Environmental Protection Fund
LENS2 Sub-Project Application

General instructions: Please refer to the Project Implementation Manual (PIM), Volumes: 1-5 for subproject design, implementation and monitoring/evaluation (M&E). In summary:

- Applications should be submitted in both Lao and English to EPF Office. Translating the application is the SDA’s responsibility. It can be financed by the sub-project preparation facility, if such a facility has been mobilized, or pre-financed by EPF.
- Applications must demonstrate that the subproject meets the following eligibility criteria: (a) supports a Government of Lao PDR policy, strategy and/or an official plan; (b) contributes to at least one outcome indicator and at least one intermediate outcome indicator from the LENS2 results framework; (c) fits into either the PICE or the CBI EPF funding windows; (d) excludes activities from the negative check-list in the PIM, and (e) aligns with the project’s geographical scope which includes the national/central level and the following provinces: Bolikhamxay, Khammoune, Houaphan, Xieng Khouang, Louang Prabang, Savannakhet, Vientiane and Xaysomboun.
- Applications for a protected area and wildlife sub-project must demonstrate that the subproject meets an additional eligibility criteria: contributes to a regional or global outcome such as cross-border co-operation knowledge transfer or prevention of illegal wildlife trade.
- Sub-projects are approved for their proposed duration. However, implementation requires the prior annual approval of an Annual Work Plan and Budget (AWPB). EPF maintains the option to cancel an approved subproject if the annual performance is consistently unsatisfactory and the achievement of its objective has become unlikely.
- An SDA can only implement one sub-project at a time although additional financing is possible.

SubProject Proposal code:

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<tbody>
<tr>
<td>1. Sub-project delivery agency <em>(SDA)</em> <em>(name/address)</em></td>
<td>Provincial Forest Resource Management Section (PFRM) Provincial Agriculture and Forestry Office (PAFO) Savannakhet Province Thahe Village, Kaisone Phomvihanh District Savannakhet Province. Tel: 041 212 006</td>
</tr>
<tr>
<td>2. SDA focal point <em>(name/function/contact details)</em></td>
<td>- Mr. Vixay Langsoumisay Deputy Head, Forestry Resource Management Section Department of Agriculture and Forestry Savannakhet Province. Tel: 020 59 941456; Fax: 041 252 092; E-mail: - Mr. Keodouangsy Phasaisy Head of Forest Inspection Unit Forestry Resource Management Section</td>
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</table>
Department of Agriculture and Forestry
Savannakhet Province.
Tel: 020 22 312 668; Fax: 041 252 092; E-mail: Keodouangsyphaxaisy@gmail.com

| 3. Geographic scope (can be more than one option) | ☐ International  
|  | ☐ Central/National level.  
|  | ☒ District/provincial levels: Savannakhet Province  
|  | ☒ Provincial protected area: Dong Na Tard Provincial Protected Area (DNT-PPA), Savannakhet province |

| 4. Sub-project title | Strengthening the management capacity of the Savannakhet PFRM as well as building local support for the enhanced protection of Dong Na Tard Provincial Protected Area. |

| 5. Amount requested (in US Dollars) | US$ 499,990 (including 10% contingency) |

| 6. EPF’s eligible funding window (please check only one window) | ☐ Policy Implementation and Capacity Enhancement (PICE)  
|  | ☒ Community Biodiversity Investments (CBI) (Please check if CEF¹ is applied) |

| 7. Project Development Objective | To help strengthen selected environmental protection management systems, specifically for protected areas conservation, enforcement of wildlife laws and environmental assessment management |

| 8. Sub-project related sectoral and institutional context, challenges and priorities (Describe role of SDA, current capacity and activities related to PA/wildlife/env. and social safeguards, challenges and priority needs and approach proposed to address priority needs/gaps). | Overview of Savannakhet province  
Savannakhet province is located in the southern region of Lao PDR covering a total area of 21,774 km². It lies between Latitude 17°07’ and 16°05’; and Longitude 106°7.2’ to 104°3.6’. The province borders with Khammouane and Salavanh provinces and the Kingdom of Thailand and with Vietnam. There are 1,010 villages, and 122 village clusters (kumbans). It has a total population is 948,856 people (481,495 women) with an annual growth rate of 2.6%. Savannakhet province has a total of 111,719 families, from 11 ethnic groups living together including: Lao Loum, Phou Thai, Thai Dum, Ka Tang, Mang Kong, Va Ly, La Va, Sou, Ka Por, Ka Leung and Ta Oj.  
In 2009, an assessment indicated that forest cover was 72% of the total area of Savannakhet province. There are four National Protected Areas (NPAs), comprising Phou Xa Xing He NPA, Dong Phou Vieng NPA, Laving-Laverne NPA, and Xe Bang Nouan NPA as well as five National Protection Forests covering total areas of 435,900 ha and 319,475 ha respectively. In addition, there are four Provincial Protected Areas (PPAs) comprising Dong Na Tard PPA, Dong Lao Ard PPA, Dong Vang Soun PPA, and the Eld’s deer protected area covering a total area of 118,796 ha.  
The proposed target area: Dong Na Tard Provincial Protected Area  
Dong Na Tard is a Provincial Protected Area situated about 12 km from the provincial capital, Savannakhet City. It has a total area of 6,300 ha. It is |

¹ To be implemented according to the rule as set in the document of Community Participation framework (CEF) be ensured that various details of subprojects related to the implementation of CEF preparation, tasks, indicators and budget are included in the related heads of proposed subproject(project output frame, Budget, Tasks, Monitoring & Evaluation)
bounded by the National Road No. 9 to the west; Outhumphone district to the north and east, and Kayson Phomvihanh district to the west and south. The site protects a mosaic of mixed deciduous forest and dry dipterocarp forest, and supports a rich floral diversity. Dominant tree species include *Dipterocarpus* sp., *Hopea odorata*, *Anisoptera costata*, *Pterocarpus macrocarpus*, *Xylocarpa xylocarpa*, *Afzelia xylocarpa*, and *Dipterocarpus obtusifolius*, among others. A number of notable mammal species still persist in small populations, including macaques *Macaca* spp., red muntjak *Muntiacus muntjak*, Asian wild pigs *Sus scrofa*, endemic squirrels *Calliosciurus* and *Tamiops*. The aesthetically attractive wetlands support a population of Lesser Whistling teal *Dendrocygna javanica* in winter, while other bird species can also be found in the reserve.

There are 13 villages located inside and adjacent to the reserve with a total population of 21,116 people. All 13 communities are ethnic Lao Loum. Due to the site’s close proximity to the provincial capital, the site has unparalleled potential to be developed for: (i) nature education for visiting school children from the city as well as the 13 buffer zone communities; (ii) a recreational green space for the citizens of Savannakhet; (iii) an ecotourism pilot site and gateway to the four National Protected Areas within the province and (iv) an outdoor research facility for biodiversity, socio-economic and recreation/tourism studies for Savannakhet University. Three villages are located inside the protected area.

**Current Capacity of PFRM and Activities**
The Forestry Resource Management Section (FRMS) is very recently established (since 2012) and is presently under the Provincial Agriculture and Forest Office (PAFO) of Savannakhet under the Ministry of Agriculture and Forestry. Its roles are to assist PAFO in terms of management, protection and rehabilitation of National Protected Areas and Protection Forest areas within the province. There are 47 staff (including 18 women) and 23 volunteers (including five women) within the Section which is divided into three units, namely the Forestry Protected Area Management Unit, the Forestry Protection Area Management Unit, and the Forestry Protected-Protection Area Monitoring. Currently, most of the staff are stationed in the 10 field offices of the National Protected Areas and the Provincial Protected-Protection Areas as follows:

- Curved bridge and Nakhanong offices in Phin district, eight staff (4 women).
- Xienglae office in Phakanxay district, 6 staff (0 women).
- Katap – Phadang office in Vilabouly district, 8 staff (3 women).
- Kenglysateung office in Sepon district, 11 staff (4 women).
- Dongkhamkouance office in Adsaphone district, 6 staff (0 women).
- Sangchen office in Nong district, 8 staff (2 women).
- Nahouahang – Nahangkae offices in Thapangthong district, 10 staff (2 women).
- Dong Na Tard PPA office, 9 staff.
- Padong office in Thapangthong district, 5 staff (0 women).

The remaining 47 staff (18 women) work in the main office (in the provincial Forestry Resource Management Section). The number of staff are still inadequate in the districts responsible for National Protected Area and National Protection Forest management. The limited number of staff leads to monitoring/control inefficiencies of natural resources management,
particularly in the other three provincial protected areas (Dong Lao Ard PPA, Dong Vang Soun PPA, and the Eld’s deer Protected Area). At the current time (March 2017), the Section has three pick up trucks, three motorcycles, one photo camera, four GPS receivers, and six computers which are insufficient equipment to support the work.

At the same time, the Section has limited operational budgets, equipment, and vehicles to support the management activities in the protected areas. Furthermore, the capacity of the protected area staff in different technical fields of protected and management is largely wanting, whilst collaborative management arrangements with concerned government agencies are embryonic. Finally, engagement with the local communities at the village cluster (kumban) and village level is very weak.

Challenges and Priority Needs
Dong Na Tard Provincial Protected Area (DNT-PPA) is still a sizable tract of natural forest lying in immediate proximity to the provincial capital. However, its integrity is threatened by unabated encroachment. The site is bisected by Route 9 W. In the northern periphery of the protected area, there are notable settlements around Nong Kom, which threaten to divide the reserve into two portions, thereby reducing the overall biodiversity value of the site. A second settlement is in the northeast, and associated with agricultural land, also threatens the integrity of the site. The weak management, assisted by lucrative land speculation, further threatens the long-term survival of the site.

The two priority short-term agendas for DNT-PPA comprise (i) stabilizing land use in the periphery of the site, and (ii) building a constituency of civil society in Savannakhet for its continued integrity. Stabilization of the boundary of the reserve can be achieved through participatory boundary demarcation involving a combination of concrete posts reinforced with “avenues” of trees of socio-economic value (e.g. *Gliricidia sepium* and *Leucaena leucocephala*). In locations of exceptionally high land conversion pressure, concrete walls will be considered. A combination of signs and concrete posts will be used along all boundary roads to stop roadside settlements.

Regarding building a local civil society constituency, proactive engagement focusing on a strong nature/environmental education agenda will be directed towards school teachers, school-children, University faculty staff and students, mainly in Savannakhet city. This conservation momentum will be further enhanced by visiting local and international tourists. Support from the 13 buffer zone villages will also be encouraged through grants, and activities ensuring that they become guardian villages.

Strategies and approaches for addressing the challenges
In order to strengthen civil society support in Savannakhet city for maintaining the integrity of DNT-PPA, initially, a capacity building component will focus on developing the nature education skills-sets of PFRM staff from the Provincial Protected Area (Outreach Unit), other PA outreach unit heads and concerned district counterparts. The PFRM has identified three priority beneficiary groups, comprising: (i) teachers, (ii) school children and (iii) University staff and students. Thus the provincial Department of Education is viewed as key project partner. A capacity building component promoting teachers’ workshops and piloting environmental curriculum development in schools will be promoted. This agenda will be reinforced through nature camps and school visits for school
children from Savannakhet city and the school children from the buffer zone. Lecturers from Savannakhet University will be key resource personnel, both to support the educational agenda and to promote practical research on biodiversity aspects, socio-economic aspects and recreational aspects. The provincial Lao Tourism Administration is also viewed as strategic medium-term partner; much of the nature educational materials can be adapted for overseas visitors.

At the same time, the PFRM will promote buffer zone interventions which promote support for the integrity of the reserve boundary and increase local support for the recreational values of Dong Na Tard.

A DNT-PPA stakeholder steering committee will be established, comprising representatives from PAFO/PFRM (Savannakhet), the Provincial Departments of Education, the Lao Tourism Administration and Savannakhet University, and representatives from the two districts.

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<tr>
<th>9. Sub-project objective (only one sentence)</th>
<th>Building the management capacity of PFRM and encouraging local support in Savannakhet city for maintaining the integrity of Dong Na Tard PPA</th>
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</table>
| 10. GoL Policy/Plan/Strategy supported by Sub-project (including provincial if applicable) | This subproject supports various important National Legislations and Strategies as follows:  
• National Forest Strategy from 2005 to 2020 aiming at increasing forest cover to 70%.  
• National Environment Strategy from now to 2020 for better Environment.  
• National Biodiversity Action Plan from 2016 to 2020 to conserve the abundance of diversity in the conservation areas.  
• National Poverty Reduction Strategy to 2020 to conserve food stuff source and generate income using forest resources sustainably.  
• Vision up to 2030, Strategy up to 2025 and Five Year Socio-economic Development Plan for 2016-2020, the Natural Resources and Environment Sector.  
| 11. Sub-project Regional or global outcomes (for protected area and wildlife related sub-projects only: e.g. cross border cooperation, knowledge transfer, prevention of regional illegal wildlife trade) | The sub-project will assist in the implementation of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES), as well as the ASEAN Regional Action Plan on Trade in Wild Fauna and Flora through raising awareness about international wildlife trade in the education programmes. These awareness raising programmes will also support the Convention on Biological Diversity under the Programme of Work. This sub-project will also assist Lao PDR to implement international conventions and treaties to which it is a signatory and/or has identified as of strategic importance, including the Climate Change Conventions such as Paris Agreement. |
| 12. Sub-project Outcome Indicators (Select and list the related outcome and intermediary outcome indicators from the | Sub-Project Outcome Indicators:

**Indicator 1:** Area of Dong Na Tard Provincial Protected Area brought under enhanced biodiversity protection measured by score of management effectiveness (annual) *(support LENS2 PDO Indicator 1)* |

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2 Indicators selected and listed from the original LENS2 Results Framework. Updating of the subproject Results Framework will be performed when LENS2 RF revision is effective.
**PAW/LENS2 Results Framework and describe additional sub-project specific outcome indicators. Outcome/impact is the longer-term benefit of particular goods or services to a target group.**

**Indicator 2:** Increase in score of functional capacity of PFRM and partners on Management of DNT-PPA (annual) *(support LENS2 PDO indicator 3)*

**Indicator 3:** Direct project beneficiaries (of which women) as measured by additional staff of public and partner’s institutions having completed basic adaptive training (short courses) (number) (cumulative) *(support LENS2 Intermediate Indicator 1.1)*

**Indicator 4:** Direct project beneficiary recipient of livelihood or conservation grants (of which women or women organization) (number) (cumulative) (per year in final year) *(support LENS2 Intermediate indicator 2.1)*

**Indicator 5:** Area within DNT PPA where (a) the status of the population of selected mammals and threat (b) gross forest loss rate are measured (hectare) (per year) *(support LENS2 Intermediate Indicator 2.2)*

**13. Sub-project main outputs** *(Goods or services provided by the sub-project’s intervention (supply-driven) e.g. x staff trained; guidelines on x developed)*

**Component 1. Strengthen the capacity of PFRM staff and concerned district partners for DNT-PPA management.**

1.1 Four PFRM staff (DNT-PPA), 12 PFRM staff from other PAs trained in law enforcement and GPS use (16 staff trained).

1.2 Four PFRM Staff (DNT-PPA), eight PFRM staff from other PAs and 18 concerned district partners trained in nature education and community outreach techniques (30 staff trained).

1.3 Teachers and four PFRM staff trained in nature education and environmental education (24 teachers + four PFRM staff trained)

1.4 Four PFRM staff (DNT-PPA), eight PFRM staff from other PAs and eight concerned district partners trained in land use planning (20 staff trained)

1.5 Four PFRM staff (DNT-PPA), eight PFRM staff from other PAs and eight concerned district partners training in livelihood development for conservation (20 staff trained)

1.6 Study tour undertaken in-country to Oudomxay ecotourism site (12 staff trained)

1.7 Study tour for decision-makers and technical staff undertaken to protected areas in northeast Thailand (24 staff trained)

**Component 2. Enhance DNT-PPA management**

2.1 DNT-PPA Stakeholder meetings convened every six months (two meetings/year) and district meetings convened quarterly (four meetings/year)

2.2 Restructuring of the DNT-PPA Management Unit undertaken, including ToRs

2.3 Interagency patrolling conducted in and around DNT-PPA two times every month (72 day patrols)

2.4 School visits undertaken by secondary school students and primary school students from Savannakhet city (30 visits)

2.5 School visits undertaken by buffer zone schools (13 visits)

2.6 Natural Outreach and awareness raising at the village level (6 visits)

2.7 University student visits (10 visits)
2.8 Eight BSc research grants (four grants/year x two years)
2.9 Participatory land use planning undertaken in villages with overlapping natural resource use or strategic value to Dong Na Tard PPA (13 villages)
2.10 13 villages selected to implement livelihood development interventions in the buffer zone of DNT-PPA. The selection will be made through the participatory planning process that has been designed in line with the CEF manual prepared for LENS2 (see item 14 below).
2.11 Provided Community livelihood or conservation grants to the selected targeted Villages in and around DNT-PPA

Component 3. Management and monitoring of the sub-project
3.1. Biannual progress report (six months), two times/year including: monitoring, purchasing-employing and finance being acceptable or higher (annually).
3.2. Implementation of the project can success in accordance with the Annual Work Plan and Budget: 50% in the first year, 70% in the second year, and 100% in the last year.

14. Sub-project Components and Activities: List the components and main activities to produce outputs above. Do not use more than 5 components. Details will be in Annual Work Plan and Budget (AWPB) annex attached.

<table>
<thead>
<tr>
<th>Component</th>
<th>Main activities</th>
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<tr>
<td>Component 1. Strengthen the capacity of PFRM staff and concerned district partners for DNT-PPA management.</td>
<td>GENERAL REMARK: All the training will be provided by the experts from the Faculty of Forest Science of the National University Of Laos (NUOL-FFS) in close consultation with DFRM. Activity 1.1 - General (collaborative) management training The DNT-PPA management unit will be trained in basic protected area management. They will understand the relationship between the unit staff and other unit staff, between unit staff and district partners, organizing programmes of work, and organizing meetings. They will understand the working relationship from provincial level to village level. They will also be trained on general management aspects including management planning, zoning as well as Protected Areas (PA) and wildlife conservation regulations. Activity 1.2 - Law enforcement training Specific training on wildlife law enforcement will be conducted. Four PFRM staff (DNT-PPA), 12 PFRM staff from other National Protected Areas will be trained in law enforcement and GPS use by a law enforcement expert, involving three months of inputs. Given the need to train the DNT-PPA personnel and district law enforcement partners in law enforcement techniques - targeting a small area - the project will use this training opportunity to build the capacity of other protected areas personnel simultaneously in this key field of expertise. Activity 1.3 - Nature education and outreach training Nature education and awareness raising have been identified as key activities. Specific training will be conducted in order to educate local communities and visitors; particularly school groups.</td>
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- Four PFRM Staff (DNT-PPA), eight PFRM staff from other
National Protected Areas and 18 concerned district partners will be trained in nature education and community outreach techniques, involving four months of inputs by an outreach expert. This will involve an initial period of classroom training and orientation supplemented by practical training involving students. This field of protected area work is awarded the highest priority in terms of protected area programmes within DNT-PPA.

- Teachers and four PFRM staff will be trained in nature education and environmental education by the outreach expert. This training will be take the form of two teacher training workshops and PFRM staff will join the trainings, to build the own capacity as well as build relationships with the teachers.

**Activity 1.4 - Land use planning training**

The training aims to enable field staff to apply procedures and techniques for land use planning, use of GIS tools, mapping, map drawing and satellite images. The training is also to improve the participant’s skills in two way communication, inclusive consultation and problem solving, gender mainstreaming in planning, implementation and monitoring of forest resources conservation management and livelihood development. This training will use local consultant as trainer and to work together with experienced staff within the province.

Four PFRM staff from DNT-PPA, as well as eight PFRM staff from other National Protected Areas and eight concerned district partners trained in land use planning.

**Activity 1.5 - Livelihood development for conservation training**

This will provide training for PFRM team (province, district, village) and its partners on forest conservation and management related to the policies, legislations (PA and PFA decrees) and various guidelines being developed by DFRM. The training will be provided by DFRM staff. Priority will be given to provide training on: (a) Relevant legislations and guidelines for awareness raising and disseminating laws and regulations to the communities for Forest and PPA management; (b) Participatory and Sustainable Forest and PPA management with active community engagement. This include: community consultation and awareness raising, resources mapping and Participatory Land Use Planning (PLUP) including geographical tools use such as: GPS, Map reading, GIS and so on to enable the PFRM team to effectively carry out land use planning tasks with the participation of the communities; and (c) Community assessment, data collection and participatory planning for livelihood improvement for conservation in collaboration with Agriculture and Livestock sections under PAFO/DAFOs. The activities will be planned and implemented in close consultation and coordination with DFRM.

Four PFRM staff (DNT-PPA), eight PFRM staff from other PAs and eight concerned district partners will be trained in livelihood development for conservation by PAFO staff from the Savannakhet province. It is expected that 20 staff will be trained.

**Activity 1.6 - Domestic and international study tours**

Two study tours will be conducted in Lao and Thailand during the subproject period. This task will be coordinated and jointly planned with
<table>
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<tr>
<th>Component 2. Enhance Dong Na Tard PPA management</th>
<th>Activity 2.1 - Activities, Annual Plans and Annual/Biannual Report reviewed and approved by the DNT-PPA Steering Committee</th>
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<td></td>
<td>The DNT-PPA Stakeholders Committee and the DNT-PPA Management Unit will meet every six months to review the activities undertaken during the previous six months, review the six month/annual report, and assess and approve the upcoming year’s plan. Both the six monthly report, the annual report and the annual plan will be prepared and shared with the DNT-PPA steering committee prior to the end of the year, and both will be discussed, amended and approved at the DNT-PPA Steering Committee meeting held each year.</td>
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<td><strong>Activity 2.2 - Formal restructuring of DNT-PPA Management Unit</strong></td>
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<td>Currently the DNT-PPA consists of nine personnel. This staffing level will be strengthened by the recruitment of three volunteers. These staff will be organized into four units by the senior staff, comprising (i) administration and finance; (ii) law enforcement, (iii) community outreach and conservation awareness (nature education) and community development for conservation. These staff will be provided ToRs to assist management.</td>
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<td><strong>Activity 2.3 - Support DNT-PPA planning and management meetings</strong></td>
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<td>The DNT-PPA Management Unit will ensure the effective implementation of the subproject implementation work plan. Monthly and quarterly Management Unit meetings will be held at the PFRM office in Savannakhet. Regular monthly meetings will be held at the PAFO office.</td>
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<td><strong>Activity 2.4 - Boundary demarcation of DNT-PPA</strong></td>
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<td>The boundary of DNT-PPA will be demarcated by (i) concrete posts at strategic locations (ii) green fencing using avenues of planted trees of high socio-economic value. The nursery for the tree planting under this initiative will be established at the PFRM Office in Savannakhet.</td>
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<td><strong>Activity 2.5 - Interagency law enforcement</strong></td>
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<td>Interagency patrolling activities will be conducted in and around DNT-PPA two times per month. This activity will comprise staff from the DNT-PPA Management Unit, district police, POFI, village militia and use GPS. Two patrol teams are envisaged, one operating in each district. Their mode of operation will be like a mobile unit, operating inside the reserve as well as in the periphery. They will be expected to provide an update on the integrity of the reserve boundary every three months.</td>
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<td><strong>Activity 2.6 – Nature and environmental education</strong></td>
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<td>Awareness raising to target groups aims to educate on forest and wildlife conservation. This activity will include dissemination of basic conservation knowledge and information.</td>
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• **School visits (Savannakhet city)**
  School visits will be undertaken by secondary school students and primary school students from Savannakhet city. These students will be accompanied by their respective teachers, the majority of whom will have been involved in teacher environmental education training. It is anticipated that 30 visits will be organized. Teachers will be provided with education resource packs.

• **School visits (buffer zone schools)**
  School visits will be undertaken by buffer zone schools (13 visits). These students will be accompanied by their respective teachers, the majority of whom will have been involved in teacher environmental education training. It is anticipated that 13 visits will be organized. Teachers will be provided with education resource packs.

• **Natural outreach and awareness raising**
  Natural Outreach and awareness raising at the village level (6 visits).

• **University student visits**
  University student visits (10 visits).

**Activity 2.7 - University research grants**
Eight B.Sc research grants (four grants/year x 2 two years)

**Activity 2.8 - Participatory land use planning**
This activity will be implemented in the 13 targeted villages by the District FRM Staff, their sector partners (DAFO, LWU, LFNC and other line agencies) with the village committees and villagers. The activity will be carried out through various steps as outline below:

- Initial community consultation (socialization),
- Socio-economic assessment to identify social and economic status in the villages and obtain required data,
- Participatory land use planning with active village involvement to identify and map the totally forest conservation and protection areas. Through the PLUP process and the resource mapping will be carried out to identify the status of forest resource availability, opportunities and threats.
- Village profile reports including all the above information and data will be prepared for each of the selected target villages around the DNT PPA

**Activity 2.9 - Livelihood development grants**
13 Villages selected to implement livelihood development interventions in the buffer zone of DNT-PPA. These villages will be provided with livelihood or conservation grants. Selection of the target villages and an agreement on the activities to be implemented and an amount of grant to be provided to the village will be determined through a participatory process to be conducted in accordance with the CEF manual. A conservation agreement and a community action plan will be prepared in close consultation with DFRM, EPFO, and WB team and closely monitored.

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**Component 3. Subproject management and monitoring**

**Activity 3.1 - Subproject management and monitoring**
Administrative and project management will be undertaken in accordance with project implementation manuals including financial management, purchasing-employing, and monitoring and evaluation as agreed with EPFO. First of all, the DNT-PPA Management Unit will be established.
understood each other in the team including project leaders. They must agree upon the process of sub-project implementation, and expected output will be achieved. Training and operational processes of the sub-project including finance, monitoring, and evaluation are necessary to be done. The subproject management team will be responsible for working closely with EPFO on all aspects (financial management, accounting, procurement, planning, and M&E) so that the subproject activities could be timely implemented at a quality acceptable to EPFO and the WB. At least 3 full time qualified persons will be assigned to be responsible for accountant, procurement, M&E, and preparation of subproject progress report (6 months) and an annual report and they will be trained by EPFO staff.

**Activity 3.2 - Monitoring and assessing outputs of project**

This activity aims to ensure that the province will monitor the sub-project regularly two times/year. The subproject management team will organize a meeting in order to assess the sub-project implementation by the DNT-PPA management committee of the Department of Agriculture and Forestry. The results of the meeting will be summarized and reported to the DNT-PPA Steering Committee.

| 15. Sub-project direct beneficiaries | ❑ Government Staff  
Total number (318), women (80)  
*Central level* ( - ), women ( - )  
*Provincial level* (280), women (66)  
*District level* (82), women (14)  
❑ Local community (13 villages)  
Number of People (4,144) women (829)  
❑ Students (24) women (6)  
☐ General mass of people  
☐ Private sector |
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<tr>
<td>16. Project starting date</td>
<td>1 October 2017</td>
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</table>
| 17. Proposed End Date  
*(duration in years)* | 31 December 2020 (3 years and 3 months) |
| 18. Co-financiers  
*(source and amount (US$) including in-kind contribution; per component if possible)* | The government will provide co-funding including staff salaries, working time and office space. There is not cash but the value is quite high amount. It is estimated that the Provincial authorities of Savannakhet Province has an annual operational budget to support forestry management in the province of about US $ 150,000 forestry management in the province. |
| 19. Complementary ongoing or planned projects/program/initiatives  
*(name/source of funding/linkage)* | • There are several LENS2 subprojects that are related to PA management especially the DFRM subproject and the NUOL-FFS subproject. Efforts will be made to ensure complimentary and synergy among these subprojects which can be highlighted as follows:  
  • DFRM subproject (Institutional capacity building for protected area and protection forest management, and wildlife management): This subproject aims to build capacity of national agency on PA management including preparation of a number of national guidelines on protected area management, which will form the basis of training both by DFRM, the technical experts, and the NUOL. During the preparation of this subproject proposal (Savannakhet PFRM), staff and experts from DFRM |
subproject (Community Safeguards expert, the National Adviser on Protected Area Management, and the International Technical Adviser) has provided guidance and assistance on the design of the subproject, assessment of METT, preparation of an ESMP, and design of functional capacity index. During subproject implementation, DFRM will continue to provide technical guidance and supports on protected area management matters including undertaking periodic supervision on subproject performance (technical and safeguard) and an annual METT evaluations.

- NUOL-FFS (*Human Resources Management for Protected Area and Wildlife Management*): will provide training on different aspects of protected area management using their modules developed by themselves. NUOL-FFS team is working closely with DFRM technical team to provide specialized training as designed for this subproject. Starting 2018, NUOL-FFS team will work closely with DFRM technical team and will provide specialized training to this subproject.

- THE UNDP is funding “The Sustainable Forest and Land Management in the Dry Dipterocarp Forest Ecosystems of Southern Lao PDR.” From 2016-2022 with US $ 10,879,174. This will provide a platform for sharing knowledge and technical skills in protected area management. It will also be promoting tourism in Savannakhet province
### 20. Implementation Arrangements

For the implementation of this subproject, three institutional bodies will be established at provincial, sector, and site levels, namely: (1) DNT-PPA Steering Committee, (2) DNT-PPA Management Committee, and (3) DNT-PPA Management Unit as shown in below diagram. Details of the membership, functioning of each institutional body are described as follows:

#### 1. **DNT-PPA Steering Committee**

The DNT-PPA Steering Committee will be established under chairmanship of the Vice Governor of Savannakhet Province. The Director of the Provincial Agriculture and Forestry Department (PAFO) shall be the Secretary. Members of the Committee will include the Provincial Education Department, Savannakhet University, the Lao Provincial Tourism Administration, EPFO and the Kaysone Phomvihan and Outhoumphone District Offices. Senior management of the DNT-PPA Management Unit will also be a member. This committee will ensure the integrity of the site in the medium term. The said committee is to:

- Issue orientation on project implementation;
- Approve biannual and annual reports and the Project Activity Implementation Plans;
- Make decisions on activities and budget modifications;
- Coordinate with concerned stakeholders involved in project implementation.

The DNT-PPA Steering Committee meetings will be held bi-annually and in case that the Project has specific issues, extraordinary meetings can be convened.

#### 2. **DNT-PPA Management Committee**

The DNT-PPA Management Committee will be organized to assure the project activities implementation following its objectives and target outputs as set out. The said Committee consists of:

1. DNT PPA Project Steering Chairman He/She Deputy Director of the Provincial of Agriculture and Forestry Department, the Savannakhet Province.
2. Deputy Project Steering Chairman, Mr. Vixay Langsoumisay, Deputy Head of PFRM.
3. Project Director: Mr. Keodouangsy Phasaisy Section of Forestry Resource
4. Project Accounting Staff: Mr. Chimmy Alomdy, Forestry Resource Management Unit.
5. Project Finance Staff will be a technical staff of PFRM
6. Project Procurement Staff will be a technical staff of PFRM.

The DNT-PPA Management Committee has the following duties:

1. Be responsible for the management of activities implementation as set out in the project plan, financial management (financial transfers, disbursements) equipment and materials purchase and procurement of consultants(trainers);
2. Prepare plan and quarterly technical and financial reports, annual technical and financial reports and Project Completion Report timely to submit to the DNT-PPA Steering Committee for consideration and approve for reporting to EPF and Donors.
3. Coordinate with EPFO and concerned parties to manage the Project to reach its target achievements, including audits, monitoring, experience exchanges and other studies as necessary.
4. Implement other tasks as assigned by the DNT-PPA Steering Committee.

#### 3. **DNT-PPA Management Unit**

This Management Unit consists of technical staff from concerned section and District Agriculture and Forestry Office of Kaysone Phomvihan and Outhoumphone districts.
Organizational chart for the management of the Dong Na Tard Provincial Protected Area

Dong Na Tard Provincial Protected Area Committee
Steering Committee

Vice Provincial Governor
Deputy Director, PAFO
Provincial Planning and Investment
Provincial Department of Education
Savannakhet University
Lao Provincial Tourism Administration
Lao Provincial Women Union
Kaysone Phomvihanh District
Outhoumphone District

Dong Na Tard Provincial Protected Area PAFO
Management Committee

Head: Dong Na Tard Provincial Protected Area (MU)
Deputy Head: Law Enforcement, Dong Na Tard Provincial Protected Area (MU)
Deputy Head: Community Outreach and Community Development (MU)
Finance and Administration (MU)

Kaysone Phomvihanh DAFO
PPA MU
Law enforcement (2 staff)
Community outreach (3 staff)
Community development (2 staff)

Outhoumphone DAFO
PPA MU
Law enforcement (2 staff)
Community outreach (3 staff)
Community development (2 staff)
a. Staff and Experts
The DNT-PPA Management Unit currently consists of nine personnel. Under the project initiative a further 13 volunteers will be recruited. These staff will be appointed into four different technical units, including administration and finance, (ii) law enforcement, (iii) community outreach/nature education and (iv) livelihood development for conservation. Regarding the three field activities, key district partners are found in Kaysone Phomvihanh and Outhoumhone District Offices. These district partners will require training alongside their PFRM counterparts.

Training Experts in protected area management (to be provided by NUOL-FFS in coordination with DFRM):
- A law enforcement expert will be recruited to provide training in law enforcement and GPS use (3 months).
- A community outreach and conservation awareness (nature education) expert will be recruited for training teachers, the teachers and developing some educational materials (four months)
- A provincial PAFO expert on land use planning will be recruited to provide training to district DAFO and key partners in the two districts (one month). This will include a monitoring component
- A provincial PAFO expert on livelihood development for conservation use planning will be recruited to provide training to district DAFO and key partners in the two districts (one month). This will include a monitoring component.

20. Summary Budget
Detailed activity plan and budget for total period and year one must be attached in annex. Provide a summary of the budget as part of the proposal. Note that the sub-project will be approved for the entire duration but the sub-grant agreement will be signed on a yearly basis based on previous year performance (and agreed triggers as defined in section 24). For approved sub-projects, a procurement plan will be developed by EPFO.

<table>
<thead>
<tr>
<th>Components (not more than 5 components including project management)</th>
<th>Total budget of Project (US$)</th>
<th>Direct local contribution or parallel if possible (US$)</th>
<th>LENS2 Budget (US$)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Component 1. Strengthen the capacity of PFRM staff and concerned district partners for DNT-PPA management</td>
<td>76,300</td>
<td>0</td>
<td>76,300</td>
</tr>
<tr>
<td>Component 2: Enhance Dong Na Tard PPA management</td>
<td>442,100</td>
<td>103,000</td>
<td>339,100</td>
</tr>
<tr>
<td>Component 3: Subproject management and monitoring</td>
<td>86,136</td>
<td>47,000</td>
<td>39,136</td>
</tr>
<tr>
<td>Basic Total</td>
<td>604,536</td>
<td>150,000</td>
<td>454,536</td>
</tr>
<tr>
<td>Contingency (10%)</td>
<td>45,450</td>
<td>0</td>
<td>45,454</td>
</tr>
<tr>
<td>Grand Total</td>
<td>649,990</td>
<td>150,000</td>
<td>499,990</td>
</tr>
</tbody>
</table>
21. **Sustainability** *(Explain output of subproject that will be continued or kept on after project termination.)*

The sustainable activities of sub-project depend on qualified staffs, appropriate mechanism, and standard of working system and facility that can be continuously used for a long time. It is therefore; who will conduct a project should be government staffs. The selection of those staffs should be focused on their capacity and experiences to teach others through specific training mechanism. At the same time, the young staffs should be included in the working team in order to get opportunities in learning and experiencing from the project. In fact that the designed mechanism, working system and facility will be used and improved in order to be more efficient cooperation with other related sectors for protected area management.

22. **Environment and Social Management Plan (ESMP)** *(Check if an Environmental and Social Management Plan (ESMP) needs to be prepared (see guidelines in the Environment and Social Management Framework (ESMF) to be obtained from EPF website).)*

Implementation of this subproject will create positive impacts on natural resources and environment of the province while potential negative impacts will be minor and can be mitigated. All the subproject activities under Components 1 and 3 are mainly related to the capacity building, coordination and cooperation through meetings, workshops, and field visits and these will build knowledge and capacity of PFRM staff. Strengthening management and regulatory capacity in DNT-PPA under Component 2 may result in restriction of villagers’ access to the PPA and forest resources however the activities are considered necessary for forging effective management of the PPA. To mitigate the potential negative impacts the subproject activities have been designed to apply the CEF process which will involve planning and implementation of the PPA on the ground as well as undertaking awareness raising in the local markets. Nonetheless, a simple ESMP has been prepared (see Attachment). The subproject management team will ensure that the subproject activities will not include any items identified in the “Negative List” of the LENS2 Project and this will be confirmed by the EPFO.

23. **Community engagement including gender issues at community level** *(Check if compliance with the Community Engagement Framework (CEF) is needed and follow guidelines on steps to be obtained from EPF website).*

This subproject will involve PPA and the subproject activities have been designed in line with the CEF requirements. The subproject team will carry out a meaningful consultation, identify potential impacts of the subproject activities on their livelihood and environment and impact mitigation measures. The consultation process will be based on the community willingness and agreements or consent established through free, prior, and informed consultations.

During implementation the subproject team will apply the CEF process according to the CEF manual established by EPFO and endorsed by the WB. The socio-economic data collection will be made in the 13 villages located within and/or around the PPA and the target areas will be selected based on the results given high priority to mitigate the potential negative impacts on natural resource uses especially for those vulnerable groups. Priority will also be given to support the communities that are willing to demonstrate the application of an effective planning and implementation of the Payment for Ecosystem Services (PES) mechanism in the PPA. The CEF process will also guide the participatory planning for livelihood improvement for conservation in which subproject affected villages and people are provided with a forum to identify their alternative livelihood priorities and with fund as well as technical support to invest in their selected livelihood activities.

This participatory process aims to avoid or reduce negative impacts on their livelihood and environment. The process provided in the CEF is also to ensure that the communities are provided with necessary support to actively engage in the subproject activities and benefit from the investments in a culturally sensitive manner. For example PLUP exercise will recognize customary rights on land
tenure, and the subproject involve all groups of villagers in planning and implementing sustainable forestry resource management and livelihood development priorities. As mentioned above, the local communities will play a key role in identifying issues, proposing management measures to address and mitigate their resources and income losses, as a result of the implementation of the subproject conservation activities and application of conservation agreements. Below highlights key lesson learned from other successful projects and international practices related to engagement with local community to be considered during the implementation of the subproject:

1) Each community should take participation sincerely, creatively and be aware of biodiversity conservation benefits, objectives of activities, benefits and losses from the subproject.

2) If the community support is created without consultation the said community should have no rights to participate in the subproject. To reduce the risks, the participatory land use planning form should be used to identify action of community including any community-based contract for protection and/or conservation of natural resources and biodiversity. These types of arrangement could provide community with a sustainable income.

3) Every community should be clearly consulted to create sustainable supports.

4) Every community should be informed through information, communication, education during the project circle on the language issues, ethic issues, literacy, gender and social characteristics.

Every community should have opportunity to attend and get benefits from the project and responsible for sustainable water source protection forest management. The community participation should be made in the form of land use planning, community Action and Community Conservation Contract. The community should actively participate in the Protection Forest Management Planning which should be made jointly with District Agriculture and Forestry Office in order to push the villagers to have more ownership in management, utilization rights, and their protection functions aiming at allowing community to participate voluntarily in awareness raising at village level.
26. Gender issues (Mainstreaming) (Please explain how the sub-project is compliance with GoL commitment to gender issues under the project.)

The gender mainstreaming will be considered during the planning and implementation of the subproject activities. Efforts will be made to ensure that at least 20% of participants from villages, districts, and/or province should be women. The subproject will provide high priority for qualified women participants for trainings, study visits, meetings, land use planning, awareness raising and livelihood improvement and the actual female participation ratio will be put in record. At least 30% of Village Committee Members and 40% of attended villagers should be women.

27. Agreed Annual Performance Triggers (For information find below the list of agreed targets that must be achieved to trigger approval of next year’s funds):

It is agreed that:
- To correctly implement the transparency and requirements to protect impacts (at least with medium level in the first year and satisfied level in next year).
- To undertake correctly reporting standard (quantity, quality and timing) at least with medium level in the 1st year and satisfied level in the next year;
- In the 1st year at least 50% of each annual plan activity should be completed, in the 2nd and following years at least 70% of each annual plan activity should be completed; target outputs in implementing year are measured, evaluated and show progress success vs. target;
- Work plan and budget for next new year is to be prepared through World Bank for approval.


Be ensured that the following documents are attached to the provided formats:
- Subproject outputs framework (for whole project life)
- Total Subproject Budget plan (Specified by components)
- Detailed activity plan for First Year specified by components.
- Scores of Staff Capacity Index.
- Subproject Environment and Social Management Plan (ESMP).

Date:……………………………..

Approved by
Agriculture and Forestry Department of Savannakhet Province

Proposed by:
Forest Resources Management Section of Savannakhet Province

□ Checking forwarded subproject before approval no need to resend again. Approval by the Applicant (SDA) and EPF has a consolidation of data below. Record of document is required example 20 and annex document and the date of communication of EPF Office regarding the improvement sent to the Applicant of Subproject (SDA)