

Sub-Grant Application Form

Forest Carbon Partnership Facility (FCPF)-Capacity Building on REDD+ for Forest-Dependent Indigenous Peoples in East Asia and the Pacific (EAP) and South Asia Region (SAR) Project

(NOTE: You are free to insert additional space/rows when filling up the form but be concise. The total number of pages in Calibri font 12 should not exceed 12 pages.)

Section 1: Contact Details

1.a Legally registered name of the organization (Attach an English version of the copy of Certificate of Registration or any other document that certifies its legal personality)			
Tarayana Foundation			
1.b Official address of the organization			
Chang lam, Chubachhu, Thimphu, Bhutan			
1.c Website of the organization if any			
www.Tarayanafoundation.org			
1.d Person authorized to sign the Sub-Recipient Agreement		1.e Person responsible to implement the sub-project if different from 1.d (Attach CV in English)	
Name	SonamPem	Name	RoseleenGurung
Position	Director of Programmes	Position	Chief Program Officer
Telephone & Fax	00975329333	Telephone & Fax	00975329333
Email address	sonamtarayana@gmail.com	Email address	roseleengurung@gmail.com
Skype address		Skype address	
1.f Person responsible for finance (must be different from 1.d and 1.e) and CV in English must be attached			
Name	Kuenlay Gyaltshen	Telephone & Fax	00975329333
Position	Finance Officer	Email & Skype	Kuenlaygyeltshen85@gmail.com

Section 2: Sub-Project Identification

Sub-Project title	Capacity Building on Benefit Sharing and Carbon Accounting in Rural Bhutan		
Name Describe the Sub-Project implementation area/s and if possible, the indigenous peoples who will directly benefit from the sub-project: (the location should be in the same area/s where there are ongoing government activities on REDD+ readiness and/or emissions reduction)			
Estimated number of direct beneficiaries	Male 75 (previous 510)	Female 75 (previous 437)	
Estimated number of indirect beneficiaries	Male 1000	Female 1000	

Sub-Project duration [should be completed by June 30, 2019]	January 2019 to June 30, 2019
Total Sub-Project cost (amount requested plus counterpart in USD)	USD 54,640.86
Amount requested for the sub-project(in USD)	USD 40,005.14
Amount provided by your organization (in USD, please specify cash/in kind)	USD 14,635.72/ INKIND
Amount provided by other sources (in USD, please specify cash/in kind)	

Section 3: Applicant Organization Information (Fill up items only if the information is different from what was stated in your previous application)

Describe briefly your organization: mission, priorities, and major projects/programmes implemented with similar activities being proposed under the FCPF-CBP.		
How is your organization governed (example Board of Directors/Trustees, Council of Elders/Leaders, etc)? How often do they meet?		
Describe your organization structure or attach your organizational chart.		
List down your organization's policies and procedures including finance and procurement or attach a copy. Successful applicants must submit these documents.		
List your organization's membership/part of a Network or Alliance. Include those with government, if any.		
Name of Alliance/Network	Contact Person	Contact Details
List down your organization's sources of funds from 2016 to the present		
Name of Donor	Contact Person	Contact Details
Are the funds of your organization subjected to annual external audit? If yes, kindly enter the name and contact details of the external auditor and attach a copy of therecentaudit report including the letter to management for the recent fiscal year (2017 and/or 2018).		
Name of the External Auditor	Contact Details	
YesheyJamtsho	Dechok and Associates Pvt. Ltd yeshi.jamtsho939@gmail.com	
Describe your organization's previous or ongoing projects/activities on REDD+ at local and national levels including engagement with government/government agencies.		
Tarayana has been actively engaged in the REDD+ process both at the national as well as at the grassroots through the following:		
<ul style="list-style-type: none"> •Member of Technical Working Group & Task Force (TWG) of REDD+ 		

<ul style="list-style-type: none"> •Carried out awareness on REDD+ in the rural/indigenous communities •Conducted consultations on the drivers of deforestation in rural areas •Participated in the national consultations <p>Participated in preparation on REDD+ Strategy and Action Plan Workshop Conducted Capacity Building on REDD+ in Rural Bhutan with the funds of FCPF CBP</p> <p>The Foundation will continue to support the Watershed Management Division in organizing consultations on REDD+ strategy design. Tarayana has facilitated and organized consultations in communities where it works on drivers of deforestation and forest degradation. In 2017, the Foundation was engaged in organizing similar consultations for developing interventions or Policies and Measures for those drivers/causes and also engaged to bring out indigenous knowledge and design strategy measures for REDD+ activities.</p>			
<i>Describe fluency of staff in the language/s of targeted indigenous peoples.</i>			
Tarayana works through our Field Officers who live and work in the communities. They are well versed in terms of language/ local dialects in these communities			
<i>Elaborate on how your organization settle/address complaints.</i>			
Tarayana has established many Self Help Groups (SHGs) in the communities we work. All these SHGs have office bearers appointed like the Chairman, Treasurer & Secretary. Complaints are lodged to the officer bearers of the SHGs and the members deliberate, mediate and try to resolve at this level with support from the Tarayana Field Officer. If they cannot resolve, it will further be put up to the Local leader's Office through the Tshogpa and their administration will resolve. If the case cannot be resolved, it goes to the district court.			
<i>Rate your organization on the following, 10 points being the highest.</i>			
Technical capacity	8	Reports preparation	10
Safeguards implementation	10	Monitoring & evaluation	10

Section 4: Proposed Sub-Project Information

<i>4.1 Please provide a short overall description of your Sub-Project. Why is the Sub-Project important to forest-dependent indigenous men and women beneficiaries?</i>	
This project is to capacitate forest dependent communities and it is important to them as they are considered the main custodians of the forest. Therefore, it is imperative for them to have knowledge on climate change and develop skills to adapt and mitigate climate change impacts so that they can continue to conserve and preserve the natural resources around them. This project will enhance their knowledge and awareness on climate change and REDD+ issues and build their capacities to take active role in decision making processes related to REDD+ and participate in REDD+ strategy implementation. Having understood the motive behind REDD+, they will be in a better position to take informed decision which will benefit the communities and themselves and the environment.	
<i>4.2 What are the issues and problems of forest-dependent indigenous men and women that the Sub-Project will address? Why are these critical to them?</i>	
As the nation is in the final stages initiating the REDD+ Strategy and its interventions, it is essential that the community members understand the essence of building the carbon sequestering level of their forests and gain knowledge on accounting of the carbon stocked in the forest. Given that the level of knowledge of carbon accounting among the grassroots still remain low, this project presents an opportunity to build the awareness and educate the community members who own Community Forests.	

They should also understand other benefits they can derive from the forests so they will take care of the resources.	
4.3 Sub-Project Objective (what is the desired contribution of the proposed Sub-Project to the community and/or organization?)	
To assist and prepare the communities for National REDD+ Strategy implementation in rural Bhutan	
4.4 Desired Outcomes (what benefits or immediate changes do you anticipate by the end of the Sub-Project?)	
<ul style="list-style-type: none"> • Reinforced knowledge and awareness of importance of REDD+ Strategy in their local environment and Community Forests. The community members will be more willing to implement activities that are designed and planned for their local Community Forest. • Community members part take active role in planning, understanding the Assessment of their Community Forests and take stock of the NWFP available. This will also empower them to assess the health of their environment and take ownership. • Through the subproject, communities are prepared for implementing REDD+ Strategy at the grass root communities 	
4.5 Kindly enumerate and describe the activities to be implemented by the Sub-Project for a period of not later than June 30, 2019. (group the activities which contribute to a single result)	
Activities Under Benefit Sharing	Expected Outputs and Outcomes¹
4 awareness trainings on the importance of Benefit Sharing in Community Forests (CFs)in 4 districts of Samtse (67 pax), Tsirang (40), Dagana (35) and Wangdue (24) and 4 government officers	Community members, Local Government officials and Tarayana Staff are aware of importance of Benefit Sharing; reports prepared and submitted
Support to Formation of New CFs through 5 capacity building trainings in resource management and community based forest management in 2 districts in Dagana (1 and Samtse (4) = 102 pax, 2 days eah	Community members empowered to start grassroots level CFs in Dagana and Samtse enjoy benefits and build their capacity for their CFs sustainability; reports prepared and submitted
Assessment of existing CFs (inventory and NWFP) Tsirang and Wangdue District	Reports compiled and disseminated
Activities Under Carbon Accounting	Expected Outputs and Outcomes
Conduct 4 Forest Resource Assessment (FRA) Trainings in CFs in 4 Districts (Samtse, Tsirang, Dagana and Wangdue) plus 4 government officers, 84 pax, 2 days each training	Community members and Tarayana Foundation staffs are able to conduct FRA with the help of district forest officials, MoAF; reports prepared and submitted
4 Training on Carbon Accounting in 4 Districts (Samtse, Tsirang, Dagana and Wangdue 4 days/training, 20 pax each	Community members are able to conduct carbon accounting, reports prepared and submitted
Activities Under Engagement with REDD+ government offices and other stakeholders	Expected Outputs and Outcomes

¹ Kindly refer to Annex 1: Results Framework

One Multi stakeholders workshop to present project results, lesson learnt and recommendations to National REDD+ Secretariat (Watershed Management, Department of Forest, Ministry of Agriculture and Forest) and National Environment Commission (40 pax; 1 day)	REDD+ Secretariat agrees to address identified community concerns and ready to commence; document on the agreements prepared
Discussion with national REDD+ unit (WMD) prior to applying for the project to discuss activities that would be relevant to the REDD+	Project proposal prepared and submitted
4.6 Describe any important external factors that may affect Sub-Project implementation and how will you mitigate these potential risks.	
Monsoon(April-July) and landslides may disrupt reporting and communications. Trainings and awareness creations will commence before the onset on monsoon to minimize the potential risk	
4.7 Describe previous engagements of your organization with the forest-dependent indigenous peoples who will benefit from this Sub-Project and how they will be involved in Sub-Project implementation, monitoring and evaluation.	
Majority of the communities are already trained by the Foundation in REDD+ awareness and integrated water shed management	
4.8 Is the national focal point on REDD+ aware of your sub-project proposal? If yes, what are the common activities in your sub-project proposal with their plans/activities?	
Yes, all the activities are in line with the REDD+ Strategy that is being prepared. Activities were approved and discussed with the REDD+ focal WMD	
4.9 Which other groups/organizations, including government, will be involved in Sub-Project implementation?	
Name of group/organization	Roles/Responsibilities
Department of Forest and Park Services, MoAF	Trainings and awareness creation
Local Government Elected Officials	Representation and involvement in the trainings
Community Forest members	Practical application of the learning's in their CFs
4.10 How will the Sub-Project gains be sustained after Sub-Project implementation?	
As the sub project is aimed at capacity building of the CF members and new CFs, these are supported by government and monitored by their respective district Forestry Officials and LGs	
4.11 How will you ensure the proportionate participation of men, women and youth in the sub-project planning, implementation, monitoring and evaluation?	
Tarayana Foundation has always been in the fore front of empowering Women and equal participation in all the planning of the activities. When it comes to implementation and monitoring, Community members are bound by bylaws that ensures their participation and knowledge. Evaluation are done by Forest Officials in their own Districts and villages and Tarayana Field Officials.	

Section 5: Detailed Work Plan Months(mark the month/s when the activity will be implemented)

	2018	2019					
	Dec	Jan	Feb	Mar	Apr	May	June

1. Benefit Sharing							
Activity 1.a:4 Awareness trainings on the Importance of Benefit Sharing in Community Forests in of 4 Districts of Samtse, Dagana, Tsirang and Wangdue			X				
Activity 1.b: Support to Formation of New CF's through5 capacity buildingtrainings in resource management and community based forest management in 2 districts of Dagana (1) and Samtse (4)			X				
Activity 1c: Assessment of existing CFs (inventory and NWFP) in 2 districts of Tsirang and Wangdue			X	X	X		
2. Carbon Accounting							
Activity 2.a Conduct 4 Forest Resource Assessment Trainings in CFs in identified Districts (Samtse, Tsirang, Dagana and Wangdue)				X	X	X	
Activity 2.b Conduct 4 Carbon Accountingtrainings in 4 districts (Samtse, Dagana, Tsirang and Wangdue)				X	X	X	X
3. Engagement with government and other REDD+ stakeholders							
Activity 3.a Consultation to develop sub-project proposal	X	X					
Activity 3.b: Multi stakeholders workshop to present project results, lesson learnt and recommendations to National REDD+ Secretariat(Watershed Management, Department of Forest, Ministry of Agriculture and Forest) and National Environment Commission						X	X
Monitoring and Evaluation							
Preparation and submission of monthly reporting (due 15 days after close of reporting month)			X	X	X	X	X
Conduct of audit and submission of audit report to Tebtebba (not later than July 31, 2019)							X

Section 6: Proposed Budget – kindly refer to Annex 2 (Detailed Budget)

Documents to be attached: CVs of the project coordinator and finance staff

- Copy of your organization’s certificate of legal registration (only applications with attached certificate of registration will be considered eligible for new applicants);
- Organizational chart (if available);
- Policies and procedures on operations, finance and procurement (for all applicants); and
- Latest audited financial reports including letters to management
- Other documents as needed to shed light on the proposed Sub-Project, including maps, photos, etc.

Project Results Framework

Project Development Objective (PDO): Strengthen: (i) the knowledge of targeted forest-dependent indigenous peoples of REDD+ Readiness at the national level						
Results Indicators	Core	Unit of Measure	Baseline(p revious Project)	Target Values	NOTES/SOURCE	Description
				This sub- project		
1. Beneficiary feedback: Share of target beneficiaries with knowledge score of 3 or more on REDD+ and related issues	<input type="checkbox"/>	Percentage	59.62%	90%	The target of the entire project is 80%	The value is computed from the 'BEFORE' and 'AFTER' evaluation forms administered before and after the trainings, workshops, awareness raising activities. It will record their perceptions of their level of knowledge on a defined list of subjects before and after the capacity building activity. All the forms will be collected and forwarded to Tebtebba to be analyzed with support from the World Bank.
2. National knowledge exchange products disseminated in appropriate languages	<input type="checkbox"/>	Number	9	18	<p>4 awareness trainings on the importance of Benefit Sharing in Community Forests (CFs) in 4 districts of Samtse (67 pax), Tsirang (40), Dagana (35) and Wangdue (24)</p> <p>Support to Formation of New CFs through 5 capacity building trainings in resource management and community based forest management in 2 districts in Dagana (1 and Samtse (4)</p> <p>Assessment of existing CFs (inventory and NWFP) Tsirang and Wangdue District</p> <p>Conduct 4 Forest Resource Assessment (FRA) Trainings in CFs in 4 Districts (Samtse, Tsirang, Dagana and Wangdue)</p> <p>4 Training on Carbon Accounting in 4 Districts</p>	<p>Knowledge exchange products are capacity building and/or awareness raising training sessions and/or workshops and materials produced and disseminated</p> <p>Knowledge products will be produced in English and translated to local languages as appropriate by sub-grantees/consultants..</p>

					(Samtse, Tsirang, Dagana and Wangdue)	
3. Meetings held between IP representatives and national REDD+ decision making entities	<input type="checkbox"/>	Number	1	2 meetings	<ol style="list-style-type: none"> 1. Consultation with national REDD+ focal office before project formulation has been conducted 2. Multi stakeholders workshop to present project results, lesson learnt and recommendations to National REDD+ Secretariat (Watershed Management, Department of Forest, Ministry of Agriculture and Forest) and National Environment Commission 	Meeting held between Tarayana and national REDD+ decision makers.
4. Direct project beneficiaries Of which female	<input checked="" type="checkbox"/>	Number Percent	947 46.14% women	150 50%		Direct project beneficiaries are forest-dependent IP community members participating in capacity building and awareness raising activities; members of IP organizations and institutions who participate in meetings and workshops with governments and other REDD+ stakeholders and recipients of national knowledge products.