. Increased use of renewable energy sources in central Terai project cluster	I. Land sustainably managed II. Global climate preserved
Output indicator	Outcome indicator	Impact indicator
1.A. NGOs, CBOs, and/or individuals trained in technical skills (# of participants) 1.B. Local or national government funds invested in support of efficient renewable energy and used in supportive capacity	A. Energy production and/or savings and installed capacities (# households benefit)	I. % firewood dependency reduced II. Avoided greenhouse gas emissions (# tons of carbon)
Output target	Outcome target	Impact target
1.A. 25 1.B. +\$1500 USD and 5 service centers in operation	A. 1000 households	I.A. Firewood dependency decreased by 5% I.B. Release of 300 tons of CO2 avoided

Renewable Energy: Logframe

Expected Results	Indicators	Baseline data	Source of data	Method of Data Collection	Monitoring Frequency	Responsible
I. Land sustainably managed II. Global climate preserved	I. % firewood dependancy reduced II. Avoided greenhouse gas emissions (# tons of carbon)	I. Entire population dependant on firewood II. GHG emissions consistent with current firewood consumption	Review of relevant national documents and scientific studies	Observation Literature review	Twice - project start up and final evaluation	SGP staff person, consultant, NSC, or UNDP staff
A. Increased use of renewable energy sources in central Terai project cluster	A. Energy production and/or savings and installed capacities (# households benefit)	A. No households benefiting from energy programs	Site visits Discussions with local stakeholders Project reports Literature review	Observation and discussion Project document review and consideration	Annual review	SGP staff person, consultant, NSC, or UNDP staff
1. Renewable energy use increased through greater awareness, technical, and financial assistance	1.A. NGOs, CBOs, and/or individuals trained in technical skills (# of participants) 1.B. Local or national government funds invested in support of efficient renewable energy and used in supportive capacity	1.A. Zero residents trained in technical skills 1.B. No funds invested in supportive capacity	Discussions with project participants and key informants Site visits Project document review	Observation Focus groups Document review	Annual	SGP staff person, consultant, NSC, or UNDP staff

Shifting Cultivation: Results Tree

Outputs	Outcomes	Global Environmental Impacts
1. Increased awareness, appreciation, and recognition of rotational agro forestry as well as sustainable farming in shifting cultivation areas practised	A. Traditional shifting cultivation system for vulnerable indigenous communities improved in central hill project cluster	I. Global climate preserved
Output indicator	Outcome indicator	Impact indicator
1.1. # hectares transitioned to effective SALT technologies 1.2. Media events and press coverage (# articles) 1.3. Facilitation of regional discussions (# events) 1.4. # households trained in agro forestry and/or SALT technologies 1.5. Resource user groups founded or expanded (# of participants)	A.1. % of income increase after agro forestry adopted A.2. % of land value increase after agro forestry adoption A.3. Soil loss decrease after agro forestry adoption	I. Avoided greenhouse gas emissions (# tons of carbon)
Output target	Outcome target	Impact target
1.1. 1000 hectares 1.2. 10 articles/events 1.3. 2 regional discussions 1.4. 100 households trained 1.5. 15 user groups	A.1. 15% A.2. 800 hectares A.3. 15 tons	I. Release of 300 tons of CO2 avoided

Shifting Cultivation: Logframe

Expected Results	Indicators	Baseline data	Source of data	Method of Data Collection	Monitoring Frequency	Responsible
I. Global climate preserved	I. Avoided greenhouse gas emissions (# tons of carbon)	1. High GHG emissions	Review of relevant national documents and scientific studies	Observation Literature review	Twice - project start up and final evaluation	SGP staff person, consultant, NSC, or UNDP staff
A. Traditional shifting cultivation system for vulnerable indigenous communities improved in central hill project cluster	A.1. % of income increase after agro forestry adopted A.2. % of land value increase after agro forestry adoption A.3. Soil loss decrease after agro forestry adoption	A.1. NTFP used for subsistence and marginal returns A.2. Land prices equal to that for unproductive farm A.3. Soil lost each year at great rate	Site visits Discussions with local stakeholders Project reports Literature review	Observation and discussion Project document review and consideration	Annual review	SGP staff person, consultant, NSC, or UNDP staff
1. Increased awareness, appreciation, and recognition of rotational agro forestry as well as sustainable farming in shifting cultivation areas practised	1.1. # hectares transitioned to effective SALT technologies 1.2. Media events and press coverage (# articles) 1.3. Facilitation of regional discussions (# events) 1.4 # households trained in agro forestry and/or SALT technologies 1.5 Resource user groups founded or expanded (# of participants)	1.1. Zero hectares practicing SALT 1.2. No media coverage 1.3. One regional discussion held per year t 1.4. No households trained 1.5. No resource user groups established	Discussions with project participants and key informants Site visits Project document review	Observation Focus groups Document review	Annual	SGP staff person, consultant, NSC, or UNDP staff

ANNEX 5: PROVISION OF NATIONAL STEERING COMMITTEE AND SELECTION OF PROJECT PROPOSALS

As provided for in the GEF-SGP document, a National Steering Committee (NSC) will be formed to select projects for funding. The following procedures for development of and selection of the projects for GEF-SGP support will be adopted. This process is recommended based on previous experiences in Nepal;

- (i) The GEF-SGP programme office Team will screen all concept papers and/or project proposals and submit to the NSC the potential ones for GEF-SGP support.
- (ii) The NSC shall meet at least two times in a year or as needed for the purpose of selecting viable concept papers/proposals. Composition of the NSC is as follows:
 - a) GEF Focal Point Officer as the Representative of Foreign Aid Coordination Division of the Ministry of Finance as the Government Representative/s;
 - b) Representative of UNDP (Environment, Energy & Climate Change Unit);
 - c) Representative of National NGOs;
 - d) Representative of Academic institutions;
 - e) Representative of gender specialist (preferably women)
 - f) Representative of donor agencies/development missions and or Embassies in Nepal;
 - g) Subject matter specialists; and
 - h) National Coordinator (ex-officio)

Representatives from potential donor and /or co-funding agencies as well as academic and private institutions can be explored and included in the NSC.

However, flexibility will be maintained to make changes in the NSC during the implementation phase for effectiveness of the programme. NSC members will participate in the project appraisals and selection, monitoring, evaluation and dissemination of information. To keep the NSC independent and transparent, no member on the NSC representing an NGO shall participate in the appraisal and selection of a proposal in which he/she has interest. The participation of these institutions will provide the basis for wide scale replication and/or adaptation of successful “best” practices and bring about better coordination and understanding.

Decisions made by the NSC will serve as technical clearance for GEF-SGP funding to NGO and CBO projects. Memorandum of Agreement (MoA) will be signed by the Country Director of UNDP Country Office on behalf of the UNOPS and the Head of the grantee institution.

The prospective grantees to implement GEF-SGP projects should have the following qualities:

- (i) commitment to demand-based initiatives;
- (ii) local orientation in its formation and operations;
- (iii) existence of or access to technical and qualified manpower in the subject area;
- (iv) flexible and capable of developing alternative and innovative ideas;

- (v) capable to develop project proposal and monitoring reports;
- (vi) existence of self-generating core funds;
- (vii) good working relation with the local government agencies (DDCs and VDCs);
- (viii) officially registered, updated annually and conducted audit exercises; and
- (ix) experience in community development and GEF-SGP focal areas.

The National Steering Committee (NSC) will ensure that the project will maximize benefits for the rural-poor, marginalized and excluded communities. The prospective awardees could be:

- (i) Indigenous and local NGOs;
- (ii) Community-based Organizations;
- (iii) Networks, fora, umbrella associations;
- (iv) Community groups like local councils, farmers associations, co-operatives, clubs, women and youth groups; and
- (v) Scientific, research, technical and training institutions

The following criteria will be used in the prioritization of funding by the NSC. They are:

- (i) Local orientation of the project proponents or grantee organization
- (ii) Eco-regional basis
- (iii) Resource base of the proponent
- (iv) Presence of relevant technical manpower
- (v) Experience in rural/community development
- (vi) Geographic focusing
- (vii) Thematic focusing
- (viii) Experience in GEF focal areas and operational programmes
- (ix) General impressions on the proposal and the project proponent. The project proposal will be assessed in view of its management credibility, and project technical soundness, replicability, sustainability and cofunding strategy.

The following procedures will apply in the processing of concept papers/proposals;

- (i) The project proponents shall submit concept papers or proposals using guidelines as provided for by GEF-SGP National Coordinator. Concept papers and proposals shall be received throughout the year.
- (ii) The National Coordinator shall summarize the potential concept papers and/or proposals for review by members of NSC.
- (iii) The NSC shall appraise and select the eligible concept papers or proposals based on funding and selection criteria, and will inform the successful applicants through the National Coordinator.
- (v) The successful proposals shall enter the GEF-SGP work programme. The quorum for accepting the decisions of the NSC in project proposal selection will be 50% of the total members of the NSC.

**ANNEX 6: UNDP GEF SMALL GRANTS PROGRAMME (GEF-SGP)
National Steering Committee (NSC) Terms of Reference (TOR)**

NSC Functions and Duties

1. The principal functions and duties of the NSC include:
 - review and approval of project proposals, submitted to the GEF-SGP by NGOs/CBOs and pre-screened by the National Coordinator, in accordance with established criteria and procedures;
 - participation in the development and periodic revision of the Country Programme Strategy; and
 - lead responsibility, along with the National Coordinator, for the Programme Review.
2. NSC members are also encouraged to actively participate in site visits and ongoing monitoring and evaluation activities associated with the GEF-SGP and its projects, and to provide technical assistance and advice to GEF-SGP projects and NGO/CBO project proponents.
3. The NSC may wish to elaborate a set of project selection criteria based on the country programme strategy to help guide decisions and provide additional consistency to project selection.
4. The NSC shall decide whether it will consider and approve project concepts and planning grants, or will rather leave these tasks to the National Coordinator. In the case of the latter, the NC will keep the NSC informed about concepts received and approved and planning grants awarded.

NSC Terms of Office and Appointment

5. Members of the NSC serve on a voluntary basis and without financial compensation. Reimbursement of reasonable and necessary expenses such as long-distance travel to project sites and NSC meetings may be provided. Reimbursement of expenses such as travel should be approved prior to the actual expenditure and follow standard GEF-SGP procedures.
6. The NSC should consist of between six and twelve members, with the majority of members from the NGO sector. This range is given as guidance only; the specific number of members is to be determined by the NC in consultation with the UNDP CO Resident Representative/ Country Director and the GEF-SGP Global Manger. Efforts should be made to ensure gender and ethnic diversity in the committee.
7. Members of the NSC are appointed by the UNDP Resident Representative/ Country Director in consultation with the NC. Appointments to the NSC are subject to ratification by the GEF-SGP Global Manager. Members may also be

removed from the NSC by the UNDP Resident Representative/ Country Director for cause.

8. The UNDP Resident Representative/ Country Director or his/her delegate, usually the UNDP Country Office GEF-SGP focal point (Assistant Country Director, Energy, Environment and Climate Change Unit) represents the UNDP on the NSC.
9. The GEF-SGP National Coordinator serves *ex officio* on the NSC, participating in deliberations, but not voting in the project selection process. The NC also serves as Secretariat to the NSC.
11. The term of office of each NSC member is for a period of two years. In the event that a member fails to complete a full term of office, a new member shall be appointed by the UNDP Resident Representative/ Country Director. NSC members may be reappointed to serve additional two-year terms based on service and commitment to the programme.

ANNEX 7: GEF-SGP PROJECT PROPOSAL TEMPLATE



GEF SGP PROJECT PROPOSAL TEMPLATE⁴

1. TABLE OF CONTENTS⁵

2. COVER PAGE

Country:.....Submission date.....

Project No. _____ (*For SGP Official Use. Do not write anything here*)

Project Title: _____

(The title must capture the essence of project and aligns to GEF focal areas)

APPLICANT

Name of Organization: _____

Year established _____ Number of members _____

Number of projects implemented _____

Mailing Address: _____ Physical Address: _____

Telephone: _____

Fax: _____ E-Mail: _____

Principal Officer: _____ (*Name and Position*)

Project Contact/Manager: _____ (*Name and Position*)

PROJECT

GEF SGP Classification

Thematic/Focal Area (<i>Tick one</i>)⁶		Project Category (<i>Tick one</i>)	
<input type="checkbox"/>	Conservation of Biodiversity	<input type="checkbox"/>	Demonstration Project
<input type="checkbox"/>	Climate Change	<input type="checkbox"/>	Capacity Development Project
<input type="checkbox"/>	Land Degradation and Sustainable Forest Management	<input type="checkbox"/>	Applied Research/Policy Analysis
<input type="checkbox"/>	International Waters	<input type="checkbox"/>	Information/Networking/Policy Dialogue
<input type="checkbox"/>	Chemicals (POPs)	<input type="checkbox"/>	
<input type="checkbox"/>	Capacity development	<input type="checkbox"/>	

Proposed Start Date⁷: _____ Expected Project Duration: _____

⁴ This generic project template can be customized if needed in accordance with the country needs and country programme strategy.

⁵ Details are provided in the guidelines which include what should go into the contents page

⁶ Each project should have one primary Focal Area which should be indicated. In addition projects may have secondary focal areas which should be specified in the project rationale and approach. Appropriate indicators should be selected in line with the primary and secondary focal areas of the project.

FINANCES

Total GEF SGP Request: [Local currency] _____ [US\$ _____]
Total from Other Sources: [Local currency] _____ [US\$ _____]
Total project cost : [Local currency] _____ [US\$ _____]
UN rate of exchange _____ *(For SGP Official Use. Do not write anything here)*

3. PROPOSAL

SECTION A: PROJECT RATIONALE AND APPROACH

- 1.1. Project Summary
- 1.2. Organizational Background and Capacity to implement the Project
- 1.3. Project Objectives and Expected Results
- 1.4. Description of Project Activities
- 1.5. Implementation Plan and Time-frame
- 1.6. Plan to Ensure Community Participation
- 1.7. Knowledge Management
- 1.8. Gender Mainstreaming
- 1.9. Communication of Results and Replication

SECTION B: PROJECT RISKS, MONITORING & EVALUATION

- 2.1. Risks to Successful Implementation
- 2.2. Monitoring, Evaluation Plan and Indicators
- 2.3. Sustainability of Results Achieved

SECTION C: PROJECT BUDGET

- 3.1 Financial Details
- 3.2 Projected Expenditures
- 3.3 Bank Details

ANNEX 1: INDICATORS

- A. GEF SGP Project Indicators
- B. SGP CBA Project Indicators

GEF SGP PROJECT PROPOSAL GUIDELINES

1. GENERAL REQUIREMENTS

The Project Proposal should include the standard cover sheet, a one-page table of contents and should not exceed 15 pages of text (including any charts or diagrams). The Proposal should be submitted in typed form.

Additional attachments (not more than 10 pages) may be submitted, including documents certifying the status of the organization, endorsements of the proposed project, funding commitments or other indicators of participation and support from other institutions, and evidence of community support and participation.

Please ensure that the project proposal and all attachments are legible. All supporting documents (attachments) should also have the name of the project on them. Submit one original copy of the Proposal (soft and hard copy) to the *National Coordinator, GEF Small Grants Programme, [Full address of the SGP Offices]*. Keep a copy of your proposal for your own records as the one you submit will not be returned.

PREPARING YOUR PROPOSAL

In preparing a Project Proposal, please follow the major points of the outline set forth below. Ensure that all bullet points included in the outline are addressed, as these cover the major issues which the National Steering Committee (NSC) will consider in reviewing the Proposal. It is suggested that the proposal does not exceed the total number of pages stipulated.

1. TABLE OF CONTENTS

The table of contents should be prepared in a logical and consistent manner and following the format presented.

2. COVER PAGE

The cover page provides an important summary of the project. Each project will be assigned a project number by GEF SGP as appropriate to the country. The cover page should indicate the duration and start date of the project, provide the applicant's details, identify the GEF focal area the proposal is targeting, and include information on project finances specifying total requested support from the GEF and co-financing available and/or expected. The co-financing can be in kind, cash or parallel in nature. The UN rate of exchange at the time of proposal submission by the grantee should be logged in by the National Coordinator (NC) regardless of the fact that projects may be evaluated and approved by the NSC at a later date.

3. PROPOSAL

The proposal includes the following main sections: Project Rationale and Approach (Section A), Project Risks, Monitoring & Evaluation (Section B) and Project Budget (Section C).

2. SECTION A: PROJECT RATIONALE AND APPROACH

This section provides the rationale and background of the project, as well as the proposed approach.

1.1 Project Summary

The Project Summary should describe the project context, including the key environmental problem to be addressed, and the proposed approach, including the rationale/justification for the project. This section should describe the project location, a profile of the project sites, as well as the target community (ies) involved. The relevance of the project to the GEF/SGP Country Programme Strategy should also be presented.

1.2 Organizational Background and Capacity to implement the project

This section should demonstrate that the proposing organization has the experience, capacity, and commitment to successfully implement the proposed project, or, is prepared to work with SGP to build its capacity to undertake the project. The issues to be covered in this section include:

- Nature of the proposing organization – is it an informal group of interested parties, a community-based organization (CBO), national or sub-national NGO, research or training institution
- Purpose and core activities of the proposing organization/group
- Organizational approach for project implementation, i.e. how does the organization or group intend to deliver the project?
- Length of existence and project management experience if any
- Organizational structure, governance and administrative framework: provide the number of paid staff members if it is a well constituted organization
- If relevant, state membership and affiliation to associations or umbrella groupings
- Provide an indication of the legal status. If none, provide an elaboration of its nature of existence.
- Target population group (indicate relevant community groups, women, indigenous peoples, youth, etc.)
- If the organization has been in existence before, the proponents should explicitly describe previous experience relevant to the proposed project including, as relevant: projects addressing problems of biodiversity loss; climate change mitigation and/or climate-proofing; land degradation/sustainable forest management; pollution of international waters; chemicals management; OR experience with projects that focus on environment and natural resources management and sustainable development at community level.

1.3 Project Objectives and Expected Results

This section can be laid out in a matrix form and should contain a clear and specific statement of what the proposed project will accomplish. Preferably this should follow a logical framework. Among the issues to address include:

- The **problem statement** or challenge the project intends to address
- The **primary objective** and **specific objectives** of the proposed project
- The full description of the **rationale** (justification) for the project. The rationale should indicate the importance of the proposed project to the GEF Small Grants Programme in terms of contributing to its overall and or specific focal area objective(s). It should also reflect the relationship of the project to other relevant programmes such as local, district or national government programmes, other GEF and UNDP projects, multilateral and

- bilateral aid agency projects, and other community-based, CSO, and/or private sector activities. This will ensure that the intervention is not a standalone activity.
- The **specific results or outcomes** that the project will produce. The expected results are the measurable changes which will have occurred by the end of the project as a result of the planned intervention (e.g. land area under forest cover increasing because of tree planting and promotion of natural regeneration of vegetation etc).

1.4 Description of Project Activities

This section, to be included in a logical framework, should describe what will actually be done to produce the expected results and accomplish the project's objectives. There should be a clear and direct linkage between the activities and the expected results or outcomes. (The proponent must ensure that the activities are a means to achieving the results). ***Note that weakness in this area may be a major reason for failure to receive funding.*** Activity descriptions should be as specific as possible, identifying **what** will be done, **who** will do it, **when** it will be done (beginning, duration, completion), and **where** it will be done. In describing the activities, an indication should be made regarding the organizations and individuals involved in or benefiting from the activity.

1.5 Implementation Plan and Time Frame

This section may be presented in graphical (table) form and can be attached as an annex. It should indicate the **sequence of all major activities and implementation milestones**, including targeted beginning and ending dates for each step. Provide as much detail as possible at this stage. The Implementation Plan should show a logical flow of steps, indicating that all the things that must happen have been carefully thought through from the current to the end of project situation. Please include in the Implementation Plan the required reports, project reviews and evaluation activities.

1.6 Plan to Ensure Community Participation⁸

Please describe how the stakeholder communities were involved in **Project planning and design** and will be involved in: i) **Project implementation** and ii) **Project monitoring and evaluation**. This information will serve a basis for assessing and understanding community participation and ownership.

1.7 Knowledge Management

Please describe how you plan to capture, share and disseminate the knowledge, lessons learned and good practices gained through the implementation of the project.

1.8 Gender Mainstreaming

Please describe how the project takes into consideration the roles and needs of men and women (with a focus on the needs of women), and how this would be reflected in the results and benefits of the project.

⁸Note that community participation means much more than how the community will benefit from the project. It refers to active involvement and ownership by the relevant stakeholders. Describe the specific steps that have been taken/planned to maximize this involvement.

1.9 Communication and Replication of Project Results

Please describe how you would communicate the goals, activities and results of the project with the community members, other community-based organizations and other key stakeholders. If the project requires awareness-raising at the local level, please describe the plan/activities you would use to achieve the target results and ensure replication of project results.

SECTION B:

PROJECT RISKS, MONITORING & EVALUATION

This section should detail the risks, issues, assumptions, sustainability strategies and also describe the project work plan and monitoring during the implementation. It should provide a full description of the issues outlined below:

2.0 Risks to Successful Implementation

Please identify and list the **major risk factors** that could result in the project not producing the expected results. These should include both internal factors (for example, the technology involved fails to work as projected) and external factors (for example, significant currency fluctuations resulting into changes in the resources of the project). Please also propose risk mitigation measures to address the potential risks.

Please include in this section the **key assumptions** on which the project plan is based (for example, government and environmental policy remaining stable) which are anticipated in project planning, and on which the feasibility of the project depends.

Brief description of General Objective of Project:														
Brief Description of Specific Objective No 1 ⁹ :														
List the activities necessary to fulfil this objective. Indicate who is responsible for each activity and an indicator of activity accomplishment.									Duration of Activity in Months (or Quarters)					
Activity	Responsible Party	Indicator	1	2	3	4	5	6	7	8	9	10	11	12
1.1														
1.2														
1.3														
1.4														

2.1 Monitoring, Evaluation Plan and Indicators

This section should be laid out as per table 1 below. It should contain an explanation of the plan for monitoring and evaluating the project, both during its implementation (field activities) and at completion (review and analysis).

Table 1: Activity Planning

Project monitoring schedule

The project should be monitored according to a planned schedule, in line with the milestones identified in the Implementation Plan and Time Frame (section 1.5 above).

Among the key issues to be addressed as part of M&E are:

⁹Please indicate as many objectives as in the project and include rows as required for the project under preparations.

- How will the performance of the project be tracked in terms of achievement of the steps and milestones set forth in the Implementation Plan;
- How will the impact of the project be assessed in terms of achieving the project's objective(s);
- How will the mid-course correction and adjustment of the project design and plans be facilitated on the basis of feedback received;
- How will the participation of community members in the project monitoring and evaluation processes be achieved.

Project indicators

Please propose specific and **measurable indicators** which help capture the achievement of project results. These indicators will form the basis for monitoring and evaluation. These indicators should be aligned with the SGP Country Programme Strategy (CPS) and may be refined in consultation with the NC and or NSC. The indicator set for the project should draw upon the set of SGP project level indicators (see Annex 1), but can also be enriched by other project-specific and or national indicators that are appropriate for the project to track. Please identify at least one biophysical indicator pertaining to the relevant GEF focal area (or focal areas, if the project has a secondary focal area) and one indicator from each of the categories of ‘**capacity development, policy influence & innovation**’; ‘**livelihoods & sustainable development, community based adaptation and empowerment**’ indicators provided (see Annex 1).

2.2 Sustainability of Results Achieved

Sustainability is a critical aspect in all the GEF SGP funded projects. The proposal should outline the steps to be taken before, during, and at project completion to ensure that once all the SGP funds have been disbursed, the project impact will continue for many years thereafter.

The funds provided by SGP are primarily seed funds, designed to give the project a significant start. However, project proponents should envision the project three or even five years after SGP funds have been utilized, and consider the factors that could contribute to the success and continued impact of their project, and address them accordingly.

3. SECTION C: PROJECT BUDGET

The Project Budget is an important part of every GEF SGP project proposal and must be completed prior to consideration of a proposed project for funding. Once a project has been approved for funding, the budget information becomes part of the binding Memorandum of Agreement (MOA) between the GEF SGP and the proposing organization.

The development and management of a realistic budget is an important part of developing and implementing a successful GEF project. Careful attention to issues of financial management and integrity will enhance the effectiveness and impact of the project. In keeping with the role of the GEF SGP as a support mechanism for community-level initiatives, every effort has been made to keep financial management requirements as straightforward and non-burdensome as possible. The following important principles should be kept in mind in preparing a project budget:

- Include only costs which directly relate to efficiently carrying out the activities and producing the objectives which are set forth in the proposal. Other associated costs should be funded from other sources.

- The budget should be realistic. Find out what planned activities will actually cost, and do not assume that you will be able to make do for less.
- The budget should include all costs associated with managing and administering the project. In particular, include the cost of monitoring and evaluation.
- "Indirect costs" or administrative overhead costs such as staff salaries and office rent are not funded by the GEF SGP. These therefore should not be part of the funding request.
- GEF SGP funds should be spent according to the agreed budget.
- All relevant, financial records should be made available. These may be independently audited, and may become public information.
- The budget line items are general categories intended to assist in thinking through where money will be spent. If a planned expenditure does not appear to fit in any of the standard line item categories, list the item under other costs, and state what the money is to be used for.
- The figures contained in the Budget should concur with those on the Proposal Cover page.
- GEF SGP grant requests should not exceed fifty thousand United States Dollars (US\$50,000) per project, and per Operational Phase.

3.1 FinancialDetails

a. Project Funding Summary

The proponent should provide a summary on how the project will be funded. This should be laid out in a matrix form as in table 2 below.

Table 2: Project funding summary

Funding Source	Funding Plan, [local currency]		Total [local currency]	Total US\$
	Year 1	Year 2		
a. GEF SGP				
b. Community				
c. Proposing Organization				
d. Other co-financiers				
Total Project Cost				

b. Community Contribution

All cost-sharing contributions (cash and in-kind) should be itemized. In particular, the in-kind contributions should be estimated using the SGP methodology/guidelines and summarized as in table 3 below. This should include sources and nature of the contribution (e.g. Youth Organization contributing labour, land, cash, etc). Please indicate whether the contribution is already committed or just a projection.

Table 3: Community Contributions

Sources of Community Contribution	Type (cash/in kind ¹⁰)	Committed or Projected?*	Value, in local currency
1.			
2.			
Total			

c. Proposing Organization Contribution

The GEF SGP applies the principle of co-financing the target activities between the relevant partners in the project. It is therefore important that proposing organizations make some contribution towards the operational and programmatic costs of the project. This can be laid out in a simple matrix as in table 4 below and should capture the different project partners and proponents.

Table 4: Proposing organizations contributions

Sources of Contribution	Type	Committed or Projected?	Value, local currency
1.			
2.			
Total			

3.2 Projected Expenditures

This section will detail expenditure categories and how the funds will be dispensed over the project period. Typically, SGP projects generally do not exceed 2 years, however, the exact length of the period can be determined in consultation with National Coordinator and NSC based on project objectives. The anticipated expenditures in the project must be captured as below with clear line items.

Table 5: Projected expenditures

Expenditure Category	Year 1, [local currency]	Year 2, [local currency]	Total, [local currency]	US\$	% Total
1. Personnel / Labour					
2. Equipment / Materials					
3. Training / Seminars / Travel Workshops					
4. Contracts					
7. Other support requested ¹¹					
Total Project Cost					

3.3 Bank Details

Please provide the bank account information where project funds are proposed to be received.

¹⁰Refers to contributions made directly towards projects realization such as labour, materials, time and other quantifiable resources that count towards the achievement of the project results. An approximate amount should be indicated in the table.

¹¹Outline other forms of support requested from SGP which are not included in the budget. This support may be for both technical and administrative matters (and not for additional funding). This may cover areas which you need to specify such as: Consultants; Procurement; and Other (specify).

When the proponent is a well established organization, which may have multiple bank accounts, it is necessary to indicate which bank account will be used to receive SGP funds, and how these funds can be tracked and accounted for.

When the proponent is a new community group, details should be provided on how the book keeping will be done and if necessary include a capacity building element within the project proposal that will enable the proponent to operate financially. If the community group is successful in receiving an SGP grant, a separate bank account would have to be opened for handling of grant funds. This should be done in the shortest time frame possible.

ANNEX 1: INDICATORS

A.GEF SGP Project Indicators

GEF SGP project indicators in the focal areas of biodiversity, climate change, land degradation and sustainable forest management, international waters, and chemicals are presented below. Proponents are advised to select relevant focal area indicators from the table below. In addition, proponents (if necessary in consultation with the NC), should identify and include indicators within the areas of impact pertaining to “Capacity Development, Policy Influence & Innovation”, “Livelihoods & Sustainable Development, Community Based Adaptation and Empowerment”.

GEF SGP OP5 results indicators	
Biodiversity (BD)	
BD1	<ul style="list-style-type: none"> ○ Hectares of indigenous and community conserved areas (ICCAs) influenced ○ Hectares of protected areas influenced ○ Hectares of significant ecosystems with improved conservation status
BD2	<ul style="list-style-type: none"> ○ Hectares of production landscapes / seascapes applying sustainable use practices ○ Number of significant species with maintained or improved conservation status ○ Total value of biodiversity products/ecosystem services produced (US dollar equivalent)
Climate Change (CC)	
CCM1	<ul style="list-style-type: none"> ○ Tonnes of CO2 avoided by implementing low carbon technologies: <ul style="list-style-type: none"> ▪ Renewable energy measures (please specify) ▪ Energy efficiency measures (please specify) ▪ Other (please specify) ○ Number of community members demonstrating or deploying low-GHG technologies ○ Total value of energy or technology services provided (US dollar equivalent)
CCM4	<ul style="list-style-type: none"> ○ Tonnes of CO2 avoided by implementing low carbon technologies: <ul style="list-style-type: none"> ▪ Low carbon transport practices (please specify) ○ Total value of transport services provided (US dollar equivalent)
CCM5	<ul style="list-style-type: none"> ○ Hectares of land under improved land use and climate proofing practices ○ Tonnes of CO2 avoided through improved land use and climate proofing practices
Land degradation (LD) & Sustainable Forest Management (SFM)	
LD1	<ul style="list-style-type: none"> ○ Hectares of land applying sustainable forest, agricultural and water management practices ○ Hectares of degraded land restored and rehabilitated

GEF SGP OP5 results indicators	
LD3	<ul style="list-style-type: none"> ○ Number of communities demonstrating sustainable land and forest management practices
International Waters (IW)	
IW	<ul style="list-style-type: none"> ○ Hectares of river/lake basins applying sustainable management practices and contributing to implementation of SAPs ○ Hectares of marine/coastal areas or fishing grounds managed sustainably ○ Tonnes of land-based pollution avoided
Chemicals (POPs)	
POPS	<ul style="list-style-type: none"> ○ Tons of solid waste prevented from burning by alternative disposal ○ Kilograms of obsolete pesticides disposed of appropriately ○ Kilograms of harmful chemicals avoided from utilization or release
Capacity Development, Policy and Innovation (all focal areas)	
CD	<ul style="list-style-type: none"> ○ Number of consultative mechanisms established for Rio convention frameworks (please specify) ○ Number of community-based monitoring systems demonstrated (please specify) ○ Number of new technologies developed /applied (please specify) ○ Number of local or regional policies influenced (level of influence 0 – 1 – 2 – 3 – 4 – 5) ○ Number of national policies influenced (level of influence 0 – 1 – 2 – 3 – 4 – 5) ○ Number of people trained on: project development, monitoring, evaluation etc. (to be specified according to type of training)
Livelihoods, Sustainable Development, and Empowerment (all focal areas)	
Cross-cutting	<p>Livelihoods & Sustainable Development:</p> <ul style="list-style-type: none"> ○ Number of participating community members (gender disaggregated) (Note: mandatory for all projects) ○ Number of days of food shortage reduced ○ Number of increased student days participating in schools ○ Number of households who get access to clean drinking water ○ Increase in purchasing power by reduced spending, increased income, and/or other means (US dollar equivalent) ○ Total value of investments (e.g. infrastructure, equipment, supplies) in US Dollars (Note: estimated economic impact of investments to be determined by multiplying infrastructure investments by 5, all others by 3). <p>Empowerment:</p> <ul style="list-style-type: none"> ○ Number of NGOs/CBOs formed or registered ○ Number of indigenous peoples directly supported ○ Number of women-led projects supported ○ Number of quality standards/labels achieved or innovative financial mechanisms put in place

B. SGP Community Based Adaptation (CBA) Project Indicators

These indicators are to be used only in SGP Country Programmes which have access to GEF SPA-CBA and/or Aus-Aid co-funded CBA programmes for grant-making in the area of Community Based Adaptation to Climate Change.

Community Based Adaptation (CBA)	
CBA	<ul style="list-style-type: none">○ Number of households, businesses engaged in vulnerability reduction or adaptive capacity development activities, as a proportion of households in the community or region targeted by the project.○ Percent change in stakeholders’ behaviors utilizing adjusted practices or resources for managing climate change risks.○ Number of beneficiaries of project receiving training in implementation of specific adaptation measures or decision-support tools○ Number of CBA “lessons learned” from the project

ANNEX 8: REFERENCES

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