



**Laos People's Democratic Republic**  
**Peace Independence Democracy Unity and Prosperity**

\*\*\*\*\*

**Ministry of Natural Resources and Environment**  
**Department of Planning and Cooperation**

No: /MONRE.DPC

Vientiane Capital, Dated:

**Environment Protection Fund**  
**PAW/LENS2 Sub-project Application**

**General Instructions:**

- Applications can be submitted in Lao but need to be translated into English at stage of submission to WB for non-objection. Translations will be under SDA's responsibility and are funded as part of Sub-project's budget.
- Eligibility criteria are: (a) supports a GOL policy, strategy and/or an official plan; (b) contributes to at least one outcome indicator and at least one intermediate outcome indicator (see PAW/LENS2 results framework); (c) *for protected area and wildlife related sub-projects only*: contributes to a regional or global outcome such as cross-border cooperation, knowledge transfer or prevention of illegal wildlife trade; (d) aligns with project's geographical scope (central level and target provinces (Bolikhamxay, Khammouane, Houaphan, Xiengkhouang, Luang Prabang (PAW), Savannakhet, Vientiane and Xaysomboun (all LENS2)); (e) fits into one of the eligible EPF funding windows (PICE, CBI (PAW), WRM (all LENS2)); and (f) excludes activities in negative check-list in project implementation manual.
- Sub-projects will be approved for the duration of the proposal but are subject to annual sub-grant agreements, which will be signed, based on previous years' performance. The defined annual performance triggers relate to input (use of funds and governance) and outputs and will be defined in the AWPB.
- Only one sub-project at a time per central department, or per provincial office division, or per faculty or per autonomous institution or partnership is permitted.

**EPFO Sub-project number:**

<b>1. Sub-project delivery agency (SDA) (name/address)</b>	Department of Planning and Cooperation (DPC), Ministry of Natural Resources and Environment (MONRE)  Na Hai Diew Village, Chanthaboury District, Vientiane Capital City, Office of MONRE, 3 <sup>rd</sup> floor  Tel: 856 30 981 0504, Fax: 856 21 900 985 Email: <a href="mailto:dpc@monre.gov.la">dpc@monre.gov.la</a>
<b>2. SDA focal point (name/function/contact details)</b>	Mr. Virana Sonnasinh, Director of Planning Division, DPC Tel: +856 20 5540 7582 Email : <a href="mailto:virana.sonnasinh@gmail.com">virana.sonnasinh@gmail.com</a>  Mr. Bounpakone Phongphichit, Deputy Director of Planning Division, DPC Tel: +856 20 2222 0739 Email : <a href="mailto:bounpakone2012@gmail.com">bounpakone2012@gmail.com</a>
<b>3. Geographic scope (can be more than one option)</b>	<input type="checkbox"/> International level <input checked="" type="checkbox"/> Central/national level <input checked="" type="checkbox"/> Provincial/district level. Please indicate target provinces: all 18 provinces

	<input type="checkbox"/> Protected area. Please indicate (NPA, protection forest, conservation forest and name)
<b>4. Sub-project title</b>	Enhancing MONRE's DPC Capacity for Natural Resources and Environment Sector Planning and Coordination
<b>5. Amount requested (US\$)(estimation)</b>	<b>\$498,000</b>
<b>6. EPF's eligible funding window</b> (please check only one window)	<input checked="" type="checkbox"/> Policy Implementation and Capacity Enhancement (PICE) <input type="checkbox"/> Community Biodiversity Investment (CBI) please check if CEF applies <sup>1</sup>
<b>7. LENS2 Project development objective<sup>2</sup></b>	To help strengthen selected environmental protection management systems, specifically for protected areas conservation, enforcement of wildlife laws, and environmental assessment management.
<b>8. Sub-project related sectoral and institutional context, challenges and priorities</b> (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).	<p><b>Overview and sector challenges:</b> Lao PDR is a small mountainous country with a total population of about 6.5 million, mostly rural (70%) and poor. The country relies heavily on the utilization of natural resources to drive the national social economic development and livelihood improvement, hydropower development is regarded as one of the national development priorities. However, an effective strategy to balance economic growth with effective forest and biodiversity protection has not yet been established and implemented. Rapid development activities during the past 7 years have been causing degradation of land, mineral, forest, and water resources as well as increasing generation of waste, water/air pollution, and degradation of environmental quality. The Ministry of Natural Resources and Environment (MONRE) was established in 2011-2012 to take the lead in ensuring the effective management of the natural resources and environment (NRE) sector. Under MONRE there are agencies responsible for forging effective and sustainable management of land, mineral, forest, water, environment, and climate change and natural disaster including research and development and other related services. One of the main constraints for MONRE to be effective is the lack of human resources and insufficient budget to fully conduct its mandate. Moreover, effective protection and conservation of natural resources and environmental quality requires coordination among key agencies as well as effective engagement with the provinces, local authorities/population, and development partners.</p> <p>During the past 10 years, technical assistance and capacity building projects related to NRE have been provided with assistance from many development partners (such as WB, IFC, ADB, JICA, AusAid/IFAD, GIZ, Sweden, Finland, UNDP, UNEP, MRC, international NGOs, etc.) and efforts have been made by various agencies and provinces to seek additional budget for the implementation of NRE management. Currently, ODA funds 80% of activities under this sector, with public investment amounting to only 20%. At present there are 3 main funding mechanisms established for NRE: (i) the Forest and Forest Resource Development Fund (FRDF), (ii) the Environment Protection Fund (EPF), and (iii) the Nam Theun 2 (NT2) revenue. However, these budget</p>

<sup>1</sup> Please follow the procedures outlined in the CEF document and ensure that details related to sub-project CEF implementation including implementation arrangements, activities, indicators and budget are correctly included in the related sub-project application sections (RF, budget, activities, M&E).

<sup>2</sup> This is the proposed LENS2 PDO. Until LENS2 project becomes effective, sub-projects for LENS2 will not be processed for approval.

sources remain inadequate to address the urgent need for capacity building and ensuring the sustainable management of the NRE sector. MONRE's policy in this regard aims at optimizing the use of financial resources through enhanced planning and coordination of NRE projects and programs including those financed through development assistance, and to tap into additional sources, such as the Global Environment Fund, Climate Fund, and others. Coordination with the Lao Environment Protection Fund (EPF) and other stakeholders is essential in these efforts.

In 2012 the Government of Laos established a Sector-Working Group on Natural Resources and Environment (NRESWG) as an instrument for dialogue, policy guidance, and aid harmonization. MONRE's Minister chairs the NRESWG, the WB and Germany co-chair, and DPC serves as Secretariat, in charge of organizing and facilitating periodic meetings and reporting. The working group has 5 technical working groups (land, forestry, geology and mines, water resources and disaster, environment and climate change). The Secretariat of this key coordination mechanism requires funding, staff, and capacity to support the consultative process of the five technical working groups, for organization of meetings and operations, and for reporting of communication.

DPC, with assistance from the Environmental Support and Management Project (ESMP) funded by the Government of Finland, is finalizing MONRE's 2030 vision and 2025 strategy (NRES) and the first five-year (2016-2020) action plan on NRE. MONRE's 2030 vision is of "Making Lao PDR Green, Clean and Beautiful in line with the Green Economic Growth and Ensure Sustainability and Resilience to Climate Change".

The 2025 strategy identifies 5 specific objectives and five strategies to achieve the vision including: (a) sustainable use of natural resources; (b) sustainable environmental quality management; (c) strengthening capacity on climate change and natural disaster; (d) maintaining and enhancing MONRE coordination and integration; and (e) building MONRE institutional capacity by: (i) improving/developing effective legislations, guidelines, mechanism and procedures for sustainable implementation of MONRE mandate, (ii) implementation of short and long term human resource development and plans to ensure adequate staff with competency, and (iii) ensuring adequate funding sources. With policy direction in place, the next important step will be to operationalize the strategy through action plans at department and local levels.

***DPC challenges and priority:***

***Challenge 1: DPC's Capacities.*** The Department of Planning and Cooperation (DPC) is responsible for providing recommendations to MONRE decision makers on policy, plans, and strategies related to NRE including monitoring, evaluation, and allocation of MONRE's budget to agencies and provinces as needed. DPC has 5 divisions with a total of 46 staff (21 female). At present, most of the staff is junior, mainly due to budget constraints that limit MONRE's ability to hire senior experienced staff. Thus, DPC's staff members in general have limited technical and managerial experience. DPC also lacks adequate systems and processes

that would allow the department to provide appropriate recommendations on NRE sector policy and plan, and to monitor, evaluate, and integrate current and new projects with national policy and socioeconomic plans.

**Challenge 2: Mobilizing funding for NRE.** From 2011 to 2015, the amount of budget needed for the NRE sector was 206 million USD. The actual budget received was only 74 million USD (59 million USD from international support and 15 million from national budget) with a deficit of 132 million USD. In this context, the challenges include: (i) identifying innovative sources of financing for the sector as pressure for regulating environmental management increases; e.g. the National Assembly has asked MONRE to assess the potential role that taxes and charges (e.g. polluter pays) could play as a source of additional funds for environmental protection and GIZ is supporting efforts to define a climate funding mechanisms; (ii) clarifying the institutional set up, mandates and scope of work that will create synergies between existing funds (e.g. EPF, FRDF) and the role of MONRE (DPC) for tapping and overseeing funding for NRE while avoiding competition and overlapping; (iii) increasing human capacities for resource mobilization and management.

DPC has been taking the lead in managing budget from the FRDF and NT2 revenue while being the focal point for several technical assistant program/projects at MONRE. MONRE also assigned DPC as the focal point for resource mobilization for the ministry [Agreement No. 3021/MONRE, dated 15 May 2012].

**Challenge 3: Coordination for NRE.** NRE work in Lao PDR is still conducted in an uncoordinated compartmentalized fashion. This makes it difficult to know the range of activities taking place on NRE at various MONRE agencies, and other ministries, difficult to monitor and assess the results these interventions are having and to understand the types of impacts. It also constraints the capacity to assess the efficiency of the projects. The sector-working group is a step forward to more harmonizing approaches, however, much remains to be done to integrate sector work as well as national and local levels. Internal coordination within MONRE's departments also needs to improve to promote synergies and organizational learning, and more cooperation for the effective use of limited resources. MONRE has mandated DPC to promote alignment of donor-funded projects to its Vision 2030 and Strategic direction 2016-2025.

More also needs to be done in coordinating and monitoring compliance to international treaties that Lao PDR is a party to. The country has signed seven international treaties, including CITIES, conventions on chemical substances, etc. but the capacity of the departments to report on the status of implementation of actions is limited and not systematic. For example, reporting for CITIES has been delayed for 2 years, while reporting on the Stockholm Convention has been delayed for 3 years. DPC has been mandated to improve the coordination and oversight of reporting obligations.

	<p><b>Priorities:</b> To fulfill its mandate and as focal point for planning, resource mobilization, and coordination, DPC's priorities include:</p> <ol style="list-style-type: none"> <li>1. Support coordination within the line departments and with provincial offices for realization and the implementation of MONRE's strategy and vision.</li> <li>2. Enhance its capacities to provide adequate Secretariat services to the NRESWG.</li> <li>3. Improve reporting systems, including fulfilling responsibilities to report on International Treaties.</li> <li>4. Identify, assess, and tap potential funding sources for the sector.</li> <li>5. Develop the capacities of its staff in the areas of planning, results-based monitoring and evaluation (M&amp;E), resource mobilization, financial management, coordination, and reporting.</li> </ol> <p><b>Approach of proposed Sub-project:</b></p> <p>The proposed Sub-project will address these priorities through an approach that builds DPC capacities in the following areas:</p> <ol style="list-style-type: none"> <li>(a) Enhancing the capacity of DPC to support the implementation of MONRE's 2016-2020 Action Plan through: (i) the introduction and use of a results-based approach to define how each department will contribute to the overall plan, select indicators, set targets and mechanisms to monitor the achievement of planned results and the actual impact of MONRE's work; (ii) facilitate the development of workplans for central and provincial departments; (iii) enhance DPC's data management system; (iv) increase DPC's staff technical capacities for data collection, analysis, M&amp;E, results-based management, and reporting.</li> <li>(b) Evaluate the implementation of the MONRE's Action Plan 2016-2020 and prepare Action Plan 2021-2025.</li> <li>(c) Establish a standard operating procedure for the preparation and delivery of reports on international treaties and a system for internal quality control.</li> <li>(d) Commission a study on available sources of funding that MONRE could apply to and design a resource mobilization strategy.</li> <li>(e) Strengthen the capacity of DPC to provide Secretarial services to sector working group as well as capacity of existing staff and resources to ensure reporting and communication tasks, organization of meetings and support to the technical working groups.</li> </ol>
<p><b>9. Sub-project objective</b> (only one sentence)</p>	<p>To operationalize MONRE's Action Plan 2016-2020 and improve the planning, monitoring, and coordination capacity of the Department of Planning and Cooperation.</p>
<p><b>10. GoL Policy/Plan/Strategy supported by Sub-project</b>(including provincial if applicable)</p>	<p>The proposed Sub-project directly supports MONRE's policy as stated in its 2030 vision, 2025 strategy, and first five year action plan (2016-2020) as it intends to strengthen MONRE's capacity for planning and coordination, including monitoring and evaluation.</p>

	<p>The proposal also supports implementation of:</p> <ul style="list-style-type: none"> <li>- National Biodiversity strategy towards 2020</li> <li>- National Forestry strategy towards 2020</li> <li>- National Environment strategy towards 2020</li> <li>- National Growth and poverty eradication strategy towards 2020</li> <li>- NSEDP 8<sup>th</sup> 2016-2020</li> </ul>
<p><b>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)</b></p>	<p>The proposed SDA will support the fulfillment of reporting commitments for the following conventions:</p> <ul style="list-style-type: none"> <li>- UN convention on biodiversity</li> <li>- Convention on international trades and endangered species (CITES) especially wildlife enforcement network (ASEAN-WEN) Forest and biodiversity programs in the greater Mekong sub-region (GMS)</li> <li>- UNFCCC, Stockholm, Basel, Rotterdam, Ozone, Montreal, ASEAN-AEC</li> </ul>
<p><b>12. Sub-project Outcome Indicators</b>  <i>Select and list the related outcome and intermediary outcome indicators from the PAW/LENS2 Results Framework and describe additional sub-project specific outcome indicators.</i>  <i>Outcome/impact is the longer-term benefit of particular goods or services to a target group.</i></p>	<p>&lt;Project-Level Indicators&gt;</p> <p><b>Project Development Objective Indicator</b></p> <ul style="list-style-type: none"> <li>• Increase in a score of functional capacity of DPC  DPC is calculating the functional capacity against six criteria: 1) staff capacity, 2) sector coordination as the NRE SWG Secretariat, 3) Internal coordination and reporting through a systematized Monitoring &amp; Evaluation, 4) Financing MONRE operations and investment, 5) Planning capacity, and 6) Reporting on International Treaties.</li> </ul> <p><b>Intermediate Outcome Indicator</b></p> <ul style="list-style-type: none"> <li>• Direct project beneficiary of which (%) women as measured by additional staff of public and partner institutions having completed basic adaptive training (short courses) (cumulative).</li> </ul> <p>&lt;Sub-Project Outcome Indicators&gt;</p> <p><b>Component 1: Planning and Monitoring Implementation of MONREs Action Plan and Strategy</b></p> <ul style="list-style-type: none"> <li>• All 17-line Departments (100%) have their five-year plan (2016-2020) aligned with MONRE's overarching strategy and plan, including a monitoring framework and baseline.</li> <li>• At least 10 PONREs produce their 5-year plan (2016-2020) aligned with MONRE's plan, and a monitoring and evaluation framework that includes baseline.</li> <li>• Approximately 50 DPC and line department staffs at central level (25 female staffs) in charge of planning and monitoring tasks and 60 PONRE staffs (15 female staffs) will be trained and benefited from formal and on the job capacity development activities during the duration of the project on planning, results-based management, monitoring and evaluation, data collection, and reporting.</li> <li>• At least 8 DPC staff at central level will be trained as key trainers and able to provide training to peers at PONRE's.</li> <li>• A draft Action Plan 2021-2025.</li> <li>• A draft investment plan for the implementation of the Action Plan 2021-2025 is available.</li> </ul>

	<p><b>Component 2: Improve coordination with development partners and development of financing strategy</b></p> <ul style="list-style-type: none"> <li>• All technical working groups (100%) under the sector working groups have an annual work plan available.</li> <li>• Annual disbursement information is available for at least 20% of ODA projects at MONRE.</li> <li>• A draft road map to access environmental and natural resource financing is available.</li> <li>• At least 5 Convention/Treaties reports are produced annually for MONRE's management and meet international deadline.</li> </ul> <p><b>Component 3: Sub-project management and administration</b></p> <ul style="list-style-type: none"> <li>• Achievement % of planned activities as per approved Annual Work Plan</li> </ul>				
<p><b>13. Sub-project main outputs</b><i>(Goods or services provided by the sub-project's intervention (supply-driven) e.g. x staff trained; guidelines on x developed)</i></p>	<p>The subproject activities will be implemented through 3 components and key outputs are as follows:</p> <p><i>Component 1: Planning and Monitoring Implementation of MONREs Action Plan</i></p> <ul style="list-style-type: none"> <li>• 17 five-year plans per departments aligned with overarching MONRE's plan. Each department produces a linked results framework and each develops annual work plans.</li> <li>• At least 10 PONRE's have their 5-year plan aligned with MONRE's plan, with monitoring framework, and work plans.</li> <li>• 110 planning staff at central and local level trained in subjects relevant to planning, monitoring and reporting tasks.</li> <li>• Draft 2<sup>nd</sup> MONRE Action plan 2021-2025.</li> </ul> <p><i>Component 2: Improve coordination with development partners and development of financing strategy</i></p> <ul style="list-style-type: none"> <li>• Draft Financing strategy, road map, and financing plan for Action Plan 2021-2025.</li> <li>• Standard internal reporting system for international treaties.</li> </ul>				
<p><b>14. Sub-project Components and Activities:</b>  <i>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.</i></p>					
<table border="1"> <thead> <tr> <th data-bbox="129 1592 497 1630"><b>Component</b></th> <th data-bbox="497 1592 1461 1630"><b>Main activities</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="129 1630 497 2031"> <p><b>Component 1:</b> Planning and Monitoring Implementation of MONREs Action Plan</p> </td> <td data-bbox="497 1630 1461 2031"> <p>This component will finance Technical Assistance, Goods, IOC, training, and workshops to support DPC, line departments, and PONREs to develop MONRE's capacities for planning and M&amp;E, specifically for the implementation and evaluation of the 5-year plan 2016-2020, and preparation of the Action Plan 2021-2025.</p> <p><b>Activity 1.1: Facilitating development of line Departments and PONRE 5-year action plans, and annual work plans.</b> This will be achieved through planning workshops and on-the job training</p> <p><b>Activity 1.2: Developing a monitoring framework to supervise the</b></p> </td> </tr> </tbody> </table>	<b>Component</b>	<b>Main activities</b>	<p><b>Component 1:</b> Planning and Monitoring Implementation of MONREs Action Plan</p>	<p>This component will finance Technical Assistance, Goods, IOC, training, and workshops to support DPC, line departments, and PONREs to develop MONRE's capacities for planning and M&amp;E, specifically for the implementation and evaluation of the 5-year plan 2016-2020, and preparation of the Action Plan 2021-2025.</p> <p><b>Activity 1.1: Facilitating development of line Departments and PONRE 5-year action plans, and annual work plans.</b> This will be achieved through planning workshops and on-the job training</p> <p><b>Activity 1.2: Developing a monitoring framework to supervise the</b></p>	
<b>Component</b>	<b>Main activities</b>				
<p><b>Component 1:</b> Planning and Monitoring Implementation of MONREs Action Plan</p>	<p>This component will finance Technical Assistance, Goods, IOC, training, and workshops to support DPC, line departments, and PONREs to develop MONRE's capacities for planning and M&amp;E, specifically for the implementation and evaluation of the 5-year plan 2016-2020, and preparation of the Action Plan 2021-2025.</p> <p><b>Activity 1.1: Facilitating development of line Departments and PONRE 5-year action plans, and annual work plans.</b> This will be achieved through planning workshops and on-the job training</p> <p><b>Activity 1.2: Developing a monitoring framework to supervise the</b></p>				

	<p><b>implementation of LENS2' MONRE sup-project's action plans through consultation workshops.</b> Develop a database to map project activities, through TA. This work will help improve transparency and prevent duplication. Under this activity, DPC will also pilot the monitoring of LENS2 sub-projects implemented by MONREs departments and PONREs. This will not overlap with EPF work, but will enhance the monitoring capacities of the ministry, and promote transparency and learning across MONREs implementers. This monitoring will be achieved through monitoring and reporting meetings organized twice a year with MONRE's EPF sub-project grantees.</p> <p><b>Activity 1.3: Capacity Building for DPC staff, line staff working on planning tasks, and PONREs (Annex 1 has details).</b> Basic and advanced training will be organized for DPC, line department and PONREs in the areas of statistical data collection (every three years MONRE has to produce state of natural resources and environment report in accordance with environmental protection law), GIS, analysis, reporting, M&amp;E, results-based management, policy research and analysis, project cycle, including procurement and financial management, English and computer skills. In addition to specific planning and management training, DPC staff will also be trained on the basics of NRE legislations, regulations, monitoring and enforcement, and economic assessment of NRE, and other key areas important for sustainable development in Lao PDR. Capacities will be built at central level as well as provincial and district levels through short-training courses, workshops, and on-the-job modalities, including potentially, internships with international organizations in country.</p> <p><b>Activity 1.4. Evaluate Implementation of the Action Plan 2016-2020 and Developing the second NRE five years action plan (2021-2025)</b> This activity will be conducted during the last year of the project. Technical assistance will be recruited to assist in the evaluation, planning and consultation process taken into account lessons learnt during the implementation of the first five years action plan. TOR for the technical assistance will be developed in consultation with the WB while costs for the consultation workshop will be included in the annual work plan. The subproject will support the consultant cost, field visits, and workshops. Key outputs of the activity are the evaluation of implementation of the Action Plan 2016-2020 developing the second five-year Action Plan and financing plan 2021-2025.</p>
<p><b>Component 2:</b> Strengthening DPC capacity on coordination and engagement</p>	<p><b>Activity 2.1: Supporting the Natural Resources and Environment Sector Working Group (NRESWG) and the Technical Working Groups.</b> DPC will facilitate the roundtable meetings for the NRESWG and a series of technical workshops for the technical working groups so that key policy issues related to PA management and environmental quality issues including effectiveness of the ESIA and IEE processes could be timely addressed. The subproject will support the meeting costs and/or study visits within the country as well as overseas as necessary which are under the operation of NRESWG</p>

	<p><b>Activity 2.2: Preparing an options-study for funding for the NRE sector</b> DPC will conduct a study to identify potential funding sources that would allow MONRE to conduct its functions in a sustainable and effective manner. The study will review existing funding mechanism for NRE in Lao PDR, identify potential novel funding sources both within the country and at global level, analyze the advantages and disadvantages of each funding mechanism, their applicability and feasibility in the Lao context, and provide policy recommendations, including a draft action plan. The review will also assess the financial capacity of key agencies and provinces including the constrain of the public sector and efficiency on public spending through different sources as well as the interests and commitment of project developers, especially hydropower development, mining, industry, agriculture, and urban development. At the global level, sources such as carbon markets will be analyzed. The study on the contribution modality, the division of labor between central and local authority will also be determined. Further the study will provide analysis and recommendations on the complementary roles of the existing funds (EPF, FRFD) and potential new mechanisms.</p> <p><b>Activity 2.3. Developing the internal reporting procedures for NRE International Commitments.</b> DPC will develop guidelines and procedures for internal reporting of implementation of international conventions and timeframes to ensure reporting to international bodies is conducted in a timely manner. DPC will strive to establish a quality control mechanism for the review of these reports to ensure compliance with reporting commitments. The scope of this work will include reporting for CBD, CITES, UNFCCC, Stockholm, Basel, Rotterdam, Ozone, Montreal, regional and international integration (ASEAN-AEC)</p> <p><b>Activity 2.4 Equipment to support DPC capacity.</b> DPC will better equip the department staff and team with basic IT systems and office necessities.</p>
<p><b>Component 3: Sub-Project management and implementation support</b></p>	<p>Activities under this component include the annual preparation of AWPB, M&amp;E, reporting, fund flow management, and procurement (as agreed with EPF). A full time national consultant will be mobilized to assist the sub-project team in the overall coordination, planning, and submission of monitoring reports. An accountant will be recruited to ensure timely and accurate financial management and reporting.</p>
<p><b>15. Sub-project direct beneficiaries</b></p>	<p><input checked="" type="checkbox"/> Governmental staff  Total number ( 110 ) of which women ( 40 )  <i>Central level ( 50 ) of which women ( 25 )</i>  <i>Provincial level ( 60 ) of which women ( 15 )</i>  <i>District level ( ) of which women ( )</i>  <input type="checkbox"/> Rural communities ( ) Number of people ( ) of which women ( )  <input type="checkbox"/> Students ( ) of which women ( )  <input type="checkbox"/> General public  <input type="checkbox"/> Private sector ( )</p>

<b>16. Proposed Start Date</b>	<b>May 1, 2016</b>																																														
<b>17. Proposed End Date</b> <i>(duration in years)</i>	<b>December 30, 2020</b>																																														
<b>18. Co-financiers</b> <i>(source and amount (US\$) including in-kind contribution; per component if possible)</i>	Government in-kind contribution for the sub-project covering staff time, officer space and utility cost is estimated at about 71,775 USD. At the time of preparation of this proposal, it is seen likely that As per communication with Germany in November 2015, GIZ will be supporting MONRE DOPC with funding for an “integrated expert” position. The consultant will be hired directly by MONRE DOPC while GIZ top-up the local salary to meet international standards. The goal/indicators and task areas for the Integrated Expert have been agreed between MoNRE and GIZ. It is foreseen that the consultant will be able to start by the end of Q1/2016. The consultant, to be titled “integrated expert for monitoring and evaluation” will be assigned for two years on work assignment that are fully aligned with Component 1 and 2.																																														
<b>19. Complementary ongoing or planned projects/programs/initiatives</b> <i>(name/source of funding/linkage)</i>	Not applicable																																														
<b>20. Implementation Arrangements</b> <i>a. Describe the project management structure. b. What additional staffing or technical assistance is needed to successfully complete the proposed project (e.g. M&amp;E officer, accountant,...) ?</i>	<table border="1"> <thead> <tr> <th colspan="4"><b>Project Management Structure/SDA implementation team</b></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Dr. Saynakhone Inthivong</td> <td>Director General of DPC</td> <td>Project advisor</td> </tr> <tr> <td>2</td> <td>Mr. Virana Sonnasinh</td> <td>Director of Planning Division, DPC</td> <td>Project manager</td> </tr> <tr> <td>3</td> <td>Mr. Bounpakone Phongphichit</td> <td>Deputy Director of Planning Division, DPC</td> <td>Deputy project manager</td> </tr> <tr> <td>4</td> <td>Ms. Sirikhan Duangchack</td> <td>Technical staff, DPC</td> <td>Project finance officer</td> </tr> <tr> <td>5</td> <td>Mr.Khamla Nanthavong</td> <td>Technical staff, DPC</td> <td>Project coordinator</td> </tr> <tr> <th colspan="4"><b>Project Consultants</b></th> </tr> <tr> <td>6</td> <td>Short-term Consultant</td> <td colspan="2" rowspan="8">These consultants will be hired to assist the project implementation based on the particular components (*) Short-term Consultant #10 is co-financed by Germany</td> </tr> <tr> <td>7</td> <td>Short-term Consultant</td> </tr> <tr> <td>8</td> <td>Short-term Consultant</td> </tr> <tr> <td>9</td> <td>Short-term Consultant</td> </tr> <tr> <td>10</td> <td>Short-term Consultant (*)</td> </tr> <tr> <td>11</td> <td>Project Accountant</td> </tr> <tr> <td>12</td> <td>Assistant to project manager</td> </tr> <tr> <td>13</td> <td>M&amp;E and IT support</td> </tr> </tbody> </table>	<b>Project Management Structure/SDA implementation team</b>				1	Dr. Saynakhone Inthivong	Director General of DPC	Project advisor	2	Mr. Virana Sonnasinh	Director of Planning Division, DPC	Project manager	3	Mr. Bounpakone Phongphichit	Deputy Director of Planning Division, DPC	Deputy project manager	4	Ms. Sirikhan Duangchack	Technical staff, DPC	Project finance officer	5	Mr.Khamla Nanthavong	Technical staff, DPC	Project coordinator	<b>Project Consultants</b>				6	Short-term Consultant	These consultants will be hired to assist the project implementation based on the particular components (*) Short-term Consultant #10 is co-financed by Germany		7	Short-term Consultant	8	Short-term Consultant	9	Short-term Consultant	10	Short-term Consultant (*)	11	Project Accountant	12	Assistant to project manager	13	M&E and IT support
<b>Project Management Structure/SDA implementation team</b>																																															
1	Dr. Saynakhone Inthivong	Director General of DPC	Project advisor																																												
2	Mr. Virana Sonnasinh	Director of Planning Division, DPC	Project manager																																												
3	Mr. Bounpakone Phongphichit	Deputy Director of Planning Division, DPC	Deputy project manager																																												
4	Ms. Sirikhan Duangchack	Technical staff, DPC	Project finance officer																																												
5	Mr.Khamla Nanthavong	Technical staff, DPC	Project coordinator																																												
<b>Project Consultants</b>																																															
6	Short-term Consultant	These consultants will be hired to assist the project implementation based on the particular components (*) Short-term Consultant #10 is co-financed by Germany																																													
7	Short-term Consultant																																														
8	Short-term Consultant																																														
9	Short-term Consultant																																														
10	Short-term Consultant (*)																																														
11	Project Accountant																																														
12	Assistant to project manager																																														
13	M&E and IT support																																														

<b>Roles and responsibility based on components within DPC</b>		
	<b>Name/position in DPC</b>	<b>Responsibilities</b>
1	Mr. Saynakhone Inthivong, Director General of DPC	Provide direction and general oversight to the project <b>Components 1, 2, 3</b>
2	Mr. Virana Sonnasinh, Director of Planning Division	Provide general oversight <b>Components 1, 2, 3</b>
3	Mr. Bounpakone Phongphichit Deputy Director of Planning Division	Assistance to Project manager <b>Components 1, 2, 3</b>
4	Mr.Khamla Nanthavong, Technical staff	Day-to-day activities and for monitoring and reporting. <b>Component 1</b>
5	Mr. Thanongxay Keoyothi, Technical staff	Day-to-day activities and for monitoring and reporting. <b>Component 2</b>
6	Mr. Chanphalangsy Pathammavongsa, Technical staff	Coordination of project reporting, fiduciary reports and administration. <b>Component 3</b>
<b>Technical Assistance: Short Term Consultants</b>		
7	Int'l or Nat'l consultant	Develop baseline Monitoring and Evaluation framework for the implementation of MONRE Action Plan 2016-2020; <b>Component 1 (Support activity 1.1)</b>
8	Int'l or Nat'l consultant	Evaluate MONRE Action Plan 2016-2020 and developing Action Plan 2021-2025; <b>Component 1 (Support activity 1.4)</b>
9	Int'l consultant	Develop Monitoring and Evaluation system <i>co-financed by Germany</i> <b>Component 1 (Support activity 1.1)</b>
10	Int'l or Nat'l consultant	Conduct options-study for funding for the NRE sector; <b>Component 2 (Support activity 2.2)</b>
11	Int'l or Nat'l consultant	Develop baseline report and reporting procedures for international conventions. <b>Component 2 (Support activity 2.3)</b>
<b>Technical Assistance: Consultants</b>		
12	National consultant Project Assistant	Support the coordination of the project
13	National consultant M&E and IT support	M&E and reporting
14	National consultant Project Accountant	Accountant to support the financial management and financial reporting of the sub-project

<p><b>21. Summary Budget</b>  <i>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.</i></p>	<table border="1"> <thead> <tr> <th data-bbox="504 185 890 286"><b>Components</b> (not more than 5 components including project management) in US\$</th> <th data-bbox="896 185 1027 286"><b>Total</b> (US\$)</th> <th colspan="2" data-bbox="1034 185 1267 286"><b>Co-finance</b> (US\$)</th> <th data-bbox="1273 185 1401 286"><b>EPF</b> (US\$)</th> </tr> </thead> <tbody> <tr> <td data-bbox="504 295 890 439"><b>Component 1:</b> Planning and Monitoring Implementation of MONREs Action Plan</td> <td data-bbox="896 295 1027 439">569,708</td> <td data-bbox="1034 295 1145 439">24,660 (*)</td> <td data-bbox="1145 295 1267 439">278,648 (**)</td> <td data-bbox="1273 295 1401 439">266,400</td> </tr> <tr> <td data-bbox="504 443 890 586"><b>Component 2:</b> Strengthening DPC capacity on coordination and engagement</td> <td data-bbox="896 443 1027 586">115,745</td> <td colspan="2" data-bbox="1034 443 1267 586">18,495 (*)</td> <td data-bbox="1273 443 1401 586">97,250</td> </tr> <tr> <td data-bbox="504 591 890 694"><b>Component 3:</b> Sub-Project management and implementation support</td> <td data-bbox="896 591 1027 694">106,100</td> <td colspan="2" data-bbox="1034 591 1267 694">17,100 (*)</td> <td data-bbox="1273 591 1401 694">89,000</td> </tr> <tr> <td data-bbox="504 698 890 734"><b>Contingency</b> (10%)</td> <td data-bbox="896 698 1027 734">45,265</td> <td colspan="2" data-bbox="1034 698 1267 734"></td> <td data-bbox="1273 698 1401 734">45,265</td> </tr> <tr> <td data-bbox="504 739 890 775"><b>Total</b></td> <td data-bbox="896 739 1027 775"><b>836,818</b></td> <td colspan="2" data-bbox="1034 739 1267 775"><b>338,903</b></td> <td data-bbox="1273 739 1401 775"><b>497,915</b></td> </tr> </tbody> </table> <p><b>Remark:</b> (*) In-kind support by the Lao government (government staff time and buildings, etc. please see the detail in the budget plan)  (**) Co-financing of Technical Assistance (Integrated Expert) by GIZ</p>	<b>Components</b> (not more than 5 components including project management) in US\$	<b>Total</b> (US\$)	<b>Co-finance</b> (US\$)		<b>EPF</b> (US\$)	<b>Component 1:</b> Planning and Monitoring Implementation of MONREs Action Plan	569,708	24,660 (*)	278,648 (**)	266,400	<b>Component 2:</b> Strengthening DPC capacity on coordination and engagement	115,745	18,495 (*)		97,250	<b>Component 3:</b> Sub-Project management and implementation support	106,100	17,100 (*)		89,000	<b>Contingency</b> (10%)	45,265			45,265	<b>Total</b>	<b>836,818</b>	<b>338,903</b>		<b>497,915</b>
<b>Components</b> (not more than 5 components including project management) in US\$	<b>Total</b> (US\$)	<b>Co-finance</b> (US\$)		<b>EPF</b> (US\$)																											
<b>Component 1:</b> Planning and Monitoring Implementation of MONREs Action Plan	569,708	24,660 (*)	278,648 (**)	266,400																											
<b>Component 2:</b> Strengthening DPC capacity on coordination and engagement	115,745	18,495 (*)		97,250																											
<b>Component 3:</b> Sub-Project management and implementation support	106,100	17,100 (*)		89,000																											
<b>Contingency</b> (10%)	45,265			45,265																											
<b>Total</b>	<b>836,818</b>	<b>338,903</b>		<b>497,915</b>																											
<p><b>22. Sustainability</b>  <i>Please explain how the benefits of the project will continue or be maintained once the sub-project is complete.</i></p>	<p>Developing organization capacities through the establishment of systems for data management and monitoring and [piloting] the use of results-based approaches will help MONRE to better manage its limited financial resources, understand the types of impacts it is actually achieving, learn what works and what not from the implementation of activities under the Action Plan 2016-2020, and input policy with an evidence-based background.</p> <p>Much work has been put into the development of the strategies and plans and the next steps are to ensure that there is a clear way towards their operationalization.</p> <p>The capacities developed for planning, monitoring and evaluation under the EPF funded sub-project will help define the follow-up 5-year plan. Furthermore, increasing DPC capacities will have a direct effect on their facilitation and support to the work of the NRESWG.</p> <p>Finally, the options paper on resource mobilization can help MONRE to define how it can obtain the needed funds to carry out its mandate in the years to come. While ODA has been a large source of funding until now, this will rapidly change as Laos enters the scores of Middle-Income Countries. Ensuring the financial sustainability of MONRE, the key regulator of natural resources and environmental management, is then a critical priority.</p> <p>It is noted that no permanent consultants are hired; rather, consultants are hired to help build initial capacity in order to make staff become trainers.</p>																														

<p><b>23. Environment and Social Management Plan (ESMP)</b>  <i>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).</i></p>	Not applicable
<p><b>24. Community Engagement including gender issues at community level</b>  <i>Check if compliance with the Community Engagement Framework (CEF) is needed and follow guidelines on steps to be obtained from EPF website.</i></p>	Not applicable
<p><b>25. Gender issues (mainstreaming)</b>  <i>Please explain how the sub-project is compliant with GoL commitment to gender issues under the project</i></p>	The sub-project will ensure that at least 30% of the staff trained with EPF funds is female. This will contribute to increasing the number of women in the organization with technical skills.
<p><b>26. Agreed Annual Performance Triggers</b>  <i>For information find below the list of agreed targets that must be achieved to trigger approval of next year's funds:</i></p>	<p>Agreed triggers:</p> <ul style="list-style-type: none"> <li>• Compliance with openness and negative effect prevention requirements (at least moderately satisfactory in year 1 and satisfactory in subsequent years)</li> <li>• Compliance with reporting requirement (number, quality and timeliness) (at least Moderately Satisfactory in year 1 and Satisfactory in subsequent years)</li> <li>• Year 1, at least 50 % of activities in AWPB completed. Year 2 and after, at least 70 % of activities in AWPB completed</li> <li>• All outcome targets for current year are measured, evaluated and show progress toward target</li> <li>• AWPB produced for the new fiscal year cleared by WB and approved by EPF Board</li> </ul>

<p><b>27. Document Checklist</b> <i>Please ensure to attach the following based on templates (excel file) provided:</i></p>	<p><input checked="" type="checkbox"/> Sub-project results framework (entire period) <input checked="" type="checkbox"/> Sub-project detailed budget entire period (2a. per component and 2b. per category) <input checked="" type="checkbox"/> Sub-project detailed activity work plan per component year 1 <input type="checkbox"/> Sub-project Environmental and Social Management Plan (ESMP) <b>if applicable</b></p>
---	--

**Approved by:**

**(Director General, Department of Planning and Cooperation, MONRE)**

**Submitted by:**

**(Director of Planning Division, Department of Planning and Cooperation)**

Edits to a submitted application prior approval not requiring-submission, accepted by SDA and EPF, are summarized below: *(Please list application form reference number (e.g. #20) or annexes and date of EPFO communication on accepted changes to SDA).*

### **Annex 1: Training Areas for DPC staff (Component 1, activity 1.3)**

The sub-project will fund training (short-term, workshops) for staff at central and local levels, including provinces and districts in the following areas:

- (1) Natural resources and environment statistical database development training (Coordinate with National Statistic Center) (30 Staffs)
- (2) Seminar for basic knowledge on natural resources and environment sector (15-20 staffs)
- (3) Training on strategic planning and project cycle management (30 staffs) include line departments
- (4) Financial management training (4 staffs)
- (5) Purchasing and procurement training (4 staffs)
- (6) Advance English training for negotiation skill (Overseas study) (4 Staffs)
- (7) English language training for communication and writing (Study locally) (10 staffs)
- (8) Trainings on Geographic Information System (10 staffs)