



REQUEST FOR CEO ENDORSEMENT/APPROVAL

PROJECT TYPE: MEDIUM SIZE PROJECT

THE GEF TRUST FUND

Submission Date: April 14, 2011

Resubmission: May 3, 2011

PART I: PROJECT INFORMATION

GEFSEC PROJECT ID: 3960

GEF AGENCY PROJECT ID: P116805

COUNTRIES: Regional

PROJECT TITLE: CBSP - Capacity Building for Regional Coordination of Sustainable Forest Management in the Congo Basin under the GEF Program for the Congo Basin

GEF AGENCY: World Bank

OTHER EXECUTING PARTNER(S): COMIFAC (central African Forest Commission)

GEF FOCAL AREA(S): Tropical Forest Account: Land Degradation

GEF-4 STRATEGIC PROGRAM(S): SFM Strategic Program 4: Strengthening Policy and Regulatory Framework for Mainstreaming Biodiversity

NAME OF PARENT PROGRAM: Strategic Program for Sustainable Forest Management (SFM) in the Congo Basin (CBSP)

Expected Calendar (mm/dd/yy)	
Milestones	Dates
Work Program (for FSPs only)	N/A
Agency Approval date	May 2011
Implementation Start	June 2011
Mid-term Evaluation (if planned)	N/A
Project Closing Date	June 2013

A. PROJECT FRAMEWORK

Project Objective: To strengthen COMIFAC's capacity for regional coordination in line with the objectives of the Convergence Plan and with specific focus on the GEF Congo Basin Strategic Program.								
Project Components	Indicate whether Investment, TA, or STA ^b	Expected Outcomes	Expected Outputs	Indicative GEF Financing ^a		Indicative Co-Financing ^a		Total (\$) c = a + b
				(\$) ^a	%	(\$) ^b	%	
1. Support to Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin	TA	<p>COMIFAC Executive Secretariat can monitor implementation progress towards the objectives of the Convergence Plan.</p> <p>Coordination across the region and with national levels has improved.</p> <p>Synergies are built amongst the different SFM initiatives in the Congo Basin.</p> <p>Information on Congo Basin</p>	<p>The existing M&E system has been operationalized and National Focal Points have received training on the use of M&E system.</p> <p>Regional and national SFM actors meet regularly and exchange information and knowledge.</p> <p>Series of knowledge sharing workshops on selected SFM topics have been carried out, including a regional meeting on the GEF Program.</p>	333,000	14	2,126,000	86	2,459,000

		forests are available and easily to access. Congo Basin stakeholders are aware of new knowledge generated through various ongoing activities/project, including those under the GEF Program for the Congo Basin.	Electronic information platform is operational and easy to navigate Publications and dissemination of communication material on SFM in the Congo Basin (reports, leaflets, brochures, etc.)					
2. Reinforcing the COMIFAC Executive Secretariat	Inv	COMIFAC Executive Secretariat is fully equipped and operational. The fiduciary capacity of COMIFAC ES is reinforced.	IT equipments installed and operational. COMIFAC ES operates an electronical financial management system and accounts are certified on a regular basis.	401,000	36	700,000	64	1,101,000
3. Project management	Project is administered effectively and efficiently.			81,000	29	200,000	71	281,000
Total project costs				815,000	21	3,026,000	79	3,841,000

^a List the \$ by project components. The percentage is the share of GEF and Co-financing respectively of the total amount for the component.

^b TA = Technical Assistance; STA = Scientific & Technical Analysis.

B. SOURCES OF CONFIRMED CO-FINANCING FOR THE PROJECT

<i>Name of Co-financier (source)</i>	<i>Classification</i>	<i>Type</i>	<i>Project</i>	<i>%*</i>
COMIFAC	Beneficiary	In kind	200,000	7%
Government of Cameroon	Member of COMIFAC	In kind	700,000	23%
AFD ¹	Bilateral	Grant and in-kind	1,980,000	65%
GIZ ²	Bilateral	In kind	146,000	5%
Total Co-financing			3,026,000	100%

* Percentage of each co-financier's contribution at CEO endorsement to total co-financing.

¹ AFD co-financing amounts to EUR 1,350,000.

² GIZ co-financing amounts to EUR 100,000 over the course of the project. The co-financing letter refers to the higher amount of EUR200,000 as it also includes co-financing during the preparation phase.

C. FINANCING PLAN SUMMARY FOR THE PROJECT (\$)

	<i>Project Preparation a</i>	<i>Project b</i>	<i>Total c = a + b</i>	<i>Agency Fee</i>	<i>For comparison: GEF and Co-financing at PIF</i>
GEF financing	50,000	815,000	865,000	86,500	896,500
Co-financing	183,184	3,026,000	3,209,184	n/a	1,107,750
Total	233,184	3,841,000	4,074,184	86,500	2,004,250

D. GEF RESOURCES REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)¹

<i>GEF Agency</i>	<i>Focal Area</i>	<i>Country Name/ Global</i>	<i>(in \$)</i>		
			<i>Project (a)</i>	<i>Agency Fee (b)²</i>	<i>Total c=a+b</i>
World Bank	Tropical Forest Account: Land Degradation*	Regional (Cameroon, Central African Republic, Democratic Republic of Congo, Equatorial Guinea, Gabon, Republic of Congo)	815,000	81,500	896,500
Total GEF Resources			815,000	81,500	896,500

* The Project grant is financed by the Tropical Forest Account, which is a pool of BD, CC, and LD funds.

² Relates to the project and any previous project preparation funding that have been provided and for which no Agency fee has been requested from Trustee.

E. CONSULTANTS WORKING FOR TECHNICAL ASSISTANCE COMPONENTS:

<i>Component</i>	<i>Estimated person months</i>	<i>GEF amount (\$)</i>	<i>Co-financing (\$)</i>	<i>Project total (\$)</i>
Local consultants*	11	68,000	270,000	338,000
International consultants*	3	32,001	520,000	552,001
Total	14	100,001	790,000	890,001

* Details are provided in Annex C.

F. PROJECT MANAGEMENT BUDGET/COST

<i>Cost Items</i>	<i>Total Estimated person months</i>	<i>GEF amount (\$)</i>	<i>Co-financing (\$)</i>	<i>Project total (\$)</i>
Local consultants*	38	75,000	160,000	235,000
International consultants*	0	0	0	0
Office facilities, equipment, vehicles and communications*		2,000	30,000	32,000
Travel*		4,000	10,000	14,000
Total		81,000	200,000	281,000

* Details are provided in Annex C.

G. DOES THE PROJECT INCLUDE A “NON-GRANT” INSTRUMENT? yes ☐ no ☒ X

N/A

H. DESCRIBE THE BUDGETED M & E PLAN:

Project monitoring will be conducted in accordance with the project results framework, which will form the basis of the project's M&E Plan.

Project monitoring will be integrated with the strengthened M&E system of COMIFAC to monitor and evaluate implementation of the Convergence Plan. However, certain project outputs and outcomes are specific

to the Project and not relevant to COMIFAC's M&E system. Accordingly, project implementation progress for these outputs will be monitored separately.

For Project monitoring quarterly M&E reports will be produced to provide an accurate updated on the project progress against the indicator framework, along with the detailed Implementation Financial Report. The estimated budget for Project M&E is US\$ 12,000.

PART II: PROJECT JUSTIFICATION:

A. STATE THE ISSUE, HOW THE PROJECT SEEKS TO ADDRESS IT, AND THE EXPECTED GLOBAL ENVIRONMENTAL BENEFITS TO BE DELIVERED:

Regional context:

Significant improvements have been made in forest management in the Congo Basin countries over the last decade, yet immense challenges still remain to conserve and sustainably manage the 160 million ha of forest that extend across the six highly forested countries of the Congo Basin (Cameroon, Central African Republic, Democratic Republic of Congo, Equatorial Guinea, Gabon, and the Republic of Congo) and together form the world's second largest contiguous block of tropical forest. As economic integration is increasing across the Congo Basin countries, trans-boundary transport infrastructure is expanding, regional markets for commodities are growing, investments in extractive industries are soaring, and migration of population is increasing.

History of the regional harmonization agenda on forest policy:

The Congo Basin countries recognize the interconnected nature of the Congo Basin from a social, economic, and environmental perspective. They are well aware of the regional dimension of the considerable challenges ahead to maintain the ecological integrity and resilience of the Congo Basin forest ecosystem in spite of the often competing economic development forces. They have demonstrated their commitment for conservation and sustainable management of forest ecosystems in the Yaoundé Declaration in 1999 and the ratification of the associated COMIFAC Treaty in 2005. The Convergence Plan is the product of this sub-regional process started at the first Summit of Central African Heads of State on conservation and sustainable management of forests held in Yaoundé, Cameroon in 1999. At the Summit, countries committed themselves to place forestry issues among their main priorities, to insure concerted and sustainable management of their forest resources, and to consolidate partnerships between their countries and the international community. In 2005, the second Summit of the Heads of States took place in Brazzaville, Republic of Congo. One of the major outputs of this second summit was the adoption of the COMIFAC Treaty that confirmed the high-level political commitment of the Central African countries to promote sustainable management of their forest resources as well as the pivotal role of the COMIFAC in harmonizing the SFM approach at the regional level. The third Summit of Central African Heads of States was planned for June 2011, but will be postponed (due to electoral periods in DRC, the hosting country). The third Summit will inter alia review implementation progress made on the objectives of the Convergence Plan, and provide guidance and political commitment for the way forward.

To carry forward the harmonization agenda on forest and environmental policies, the *Conference of Ministers in charge of Forests in Central Africa* was established as a sub-regional reference body in December 2000. In order to acquire internationally recognized legal status and consolidate sub-regional cooperation, the Central African Forest Commission (COMIFAC) was established as a sub-regional international organization with the Treaty of 2005. COMIFAC covers the following ten countries: Central African Republic, Democratic Republic of Congo, Burundi, Cameroon, Chad, Congo, Equatorial Guinea, Gabon, Rwanda, Sao Tome and Principe.

The Central African Forest Commission (COMIFAC):

COMIFAC is a unique political and technical authority in charge of orientation, monitoring, decision making, harmonization and coordination of actions and initiatives for the preservation and sustainable development of forest ecosystems in Central Africa. It also serves as institutional umbrella to a number of specialized regional collaborative bodies responsible for Protected Areas, Environmental Information, etc. COMIFAC has the following organs: i) the Summit of Heads of State and Government, ii) the Council of Ministers, and iii) the Executive Secretariat, with headquarters located in Yaoundé, Cameroon. The three organs of COMIFAC have the following roles:

- i. The *Summit of Heads of State and Government* is the highest governance level and adopts the general guidelines for the organization and for the implementation of commitments under the Treaty.
- ii. The *Council of Ministers* ensures the implementation of measures taken by the Summit. It is the organ responsible for decision-making, coordination and control of the implementation of policies on the sustainable management of forest ecosystem of Central Africa. The Council of Ministers also appoints and dismisses statutory staff of the Executive Secretariat (ES), directs and appraises the work of the ES, examines and adopts the budget of the ES, approved and audits accounts, ensures discipline in conjunction with the ES. The Council of Ministers meets in ordinary session once every two years, with extraordinary sessions scheduled as needed.
- iii. The *Executive Secretariat* is the implementing organ of the COMIFAC and coordinates the implementation of COMIFAC activities and implements the decision of the Council of Ministers. It comprises three statutory staff: an Executive Secretary, Deputy Executive Secretary, and a Director of Administration and Finance. Additional technical and administrative staff is further appointed by the ES according to identified needs. Currently, a total of 9 technical and administrative staff are working in the COMIFAC Executive Secretariat.

The annual budget of the COMIFAC ES is provided through contributions from the 10 member states. Further, the Council of Ministers is currently debating a financing mechanism to ensure the long-term financial sustainability of COMIFAC¹. Additional operating budget is provided through donor funding or associated with project management cost (for projects implemented by COMIFAC) and varies widely from year to year (see Annex H for details). Key development partners supporting the COMIFAC ES or working with the COMIFAC ES on project implementation are: the African Development Bank including the AfDB-managed Congo Basin Forest Fund (CBFF), the French Development Agency (AFD), the German International Cooperation (GIZ), the Canadian Facilitation of the CBFP, the EU-financed FORAF project, the United States Forest Services (USFS), the Food and Agriculture Organization (FAO), UNEP, the Global Mechanism of the UNCCD, the International Fund for Agricultural Development (IFAD), the French Center for International Research on Agriculture and Development (CIRAD), the International Union for the Conservation of Nature (IUCN), and the World Wildlife Fund (WWF).

Capacity constraints at the COMIFAC Executive Secretariat:

As the operational structure of COMIFAC, the Yaoundé-based Executive Secretariat is responsible for supervision of the Plan de Convergence, coordination of all ancillary sub-regional entities and plays a critical role in the harmonization of national policies on SFM. It has a mandate for promoting knowledge creation and sharing at the regional level. Despite its crucial role, the COMIFAC Executive Secretariat still faces challenges to fulfill its role due to delays and shortfalls in member country contributions, resulting shortfalls in operating budgets, and constraints in overall management and coordination capacity.

¹ Under discussion is inter alia a small percentage of the export tax of the countries to provide for a sustainable financing mechanism.

At present, COMIFAC's capacity for knowledge management, monitoring and evaluation as well as communication is moderate and additional training and capacity building will be needed to ensure regional processes are effectively facilitated. Most importantly, coordination and communication arrangements between the COMIFAC headquarters in Yaoundé and focal points in the countries need to be strengthened to improve the information flow between the national and the regional level. Other constraints relate to general organizational capacity of the COMIFAC ES, such as need for an updated electronic financial management system, internal controls, formalized arrangements for procurement (i.e. establishment of a tender board), systematic record keeping and information sharing with the public².

This proposed Project is aimed to directly address these immediate constraints and provide targeted capacity building to the COMIFAC Executive Secretariat³.

The GEF Strategic Program for Sustainable Forest Management in the Congo Basin:

The GEF-financed Strategic Program for Sustainable Forest Management in the Congo Basin (CBSP) responds to the collaborative efforts of the Congo Basin countries and aims to provide support to meeting the targets identified in the Convergence Plan. The CBSP presents a programmatic approach aiming to deliver multiple global environmental benefits across the Congo Basin ecosystem with a portfolio of targeted projects at local, national, and regional level. By means of being implemented under one joint Strategic Program, value can be added to each of these projects through realization of synergies and multiplier effects. However, coordination is critical to achieve such multiplier effects and the COMIFAC Executive Secretariat plays a key role in realizing them.

The Project:

This proposed project falls under the larger umbrella framework of the CBSP and is designed to boost the capacity of the COMIFAC Executive Secretariat to serve as a regional coordination mechanism for (i) improved advocacy for and harmonization of sustainable forest management across the region, (ii) realization of synergies between various targeted sub-sectoral or thematic initiatives contributing to the SFM agenda, and (iii) strengthened knowledge exchange and learning processes between countries.

The Project Objective is to strengthen COMIFAC's capacity for regional coordination in line with the objectives of the Convergence Plan and with specific focus on the GEF Congo Basin Strategic Program.

The Project has been designed to strengthen the COMIFAC Executive Secretariat in its role to facilitate coordination, information, and knowledge sharing and to foster synergies amongst the different initiatives on Sustainable Forest Management in the Congo Basin. The Project has been organized in three components:

² A more detailed presentation of the institutional capacity of COMIFAC as well as needs capacity building needs are provided in the Detailed Project Description in Annex E.

³ A comprehensive institutional assessment of the COMIFAC ES will be carried out with support from the AfDB- financed PACEBCo Project shortly and will provide a thorough assessment of existing human resources capacities and missing technical and administrative staffing in COMIFAC. To the extent possible during the short implementation time frame of this GEF MSP, findings and recommendations from the AfDB-financed institutional assessment will guide and direct capacity building and institutional strengthening activities financed by the GEF.

Component 1: Support to Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin	Component 2: Reinforcing the COMIFAC Executive Secretariat
<ul style="list-style-type: none"> a. <u>Strengthening Coordination and Communication</u>, including enhanced Monitoring and Evaluation of the Convergence Plan, updated communication strategy and support to its implementation, updated communication facilities for regional audio conferences. b. <u>Improved Knowledge Management</u>, including portfolio review and lessons learned from SFM initiatives in the Congo Basin, and establishment library and information center, including online access to information and knowledge resources. 	<ul style="list-style-type: none"> a. <u>Reinforcing COMIFAC's day-to-day management effectiveness</u>, including upgrades of electronic equipments, telecommunication equipment, as well as furniture for their new building. b. <u>Reinforcing COMIFAC's fiduciary capacity</u>, including acquisition and operationalization of an electronic system for accounting, financial management, and institutional management. Capacity building for COMIFAC SE staff.
Component 3: Project management	
<ul style="list-style-type: none"> a. Project financial management and procurement b. Project monitoring and reporting c. Supporting partnerships 	

A detailed project description is provided in Annex E.

B. DESCRIBE THE CONSISTENCY OF THE PROJECT WITH NATIONAL AND/OR REGIONAL PRIORITIES/PLANS:

The Congo Basin forests form an integrated ecological unit. Recognizing the regional dimension of the forest ecosystem and the considerable challenges to maintain the ecological integrity, the countries of the Congo Basin have declared their joint vision for conservation and sustainable management of the forest ecosystem and formalized their commitment for collaborative action in the Convergence Plan, a shared vision and 10-year plan of action backed by high-level political will. This regional process started with the Central African Heads of States Summit of 1999 and was confirmed with the COMIFAC Treaty of 2005.

The Congo Basin countries are committed to the COMIFAC and its critical role in terms of harmonization and coordination at the regional level. Countries agree that the COMIFAC is essential to achieve a coordinated approach regionally and to enhance the joint political leverage of the Congo Basin countries in international policy forums, such as the UNFCCC, UNCBD, and UNFF. Reinforcing the capacity of the COMIFAC Executive Secretariat is fully consistent with national and regional priorities and laid out in the Action Plan guiding the implementation of the Convergence Plan.

C. DESCRIBE THE CONSISTENCY OF THE PROJECT WITH GEF STRATEGIES AND STRATEGIC PROGRAMS:

The proposed operation fits within the Sustainable Forest Management Framework Strategy, developed for the GEF to run through the course of GEF-4 and aimed to achieve objectives related to biodiversity, climate and land degradation in regions where investments would have the greatest impact. The proposed MSP aims at reinforcing the coordination role of the COMIFAC to enhance impact of the regional, national and local activities under the programmatic umbrella. It will build regional coordination capacities, remove barriers for knowledge exchange, and support synergies and partnerships. As such, it will ensure a more efficient use of the resources dedicated to SFM activities in the Congo Basin.

By enhancing capacities for knowledge exchange and coordination on SFM issues in the Congo Basin, this project will contribute to create environmental and social benefits. When properly articulated within the coordinated regional framework, the numerous SFM activities in the Congo Basin can significantly contribute to remove threats on forest of high conservation value and promote sustainable use of forest resources, thus protecting biodiversity and reducing land degradation.

D. JUSTIFY THE TYPE OF FINANCING SUPPORT PROVIDED WITH THE GEF RESOURCES.

The GEF resources will support technical assistance (as capacity building for coordination, communication, and knowledge sharing are the cornerstone of the project) as well as incremental investment cost for reinforcing the coordination capacity of the COMIFAC Executive Secretariat. The project will minimize project management cost by largely relying on existing staff within COMIFAC and mobilization of regional experts to the extent possible.

E. OUTLINE THE COORDINATION WITH OTHER RELATED INITIATIVES:

The proposed project is based on the Action Plan for the implementation of the Convergence Plan. This Action Plan was developed in a consultative manner by the COMIFAC Executive Secretariat, the Congo Basin countries as well as technical and financial partners. While the Action Plan has a 3 year time frame in accordance with the Convergence Plan's design, it is reviewed and updated annually. Key partners supporting the implementation of the Action Plan are the French Development Agency (AFD) and the German International Cooperation (GIZ), amongst others.

The project activities have been carefully planned in coordination with AFD, GIZ and the AfDB-financed PACEBCo Programme to ensure complementarities and synergies. In fact, activities to be financed by GEF respond directly to identify gaps in the current 3-year Action Plan and are consequently fully consistent and complementary to parallel support from other donors.

AFD's support focuses on institutional strengthening of COMIFAC as per identified needs in the COMIFAC Action Plan. Support is mainly offered by means of a 2-year technical assistant specialized on organization development. More specifically, AFD support encompasses the following:

- Reinforcing COMIFAC's organizational structure for effective operation and sustainable financing (in collaboration with the Canadian Facilitation for the Congo Basin Forest Partnership);
- Improving COMIFAC's overall performance based on a detailed diagnostic of human resources skills and operational performance related to COMIFAC's subsystems (i.e. national – regional level coordination), and subsequent implementation of human resources training and organization development;
- Developing a system to better coordinate with specialist agencies under COMIFAC;
Supporting a platform for coordination of technical and financial partners.

Support provided by this GEF MSP will directly complement French financing in that recommendations for improving organizational effectiveness will be addressed with the establishment of an electronic accounting system and direct investments in operational day-to-day effectiveness. Further, the GEF-financed series of knowledge workshops and technical proceedings will complement AFD-supported efforts to improve coordination between the different specialized ancillary regional institutions organized under the COMIFAC umbrella (Forest Observatory (OFAC), Protect Areas Network (RAPAC), etc.).

GIZ's focus of support is technical and logistical support on an as-needed-basis, including technical support for all aspects of COMIFAC's day-to-day operation (i.e. such as meetings, forums, working groups, thematic analysis, etc.). GIZ has further contributed to acquisition of equipment and provision of training to COMIFAC member countries (i.e. CAR, Chad, DRC and Burundi) and the development of a website and virtual communication platform, as well as the development of a M&E software for the Convergence Plan.

The MSP project will directly complement GIZ's support to M&E, communication, and information technology and operation. Support provided by this GEF MSP will complement German financing with

operationalization of COMIFAC's M&E system (established earlier with support from GIZ), implementation support to the Communications Strategy (partly supported by GIZ), as well as establishment of an electronic data portal and revamped website (partly supported by GIZ).

AfDB's support to COMIFAC is provided through **PACEBCo**, the Support Programme for the Conservation of Ecosystems in the Congo Basin. This large \$62m project started in 2009 and will run for a period of 5 years. Among other, this program will strengthen COMIFAC based on the findings and recommendations of an institutional audit of SE COMIFAC including its partner organizations OFSAC, ADIE and ATO. PACEBCo further supports the implementation of communication efforts by COMIFAC targeting large audiences across the Congo Basin as the overall program is intended to benefit millions of people living in the 6 selected target landscapes. PACEBCo is financing improved natural resources management and poverty reduction in these target landscapes. PACEBCo will also contribute to equipment upgrades for the new COMIFAC offices, including acquisition of computer equipment, telephones, furniture, etc.

This GEF MSP project will provide a small complement to the substantial communication activities supported by PACEBCo. PACEBCo will also finance a communication expert to support COMIFAC with the implementation of its communication strategy. Finally, due to the substantial funding provided by PACEBCo for the institutional audit, this activity was dropped from the MSP. With the limited funding available under the MSP, only a fraction of the detail and depth of the audit planned by PACEBCo would have been achieved. However, to the extent possible during the short implementation time frame of this GEF MSP, findings and recommendations from the AfDB-financed institutional assessment will guide and inform capacity building and institutional strengthening activities financed by the GEF.

Other partners: During 2011, additional support to COMIFAC will be provided as part of the Canadian Facilitation of the Congo Basin Forest Partnership (CBFP). Support will focus on national level coordination efforts of COMIFAC. Further, additional support will soon be provided through WRI, through GEF UNEP funding, on matters of forest governance, timber certification and cross-border timber flows.

F. DISCUSS THE VALUE-ADDED OF GEF INVOLVEMENT IN THE PROJECT DEMONSTRATED THROUGH INCREMENTAL REASONING :

Under the baseline scenario, the numerous SFM initiatives financed in the Congo Basin by multiple partners would continue to be implemented in a scattered manner and would widen the gap between the national policy development in the six Congo Basin countries and the regional cohesion and harmonization as well as the gap between national dialogue and regional commitments. Though increasing amounts of financial resources are being dedicated to SFM initiatives, specifically in the Congo Basin, they are not always optimally allocated, do not necessarily contribute to knowledge sharing, and the achievement of economies of scale through well-coordinated implementation across the Congo Basin.

Incremental support from GEF and its co-financing partners offers an opportunity to reinforce the coordinating role of the COMIFAC Executive Secretariat and to enhance coordination amongst Congo Basin countries and also amongst donors and technical partners. At a time when large amounts of financial resources are being made available to the Congo Basin countries for sustainable forest management, a strengthened coordination effort between the large numbers of stakeholders is anticipated to enhance the effectiveness of the financial support provided by creating opportunities for synergies and knowledge exchange amongst countries.

See Annex F for the incremental reasoning of the project.

G. INDICATE RISKS, INCLUDING CLIMATE CHANGE RISKS, THAT MIGHT PREVENT THE PROJECT OBJECTIVE(S) FROM BEING ACHIEVED AND OUTLINE RISK MANAGEMENT MEASURES:

Risks	Mitigation measures	Risk level before mitigation
Component 1: Support to Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin		
1. Low country willingness to fully disclose and share information and documentation including through the medium of a website portal.	1. Set up an internet portal and a virtual library that responds to the needs of country stakeholders, including close involvement of all stakeholders in portal design.	Medium
2. Inefficient Monitoring and Evaluation of the Convergence Plan due to a low ownership and/or understanding of the related software system – especially at country level.	2. Enhancement of the user-friendliness and accessibility of the software through the COMIFAC's intranet and portal. Training of all COMIFAC national coordinators and key staff in COMIFAC's subsidiary entities. Integration and compatibility with OFAC's monitoring system.	Medium
3. Political instability in one or more countries.	3. The Project is implemented through a regional institution and focuses mainly on capacity building in direct support of the regional institutions. Regional workshops that include participants from all the countries would be able to continue in the remaining countries.	Low
Component 2 : Reinforcing the COMIFAC Executive Secretariat		
4. Completion of works for the new building for the COMIFAC Executive Secretariat is delayed, undermining planned library installation and equipment purchases and setup for the new facilities.	4. National resources from the Government of Cameroon have been secured for the renovation of the building (2011 Finance Law). Procurement and installation of furniture and library will be conditional to the completion of civil works for the new office building. A legal covenant will be included in the legal agreement to this fact. Partners (AFD, GIZ, AfDB, WB) are closely coordinating their respective contributions for advancing the functionality of the new offices.	Medium High
5. Flow of fund from co-financing partners is interrupted.	5. All core partners have a long standing cooperation with COMIFAC and are closely cooperating amongst each other to ensure complementarity and to avoid overlaps. Based on the strong commitments for COMIFAC's support, interruption of support is unlikely.	Low
Component 3 : Project Management		
6. Inefficient day-to-day management, misuse of funds, or mis-procurement.	6. Trainings and support activities to complement the set up of the electronic TOMPRO financial management system. Implementation support by an accountant for the Project and to support	Medium low

	smooth start-up implementation of TROMPO during the initial years. Adoption of a COMIFAC procurement and administrative manual.	
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H. EXPLAIN HOW COST-EFFECTIVENESS IS REFLECTED IN THE PROJECT DESIGN:

The proposed MSP project is cost-effective in the sense that it will play a catalytic role amongst the different SFM initiatives implemented under the GEF's Strategic Program for SFM in the Congo Basin (CBSP) as well as beyond the program. It will help foster partnerships and synergies amongst the different project stakeholders and practitioners working on similar issues in the different countries of the Congo Basin and will thus provide a potential for multiplier effects. This MSP will thus maximize the impacts of each individual projects under the CBSP and will as such ensure a more cost-efficient use of the resources made available by the GEF.

In addition, economy of scale will be achieved through this project since the project will reinforce the Regional project financial management capacity of COMIFAC. Such capacities will benefit every project that will be managed or supported by COMIFAC.

PART III: INSTITUTIONAL COORDINATION AND SUPPORT

A. INSTITUTIONAL ARRANGEMENT:

The COMIFAC Executive Secretariat will host the project and will be responsible for project implementation. The COMIFAC Secretariat will guide alignment with the Convergence Plan and will foster coordination with the other GEF-financed SFM projects under the CBSP as well as with other forest-related initiatives in the Congo Basin. The COMIFAC Executive Secretariat will further play a coordination role with view to the different bilateral and multilateral development partners and initiatives that are supporting Sustainable Forest Management in the Congo Basin, including but not limited to: UNDP, UNEP, FAO, African Development Bank, French Development Agency, German International Cooperation, Canadian International Development Agency, United States Forest Services, CIFOR, CIRAD, Congo Basin Forest Partnership Fund, Congo Basin Forest Fund, etc.

B. PROJECT IMPLEMENTATION ARRANGEMENT:

The COMIFAC Executive Secretary is in charge of the Project implementation. The Project will be managed on a day-to-day basis by the Deputy Executive Secretary under the overall supervision of the COMIFAC Executive Secretary.

Monitoring and Evaluation will be the responsibility of COMIFAC's designated M&E Officer. Financial management and monitoring responsibilities will lie with the COMIFAC Chief Financial Officer (CFO) and accountant. Financial arrangements include co-signatures for cash management and will comply with both COMIFAC's manual of procedures as well as World Bank fiduciary requirements.

Regular donor coordination meeting will be organized every quarter to review progress made, to align activities financed by the different partners supporting the COMIFAC ES, and to allow for collaborative decision making.

COMIFAC Deputy Executive Secretary will produce a brief report on overall project implementation progress and achieved outputs every three months accompanied with a financial execution report prepared by the COMIFAC CFO. A final technical and financial report will be prepared for the World Bank and the GEF at the end of the project. A technical and financial audit will be conducted upon completion of the Project.

Since the availability of the new building is a condition for substantial funds under the MSP, a note regarding the progress of civil works will be made on a quarterly basis.

PART IV: EXPLAIN THE ALIGNMENT OF PROJECT DESIGN WITH THE ORIGINAL PIF:

The Project generally remains aligned with the project objectives and outcomes presented at the PIF stage. The project faced slight delay during preparation due to both delay in the start of PPG activities and a halt in renovation of COMIFAC's new office buildings, which threatened to undermine the project and seemed to necessitate a significant revision of the initial project idea during 2010. However, towards the end of 2010, financing barriers within the Government of Cameroon were resolved and rehabilitation of COMIFAC's new building are currently underway and on target.

Project Objective:

The Project Objective was shortened and simplified in wording. An effort was made not to change the actual objective or expected outcomes and outputs of the Project but rather to align the Project Objective with the expected outcomes of the project (as presented in the Results Framework).

Project Components:

Component Design was consolidated and streamlined. In that context, Components 1 and 3 were merged without any significant changes to activities planned under each component, in line with the need to closely link some of the activities on the ground. More precisely, at the PIF stage communication and coordination activities were organized under Component 1, while knowledge management activities were organized under Component 3. These two components now form the two sub-components of the consolidated Component 1.

The only significant revisions to project outputs relates to the originally planned output under Component 2, i.e. the review of the institutional framework and contribution to potential organizational reform of COMIFAC. During preparation it was found that the AfDB-financed PACEBCo Project will finance a much more comprehensive institutional audit and reform agenda for COMIFAC, including COMIFAC's specialized partner organizations. As a result this proposed activity was removed from the project to avoid duplication and redundancy. The GEF MSP will closely collaborate with the PACEBCo project. The funds allocated for this activity were moved to the other components.

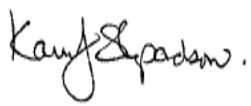
Financing:

The co-financing ratio has increased since the PIF stage. The Government of Cameroon committed to providing significantly higher co-financing, and other sources of co-financing (i.e. with AFD and GIZ) have also been formalized.

PART V: AGENCY CERTIFICATION

This request has been prepared in accordance with GEF policies and procedures and meets the GEF criteria for CEO Endorsement.

This project has been requested by the Congo Basin countries, approved as part of the GEF Strategic Program for SFM in the Congo Basin. The program has been endorsed by Ministers of the region. No formal letters of endorsement are requested for this project.

Agency Coordinator, Agency name	Signature	Date	Project Contact Person	Telephone	Email Address
Karin Shepardson GEF Agency Executive Coordinator		April 14, 2011	Paola Agostini Regional Coordinator Africa Region	(202) 473 7620	pagostini@worldbank.org

ANNEXES

ANNEX A	PROJECT RESULTS FRAMEWORK
ANNEX B	RESPONSES TO PROJECT REVIEWS
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ANNEX K	ABBREVIATIONS

Annex A: Project Results Framework Arrangements for Results Monitoring

Project Outcome Indicator	Data Collection and Reporting				
	Baseline	YR1 Outputs	YR2 Outputs	Data Collection Instruments and Frequency	Responsibility for Data Collection
COMIFAC ES is operational in the new building and has increased its day-to-day work efficiency with all partners.	COMIFAC ES cannot work efficiently with its partners due to scattered locations.	Executive Secretary has moved in the new building. Equipment and furniture have been installed.	COMIFAC ES and its partners are fully operational in the new building	Quarterly report	ES COMIFAC
ES COMIFAC has increased its capacity in Monitoring and Evaluation for the Convergence Plan.	M&E system is not operational.	M&E software is adjusted and operated by the ES COMIFAC.	Convergence Monitoring is performed by the COMIFAC network (ES and National Coordination) and regular reports posted on the COMIFAC portal .	Quarterly report	ES COMIFAC
Intermediate Output Indicators	Baseline	YR1 Outputs	YR2 Outputs	Data Collection Instruments and Frequency	Responsibility for Data Collection
Component 1: Support to Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin					
Cross-fertilization and knowledge sharing amongst professionals and stakeholders working on SFM in the Congo Basin.	0	2 Workshop conducted	4 Workshop conducted and Portfolio Review issued.	Workshop proceedings	ES COMIFAC
ES COMIFAC and national coordinators are using the Convergence Plan M&E system	0	Convergence software is adjusted and ES COMIFAC and national Coordinators are trained	100% of the National Coordinators are using Convergence software.	Quarterly report	ES COMIFAC
Intermediate Output Indicators	Baseline	YR1 Outputs	YR2 Outputs	Data Collection Instruments and Frequency	Responsibility for Data Collection
Component 2: Reinforcing the COMIFAC Executive Secretariat					
COMIFAC's facilities have been upgraded and are fully functional.	0	100% of phone and IT equipment is purchased.	100% of the planned furniture is purchased and all electronic equipment is operational.	Quarterly report	ES COMIFAC
TOMPRO software increases COMIFAC effectiveness in supervising and monitoring COMIFAC administered finances.	0	Set up of TOMPRO and trainings carried out.	80% of COMIFAC finances are monitored with TOMPRO.	Quarterly report	ES COMIFAC
Component 3: Project management and monitoring					
Percentage of annual workplans implemented according to agreed timeline.	0	80%	90%	Annual	ES COMIFAC

ANNEX B: RESPONSES TO PROJECT REVIEWS (from GEF Secretariat and GEF Agencies, and Responses to Comments from Council at work program inclusion and the Convention Secretariat and STAP at PIF)

Response to comments in Review sheet of June 30, 2009

Comment 1: Please include a Monitoring and Evaluation Plan for the MSP itself and the whole GEF Strategic Program as this project is supposed to improve the coordination of all projects.

Response: A M&E Plan for the Project has been prepared. The Project will further support the operationalization of COMIFAC's M&E system and as well as data portal. This will include access to project data for the GEF Strategic Program, including relevant project material, as well as access to progress reports. More importantly, the Project will support a portfolio review of the GEF Strategic Program, drawing up lessons learned as well as defining future directions for SFM in the Congo Basin. Further, project activities under Component 1b) have been designed to improve coordination and cross-fertilization among the projects of the GEF Strategic Program.

Comment 2: Confirm the focus of certain outputs and deliverables in relation with the GEF Program on SFM in the Congo Basin.

Response: As per discussions at the PIF stage, the project has both, a focus on coordination with view to knowledge exchange and cross-fertilization primarily among the projects of GEF program (CBSP), and second, a broader perspective on COMIFAC's organization capacity for regional coordination, communication and M&E of the overarching objectives of the Convergence Plan.

ANNEX C: CONSULTANTS TO BE HIRED FOR THE PROJECT USING GEF RESOURCES

<i>Position Titles</i>	<i>\$/ person month*</i>	<i>Estimated person months**</i>	<i>Tasks to be performed</i>
For Project Management			
Local			
Financial Specialist/Accountant	2,221	18	FM support for project financial management and for TOMPRO set-up and operationalization
Procurement Specialist	834	18	On-demand (part-time) support for procurement
Auditor	10,005	2	Auditing of Project Accounts
International			
Justification for Travel, if any: this project will not require travels except for some activities which will not be organized in Ouagadougou. In that case, travel costs will be included in the activity budget.			
For Technical Assistance			
Local			
SFM Specialist	6,667	6	Portfolio Review of SFM, Forest and Biodiversity Conservation Projects under the CBSP
System Design Specialist	5,600	5	Design of the data portal and library catalogue for COMIFAC
International			
M&E Specialist/Organizational Specialist	10,667	3	Update and operationalization of the M&E system for the monitoring of the Convergence Plan
Justification for Travel, if any: TA experts will come from the region and their travel cost is included in the above monthly cost.			

* Provide dollar rate per person month. ** Total person months needed to carry out the tasks.

ANNEX D: STATUS OF IMPLEMENTATION OF PROJECT PREPARATION ACTIVITIES AND THE USE OF FUNDS

A. EXPLAIN IF THE PPG OBJECTIVE HAS BEEN ACHIEVED THROUGH THE PPG ACTIVITIES UNDERTAKEN.

Activities financed with GEF PPG funds aimed at supporting Project preparation. The following activities were planned:

1. Development of a road map/action plan for institutional strengthening and reform of COMIFAC;
2. Preparation of Project Implementation Plan with focus on communication, knowledge management and engagement activities;

These two activities were strongly linked, since both the development of the road map in collaboration with the other COMIFAC partners and the precise division of labor between partners was based on the same participative work. One larger contract also proved to attract higher quality technical proposals during the procurement process. Therefore, the two preparatory activities have been merged into a single study. Cost savings were used for a validation workshop involving the 6 countries and for additional support on the financial aspects of project preparation.

PPG implementation has been fully completed. To date, US\$50,000 (100%) has been disbursed. The preparatory study is available on request (in French only). This report will also soon be made available on the COMIFAC website.

Overall, the objectives of the PPG have been achieved and relevant input for project preparation and design was provided.

B. DESCRIBE FINDINGS THAT MIGHT AFFECT THE PROJECT DESIGN OR ANY CONCERNS ON PROJECT IMPLEMENTATION, IF ANY:

Findings of the preparation process have influenced project design, in particular the input received from donors and COMIFAC during the expert meetings. Support to COMIFAC was carefully coordinated and optimized between the different partners. Prior experiences were shared by all partners and comparative advantages of each donor considered during the planning phase. As a result, the GEF contribution to the communication strategy reduced and its support to the institutional audit abandoned to avoid duplicating with PACEBCo much more significant support to institutional reform.

Overall, the preparation process reinforced donors' collaboration. By gathering all the COMIFAC partners in technical discussions related to sustaining and enhancing support to COMIFAC, a new dynamic that benefits all the partners has been created. Such collaborative dynamics, and the clear task sharing between partners, will positively influence project implementation.

C. PROVIDE DETAILED FUNDING AMOUNT OF THE PPG ACTIVITIES AND THEIR IMPLEMENTATION STATUS IN THE TABLE BELOW:

Please note that the exchange rate has evolved during the grant implementation period. Consequently the USD equivalent of the total sum of expenses made in CFA adds up to more than the approved grant amount of \$50,000 due to exchange rate gains.

<i>Project Preparation Activities Approved</i>	<i>Implementation Status</i>	<i>GEF Amount (\$)</i>				<i>Co-financing (\$)</i>
		<i>Amount Approved</i>	<i>Amount Spent To date</i>	<i>Amount Committed</i>	<i>Uncommitted Amount*</i>	
Development of a road map/action plan for institutional strengthening	Completed	25,000	32,119	0	0	155,184
Preparation of Project Implementation Plan	Completed	20,000		0	0	28,000
Additional Financial expertise	Completed		5,417			
Validation Workshop with the 6 countries	Completed		8,073			
Incremental Operating Cost	Completed	5,000	4,588	0	0	
Total		50,000	50,197	0	0	183,184

* Any uncommitted amounts should be returned to the GEF Trust Fund. This is not a physical transfer of money, but achieved through reporting and netting out from disbursement request to Trustee. Please indicate expected date of refund transaction to Trustee.

ANNEX E: CALENDAR OF EXPECTED REFLOWS

Provide a calendar of expected reflows to the GEF Trust Fund or to your Agency (and/or revolving fund that will be set up)

Not applicable

ANNEX E: PROJECT DESCRIPTION

Project Objective: The Project objective is to strengthen COMIFAC's capacity for regional coordination in line with the objectives of the Convergence Plan and with specific focus on the GEF Congo Basin Strategic Program.

Background: As per its mandate, the COMIFAC Executive Secretariat has responsibility for facilitating regional coordination, guidance, harmonization and monitoring of forestry and environmental policies and initiatives in the Central Africa in line with the objectives of the Convergence Plan.

However, considerable constraints remain to ensure effective coordination and knowledge sharing. For example, COMIFAC ES M&E system to monitor progress against the objectives of the Convergence Plan is currently not operational. Access to knowledge resources as well as data and statistics relevant to the Congo Basin forests are not readily available online and easy to access. The COMIFAC's communication strategy is due to be updated and efforts for implementation of communication activities could be scaled up. Further, day-to-day effectiveness of the COMIFAC ES is hampered by outdated electronic equipment, extremely slow internet connectivity, limited meeting and conference facilities, and scattered office locations of staff across different offices in Yaoundé.

This project aims to address the key constraints in order to help the COMIFAC Executive Secretariat to better fulfill its role for regional coordination and knowledge management and to enhance its day-to-day management effectiveness in view of the increasingly important role that the COMIFAC ES is expected to have in the sub-region – especially in the context of REDD+ and with view to transboundary issues related to sustainable forest management.

As such, the Project has been designed in two components:

- Component 1 will address needs of the COMIFAC ES to reinforce coordination, communication and knowledge management on sustainable forest management (SFM) in the sub-region.
- Component 2 will address the equipment and logistics upgrades needed to enhance day-to-day management effectiveness of the COMIFAC ES.

In addition, there is a provision for project management.

The detailed Project Components, planned activities, and expected outcomes are presented as follows:

Component 1: Support to Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin

Rationale: The COMIFAC Executive Secretariat is facilitating the coordination and integration of numerous initiatives related to sustainable forest management and biodiversity conservation that are ongoing at the regional as well as at the national levels of the COMIFAC member countries and that are supported with a variety of technical and financial sources. While the COMIFAC ES' principal role is to oversee the implementation of the Convergence Plan agreed upon with all the partners organized under the Congo Basin Forest Partnership (CBFP), the COMIFAC ES also plays the coordination role for various regional programs, including the GEF's Congo Basin Strategic Program (CBSP), that accounts for a dozen of both, national and regional operations on sustainable forest management supported by four different GEF Implementation Agencies (World Bank, UNDP, UNEP, and FAO).

Although the COMIFAC ES is well positioned to foster coordination, knowledge sharing and dissemination amongst the different project practitioners and stakeholders, it still faces considerable challenges to implement effective coordination, sharing of lessons learned and cross-fertilization between the multitude of initiatives.

At present, the existing M&E system to monitor the progress of countries and COMIFAC against the objectives of the Convergence Plan has not been operationalized and M&E champions identified in each country have not been trained on the use and reporting needs of the regional M&E system. As a consequence, the M&E system is currently dormant.

For communication purposes, the COMIFAC ES has a communication strategy, but the strategy needs to be updated and additional support for implementation of prioritized communication action is needed.

Further, access to information and knowledge on the Congo Basin forests and related management and development issues is not easy and readily available online for information seekers. At present, reports and information remains scattered between the different specialized agencies under COMIFAC and most of the information is not yet available online.

Lastly, COMIFAC's limited operating budgets does not allow bringing together different project stakeholders for joint learning workshops to enhance knowledge exchange and cross fertilization between similar projects operating in the different Congo Basin countries.

Component Description: Aim of this component is to enhance regional coordination, operationalize the M&E of the Convergence Plan, update the communication strategy, and foster knowledge management on SFM in the Congo Basin, with targeted investments in human resources capacity, upgrades of M&E systems and online resources, and organization of knowledge sharing workshops. While a special emphasis will be placed on improved knowledge management for the different projects financed under the GEF's Congo Basin Strategic Program, other activities related to enhanced M&E, communication, and online knowledge access will have broader scope and target all stakeholders relevant to SFM in the Congo Basin.

Activities are organized in the following two sub-components:

Subcomponent a) Strengthening Coordination and Communication:

Operationalizing the M&E System for the Convergence Plan: A M&E system (including software) to monitor implementation progress for the Convergence Plan has already been developed with prior support from the German International Cooperation (GIZ). To operationalize the M&E system, this system will be updated to perfectly respond to COMIFAC needs and training sessions will be provided to familiarize COMIFAC's focal points at the national and regional level with the input and analysis of the M&E system. GEF financing will complement GIZ support to COMIFAC by operationalizing the M&E system and financing the training of COMIFAC ES staff as well as country representatives on this tool. Training sessions are crucial to ensure that information and data collected at the different levels (including project level) can be included on a regular basis and contribute to a better monitoring of the implementation of the Convergence Plan. In addition, on-the-job training on a variety of aspects will be provided to COMIFAC ES staff according to their respective areas of work (i.e. coordination, communication, etc.)

Strengthening Coordination and Communication: The existing communication strategy for COMIFAC is outdated. GEF financing will support an update of the existing communication strategy (including an update of the action plan for implementation). A key objective is to develop a branding for the COMIFAC to allow instant recognition of COMIFAC documentation and publications to enhance its visibility in the sub-region. Communication efforts supported by this Project will focus mainly on country audiences so as to ensure a better understanding and appreciation of the COMIFAC's role in the sub-region. In addition to the update of the communication strategy, the Project will finance installation of audio conference equipment, so as to facilitate day-to-day communication and dialogue amongst COMIFAC Focal Points in the different countries, as well as of regional working groups active on different thematic topics.

Subcomponent b) Enhancing Knowledge Management:

Knowledge sharing and cross-fertilization for the Congo Basin Strategic Program: Knowledge sharing and learning is best achieved among peers. GEF financing will thus support a series of 4 knowledge sharing workshops bringing together project practitioners that work on similar issues and topics related to Sustainable Forest Management in the Congo Basin. The workshops will create opportunities for project practitioners, in particular those working on GEF projects, to meet and exchange experiences and ideas. Topics for the knowledge sharing events will be based on an initial stocktaking exercise among the projects implemented under the GEF's CBSP. Lessons learned and experiences made by different SFM actors and project practitioners will be distilled as part of the workshop series and compiled as part of a Portfolio Review. While the focus will be on the SFM and Biodiversity Conservation Projects financed under the GEF's CBSP, the review will not need to be limited to this project portfolio. Knowledge and experiences made will also feed into the series of regional meetings that are expected in the context of the "International Year of Forests 2011".

Installation of a library and information center, including a virtual/online access: To improve public access to information and knowledge resources, the project will further finance an overhaul of COMIFAC's online presence and initiate a change in the current organizational culture that has led to restricted dissemination of information. The new website will provide an easily searchable database or online portal for information collected by COMIFAC SE. Amongst other, the new website will provide access to the following information: i) the convergence plan, including action plans for implementation at regional and national levels, and M&E reports on progress in implementation, ii) agreements and resolutions or decisions adopted by COMIFAC's Council of Ministers, iii) regional and national reference documents, such as pertinent forest and sectoral policies, strategies, and legislation of the Central African countries, iv) thematic guidelines that have been issued by COMIFAC ES as well as others, v) project documents on the large portfolio of SFM and biodiversity operations underway in Central Africa as well as resulting studies and analytical work, vi) general data and statistics on the Congo Basin forest based on the information managed by the Central African Forest Observatory (OFAC).⁴ Knowledge resources will also be made available in hard copy through a library/info center within the COMIFAC ES. The library will provide for systemic record keeping and access to the large stock of print media that is already available.

Main outcomes of this component are:

- COMIFAC Executive Secretariat can monitor implementation progress through an efficient M&E system for the Convergence Plan. COMIFAC country representatives are familiar with the M&E system and provide regular information input. National reporting on implementation progress on the Convergence Plan has been improved.
- COMIFAC's Communication Strategy has been updated. Visibility of COMIFAC's and broader understanding of country stakeholders of its role for a joint agenda as per the Convergence Plan has improved. Coordination with country representatives is improved as a result of upgraded conference and telecommunication facilities.
- Awareness of best practices in approaches to Sustainable Forest Management and biodiversity conservation has been enhanced amongst national and regional practitioners. Project practitioners, especially those working on GEF-financed SFM projects in the Congo Basin, are coordinating amongst each other to learn lessons and share experiences made.

⁴ OFAC as officially adopted in November 2010 by the Council of Ministers as the agency responsible for forest monitoring in Central Africa, thereby institutionalizing the forest observatory that was initially put in place with support of the EU. While the technical services of OFAC will remain at its original location in Kinshasa, a small cell of OFAC will be attached to the COMIFAC ES in Yaoundé to ensure close information feedback between the two locations.

- Enhanced public access to information, data, and knowledge resources made available through the library/info center as well as virtually through an online portal.

Component 2: Reinforcing the COMIFAC Executive Secretariat

Rationale: While the role of the COMIFAC Executive Secretariat for coordination among the Congo Basin countries on sustainable forest management and biodiversity conservation in Central Africa is fully supported by all the countries, COMIFAC ES still faces significant constraints and weaknesses to entirely fulfill its role and operate effectively.

A huge impediment to effective day-to-day operation is the scattered location of COMIFAC's staff and technical advisors across different offices in Yaoundé as a result of inadequate office space. Currently, only the core team of the COMIFAC ES is sharing an office location (6 technical staff and support staff), while additional staff, such as staff assigned to specific projects, bilaterally funded technical advisors, long-term consultants, are scattered across various other offices. Further, meeting and conference facilities are inadequate. The Government of Cameroon, as part of its country contribution to the COMIFAC, is financing the rehabilitation of a building that will provide an appropriate office space to the larger COMIFAC ES team. Civil works for these buildings are underway and expected to be finalized by the end of 2011, after considerable earlier delay. Funding gaps remain for fully equipping the new offices and thus making them fully functional and conducive to the operation of the COMIFAC SE.

With the consolidation of all staff mapped to the COMIFAC ES in one building, it is also timely to reinforce other aspects of day-to-day management. As COMIFAC ES is taking on the management of a growing number of grant financing, there is an urgent need to reinforce and improve the fiduciary management capacity.

Component Description:

Aim of this Component is to reinforce the day-to-day management effectiveness and management capacity of the COMIFAC Executive Secretariat. This will include the acquisition of office equipment essential for regional networking (internet server, high speed internet, telecommunication, etc.) as well as furnishing of conference and meeting rooms and some offices to ensure full functionality of their new office building. Further an electronic system will be installed and operationalized to ensure more effective and adaptable management tools to enhance COMIFAC's fiduciary transparency and accountability, as well as internal management processes. Further, on-the-job capacity building will be provided to key staff in the COMIFAC Executive Secretariat to ensure that information equipment is operated efficiently and to full capacity. Procurement of non-transferrable equipment will be conditional to the completion of civil works for the COMIFAC office building. Activities are organized in the following two sub-components:

Subcomponent a) Reinforce COMIFAC's day-to-day management effectiveness

Reinforce COMIFAC's effectiveness and day to day work: Acquisition of six types of equipment to overhaul day-to-day management effectiveness of the COMIFAC ES upon transfer to its new office building. The six types of equipment will cover: i) installation of a computer network with interconnected servers to ensure data security as well as efficient operation of a data portal for knowledge management and communication; ii) installation of high-speed internet access to ensure sufficient bandwidth for all internet users within COMIFAC ES as well as allow for full virtual functionality, iii) equipment for meetings, workshops, and conferences (i.e. projectors, mobile screens,

high-speed photocopiers, and scoreboards, flip-charts, GOPP⁵-material for participatory planning), iv) telephone network to enable better internal dispatching and transfers, v) furniture for conference and meeting rooms, as well as for a small set of offices (key staff), v) security system and energy back-up system to ensure surveillance and access control and to ensure uninterrupted operation and stability for electronic equipment.

It should be noted, that GEF financing will only cover about half of the total financing needs (approximately \$733,000) for equipping the new office location, while the AfDB-financed PACEBCo Programme and GIZ will cover the other half. A detailed equipment acquisition plan has been drawn up and carefully costed to avoid shortfalls or financing gaps that could hamper full functionality of the new buildings.

Subcomponent b) Reinforce COMIFAC's Fiduciary Capacity

Building capacities and supporting COMIFAC financial management: The project will finance the acquisition and installation of an integrated financial management system – i.e. Tompro – for the COMIFAC SE and will provide training for relevant staff. Such an integrated financial system, which will include a module for project accounting and financial monitoring, will reinforce COMIFAC overall financial management performance and ability to supervise financial flows. The system can later be expanded to allow for other institutional management aspects (human resource management, etc.). To ensure a smooth transfer to electronic financial management, the Project will finance short-term financial and procurement support for the initial 3-6 months until the Tompro is fully operational.

Main outcomes of this component are expected to be:

- COMIFAC SE is fully equipped and operational in their new location.
- COMIFAC SE operates on an electronic financial management system and accounts are certified on a regular basis.

Component 3: Project Management

This component will finance the cost related to ensuring effective and timely project management, coordination, monitoring and reporting. GEF financing will only provide for project management cost incremental to the COMIFAC's existing operating budget, including but not limited to routine administration, financial audits, transactions costs and banking fees, progress reports, project monitoring and documentation. All staff cost will be covered by the COMIFAC ES by assigning project management and coordination tasks to existing staff.

⁵ Goal-oriented participatory planning material (GOPP)

Project Budget:

Components, sub-components and activities	Category	Cost \$
Component 1: Support Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin		348,000
i) Reinforce coordination and communication		115,000
Up-date and operationalization of the M&E system for monitoring of COMIFAC Convergence Plan	S	32,000
Monitoring and Evaluation: Operating Cost (Field visits, etc.)	OP	23,000
Capacity building and on-the-job training for key COMIFAC staff (M&E, Communication, etc.)	TR	15,000
Audio-Conference Equipment and Installation	EQ	20,000
Update and implementation support to the Communication strategy - focus on "branding" COMIFAC	OP	25,000
ii) Scaling up Knowledge Management		233,000
Portfolio Review of SFM, Forest and Biodiversity Conservation Projects under the umbrella of COMIFAC: Experiences and Lessons Learned	S	40,000
Knowledge Sharing Workshops on the different forest management & conservation topics bringing together stakeholders of the region	TR	120,000
Establishment of a Library and Information Center in COMIFAC including a Virtual Access to the information (development of data catalogue, design of online data portal, etc.)	S	28,000
Equipment of the Library and Information Center in COMIFAC	EQ	20,000
Incremental Operating Cost for Knowledge Management	OP	25,000
Component 2: Reinforcing the COMIFAC Executive Secretariat		386,000
i) Reinforce COMIFAC's day-to-day work effectiveness		354,000
Communication equipment - telephone network	EQ	26,000
Computer and other electronic office equipment (printer, scanner, etc.)	EQ	250,000
Furniture and training equipments	EQ	58,000
Network installation	EQ	20,000
ii) Reinforce COMIFAC's fiduciary capacity		32,000
TOMPRO - Acquisition and installation	EQ	32,000
Component 3: Project Management and Monitoring		81,000
FM support for project financial coordination and TOMPRO setting up	S	40,000
Part-time procurement support for project coordination	S	15,000
Project Implementation Support: Incremental Operating Cost	OP	6,000
Audit Cost	S	20,000
TOTAL COST		815,000

ANNEX F: INCREMENTAL COST ANALYSIS

Overview:

The proposed Project is part of the GEF's Congo Basin Strategic Program for Sustainable Forest Management (CBSP) and aims to remove constraints that the COMIFAC Executive Secretariat is currently facing with regard to effective coordination, communication, and facilitation of knowledge management in the sub-region.

The Project Objective is to strengthen COMIFAC's capacity for regional coordination in line with the objectives of the Convergence Plan and with specific focus on the GEF Congo Basin Strategic Program.

The Project is aligned with the objectives for Sustainable Forest Management (SFM) Framework Strategy under GEF-4, aimed to achieve objectives related to biodiversity, climate change, and land degradation where investments would have the greatest impact. Given the nature of this MSP in terms of supporting coordination among the various initiatives under the umbrella of the CBSP, the Project cuts across the different focal areas and strategic priorities by virtue of the portfolio that it is intended to facilitate and support. The main emphasis of the Project remains on SO-1: *"To conserve and sustainably use forest biodiversity"* and SO-2: *"To promote sustainable management and use of forest resources"*.

Baseline Scenario:

Under the baseline scenario, the COMIFAC Executive Secretariat would continue to face considerable constraints to more effective coordination among the different initiatives that have been approved under the CBSP - most of which have only recently started implementation. It is worth noting that the portfolio of projects under the CBSP varies significantly in terms of approach and scope as it includes:

- i) projects designed for maximum impact on the ground in a specific target area (e.g. protected area management in DRC and CAR, mangrove management in Congo and Cameroon, sustainable forest management in Lake Tele-Lake Tumba transboundary area and in Equatorial Guinea);
- ii) projects that test innovative approaches for PES⁶ on the ground (Mbe River Forested Watershed in Gabon, Conservation Concession in Cameroon);
- iii) regional projects aimed to address common management aspects in multi-country settings (e.g. management of bush meat trade in DRC, Congo, Gabon, and Chad, and sustainable financing of protected area systems in the Congo Basin);
- iv) regional technical assistance and capacity building projects (e.g. Regional REDD Project for all six highly forested Congo Basin countries, and Regional Timber Trade Management Project).

Under the baseline scenario, the above initiatives under the CBSP, implemented with the support of multiple partners (World Bank, UNDP, UNEP, FAO), would continue to operate in a scattered manner. This could potentially widen the gap between national policy developments in the six Congo Basin countries and undermine regional cohesion and harmonization as well as widen the gap between national dialogue and regional commitments. Beyond the portfolio of the GEF-financed CBSP, increasing amounts of financial resources are being dedicated to SFM initiatives in the Congo Basin. However, resources are not always optimally allocated, do not necessarily contribute to knowledge sharing and cross-fertilization, and the achievement of economies of scale through well-coordinated implementation across the Congo Basin.

Under the baseline scenario, an opportunity would be lost to bring together and allow for learning among, respectively, protected area managers, forest and mangrove managers, practitioners testing the implementation of PES, as well as policy makers aiming to enhance the enabling environment for Sustainable Forest Management in the Congo Basin.

⁶ Payments for Environmental Services (PES)

Instead the baseline scenario would perpetuate the status quo as per which SFM stakeholders in the Congo Basin continue to raise concerns about the lack of regional coordination and communication, the lost opportunities for knowledge sharing and learning, and the inadequate coordination capacity exercised by the COMIFAC ES.

GEF Alternative:

Incremental financing from the GEF and support from co-financing partners provides an opportunity to address the constraints that the COMIFAC Executive Secretariat is facing with regard to effective coordination, communication, and facilitation of knowledge management in the sub-region.

The GEF Alternative will reinforce the day-to-day management capacity of the COMIFAC ES as well as the capacity of its key staff. The Project will further enhance and operationalize COMIFAC's systems and tools for M&E, communication, knowledge and information sharing, fiduciary control and accountability. Consequently, the coordinating role of the COMIFAC ES will be reinforced and will enable COMIFAC to play a more prominent coordination role not only amongst the Congo Basin countries, but also for donors and technical partners. At a time when large amounts of financial resources are being made available to the Congo Basin countries for sustainable forest management, a strengthened coordination effort between the large numbers of stakeholders will also enhance the effectiveness of the financial support provided by creating opportunities for synergies and economies of scale.

With a fully operational M&E system including regular input from national focal points to track progress of COMIFAC and its member countries, COMIFAC will be able to track implementation progress towards the objectives of the Convergence Plan and consequently better support harmonization efforts and multiplier effects for SFM between the countries. Coupled with an updated communication strategy, there will be enhanced visibility for the collaborative effort of the Congo Basin countries to sustainably manage and conserve the Congo Basin forest ecosystem. This in turn could strengthen country commitment to the shared regional agenda.

The GEF Alternative further provides for significant opportunities for learning and knowledge sharing given the breadth of the portfolio under the CBSP. The Project will bring together stakeholders working on SFM and/or biodiversity conservation to share experiences and to foster peer-to-peer networking. A portfolio review with in-depth analysis of different themes (such as for example: Protected Area Systems and financial sustainability, early lessons from implementing PES in Central Africa, challenges and opportunities for SFM, etc.) will further provide guidance and strategic direction for future investments in the Congo Basin and Central Africa in general.

Finally, the establishment of a comprehensive web-based knowledge portal managed by COMIFAC ES will finally allow for easy public access to key data, information material, national laws and regulations, regional strategy documents and proceedings, analytical studies, project documents and reports, and other knowledge resources related to sustainable management and conservation of forest ecosystems in the Congo Basin.

Global environmental, national and local benefits:

Global environmental benefits that are expected to be achieved with the implementation of this Project include the following:

- Enhanced regional visibility for the collaborative achievements of the Central African countries towards the objectives of the Convergence Plan through:
 - Systematic M&E for implementation progress towards the objectives of the Convergence Plan;
 - Enhanced communication efforts and “branding” of COMIFAC;

- Knowledge transfer and cross-fertilization among different initiatives for biodiversity conservation and sustainable forest management in the Congo Basin through:
 - Facilitation of peer-to-peer thematic learning workshops by COMIFAC ES;
 - Easy online access to data, information, and knowledge resources through the new knowledge portal on COMIFAC's website;
- Enhanced regional coordination towards policy harmonization and strategy alignment for SFM across the Congo Basin countries through:
 - Increased coordination, communication, and M&E capacity of the COMIFAC ES;
 - Effective coordination of regional stakeholders, including national focal points, policy makers, donors, and non-governmental stakeholders resulting from reinforced day-to-day management capacity of the COMIFAC ES;

Role of Cofinancing:

Cofinancing to strengthen the COMIFAC Executive Secretariat and to reinforce its role for regional coordination, communication, M&E, and knowledge management will be made available by the German International Cooperation (GIZ) for an estimated total of US\$ 146,000 (EUR 100,000)⁷. Co-financing from GIZ will specifically focus on enhancement and application of electronic systems and application (i.e. for M&E) as well as on technical and logistical support for regional coordination activities. GIZ will further contribute to the overall equipment needs for the new COMIFAC buildings. (see Section E. for further details on the focus of support from GIZ as well as other partners, with which the Project will closely coordinate).

Cofinancing to for institutional strengthening and organizational development will be made available by the French Development Agency (AFD) for an estimated total of US\$ 1,980,000 (EUR 1,350,000). Contributions from AFD will help to reinforce effective operation of the COMIFAC. It will help to enhance coordination of technical and financial partners and improve COMIFAC's financial sustainability. AFD will further support the coordination between the different specialized ancillary regional institutions organized under the COMIFAC umbrella (Forest Observatory (OFAC), Protect Areas Network (RAPAC), etc.).

Additional in-kind cofinancing for an estimated amount of US\$ 200,000 will be made available by the COMIFAC ES- mainly in the form of staff time for the purpose of project steering and project implementation. The Government of Cameroon, through its contribution to the renovation works of the new building of the COMIFAC will make available an estimated amount of US\$ 700,000 (secured in the 2011 Finance Law) as co-financing to Component 2 of the Project.

Beyond the co-financing from GIZ, the Government of Cameroon and COMIFAC itself, the regional \$62 million *Congo Basin Ecosystem Conservation Support* (PACEBCo) Programme⁸ financed by the African Development Bank will also provide support to the COMIFAC ES. Approximately \$475,000 from the PACEBCo Programme will directly contribute to the objectives of this project, as PACEBCo will also support the implementation of regional communication activities, capacity building efforts, and equipment cost of the new building, as well as finance the staff cost of specialist to manage COMIFAC 's website and data portal. However, to avoid double-accounting, the PACEBCo Programme was not included in the co-financing scenario as it was already presented as co-financing for other GEF projects in the region.

⁷ The co-financing letter from GIZ references a higher amount of EUR 200,000, but specifies that EUR100, 000 thereof was made available during the preparation phase. Accordingly, this has been recorded as co-financing during preparation.

⁸ The Congo Basin Ecosystem Conservation Support Programme (PACEBCo) was presented as co-financing for some of the UNDP/UNEP projects under approved under the CBSP.

ANNEX G: PROJECT IMPLEMENTATION PLAN

Activities to be implemented during the project 8 trimesters		trim 1	trim 2	trim 3	trim 4	trim 5	trim 6	trim 7	trim 8
C1	Support Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin								
(i)	Reinforce coordination and communication								
1	Launch the bidding for the update of the M&E system for the Convergence Plan								
11	Contract Signature								
12	4 months of contract implementation (M&E)								
13	Prepare M&E training for the COMIFAC national coordinators								
14	Trainings of COMIFAC national coordinators								
2	Ad-hoc trainings for COMIFAC ES staff								
3	Prepare the bidding for the Audio Conference equipment and installation								
31	Acquisition of the audio equipment								
4	Update and validate of the Communication Plan with COMIFAC’s Communication officer.								
41	Implementation of communication activities								
(ii)	Scaling up Knowledge Management								
5	Prepare the bidding for the CBSP portfolio review								
51	Contract and realization of the study								
6	Organization of 4 workshops targeting key SFM topics in the Region								
7	Preparation of the bidding for the establishment of the library/info center including its virtual component – recruiting an Information Specialist								
71	Finalization of the ToR								
72	Contract signature								
73	Organizing the Library room – defining the information that need to be promoted and accessed, cataloguing, etc								
74	Inauguration of the virtual Library on the portal and the Library in the new building								
C2	Reinforcing the COMIFAC Executive Secretariat								
(i)	Reinforce COMIFAC's day-to-day work effectiveness								
1	Preparing the bidding for 60 phones								
2	Preparing the bidding for the IT equipment			Depending on the availability of the new building					
3	Preparing the bidding for the furniture and identifying the local producers								
4	Preparing the bidding for the security and safety equipments								
(ii)	Reinforce COMIFAC's fiduciary capacity								
1	Prepare the bidding for the financial								

	monitoring system								
12	Contract signature								
13	Training on the Financial IT system								
2	Recruiting a consultant for supporting COMIFAC Financial management								
2	Recruiting a consultant for supporting COMIFAC procurement								
C3	Project Management								
1	Preparing annual reports								
2	Preparing the bidding for the audit								
21	Contract signature								
22	Audit								

ANNEX H: ADDITIONAL INFORMATION ON PROJECT PROPONENT

(1) Legal Name: Executive Secretariat of the Commission for the Central African Forests (COMIFAC ES)

(2) History:

Knowing the importance of Central African Forests and the growing threats to it, the Heads of Central African States committed officially in March 99 in Yaoundé to collaborating on the conservation and the sustainable management of the forest ecosystems in their respective country. COMIFAC is in charge of coordinating and facilitating the implementation of international conventions and development initiatives in the Congo Basin such as:

- 2002 Johannesburg action Plan (RIO + 10)
- UNFF (United Nation Forum on Forests)
- NEPAD (New Development partnership for Africa)
- PFBC (Partnership for the Congo Basin Forests)
- Biodiversity convention
- CITES (Convention on International Trade in Endangered Species)
- RAMSAR Convention (The Convention on Wetlands of International Importance, especially as Waterfowl Habitat)
- United Nation Convention for the desertification
- AFLEG (Initiative for the legality of the timber trade) et FLEGT
- Kyoto Protocol and UN Convention on Climate Change
- Etc.

(3) Type of structure:

COMIFAC is the international organization in charge of the coordination, the orientation, the harmonization and the monitoring of the forest and environmental policies in Central Africa.

(4) List of statutory and technical staff of the Executive Secretariat:

Statutory staff:

Executive Secretary: Raymond MBITIKON
Deputy Executive Secretary and Technical Coordinator: Martin TADOUM
Chief Financial Officer: Etienne MASUMBUKO

Technical and Administrative staff:

Daniel MBOLO BAMELA, Technical Assistant
Élisabeth KOUAM AYUK, Secretary
Valérie TCHUANTE TITE, M&E specialist
Chouaïbou NCHOUTPOUEN, Biodiversity Specialist
Michel NDJATSANA, Environment Expert
Céline NANA, Secretary
Médard MAVUNGU, Communication Specialist
Henriette BIKIE : Socio-economist and Gender Specialist
Marcelin TONYE MAHOP : Legal Advisor

(5) Member countries:

Burundi, Cameroon, Congo, Central African Republic, Gabon, Equatorial Guinea, Rwanda, Sao Tomé y Príncipe, Democratic Republic of Congo, Tchad

(6) Recent program or projects: See table 12 below

(7) Publications:

- Journal COMIFAC News n°1 to 8;
- Quarterly analysis notes;
- Annual activity report;
- Minutes and report of workshops;
- Communication of the Council of Ministers;
- International COMIFAC communication;
- Technical Brochures;
- COMIFAC Agreements;
- «State of the Forests in the Congo Basin» 2006, 2008, 2010.

(8) Annual budget and sources of revenues :

Budget 2009		Budget 2010		Budget 2009-2010
Sources	Amount FCFA	Sources	Amount FCFA	
Member countries	218 967 858	Member countries	119 631 586	338 599 444
ECSAC	Unknown	ECSAC	25 000 000 FCFA	25 000 000 FCFA
Donors	43 771 747	Donors	148 706 215	192 477 9 62
Real estate selling	Unknown	Real estate selling	290 000	290 000 FCFA

(9) Administration and accounting-control procedures; current auditing arrangements:

The accounting and financial audit is conducted annually by a certified public and independent accounting firm, chosen by the Council of Ministers upon proposal to its chairman, following a selection process. A manual of procedures for managing administrative and financial is being adopted (it was presented at a seminar in December 2010).

(10) Description of how the institutional procures and contracts for goods, services and works (including individuals responsible, governing rules/regulations and decision-making process):

The Council of Ministers is the ultimate decision making body. Regular meeting are held every 2 years. Additional extraordinary council meetings are held as needed; usually every other year.

(11) Contact Person:

Executive Secretariat COMIFAC
Email comifac@comifac.org
comifac2005@yahoo.fr
TEL: 00 237 22 21 35 11

(12) Experience with managing grant-financed projects (please provide a list of grant amounts, purposes, status of the project(s) and grantors for any grants received during the last 3 years):

Partenaires	Date de signature	L'objet du contrat	Unité	Coût	en FCFA	Durée
AFD/CIRAD	01/09/2010	Assistance technique en développement organisationnel et gouvernance/FLEGT	Euro	900 000	590 361 300	Jusqu'au 30/06/2013
Institut royal des sciences naturelles de Belgique (IRScNB/UICN)	05/08/2010	Appui à l'opérationnalisation de la plate-forme d'élus locaux et des chefs traditionnels pour le suivi des actions de conservation autour du complexe transfrontalier du Tri national de la Sangha (Afrique Centrale).	Euro	21 554	14 138 497	30 juillet 2011 (07 mois)
Organisation des Nations Unies pour l'Alimentation et l'Agriculture (F.A.O)	19/12/2008	Etude sur l'évolution de la contribution des redevances forestières dans le développement socio-économique des populations en Afrique centrale.	USD	21 554	10 701 539	depuis 2008
	09/04/2009	Préparation des directives sous-régionales sur la participation des populations locales et des autres parties prenantes dans la gestion durable des forêts en Afrique Centrale.	USD	70 000	34 754 930	09-avr-09
	25/11/2010	Proposer des outils harmonisés permettant d'assurer la compatibilité des systèmes nationaux de traçabilité du bois dans le cadre des APV signés par 3 pays (Cameroun, Congo, RCA) par la mise en place d'un GT COMIFAC et l'organisation d'ateliers de validation	USD	75 000	37 500 000	Une année
WWF Carpo	19/07/2010	Traduction des documents clés de la COMIFAC (conf. Appendix) du Français/Anglais vers l'Espagnol	FCFA	4 600 000	4 600 000	06-31 juillet 2010
UNEP	25/05 et 08/06/2010	Appui du Secrétariat Exécutif à la préparation de la Conférence d'Oslo sur la Forêt et le Climat	USD	25 000	12 410 975	may and july 2010
SSFA/UNEP-WCMC)	24/03/2010	Elaboration d'un modèle nouveau sur le Suivi et Évaluation au sein de l'UNCCD.	USD	93 439	46 386 764	1er mai-15 décembre 2010
Convention des Nations Unies sur la Lutte contre la Désertification (UNCCD)	27/05/2004	Préparation et tenue d'un atelier sous-régional sur l'élaboration des rapports nationaux sur la mise en œuvre de la convention, prévu les 08 et 09 juin 2004 et devant réunir les pays et organisations de l'Afrique centrale, Madagascar et Comores.	FCFA	1 144 400 000	1 144 400 000	depuis 27/05/ 2005

IFAD/FIDA	15/07/2009	Fournir les supports techniques au groupe de travail CCD de la COMIFAC faire un rapport synthétique sur le financement du questionnaire SLM en Afrique centrale, participer à la CCD/COP9 (Buenos Aires, sept 2009)	USD	33 164	16 465 893	07-10/ 2009
Ambassade de France au Cameroun	12/11/2007	Appui du secrétariat exécutif de la COMIFAC à la coordination et au suivi de son plan de convergence sous-régionale	FCFA HT	361 000 000	361 000 000	nov-07
Commission du Bassin du Lac Tchad (CBLT)	28/10/ et 07/09/2009	Création d'un cadre de collaboration pour la mise en œuvre des activités du PASR-LCD relatives à la gestion concertée de la transhumance transfrontalière d'une part , et la mise en œuvre des activités du PASR-LCD portant sur la gestion des ressources en eaux partagées, d'autre part.		En attente d'un accord particulier		03 ans (depuis oct 2009)
Commission Economique du Bétail, de la Viande et des Ressources Halieutique d'Afrique Centrale (CEBEVIRHA)	30/06 et 28/10/2009.	Création d'un cadre de collaboration pour la mise en œuvre des activités du PASR-LCD relatives à la gestion concertée de la transhumance transfrontalière et mise en place d'un cadre de mobilisation des ressources nécessaires à la réalisation desdites activités.		En attente d'un accord particulier		03 ans (2009-2011)
Union Internationale pour la Conservation de la Nature-programme Afrique centrale et occidentale (UICN-PACO)	10/09/2010	Appui à l'opérationnalisation de la plate-forme d'élus locaux et des chefs traditionnels pour le suivi des actions de conservation autour du complexe transfrontalier du Trinational de la Sangha (Afrique Centrale).	Euro	17 053	11 186 035	10/09/ 2010-30/09/2011
Le Mécanisme Mondial de la Convention des Nations Unies sur la Lutte contre la Désertification (MM)	18 et 23/09/ 2008	Programme d'Appui du Mécanisme Mondial à la Mobilisation des ressources pour la mise en œuvre du programme d'Action Sous-Régional de lutte contre la Dégradation des Terres et la Désertification en Afrique Centrale (PASR/LCD-AC)	USD	167 245	83 036 975	1 an à partir de sept 2008

ANNEX I: PROCUREMENT PLAN

▪ Goods, and Non Consulting Services

(a) List of contract packages to be procured:

1	2	3	4	5	6	7
Ref. No.	Description	Estimated Cost US\$	Procurement Method	Domestic Preference (yes/no)	Review by Bank (Prior / Post)	Comment
I	Component 1: Support Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin					
1.a.	(i) Reinforce coordination and communication					
1	Audio Conference Equipment and Installation	20,000	NCB	No	Prior	For the new building
1.b	(ii) Scaling up Knowledge Management					
2	Installation of a Library and Information Center in COMIFAC - Equipment Installation	20,000	Shopping	No	Post	For the new building
II	Component 2: Reinforcing the COMIFAC Executive Secretariat					
2.a	(i) Reinforce COMIFAC's day-to-day work effectiveness					
3	Communication equipment - telephone network set up	26,000	Shopping	No	Post	For the new building
4	Computer and other electronic office equipment ([printer, scanner, phones, etc.)	250,000	NCB	No	Prior	For the new building
5	Safety and security equipment	8,000	Shopping	No	Post	For the new building
6	Furniture and training equipments	50,000	Shopping	No	Post	For the new building
7	Network installation and Communication equipment	20,000	Direct Contracting	No	Prior	National Telecom company
2.b	(ii) Reinforce COMIFAC's fiduciary capacity					
8	TOMPRO- Acquisition and Capacity Building	32,000	Shopping	No	Prior	

(b) The first 2 NCB contract, and all Direct Contracting will be subject to prior review by the Bank.

▪ **Consulting Services**

(a) List of consulting assignments with selection methods and time schedule.

1	2	3	4	5	6
Ref. No.	Description of Assignment	Estimated Cost US\$	Selection Method	Review by Bank (Prior / Post)	Comments
I	Component 1: Support Coordination, Communication, and Knowledge Management on Sustainable Forest Management in the Congo Basin				
I.a.	(i) Reinforce coordination and communication				
1	Up-date and operationnalization of the M&E system for the monitoring of COMIFAC Convergence plan	32,000	IC	Post	2 year contract
2	Capacity building and on-the-job training for key COMIFAC staff	5,000	IC	Post	
3	Capacity building and on-the-job training for key COMIFAC staff	5,000	IC	Post	
4	Capacity building and on-the-job training for key COMIFAC staff	5,000	IC	Post	
I.b	(ii) Scaling up Knowledge Management				
5	Portfolio Review of SFM, Forest and Biodiversity Conservation Projects under the umbrella of COMIFAC: Experiences and Lessons Learned	40,000	IC	Prior	
6	Setting up of the Library, Installation of online portal (=Virtual Library Component)	28,000	IC	Post	
III	Component 3: Project Management				
7	FM support for project financial coordination and TOMPRO setting up	40,000	IC	Post	
8	Procurement support	15,000	IC	Post	On demand
9	Annual audit	20,000	LCS	Prior	One contract for the project life

(b) Consultancy services estimated to cost above US\$200,000 for firms and US\$100,000 for individuals per contract, and Single Source selection of consultants (firms and individuals) will be subject to prior review by the Bank, as well as all audits contract and the first contracts to be awarded in accordance with each selection method of consulting firms and individual consultants regardless of contract amount.

(c) Short lists composed entirely of national consultants: Short lists of consultants for services estimated to cost less than US\$200,000 equivalent per contract may be composed entirely of national consultants in accordance with the provisions of paragraph 2.7 of the Consultant Guidelines.

ANNEX J: LIST OF PROJECTS UNDER THE GEF'S STRATEGIC PROGRAM FOR SUSTAINABLE FOREST MANAGEMENT IN THE CONGO BASIN (CBSP)

	Project Title	GEF Implementing Agency	GEF allocation (\$ millions)
1	Enhancing Institutional Capacities on REDD issues for Sustainable Forest Management in the Congo Basin	WB	13.00
2	Enforcement of Protected Areas network in DRC	WB	6.00
3	Conservation Concessions in Cameroon	WB	3.49
4	Capacity Building for Regional Coordination of Sustainable Forest Management in the Congo Basin under the GEF Program for the Congo Basin	WB	0.81
5	Sustainable Management of Bush Meat Trade in DRC, Congo, Gabon, and Chad	FAO	4.25
6	Protection and Sustainable Management of Mangrove Forest Ecosystems in Cameroon	FAO	2.17
7	Integrated Management of Mangrove Forest Ecosystems in Congo	FAO	0.95
8	Sustainable Financing of Protected Area Systems in the Congo Basin	UNDP	7.00
9	Catalyzing Sustainable Forest Management in the Lake Tele - Lake Tumba (LTLT) Transboundary Wetland Landscape	UNDP	2.17
10	Sustainable forest management in Equatorial Guinea for the conservation of representative ecosystems and globally significant biodiversity	UNDP	1.77
11	Strengthening Protected Areas System in Central African Republic	UNDP	1.77
12	Sustainable Management of the Mbe River Forested Watershed through the Development of a Payments for Ecosystem Services (PES) Mechanism	UNDP/UNEP	0.86
13	Strengthening Governance and Market incentives for Sustainable Timber Management in the Congo Basin	UNEP	3.50

ANNEX K: ACRONYMS

AFD	French Development Agency
APA	Access to genetic resources and benefit sharing
CEEAC	Economic Community of Central African States
CEFDHAC	Conference on Dense Humid Forest Ecosystems of Central Africa
CEFDHAC	Conference on Dense Humid Forest Ecosystems of Central Africa
CIFOR	Center for International Forestry Research
CIRAD	Centre for International Cooperation in Agronomic Research for Development
CN	National Coordination (the COMIFAC)
COMIFAC	Central African Forestry Commission
COMIFAC	Central African Forestry Commission
ECCAS	Economic Community of Central African States
FAO	Food and Agriculture Organization
FAO	Food and Agriculture Organization (United Nations Food and Agriculture)
FLEGT	Forest Law Enforcement, Governance and Trade
GEF	Global Environment Facility
GEF	Global Environment Facility
GEF SEC	GEF Secretariat
GIZ	German International Cooperation
LTLT	Lake Tele - Lake Tumba
M & E	Monitoring and Evaluation
M&E	Monitoring and Evaluation
MSP	Medium Size Project
OFAC	Central African Forest Observatory
OFAC	Central African Forest Observatory
PACEBCo	Support Programme for the Conservation of Congo Basin Ecosystem
PES	Payments for Environmental Services
PFBC	Forest Partnership Congo Basin
PIP	Project Implementation Plan
POPC	Operations Plan for the Convergence Plan
PTF	Financial and Technical Partner
REDD	Reducing Emissions from Deforestation and Degradation
SE COMIFAC	Executive Secretariat of the Commission of Central African Forest
SEA	Deputy Executive Secretariat (of the Forest Commission of Central Africa)
SFM	Sustainable Forest Management
SFM	Sustainable Forest Management
SFM	Sustainable Forest Management
STAP	Scientific and Technical Advisory Panel
TA	Technical Assistance
UNCBD	United Nations Convention on Biological Diversity
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change
UNFF	United Nations Forum on Forests