



Project Initiation Plan

Project Title:	UNDP SUPPORT TO STRENGTHEN REDD CAPACITY OF THE GOVERNMENT OF INDONESIA
Expected UNDAF Outcome:	Sub-outcome 1.4: Increased opportunities for achieving sustainable livelihoods Sub-outcome 3.4: Reduced vulnerability to conflict and natural disasters
Expected CPAP Outcome:	"Promoting sustainable environment and effective use of energy", focusing on "Sound Environmental Management"
Initiation Plan Start Date:	1 st February 2009
Initiation Plan End Date:	31 st December 2009
Implementing Partner:	Ministry of Forestry

Brief Description

The Project provides the framework for UNDP's support to strengthen the capacity of REDD Readiness within and beyond the Ministry of Forestry, and to ensure successful implementation of the UN-REDD Joint Programme in Indonesia. The Project is complementary to UN-REDD, and provides broad based assistance to the Government of Indonesia to prepare for the UNFCCC COP15.

Following the UNFCCC COP14 in Poznan, the Ministry of Forestry is moving quickly to build up REDD capacity. The Ministry of Forestry has proposed that the Project could support the Ministry to clarify REDD readiness roles across its departments. In parallel to the above, the proposed

Programme Period:	11months	Total resources required	US\$ 200,000
CPAP Programme Component:	_____	Total allocated resources:	US\$ 200,000
Atlas Award ID:	_____	• Regular	US\$ 200,000
PAC Meeting Date	January 2009	• Other:	
		○ Donor	_____
		○ Donor	_____
		○ Donor	_____
		○ Government	_____
		Unfunded budget:	_____
		In-kind Contributions	_____

Agreed by UNDP:

Country Director, Håkan Björkman

Date

UNDP SUPPORT TO STRENGTHEN REDD CAPACITY IN THE GOVERNMENT OF INDONESIA

1. Plan description:

From February to December 2009, UNDP will provide support services, on a time bound interim basis to the Ministry of Forestry to ensure successful development of REDD in Indonesia.

Indonesia has moved forward progressively on REDD (Reducing Emissions from Deforestation and land Degradation). In mid 2007, under the guidance of the Ministry of Forestry, a multi-stakeholder forum named the Indonesian Forest and Carbon Alliance (IFCA) was established. Since its inception, IFCA has contributed significantly towards REDD readiness in Indonesia.

Currently, the REDD agenda is mainly driven by the Ministry of Forestry, in particular its Forest Planning Unit (BAPAL) and the Forest Research Agency (FORDA). Other Government agencies involved include the Ministry of Finance, the National Planning Board (BAPPENAS), the Coordinating Ministry for Economic Affairs, the National Council for Climate Change (DNPI) and the Ministry of Environment. The institutional landscape has changed dramatically during 2008.

To grasp the current situation of REDD, the Indonesia UNDP Country Office undertook a brief study in December 2008 and identified relevant REDD readiness activities in Indonesia¹. From this study, it became apparent that further efforts would be required to ensure Indonesia is REDD readiness by 2012, whilst multi stakeholder participation would need to be reinforced and more impetus had to be given to mainstreaming of co-benefits with a particular emphasis on Millennium Development Goals (MDG) and bio-diversity conservation.

Following the UNFCCC COP14 in Poznan, the Ministry of Forestry is moving quickly to build up REDD capacity. The initial task for the Ministry is to identify ongoing REDD readiness activities within the Ministry, and the next step would be to build consensus on the responsibility and allocation of specific REDD readiness roles. The Project proposes to facilitate this process and support the Ministry.

Further, the proposed Project will develop a UN-REDD Joint Programme Project Document in line with the above activities. This will ensure that the Joint Programme intervenes in areas most beneficial to the Ministry of Forestry and the Government of Indonesia regarding REDD readiness. The Joint Programme will carry out capacity building projects on key REDD readiness components, with an approximate project budget of 4mUSD from an MDTF administered by UNDP.

¹ See attached 'Situation Analysis for Moving REDD Forward in Indonesia' for further details

Subsequent to the finalization and submission of the UN-REDD Joint Programme Project Document, the proposed Project will support both administrative and substantial aspects of the Joint Programme to enable swift implementation upon approval by the Government and UNDP. This will include the development of TORs for key Joint Programme staff, stakeholder consultation and preparatory analysis.

The proposed project will also support the clarification of REDD roles and responsibilities across all national and sub-national Government Agencies. This includes support to the Government of Indonesia regarding preparation for the UNFCCC COP15 in December 2009.

2. Duration of the plan:

This Project Initiation Plan covers services for the period 1 February to 31 December 2009.

3. Outline of deliverables:

The PIP objective is to support the Ministry of Forestry and the Government of Indonesia build up REDD readiness capacity.

Output 1: Develop the UN-REDD Joint Programme Project Document

- a) Identify strategic areas with key stakeholders and UN-REDD team and develop the UN-REDD Joint Programme Project Document
- b) Conduct stakeholder consultations, IPAC, PAC and submit Project Document to Bappenas for endorsement after approved by UN-REDD Project Board

Output 2: Prepare and support development of UN-REDD Joint Programme

- a) Finalize all necessary documents and consulting to enable immediate launch of UN-REDD Joint Programme
- b) Initialize analysis and stakeholder consultations to prepare for and augment Joint Programme

Output 3: Support clarification of roles and responsibilities for REDD in Indonesia

- a) Conduct forums, workshops and seminars to reach national ownership on REDD readiness roles in Indonesia
- b) Improve REDD communication between UN-REDD team, Government, donors, CSOs and other key stakeholders

4. Management Arrangements:

The key ministries to the proposed Project are Bappenas and the Ministry of Forestry. Bappenas will coordinate the relevant ministries, while the Ministry of Forestry will be the Implementing Partner. The Head of the Bureau of International

Cooperation, Ministry of Forestry, will be the Project Director, overseeing the implementation, monitoring and evaluation of the Project.

The Steering Committee is the group responsible for making executive management decisions for the project when guidance is required by the National Project Manager (NPM), including approval of project revisions. The Steering Committee will consist of FAO, UNDP, UNEP, The Norwegian Embassy, Bappenas and the Ministry of Forestry.

The Project Management Unit will consist of the National Project Manager (NPM), a Technical Advisor (TA), and an Administrative Finance Assistant. These staff will be hired under UNDP SSA contracts and located in the Ministry of Forestry. An international advisor will also be recruited and based at UNDP to backstop and support the National Project Manager and Technical Advisor. The day to day supervision of the project will be provided by UNDP – Head of Environment Unit and the responsible UNDP-Programme Officer appointed by UNDP to ensure the quality of project outputs.

Core activities will be carried out by the National Project Manager, who will also be a REDD expert. The National Project Manager will be responsible for day-to-day management and decision-making. With the support of the project team, s/he will be responsible for producing a detailed work plan and budget; coordinate the implementation of the work plan; monitor and evaluate; and producing the narrative and financial reports and attend to the inquiries of the Steering Committee on project matters and on audit requirements. The National Project Manager is also responsible for closing the project, including submission of a Combined Delivery Report, assuring full transfer of assets and settling any outstanding payments.

Regular project team meetings with Steering Committee members and other agencies will be held throughout the duration of the project to closely monitor progress, coordination and adjust activities when required.

During the proposed Project period, finances from UNDP TRAC funds shall be transferred by direct payment from UNDP to the recipient.

Monitoring and Evaluation Arrangements

Periodic monitoring of implementation progress will be undertaken by the UNDP Country Office through regular meetings with the project team, or more frequently as deemed necessary. This will allow parties to take stock and to troubleshoot any problems pertaining to the project in a timely fashion to ensure smooth implementation of project activities. On behalf of the implementing partner, the National Project Manager in conjunction with the UNDP Country Office team will be responsible for the preparation and submission of reports that form part of the monitoring process. The Project Director will oversee the monitoring and evaluation of the implementation of the Project in terms of achievement of overall

outputs and financial management. A detailed monitoring and evaluation plan will be developed together with members of the Steering Committee. The Project Director will acknowledge the amount of money spent, and that the project facts are satisfactory and in line with the needs of the Government of Indonesia.

The National Project Manager will be responsible for the delivery of Quarterly Progress Reports to the Steering Committee.

The following principles will apply in all on-going and benchmark monitoring:

- **National ownership:** Ensure that the national and local stakeholders are involved, capacity strengthened and knowledge transferred in order to guarantee the sustainability of the programme.
- **Results-Oriented:** Ensure appropriate measurement and assessment of project performance in order to more effectively improve performance and achieve results.
- **Quality Assurance:** Ensure quality in project activities to benefit the stakeholders through regular monitoring project delivery and early identification of issues for corrective action, if necessary.
- **Accountability:** Ensure accountability in the use of project resources
- **Transparency:** Ensure transparency in project activities, finances, and results to all stakeholders.
- **Learning:** Ensure that the project has mechanisms to capture lessons learned from ongoing implementation and successes stories from project implementation to feedback into planning of new initiatives and improving on-going implementation.

5. Budget (Total: 200,000 USD)

Month/CoA/ Activities	Budget code	TOTAL (USD)
International personnel	71200	100,000
National personnel	71400	38306
Travel	71600	9,657
Equipment & furniture	72200	13,600
Supplies	72500	2,700
Professional services	74100	15,143
Printing	74200	15,000
Miscellaneous	74500	5,594
TOTAL		200,000

Note to the file: PAC with Key Stakeholders (January 2009)

Participants:

- Pak Yuyu Rahuyu: Head of Bureau of International Cooperation, Ministry of Forestry
- Pak Teguh Rahardja: Bureau of International Cooperation, Ministry of Forestry
- Pak Basah Hernowo: Head of Forestry and water resource conservation, Bappenas

Participants (UNDP):

- Budhi Sayoko
- Elaine Samet
- Alex Heikens
- Tom Uno

Key Pointers:

1. Bappenas and Ministry of Forestry support the proposed Project "UNDP SUPPORT TO STRENGTHEN REDD CAPACITY OF THE GOVERNMENT OF INDONESIA".
2. Bappenas acknowledges involvement in the proposed Project as a key stakeholder.
3. Ministry of Forestry agrees to be the main counterpart and "Implementing Partner of the proposed Project.
4. Ministry of Forestry will allow the Project team to be located within the Ministry, and provide support as necessary.
5. The Ministry of Forestry ad hoc working group on REDD will be the main technical counterpart of the proposed Project
6. Bappenas and Ministry of Forestry recognize that Project staff will be recruited by UNDP.
7. Bappenas and Ministry of Forestry acknowledge the Project modality, which provides catalytic support for the preparation of the UN-REDD Joint Programme.