AIDE MEMOIRE
For the
Preparation Support Mission for the Zambia Integrated Forest Landscape Program
(ZIFL-P, P153071)

September 28th to October 16th, 2015

1. INTRODUCTION

1. A World Bank team visited Zambia from September 28th to October 16th to carry out preparation support for the Zambia Integrated Forest Landscape Program (ZIFL-P). The mission was led by Indira Janaki Ekanayake (Senior Agricultural Economist). The mission team included Douglas J. Graham (Senior Environmental Specialist), Robert Johnson Griffin (WB Consultant), and Iretomiwa Olatunji (Operations Officer). In addition the mission was supported by Kutemba Kambole (Program Assistant) from the World Bank Country Office in Zambia.

2. Zambia has been selected as a possible host country for setting up and implementing a program under the BioCarbon Fund Initiative for Sustainable Forest Landscapes (BioCF ISFL). Zambia has communicated its interest to participate in the BioCF ISFL (refer to the Government of Zambia (GRZ) letter dated June 18, 2014) and is considering a “Zambia Integrated Forest Landscapes Program” (ZIFL-P), in the Luangwa Valley beginning with implementation in the Eastern Province. The ZIFL-P seeks to promote the reduction of emissions of Greenhouse Gases (GHG) from the land areas through Reducing Emissions from Deforestation and Forest Degradation, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks (REDD+), climate-smart sustainable agriculture, and climate-smart planning and policies for sustainable land use, and biodiversity conservation. The program will in part be financed by Global Environment Facility (GEF) resources.

3. The overall mission objectives were to: (1) coordinate the inclusion of new members within the National Climate Change Secretariat (NCCS), the Eastern Province (forestry department, ministry of agriculture, and the Office of the Permanent Secretary), as well as the addition of World Bank safeguards specialists to the task team; (2) to hold discussions on the progression and methodological approach for two technical studies (Technical Assistance Needs Assessments Study, Drivers of Deforestation Study); and (3) to hold discussions on the approach for private sector engagement; (4) hold discussions regarding the activities and use of funds for the program preparation advance (PPA); (5) hold discussions amongst the Global Environment Facility (GEF) team lead and the GRZ regarding terms and use for grant funding throughout the program’s investment phase.

4. The mission is grateful to: Mr. David C. Kaluba, National Coordinator, Interim Inter Ministerial Climate Change Secretariat (NCCS); Ministry of Finance; Mr. Deuteronomy Kasaro, Mitigation Specialist, NCCS; and Mr. Julius Shawa, Permanent Secretary, Ministry of Agriculture. The mission team also held discussions with the Provincial Authorities, Government of Zambia officials, Private Sector companies and Civil Society organizations.

5. This Aide-Memoire summarizes the main mission findings and recommendations and is subject to confirmation by the World Bank senior management.
2. **KEY FINDINGS:**

6. The mission team held formal meetings with Mr. David Kaluba, the National Coordinator, Interim Climate Change Secretariat, Mr. Deuteronomy Kasaro, Mitigation Specialist, Climate Change Secretariat, Mr. Julius Shawa, Permanent Secretary of Agriculture. It is recognized that the program has officially been defined in concept through a wide variety of scoping activities that lead to approval of the project concept note (PCN) on October 5th. The mission thereafter focused on how the project can make plans to move quickly through the preparation phase towards the delivery of a project appraisal document (PAD). Plans for ZIFL-P preparation were shared and discussed with relevant members from both the private sector, the national government, bilateral development partners and local stakeholders in the Eastern Province. While the majority of the planning process involved one on one, discussions between the World Bank task team, and the NCCS team, activities were also hosted to engage relevant outside perspectives. A presentation event was hosted at the World Bank office in Lusaka where local bilateral development partners attended to provide feedback and offer insights for their initiatives that could contribute to the ZIFL-P’s program design process. Multi-stakeholder meetings were led by Mr. Deuteronomy Kasaro in Chipata to brief local stakeholders on the operational design, preparation process and proceedings of the ZIFL-P. Additionally meetings were held with private sector partners in Lusaka. Key points are summarized below:

`Development Partner Group Presentation & Multi-Stakeholder Workshop on the ZIFL-P:`

7. **Development Partner Group Presentation:** Indira Ekanayake from the World Bank mission team delivered a presentation to local development partners (and ISFL donors on the development of the ZIFL-P preparation). Guests included representatives from USAID, the Embassy of Norway, the Ambassador of Finland, and the Embassy of Japan. The presentation contextualized the ZIFL-P and received feedback and ideas for the program design process. The presentation slides can be found in Annex 3. The main outcome from the discussions following the presentation were that local bilateral development partners interested in learning more about the ZIFL-P preparation and program design process, as well as share relevant initiatives that they are involved with, can meet with Robert Griffin from the mission team when he returns from Chipata. These partners included the Environmental Advisor from the Embassy of Finland and the JICA partners at the Embassy of Japan.

8. **Multi-Stakeholder Consultation Workshop:** On October 7th and 8th, the GRZ sponsored and conducted a ZIFL-P stakeholder workshop in Chipata to inform and seek feedback from local stakeholders on program preparation. The workshop was facilitated by NCCS and the Forestry Department. Stakeholder participants included relevant provincial representatives from the public sector, private sector and civil society. For a complete listing of workshop participants, please see Annex 7. The Assistant Secretary, Eastern Province chaired the workshop. The workshops objectives were: to consult the stakeholders on the design of the Program in order to ensure that there is adequate consensus on the approach and key components; to assess the stakeholder commitment to conserving the forest and identify forest areas with potential for conservation; to identify priority drivers of deforestation in the Eastern Province that need to be addressed; and to identify the potential activities or actions required to achieve the objectives of the program and potential stakeholders for implementation. Some key outcomes from the meeting included: (1) Agreement amongst the stakeholders that the Chipata Roundtable would be a suitable platform to serve as a steering committee for the program. It was agreed that substantial changes would need to be made in operational modalities. New operating procedures were required, and the roundtable needed to be expanded to include all districts in the Eastern Province as well as potentially having sub-groups at the district level. The group decided that the roundtable group should be renamed to encompass the entire Eastern Province and should still be chaired by the office of the Permanent Secretary of the Eastern Province. Additionally the group discussed whether the roundtable should have a technical committee and a coordinating unit. The group prepared a draft organizational chart defining how the roundtable ought to be structured. Please see Annex 5 for this graphical representation. (2) That the drivers of deforestation in general that are agreed to
be relevant in most districts are: agricultural expansion, production of fuelwood, fires, and infrastructure development. The group focused on specific clusters of districts and analyzed some challenges that should be acknowledged for the preparation of the ZIFL-P program. This will also serve as an input for the drivers of deforestation study that will kick off shortly in upcoming weeks. (3) In general the stakeholders agreed on the participatory approach to program development and design which includes consultations and workshops.

**Discussions with the NCCS on Program Preparation:**

9. **Methodology for program preparation:** The mission benefited from having an early discussion about the methodology for program preparation, that is how information will be gathered, key preparation areas, an approach to planning and making program design decisions, and how to plan out the work ahead:

i. **Information gathering:** Information regarding program preparation and design will be collected through an ongoing series of: (1) technical studies; (2) stakeholder consultations; and (3) knowledge events (workshops, conferences, presentations etc.)

ii. **Key program preparation areas:** It has been agreed between the World Bank task team and the NCCS that the five key areas for program preparation planning will be: (1) coordination planning - meaning the approach towards identifying implementation arrangements for the program, institutional roles, how important decisions are made, how tasks are assigned; (2) investment planning - meaning the approach for planning how program investments on the ground will be identified, prioritized, and designated (what / where); (3) private sector engagement planning - meaning the approach toward planning out partnerships, business plans, collaboration, and/or operational linkages (such as land use planning for example) with private sector entities in the province; (4) technical planning - meaning establishing the technical background work associated with REDD+, including setting a reference emissions level (REL), benefit sharing mechanism etc.; and (5) implementation management planning - meaning the planning for required operational components required of World Bank projects, such as safeguards, monitoring and evaluation etc. Please note that the steps and tasks associated with these plans to date are not finalized, and will undergo several iterations of reforms until finalization, and for now remain as work in progress.

iii. **Approach to planning and making program design decisions:** i.e. how to proceed with creating plans for each preparation area identified above. The two teams that will collaborate closely are the World Bank task team and the GRZ ‘Forests Team’ (Mr. Deuteronomy Kasaro, Dr. Tasila Banda, and Mr. Ignatius Makumba). The two teams will review the technical studies, results from stakeholder consultations, and scoping activities. Collectively, decisions on approach will be made along with plans for each of the key program preparation areas.

iv. **Preparation work plan:** Specific steps and deliverables will be assigned for each task area and the team will decide on who will take responsibility for delivering as well as the associated deadlines. This will form the basis of a work plan, which will be discussed weekly and adjusted accordingly on an as needed basis.

v. **Preparation budget:** It was agreed that the ‘coordination plan’, ‘investment plan’ and ‘technical plan’ preparation areas that have not already been funded (meaning everything beyond the finished technical studies), will be funded by the NCCS (using the preparation advance). Additionally the NCCS will be responsible for delivery of these preparation areas. The ‘Implementation Management Plan’ will have shared costs amongst the World Bank team and the NCCS team as both are needed to use their own resources for coverage of their respective tasks. Preparation of the ‘Private Sector Engagement Plans’ will be covered with the World Bank teams bank executed funds. Finally, it was agreed that any funding from the preparation advance that remained unused.

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1 New members to the forests team may be included as the program design process develops.
at the end of the preparation phase would be rolled over as an additional resources for the subsequent implementation grant.

vi. *World Bank / NCCS communication:* Given that the ZIFL-P has a substantial amount of planning associated with its preparation, it was agreed that the timeline the team is working with is fairly tight. Therefore, the team cannot afford to backtrack on work as it had in the past at times during scoping activities. As a result it was agreed that there would be a weekly call between the NCCS team and the World Bank task team, to review task progression and to update plans and assignments accordingly.

10. **Discussion regarding program preparation schedule and design:** The NCCS and the World Bank task team met to discuss the scheduling and design of the program. First, the general World Bank Group (WBG) operations schedule was reviewed, and key dates were agreed upon. It was agreed that the team will have the program sufficiently prepared for a draft version of the Project Appraisal Document (PAD) by the first week of June, 2016, and that the finalized PAD document would be ready by the first week of September, 2016. Second, the key thematic design areas of the program were agreed upon and discussed as well. Following the agreed methodology for program design plans and tasks for each of the key preparation areas were developed. For each of these areas tasks and activities were identified, responsible team members were assigned to each of the tasks, and timelines were agreed upon as a means of an initial work plan for the program. The Implementation Management Plan however needed further review by the World Bank task team on how processing would occur and did not have deadlines assigned during this mission. To see the tasks identified, team responsibilities assigned, and the planned deadlines for each of the task areas please see the screenshot images of the program schedule in Annex 6.

11. **Coordination Plan:** It was agreed that preparation of the program would include a coordination plan for the ZIFL-P. The coordination plan will outline how program decisions will be made (for example relating to new policies, or incoming investment funds etc.) as well as the implementation structures that the ZIFL-P will need to utilize or create in order to guide the program operations. All of this needs to plan accordingly during preparation. For this plan, three major areas and sub-plans were included:

i. **Technical studies:** the program ‘Vision’ technical study has been completed to date. The Technical Assitance (TA) Needs Assessment study is still in draft form, and is awaiting inputs from the GRZ for finalization. It was agreed that the GRZ would provide inputs by the end of the third week of October, and that the study would be fully finalized by the end of October. It was agreed that these technical studies would give ideas to the team for setting up the coordinating structures of the program – for example the ‘coordination needs’ as outlined by the TA needs assessment study.

ii. ‘Eastern Province’ roundtable plan: It was decided that the ‘Eastern Province’ Roundtable (being the sealed up Chipata Roundtable) will need to have a designated coordination unit and technical committee, as well as potential sub-committees added into its functionality. The NCCS team will put together the terms of reference for this by the end of October. The NCCS team will be responsible for guiding the current roundtable members and other relevant stakeholders throughout the process of designing the roundtable’s enhanced functionality. A consultant may be hired to help this group compile all of the needed information, assist in strategic decision making, and support with a large part of the documentation process. It was agreed that another stakeholder workshop would take place during the grant agreement signing mission in November2 to have the roundtable members meet to discuss the new roundtable, and the preparation of the coordination plan in general, while including members from the World Bank task team. The end deliverable was agreed to be a roundtable design document outlining the standard operating procedures of the

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2 Pending adherence to the agreed work plan dates
roundtable. Once finalized, this document will be delivered to the Permanent Secretary of the Eastern Province for official endorsement along with a budget plan for the NCCTS to fund the roundtable throughout the ZIFL-P program preparation under the agreed condition that it act as a preparation steering committee. It was also decided that the NCCTS will need to hire a full time support staff to assist in the development of the new roundtable operating procedures, and once the roundtable is functional to lead & coordinate the roundtable meetings, follow up on roundtable outcomes and deliverables, and facilitate important messaging with the Office of the Permanent Secretary of the Eastern Province. The NCCTS will consult the relevant stakeholders in province about this hire to ensure that the right skill set is identified during selection. The NCCTS team will have a terms of reference document prepared by the end of October. A candidate for the position will be identified and interviewed within the month of October and then finally hired in late November / early December once the grant agreement for the preparation advance has been signed and funds transferred to NCCTS accounts.

iii. Implementation arrangements plan: In addition to the roundtable, the traditional implementation arrangements of an integrated landscape management program will need to be developed. To date it has been acknowledged that the arrangements for the ZIFL-P will build off, the traditional government structure, but also linking in 'bottom-up' functionality in a manner that is congruent with the examples outlined in the program's vision document. The NCCTS will be responsible for putting together this implementation arrangements plan, while taking addressing the key issues and 'needs' areas outlined in the 'TA Needs Assessment' study. Again, in line with the agreed methodology for program preparation, this implementation arrangements design will be peer reviewed by the forests team and formalized with agreement with the World Bank's task team.

12. Investment Plan: To bolster the ZIFL-P's ability to meet its Program Development Objective (PDO), it is acknowledged that tangible investments on the ground are needed. Accordingly, preparation of an investment plan for the program must be developed though the following activities:

i. Technical Studies: To date the only technical study prepared to assist in the identification of needed program investments is the 'Drivers of Deforestation Study for the Eastern Province' which has been contracted with the Forest consultancy firm Unique. At the request of NCCTS the terms of reference for the study were reviewed in the context of emerging program design. In basic terms, it was agreed that the study will identify what investments are needed, where they are needed, and how they can be selected and implemented most effectively. Please see the revised terms of reference document for further details on this process. During the mission the revised terms of reference were discussed verbally with the project lead from Unique. However, the newly revised terms of reference for the study were not shared with the Unique consultant yet, because they will need to be reviewed and approved by Task team Lead of the World Bank, as well as the other members of the NCCTS forests team before proceeding. It was agreed with Unique that the study needed to be expedited and done within a period of three months – starting in November. The Unique consultant agreed that the proposal originally submitted for this assignment would be revised accordingly to the new terms of reference in upcoming weeks to meet the planned November start date. It was also agreed that before Unique begins work on the study they will look in to costs for the requested rapid eye imagery set forth in the new terms of reference – comparing it with other options\(^3\). The NCCTS and World Bank team will then look at this estimate and decide if there are cheaper approaches through non-

\(^3\)This may be conducted as follow up work depending on the proceedings for the contractual agreement with Unique
commercial networks to receive the same image (such as through the FAO etc.). It was expressed to the Unique consultant that the budget for the study itself would stay the same, and additional expenses for the purchase of rapid eye imagery would be purchased separately – but still be used as an informational input into the study.

ii. Plans to maximize the ZIPL-P’s investment funding resources: The ZIPL-P’s investment plan must look beyond the currently allocated funding envelope and be designed to maximize investment funding opportunities from other funding windows (such as the Forest Investment Program, the Green Climate Fund, and the NCCS forests budget).

iii. Stakeholder consultations: Stakeholder consultations will be an integral part of the preparation process for the ZIPL-P investment plan. As previously mentioned there will be another stakeholder consultation workshop in late November. GRZ will ensure participation of civil society and relevant NGOs during preparation and implementation. Description of the preparation process will be shared for stakeholder inputs.

13. Private Sector Engagement Plan: Private sector engagement is another key thematic area of the ZIPL-P requiring a preparation plan. During the mission, various private sector engagement opportunities were discussed. Discussions included previous discussions with private sector entities and review of potential relevant areas and issues highlighted by the TA Needs Assessment Study. It was agreed that there was very little money available in the “Bank Executed” component of the technical assistance funds for supporting the private sector. Thus the allocated funds should be used for putting together business plans for private sector engagement, which could be used as a proposal for additional financing to be made from either the ISFL participants, or a private bank. It was decided by the team that a consultant to the ZIPL-P would take the lead on this once hired. It was agreed that the consultant could begin by building on existing partnership discussions with private sector firms (such as the planned ‘Forest Conservation Cotton’ idea that has been shared with the COMPACI group). By the time of the next mission in late November, the consultant should have a contract and be able to join the team to kick off his assignment. The total number of days for the assignment will be adjusted from the current 15 days given the redefined scope of the assignment. Since it is currently unknown which business plans for private sector engagement will proceed with development, deadlines were not able to be assigned at this point in time. Instead a list of available opportunities will be populated and narrowed down to a few very reasonable options to be pitched to the ISFL donors for additional funding.

14. Technical Plan: It was decided that the technical plan is still far from complete. Three topics were discussed: (1) reference emissions level (REL) estimation; (2) benefit sharing arrangements, and (3) the emission reduction purchase agreement (ERPA). However there is need for further discussions with the World Bank task team, particularly with the BioCarbon Fund’s Senior Carbon Finance Specialists, and Methodology Specialist to identify missing technical areas, discuss in greater depth the steps involved for each of the technical tasks as well as an assignment of realistic deadlines where needed. It was agreed that this would be covered in the following week’s NCCS and World Bank team phone call.

15. Implementation Management Plan: It was decided that the implementation management plan is still far from complete. Mr. Kasaro and Mr. Griffin reviewed and discussed planning for the areas of: (1) safeguard management; (2) financial management, (3) procurement management, and (4) results monitoring and evaluation. However there will still need to be many more discussions with specialists from the World Bank country office in each of these areas to understand the correct steps and procedures that accordingly need to be planned out.

16. New Team Member Introductions & Roles Identification: This mission coincided with both the NCCS team acquiring a new team member, Dr. Tasila Banda, and the World Bank task team acquiring a new team member shortly. It was decided during the mission that these two new team member would both interact frequently on a daily basis since both will be based in Lusaka. Their exact roles and
responsibilities are not finalized as yet. It was decided that next mission, tentatively scheduled for November, the team will conduct new team member introductions and then discuss ways to collaborate on daily issues related to the ZIPL-P. Additionally there will be a new member of the NCCS team in the field. Ideally the team would like to have this person hired the immediately after the grant agreement for the preparation advance has been signed between the BioCarbon Fund and the NCCS. The new team member introductions and roles identification meeting could incorporate this person too (perhaps just before they officially start their contract work).

17. **BioCFplus Program Preparation Advance (PPA):** The GRZ and World Bank task teams met to discuss the steps needed to begin processing the BioCFplus Program Preparation Advance on the government recipient executed grant. It was agreed during this discussion that the preparation advance of up to $1M would be used to prepare for both the BioCarbon Fund implementation grant and results-based payments as well as the potential $10M IDA credit being considered for allocation could be used for agricultural interventions and the $9M GEF grant for biodiversity conservation, wildlife corridor restoration and conservation agriculture interventions. The team discussed the various areas of expenditure for the PPA, while keeping in mind the needs highlighted by the stakeholder consultations and the TA Needs Assessment Study. In order for the PPA to be processed, a request letter from the GRZ must be made for the advance detailing the use of funds for preparation activities. Sample letters of similar PPA request letters were shared with confidential information removed. It was agreed that the NCCS would have this letter prepared in draft form by the end of the mission close. However, as of the last date of the mission, this document was yet to be received. In addition to the letter, other steps requiring the government’s participation for processing of the PPA were reviewed, including the NCCS’ procurement manager to meet with the World Bank’s procurement specialist to go over the necessary procurement plans necessary for processing the PPA. Subsequent to the meeting close the World Bank Procurement Specialist, Wedex Ilunga, was put in touch with the NCCS Procurement Manager, Chowani Malundo to meet by October 16th to complete the needed forms. It was agreed that the PPA processing would be finalized by the last week of November for signing of the grant agreement.

18. **GEF Grant Preparation:** Meetings were held with the Interim Climate Change Secretariat, Zambian Wildlife Authority (ZAWA) and the Forestry Department (FD) to discuss the development of the GEF-funded components of the project. For the biodiversity conservation part of the project (to be funded from about $3 million of funds from the Biodiversity window of the GEF), it was agreed the project would focus on Lukusuzi National Park, primarily to enable basic management of this park and implementation of anti-poaching measures. It was also agreed to include support for nearby Luambe National Park, in view of the importance of strengthening biological connectivity through to the natural habitats of the Luangwa Valley. From a biological perspective, protection of Lukusuzi National Park is regionally important as it allows biological connectivity to Malawi’s extensive Kasungu National Park, which risks becoming completely isolated as it is now surrounded in Malawi by completely converted lands. Funding from GIZ over the next three years will work will communities in the strip of land between Lukusuzi and Kasungu National Parks to establish community conservation areas, and is thus highly complementary to the GEF-funded investments. Investments in sustainable forestry management (SFM), of about $4.5 million, will be closely coordinated with the Forestry Department. These investments will focus on the forest reserves and game management areas surrounding Lukusuzi National Park. They will be used to pilot devolution of forest management to communities, as prescribed under the recently approved Forestry Bill. All the investments in SFM will also be intended to pilot the investments needed to advance the investments and land management practices that will need to be place to allow carbon-based payments from the BioCF. It was agreed with ZAWA and the FD that they will prepare and send to the Bank, by the end of October, draft Terms of Reference to hire consultants to prepare details of the project design for the GEF-funded components. Funds (of about $1 million) are also available under the Land Degradation window of GEF and are intended to pilot agricultural activities which will lay the ground for carbon payments for reduced
carbon emissions from the agricultural sector. The Climate Change Secretariat will make contact with the appropriate experts from the agricultural sector to help prepare detailed plans for this part of the project.

19. **Alignment with Forest Investment Program (FIP) mission:** A scoping mission was held on 5 October between the Government of Zambia and the three concerned multilateral development banks (MDBs): the International Finance Corporation (IFC), the African Development Bank (ADB) and the World Bank. The GRZ requested that the World Bank take the lead in preparing the Joint Mission of the MDBs/GRZ that will likely take place in about January 2016. The Joint Mission will lay the groundwork for the preparation of an Investment Plan, to be done in close collaboration with UN-REDD. The Investment Plan will lay out possible sources of finance and types of investments needed to move forward the REDD+ national strategy of Zambia. It is expected that the Investment Plan will in part define and help finance the investments needed in the Eastern Province to reduce carbon emissions from the forestry sector. Thus there is opportunity to greatly improve the size of the ZIFL-P’s investment funding resources by aligning with the FIP investment proposal. More details on the FIP Investment Plan and processing steps can be found in the attached presentation in Annex 9 section of this document.

**Discussions with the Ministry of Agriculture on Program Preparation:**

20. **Discussion the Permanent Secretary from Ministry of Agriculture:** The World Bank mission team met with the Permanent Secretary (PS) of Agriculture to discuss key issues and events relating to ZIFL-P preparation. In this discussion a briefing of the ZIFL-P was delivered. The PS was informed of the stakeholder consultation workshop that was taking place at the time of the discussion in Chipata, and that there was representation from district agriculture officers from the Eastern Province in attendance.

**Individual Follow-Up Discussions with Bilateral Development Partners**

21. **Discussion with USAID:** Following the ZIFL-P group presentation task team member from the World Bank team met with USAID. USAID informed that they will be scaling up their support to Cargill’s work in the Eastern Province. This will include promoting their work with COMPACI.

22. **Discussion with JICA:** World Bank Task team member met with Jun Yamazaki and Hiroyasu Kirioka at the Embassy of Japan. Mission member gave an overview on the ZIFL-P program and answered questions that the JICA team had in response to the WB presentation made previously. Additionally, the JICA team shared an overview of the range of development initiatives JICA was involved with in Zambia. JICA does not support any environmental initiatives in Zambia, however they do have a program of particular interest that focuses on rice production in Zambia. The program is called the JICA ‘Rice Dissemination Project.’ Through this program JICA is trying to help introduce ‘climate-resilient’ rice to smallholders in Zambia. This is not a genetically modified crop, but rather a cross bred crop between an Asian and African rice species. This is of interest to the ZIFL-P for possible inclusion in the Eastern Province – given that smallholders do suffer from prolonged drought during dry seasons and often flooding in and around the valley during the rainy season. This could help the program’s goals of improving smallholder farmer’s resilience to climate change. The JICA team will be hosting a series of presentations from rice experts from Japan in late November, around the time when the World Bank team is planning its grant signing mission to Zambia. So it was decided that if there is an overlap in these dates that the ZIFL-P team would attend presentations to inquire more on the feasibility of this type of climate resilient rice in the Eastern Province.

23. **Discussion with Embassy of Finland:** World Bank mission team followed up with the Environment Advisor from the Embassy of Finland, Elizabeth Ndhlouv. World Bank introduced the ZIFL-P program and spoke about all of its components and the program design process Ms. Ndhlouv proceeded
to share information on relevant initiatives that Finland was supporting. One initiative that may be of interest to the ZIFL-P is a district level coordination unit that Finland helped set up in Muchinga to encourage coordination efforts at the sub-district level, i.e. linking communities in with district level institutional arrangements. It should be noted to the ZIFL-P team that this aligns with the Chipata Roundtable’s objectives of eventually including new functionalities to incorporate community and chiefdom inputs at the district level. It looks at land use coordination, integrated land use planning, and decentralization. So this initiative could be a good reference going forward. Ms. Ndhlovu also advised that the ZIFL-P team take a look at a charcoal and timber study that Finland helped support along with USAID in Zambia. This can be found on the Finnish Embassy website. Finally, another Finnish initiative that should be explored further is a program that they have in the eastern province which at one point made investments in rural electrification equipment, primarily solar energy applications for rural households through the National Technology Business Centers (NTBCs). This was around a $1M investment of Finnish funds blended with Danish funds.

**Discussions with Private Sector**

24. **Discussion with COMPACI:** World Bank mission team together with IFC colleague and NCCS and met with the COMPACI group to follow up on the last discussion and also present the idea of ‘Forest Conservation Cotton.’ This would be a technical study that defines what practices cotton producers can uptake that will improve their incomes while reducing encroachment pressures on forests. In concept this will involve working with individual companies to intensify cotton production away from forested areas, as avoiding deforestation is a principle held within the COMPACI standard WB presentation is attached (Annex 8) COMPACI did express interest in being a part of the Forest Conservation Cotton study but requested more information be sent on the topic in the form of a 1-2 page briefing which can be shared with their managing directors. This was a key outcome from this meeting and it was agreed that this briefing would be send shortly within the next week. After that the firms said that they would send formal responses in the form of written expressions of in participating in the study.

3. **NEXT STEPS**

25. Throughout the course of this preparation mission the following actions have been identified as critical next steps for advancing the development of the ZIFL-P. Please note that the deadlines here are reflected in the program schedule and deadlines excel sheet (shown in Annex 6) in more detail with associate sub-components in some cases.

26. **NCCS new hire:** *Chipata-based staff to support ZIFL-P preparation and the Roundtable*
   
i. Terms of Reference to be drafted immediately;
   
ii. NCCS to begin searching for suitable candidates immediately;
   
iii. NCCS will hire new team member on the first week of December, 2015

27. **BioCFplus PPA Processing:**
   
i. Letter of request from NCCS requesting the program preparation advance of $1M. Due by third week of October, 2015
   
   
iii. Draft Memorandum to Country Director: Due by last week of Oct., 2015
   
iv. Draft letter of grant agreement: Due by last week of Oct.2015
   
v. Procurement Plan: Due by last week of Oct.2015
   
vi. Annual Work Plan and Budget (AWPB) Due by last week of Oct., 2015
28. **GEF Component Preparation:**
   i. ZAWA & Forestry Dept. will send to the World Bank draft terms of reference to hire consultants to prepare details of the project design for the GEF-funded components. Due by: End of October 2015;
   ii. The Climate Change Secretariat will immediately make contact with the appropriate experts from the agricultural sector to help prepare detailed plans for this part of the project.

29. **IDA Credit Processing:**
   i. The NCCS will submit a draft request letter to the World Bank task team for the $10M IDA credit.

30. **Drivers of Deforestation Study:**
   i. The World Bank team will collectively revise the terms of reference for this study immediately and send to the GRZ Forests Team for review, before sending to the contracted consultancy;
   ii. The consultancy will revise the proposal for the study according to the new terms of reference within one week of receipt;
   iii. The consultancy will begin working full time on the study first week of November, 2015;
   iv. The consultancy will have the study complete by the end of January, 2016.

31. **TA Needs Assessment Study:**
   i. The NCCS team and GRZ forests team will provide feedback on the draft report of the study by the end of the third week of October, 2015
   ii. The study will be finalized by the contracted consultancy by the end of the first week of November, 2015.

32. **Development of Chipata Round Table Operating Procedures:**
   i. The NCCS team will submit establish a terms of reference for the development of the round table’s coordination unit and technical committee by the end of October, 2015;
   ii. A full time staff will be hired by the first week of December, 2015
   iii. The technical committee and coordination unit operating procedures will be finalized by the first week of February, 2016.
   iv. The new procedures for the roundtable will be submitted along with a future NCCS budget allocation for the roundtable to the Permanent Secretary of the Eastern Province for official endorsement on the second week of February, 2016.

33. **Implementation Arrangements:**
   i. The NCCS will have all implementation arrangements agreed upon by the third week of February, 2016.  

34. **Proposals or Investment Funding:**
   i. The NCCS team will have the Investment Proposal for the Forest Investment Program (FIP) completed by the first week of May, 2016
   ii. The NCCS team will have the Investment Proposal for the Green Climate Facility completed by the first week of March, 2015.

35. **Proposal to COMPACI for ZIFL-P ‘Forest Conservation Cotton’**:
   i. The World Bank team will submit the two page concept note on ‘Forest Conservation Cotton’ to COMPACI immediately;

   4This will include compliance with all of the intermediate World Bank steps associated with this process
ii. The World Bank team will also create a terms of reference for the ‘Forest Conservation Cotton Study’ which will be sent to all cotton companies operating in the Eastern Province during the month of November.

iii. The World Bank team will give presentations as needed while on mission during November to requesting cotton companies that have not yet been consulted, but are interested in participating in this study.

iv. Expressions of Interest (EOIs) will be accepted on a company specific basis. Expressions of interest will be due by first week of December, 2015.

4. DISCLOSURE

36. The Bank and the Project Entity confirm their understanding and agreement to disclose the Aide Memoire.

5. NEXT MISSION & BANK PROCESSING

37. The next mission is proposed to be undertaken in November 2015 pending compliance with the current work plan outlined in this document. The mission dates will be finalized in consultation with GRZ.

6. LIST OF ANNEXES

ANNEX 1: Mission Program
ANNEX 2: List of People Met
ANNEX 3: Presentation to ISFL Donors and Bilateral Development Partners
ANNEX 4: Stakeholder Workshop Agenda
ANNEX 5: Stakeholder Idea for Roundtable Org. Chart
ANNEX 6: ZIFL-P Preparation Schedule & Work Plan
ANNEX 7: List of Participants in Stakeholder Workshop
ANNEX 8: Presentation made to COMPACI: ‘Forest Conservation Cotton’
ANNEX 9: Forest Investment Program (FIP) – Investment Plan Scoping Mission
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Participants</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Monday, September 28th</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AM</td>
<td>Initial meeting with the GRZ:</td>
<td>WB Team, NCCS, ZAWA</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Focus on GEF component</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PM</td>
<td>Discussions with Ministry of Agriculture and Department of Forestry on</td>
<td>WB Team, NCCS, MAL, Dept. Foresty</td>
<td></td>
</tr>
<tr>
<td></td>
<td>agricultural and forestry components with GEF funding</td>
<td></td>
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</tr>
<tr>
<td></td>
<td><strong>Tuesday, September 29th</strong></td>
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<tr>
<td>AM</td>
<td>Joint Scoping Mission for the Forestry Investment Program (FIP), potential</td>
<td>WB Team, NCCS, Dept. Foresty</td>
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</tr>
<tr>
<td></td>
<td>source of ZIFL-P co-financing</td>
<td></td>
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<td>PM</td>
<td>Discussion on GEF-funded biodiversity activities</td>
<td>WB Team, NCCS, ZAWA</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Wednesday, October 1st</strong></td>
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<td></td>
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<tr>
<td>AM/</td>
<td>Continuation of discussion on GEF-funded biodiversity activities</td>
<td>WB Team, NCCS, ZAWA</td>
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<td><strong>Thursday, October 2nd</strong></td>
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<tr>
<td>AM/</td>
<td>Discussions with ZAWA on activities related to GEF-funded biodiversity</td>
<td>WB Team, NCCS, ZAWA</td>
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</tr>
<tr>
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<td>component</td>
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<td>Discussions with ZAWA on activities related to GEF-funded biodiversity</td>
<td>WB Team, NCCS, ZAWA</td>
<td></td>
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<tr>
<td>PM</td>
<td>component</td>
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<tr>
<td></td>
<td><strong>Monday, October 5th</strong></td>
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</tr>
<tr>
<td>AM</td>
<td>Meetings with the World Bank CMU</td>
<td>WB Task Team; CMU</td>
<td>World Bank Office</td>
</tr>
<tr>
<td></td>
<td>• Discussion with country director about program status and concept</td>
<td></td>
<td>World Bank Office</td>
</tr>
<tr>
<td></td>
<td>review meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Arrive in Lusaka (Robert Griffin)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PM</td>
<td>ZIFL-P Project Concept Note Review Meeting</td>
<td>WB Task Team; CMU; PCN Participants</td>
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</tr>
<tr>
<td></td>
<td>Tuesday, October 6th</td>
<td></td>
<td></td>
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<tr>
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<td></td>
</tr>
<tr>
<td></td>
<td>World Bank Task Team</td>
<td>World Bank</td>
<td></td>
</tr>
<tr>
<td>AM</td>
<td>ZIFL-P Team Meeting</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Interview: New ZIFL-P STC</td>
<td>World Bank</td>
<td></td>
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<tr>
<td>PM</td>
<td>Meeting with NCCS</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Report on outcomes of the PCN Meeting</td>
<td>NCCS; WB Task Team</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Discuss next steps for program</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Discuss objectives of the rest of the mission</td>
<td>Ministry of Finance - NCCS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wednesday, October 7th</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fly to Eastern Province (Robert Griffin)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AM / PM</td>
<td>Stakeholder workshop in Eastern Province</td>
<td>Crossroad Lodge</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting with P.S. Agriculture</td>
<td>Ministry of Agriculture</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Thursday, October 8th</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AM / PM</td>
<td>Stakeholder workshop in Eastern Province</td>
<td>Crossroad Lodge</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Program Presentation to donor community and bilaterals</td>
<td>Embassy of Finland, Norwegian Embassy</td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
<td>Contact</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>---------------------------------------------------------------------------</td>
<td>--------------------------</td>
<td></td>
</tr>
<tr>
<td>AM</td>
<td><strong>Return to Lusaka</strong> <em>(Robert Griffin)</em></td>
<td>USAID, JICA</td>
<td></td>
</tr>
<tr>
<td>PM</td>
<td><strong>Exit mission, return to Washington D.C.</strong> <em>(Indira Ekanayake)</em></td>
<td>WB Office</td>
<td></td>
</tr>
</tbody>
</table>

**Friday, October 9th**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Contact</th>
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</thead>
<tbody>
<tr>
<td>AM</td>
<td><strong>Meeting with NCCS</strong></td>
<td>Deuteronomy Kasaro</td>
</tr>
<tr>
<td></td>
<td>• Program Schedule &amp; Workplan</td>
<td>Robert Griffin</td>
</tr>
<tr>
<td>PM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Monday, October 12th**

<table>
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<tr>
<th>Time</th>
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<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td><strong>Meeting with JICA</strong></td>
<td>Robert Griffin</td>
</tr>
<tr>
<td></td>
<td></td>
<td>JICA Team</td>
</tr>
<tr>
<td>PM</td>
<td><strong>Meeting with Finland:</strong> 3:30pm</td>
<td>Finland Environment Advisor</td>
</tr>
</tbody>
</table>

**Tuesday, October 13th**
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Attendees</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>AM</td>
<td>Meeting with COMPACI Group</td>
<td>GIZ; Cargill; NWK; Alliance</td>
<td>WB Office</td>
</tr>
<tr>
<td>AM/PM</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AM</td>
<td>Meeting with NCCS</td>
<td>Deuteronomy Kasaro</td>
<td>Ministry of Finance - NCCS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Robert Griffin</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Introductory meeting with new STC hire</td>
<td></td>
<td>World Bank Office</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Robert Griffin;</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ngao Mubanga</td>
<td></td>
</tr>
<tr>
<td></td>
<td>IDC Discussion – 2:30pm <em>(No show, Charles Mate)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PM</td>
<td>Unique Discussion</td>
<td>Deuteronomy Kasaro</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Robert Griffin</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

*No show, Charles Mate*
Friday, October 16th

AM/ PM
Mission Wrap Up
- Mission objectives
- Aide memoire

Rob Griffin;
Deuteronomy Kasaro

Ministry of Finance - NCCS

Mission Members' Dates in Country

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indira Janaki Ekanayake</td>
<td>World Bank - Senior Agriculturist (TTL) (Sept. 28-Oct. 9)</td>
</tr>
<tr>
<td>Douglas J. Graham</td>
<td>WB - Senior Natural Resources Specialist (co-TTL) (Sept. 28-Oct.6)</td>
</tr>
<tr>
<td>Robert Griffin</td>
<td>WB – Carbon Finance Analyst (Oct. 5-16)</td>
</tr>
<tr>
<td>Kutemba Kambole</td>
<td>WB - Team Assistant (entire mission duration)</td>
</tr>
<tr>
<td>Mwansa Lukwesa</td>
<td>WB – Environmental Specialist (entire mission duration)</td>
</tr>
<tr>
<td>Iretomiwa Olutunji</td>
<td>WB – Environmental Specialist (entire mission duration)</td>
</tr>
</tbody>
</table>
## ANNEX 2: List of People Met

<table>
<thead>
<tr>
<th>Institution</th>
<th>Name</th>
<th>Contact Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cargill</td>
<td>Emmanuel Mbewe</td>
<td><a href="mailto:Emmanuel_Mbewe@cargill.com">Emmanuel_Mbewe@cargill.com</a></td>
</tr>
<tr>
<td>Embassy of Japan</td>
<td>Jun Yamazaki</td>
<td><a href="mailto:Jun.yamazaki-2@mofa.go.jp">Jun.yamazaki-2@mofa.go.jp</a></td>
</tr>
<tr>
<td>Embassy of Japan</td>
<td>Hiroyasu Kirioka</td>
<td><a href="mailto:Hiroyasu.kirioka@mofa.go.jp">Hiroyasu.kirioka@mofa.go.jp</a></td>
</tr>
<tr>
<td>Alliance Ginneries</td>
<td>John Tembo</td>
<td><a href="mailto:John.tembo@alliancegineries.com">John.tembo@alliancegineries.com</a></td>
</tr>
<tr>
<td>GIZ</td>
<td>Wolfgang Bertenbreiter</td>
<td><a href="mailto:Wolfgang.bertenbreiter@giz.de">Wolfgang.bertenbreiter@giz.de</a></td>
</tr>
<tr>
<td>Forestry Dept.</td>
<td>Sylvester Siam</td>
<td><a href="mailto:slysiam@yahoo.co.uk">slysiam@yahoo.co.uk</a></td>
</tr>
<tr>
<td>Embassy of Finland</td>
<td>Elizabeth Ndhlouvu</td>
<td><a href="mailto:elizabeth.ndhlouvu@formin.org.zm">elizabeth.ndhlouvu@formin.org.zm</a></td>
</tr>
<tr>
<td>Embassy of Finland</td>
<td>Timo Olkkonen</td>
<td><a href="mailto:Timo.olkkonen@formin.fi">Timo.olkkonen@formin.fi</a></td>
</tr>
<tr>
<td>NCCS</td>
<td>Tasila Banda</td>
<td><a href="mailto:tasilabanda@gmail.com">tasilabanda@gmail.com</a></td>
</tr>
<tr>
<td>IDC</td>
<td>Charles Mate</td>
<td><a href="mailto:charles.mate@ide.co.zm">charles.mate@ide.co.zm</a></td>
</tr>
<tr>
<td>NCCS</td>
<td>David Kaluba</td>
<td><a href="mailto:dckaluba05@gmail.com">dckaluba05@gmail.com</a></td>
</tr>
<tr>
<td>NCCS</td>
<td>Deuteronomy Kasaro</td>
<td><a href="mailto:deutkas@yahoo.com">deutkas@yahoo.com</a></td>
</tr>
<tr>
<td>Embassy of Norway</td>
<td>Hans Melby</td>
<td><a href="mailto:hfm@mofa.no">hfm@mofa.no</a></td>
</tr>
<tr>
<td>USAID</td>
<td>Anna Toness</td>
<td><a href="mailto:atonnes@usaid.gov">atonnes@usaid.gov</a></td>
</tr>
<tr>
<td>Ministry of Agriculture</td>
<td>Julius J. Shawa</td>
<td>N/A</td>
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</table>
ANNEX 3: Presentation to ISFL Donors and Bilateral Development Partners

Zambia Integrated Forest Landscape Program (ZIFL-P):
PCN Stage

TA [P153071] by BioCarbon Fund
Carbon Offset [P155827] by BioCarbon Fund
GEF [P157521] by Global Environment Facility

Zambia Integrated Forest Landscape Program (ZIFL-P)

Program Objective: to reduce greenhouse gas emissions from the land sector in Zambia's Eastern Province, while simultaneously improving rural livelihoods, and wildlife conservation

Targeted Area: Eastern Province (6 million ha.) People: 10% of Zambia's Population

Unsustainable Human Activity: Food insecurity and unproductive farming practices in the agriculture sector and charcoal for energy and increasing urban demand are driving natural resource depletion across the entire landscape

- High deforestation rates → primarily due to shifting cultivation of agriculture and charcoal production
- Declining soil fertility → due to poor soil management and neglecting desirable farming practices, e.g., CSA, conservation farming, agroforestry etc. Low Agricultural Productivity needs attention.
- Exploitation of wildlife → for bush meat and food trade
In Zambia Structural Transformation is underway – but Agriculture still dominates

### Zambia: Composition of Employment 2005-2012

<table>
<thead>
<tr>
<th>Year</th>
<th>Agriculture</th>
<th>Industry and Construction</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>2005</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012</td>
<td></td>
<td></td>
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</tbody>
</table>

### Composition of Employment in Zambia Absolute values 2005-12

<table>
<thead>
<tr>
<th>Year</th>
<th>Agriculture</th>
<th>Industry</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>2005</td>
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<td></td>
</tr>
<tr>
<td>2012</td>
<td></td>
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</tr>
</tbody>
</table>

In Zambia most WORKERS in most Provinces are Farmers
In Eastern Province >80% are Farmers

### Percentage

<table>
<thead>
<tr>
<th>Province</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Lusaka</td>
<td></td>
</tr>
<tr>
<td>Copperbelt</td>
<td></td>
</tr>
<tr>
<td>Southern</td>
<td></td>
</tr>
<tr>
<td>Central</td>
<td></td>
</tr>
<tr>
<td>Northern</td>
<td></td>
</tr>
<tr>
<td>North Western</td>
<td></td>
</tr>
<tr>
<td>Western</td>
<td></td>
</tr>
<tr>
<td>Muchinga</td>
<td></td>
</tr>
<tr>
<td>Luapula</td>
<td></td>
</tr>
<tr>
<td>Eastern</td>
<td></td>
</tr>
</tbody>
</table>

- Agriculture
- HME, Industry
- HME, Services
- Private wage, services
- Public wage

Agricultural productivity gains may be helping a shift into services?
Which could be increasing incomes for the poor?

### Growth in Aggregate Employment

<table>
<thead>
<tr>
<th>Period</th>
<th>Value</th>
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</thead>
<tbody>
<tr>
<td>2005-12</td>
<td></td>
</tr>
<tr>
<td>2009-2012</td>
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</table>

### Growth in Aggregate Labor Productivity

<table>
<thead>
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<th>Value</th>
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<tbody>
<tr>
<td>2005-12</td>
<td></td>
</tr>
<tr>
<td>2009-2012</td>
<td></td>
</tr>
</tbody>
</table>
A Sample of Our Proposed Work in Zambia

Through strategic partnerships, the ZFPC will establish [insert initiative] in the agriculture sector (as a main driver of deforestation) to conserve and restore forests, wildlife, and agricultural resources and provide improved livelihoods, increased productivity, food security, income, jobs, better nutrition, and opportunities for women.

<table>
<thead>
<tr>
<th>Intervention Type</th>
<th>Description</th>
<th>Private Sector Partners</th>
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<tbody>
<tr>
<td>Outgrower Schemes</td>
<td>Establishment of 'no-pest' seed production</td>
<td>Cargill, Nufarm Services (Jubilee)</td>
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<tr>
<td></td>
<td>with multinational off-takers</td>
<td>JTI</td>
</tr>
<tr>
<td>Agriculture</td>
<td>Improvement of national resource conservation</td>
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<tr>
<td>Certifications</td>
<td>standards in agro-ecological certification</td>
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<tr>
<td></td>
<td>Resilience of programs that promote consumption</td>
<td></td>
</tr>
<tr>
<td></td>
<td>agriculture, in particular low till, agroecology,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>and crop resistance in the context of climate</td>
<td></td>
</tr>
<tr>
<td></td>
<td>change and soil degradation</td>
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</tr>
<tr>
<td>Conservation</td>
<td>Land-use planning activities</td>
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</tr>
<tr>
<td>Ecosystems</td>
<td>Irrigation, re-water collection devices, solar</td>
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</tr>
<tr>
<td></td>
<td>water pumps, borehole drilling services</td>
<td></td>
</tr>
<tr>
<td>Productivity</td>
<td>improved</td>
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Maps of Protected Areas and Forest Cover Map in Eastern and Adjoining Provinces in the Luangwa Valley
Zambia Forest / REDD+ Program: Integrating & Scaling Up Financing

[Re Cap] Key Features of the ZiFL-Program

- Cross-Sectoral Response: There is no one silver bullet, requiring an integrated response across multiple sectors, actors, and levels. In-house it promotes integration with GPs for effective delivery:
  - Integrating the tools for geophysical data (GPs) of different levels in country-specific environmental, forestry, and agriculture knowledge with the local framework and technical expertise on climate.
  - Is integrated in nature and collaborates with other programs, such as Global Environment Facility (GEF), and provides inputs to the Forest Investment Plan (FIP), as a chance to create joint WBG narrative and strategy on forests.
- The ZiFL Zambia’s program is working with the GEF to integrate funding to work towards shared and complementary plans.

- A core component of the ZiFL is its direct engagement with IFIs to identify private sector engagement opportunities.
- The adaptability of potential opportunities faces an improvement to agriculture subsectors such as cocoa, coffee, and palm.

- Long-term Engagement: The landscape approach of ZiFL-P is a long-term engagement that will require sustained support in the short term and strong internal support.

- Political Economy: Landscape crisis is the result of a continuing governance-related challenges and underlying policy frameworks. The incentives are needed to shift gears from current way of operating. There is need for clear champions at all levels for change.

- Behavior Change (who?, how?): Fundamentally about changing behavior, building upon leveraging knowledge, partnerships, and relationships, to raise awareness on trade-offs and drive demand for response.
## ANNEX 4: Stakeholder Workshop Agenda

**Wednesday 7th October**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Moderator / Discussant</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 - 8:45</td>
<td>Registration and Attendee Introductions</td>
<td>All Participants</td>
</tr>
<tr>
<td>9:00 - 9:20</td>
<td>Official Opening</td>
<td>Guest of Honour</td>
</tr>
<tr>
<td>9:20 - 9:50</td>
<td>Workshop Introduction: context, goals &amp; objectives</td>
<td>Climate Change Secretariat</td>
</tr>
<tr>
<td>9:50 - 10:30</td>
<td>Status of Forests in Eastern Province and challenges of Deforestation in Eastern Province</td>
<td>Provincial Forestry Office</td>
</tr>
<tr>
<td>10:30 - 10:40</td>
<td>Coffee Break</td>
<td>All Participants</td>
</tr>
<tr>
<td></td>
<td><em>Presentation of examples of related Initiatives or Programmes in Eastern Province and role of Private sector</em></td>
<td></td>
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<tr>
<td>10:40 - 11:00</td>
<td>Biocarbon Partners</td>
<td>BCP, COMACO</td>
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<td>COMACO</td>
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</tr>
<tr>
<td>11:00 - 11:30</td>
<td>Plenary Discussions</td>
<td>All Participants</td>
</tr>
<tr>
<td>11:10 - 12:00</td>
<td>Presentation on the ZIFL-P</td>
<td>Climate Change Secretariat</td>
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<tr>
<td>12:00 - 13:00</td>
<td>Plenary Discussions</td>
<td>All Participants</td>
</tr>
<tr>
<td>13:00 - 14:00</td>
<td>Lunch</td>
<td>All Participants</td>
</tr>
<tr>
<td></td>
<td>Presentation on designing and implementing of jurisdictional REDD+ Programmes</td>
<td></td>
</tr>
<tr>
<td>14:00 - 14:30</td>
<td>Managing incentives and results-based payments in jurisdictional REDD+ programs</td>
<td>Climate Change Secretariat</td>
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<tr>
<td>14:30 - 15:30</td>
<td>Plenary Discussions</td>
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<tr>
<td>15:30 - 15:40</td>
<td>Coffee Break</td>
<td>All Participants</td>
</tr>
<tr>
<td>15:40 - 16:30</td>
<td>Wrap up and interactive feedback/ Identify topics that needs in-depth discussion on Day 2 and end of day 1</td>
<td>All Participants</td>
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</table>
## Thursday 8th October

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Moderator / Discussants</th>
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</thead>
<tbody>
<tr>
<td>8:30 - 8:45</td>
<td>Recap from Day 1 discussions &amp; overview of Day 2 discussions</td>
<td>Moderator</td>
</tr>
<tr>
<td>8:45 - 9:30</td>
<td>Presentation of an agreed in-depth topic from Day 1</td>
<td>Climate Change Secretariat</td>
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<tr>
<td>9:30 - 10:00</td>
<td>Identification of Actions and Partners to reduce deforestation</td>
<td>All Participants</td>
</tr>
<tr>
<td>10:00 - 10:30</td>
<td>Coffee Break</td>
<td>Moderator</td>
</tr>
<tr>
<td>10:30 - 12:00</td>
<td>Group Work</td>
<td>All Participants</td>
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<tr>
<td>12:00 - 13:00</td>
<td>Presentations from Group Work</td>
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<td>13:00 - 14:00</td>
<td>Lunch</td>
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<tr>
<td>14:00 - 16:00</td>
<td>Reflection and wrap up session</td>
<td>Moderator</td>
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</table>
ANNEX 5: Stakeholder Idea for Roundtable Org. Chart

Implementation Arrangements (ZIFL-P)

Provincial Development Coordinating Committee (PDCC)

PROGRAMME ADVISORY COMMITTEE
Chaired by and composed of Public, Civil Society and Private Sector Representatives at Provincial level

PROGRAMME COORDINATION UNIT
(Responsible for day-to-day operations and implementation at Provincial Administration level)

IMPLEMENTING PARTNERS
Public
Civil Society
Private
# ANNEX 6: ZIFL-P Preparation Schedule & Work Plan

## WBG OPERATIONS SCHEDULE

<table>
<thead>
<tr>
<th>Preparations Milestone &amp; Key Activities</th>
<th>2015</th>
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<tr>
<td>1. WBG Concept Meeting (Beijing)</td>
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<tr>
<td>2. Project Preparation (PTB)</td>
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<tr>
<td>3. PIFD Mission</td>
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<tr>
<td>4. GER Draft PSA Package</td>
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<td>5. WBG Draft Meeting Final Decision</td>
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<td>6. Appeal Notice</td>
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<tr>
<td>7. Negotiation and BPEA Drafting</td>
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<tr>
<td>8. Preparation of Board Package</td>
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<td>9. WS Board Approval</td>
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## COORDINATION PLAN

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<tr>
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<tr>
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<td>2. TA Periodic Agreement</td>
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<td>3. Study Abroad Agreement</td>
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<td>Sectional Project Requirement</td>
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<td>1. Site Director Consultations</td>
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<td>2. TPA for mobilization &amp; Technical Committee</td>
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<td>3. Human Resource Support</td>
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<tr>
<td>4. Define individual committees &amp; coordination with operating brochures?</td>
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<td>5. GENERAL &amp; Local Participation endorsement</td>
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## Implementation Arrangement Plan

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<td>2. Field staff recruitment</td>
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<td>3. Field implementation &amp; fundraising mechanism</td>
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## INVESTMENT PLAN

### Technical Studies
1. Market & Competitor Study
2. Site Analysis & Feasibility Study
3. Conceptual Design
4. Detailed Design
5. Cost Estimation

### Plan to Maximize Investment Funding
1. Feasibility Study
2. Economic Study
3. Business Plan

### Investments & Key Program Interventions Plan
1. Stakeholder Consultation
2. Project Management
3. Implementation Plan
4. Monitoring & Evaluation

## PRIVATE SECTOR ENGAGEMENT PLAN

### Cotton Components
1. Cotton Seed Development
2. Contract Farming
3. Pest Management
4. Post-Harvest Management

### Community Involvement
1. Community Consultation
2. Community Participation
3. Community Empowerment
4. Community-Based Enterprises (CBE)

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### Technical Plan

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<th>Reference Business Level (BUL) Entities</th>
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<tr>
<td>1. First Estimate of PPI (Annex 2) &amp; Feasibility Study</td>
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<tr>
<td>2. A.H. Technical Support Mechanisms</td>
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<td>4. Beneficiary Registration &amp; Identification</td>
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<tr>
<td>5. Establishment of Project Management System</td>
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<td>6. Project Implementation Plan (PIP)</td>
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<tr>
<td>7. Marketing Plan</td>
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<td>8. Monitoring &amp; Evaluation System</td>
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### Implementation Management Plan

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<th>Reference Business Level (BUL) Entities</th>
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<tr>
<td>1. Project Implementation Plan (PIP)</td>
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<tr>
<td>2. Monitoring &amp; Evaluation System</td>
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<tr>
<td>3. Needs Assessment &amp; Baseline Survey</td>
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<td>4. Social &amp; Economic Impact Assessment</td>
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<tr>
<td>5. Project Management System</td>
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<tr>
<td>6. Training &amp; Capacity Building</td>
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<td>7. Institutional Support</td>
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<td>8. Project Evaluation</td>
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## ANNEX 7: List of Participants in Stakeholder Workshop

<table>
<thead>
<tr>
<th>NO.</th>
<th>NAME</th>
<th>ORGANISATION</th>
<th>DISTRICT</th>
<th>DESIGNATION</th>
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<th>SIGNATURE</th>
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<tr>
<td>01</td>
<td>SELU TEBEKELE</td>
<td>FIRE &amp; RESCUE DPT</td>
<td>Chipata</td>
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<td>02</td>
<td>Donat Kabwe</td>
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<td>Sasa Muyemba</td>
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<td>Allan Kazungu</td>
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ANNEX 8: Presentation made to COMPACI: ‘Forest Conservation Cotton’

Zambia Integrated Forest Landscape Program (ZIFL-P):

Forest Conservation Cotton

BACKGROUND

Targeted Area: Eastern Province (6 million ha.) People: 10% of Zambia’s Population

Program Objective: The program seeks to increase rural farmer’s incomes, while reducing deforestation and wildlife poaching

- Why target agriculture?
- Why target Cotton as a crop?
'FOREST CONSERVATION COTTON'

Through this program, we want cotton producers to understand what needs to be done to produce cotton in a way that does not lead to deforestation and still improves farmer incomes.

We are willing to sponsor a study that:
- Define what Forest Conservation Cotton is; and
- Provide assistance to companies who want to make this their goal.

What is it in concept? Intensifying cotton production away from forested areas
1. Increase cotton farmer incomes
2. Reduce pressure of smallholder encroachment on forests and wildlife habitats

What is it in practice? This is currently unknown by the ZFIP and why what we need to do a study

TECHNICAL STUDY

Component 1: Public Study
Component 2: Private company-specific plans

ENGAGEMENT PROCESS

DISCUSSION:

In short, the ZFIP is interested in defining Forest Conservation Cotton and wants to know:

1. If this effort can collaborate and/or link with the COMPAC initiative in defining Forest Conservation Cotton, and
2. If individual firms in COMPAC are interested in receiving private support for developing business plans for forest conservation cotton.
ANNEX 9: Forest Investment Program (FIP) – Investment Plan Scoping Mission

FOREST INVESTMENT PROGRAM OVERVIEW

Zambia
October 5, 2015

FIP: Part of Global Climate Finance

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[Text and images related to the Forest Investment Program (FIP) and its role in global climate finance]
FIP: Set Up to Address Global Forest Loss & Emissions

- Support developing countries' REDD+ efforts
- Address underlying drivers of deforestation & overcome barriers
- Provide bridge financing for reforms & investments from REDD+ strategy efforts
- Contribute also to climate change adaptation

FIP: Also Contributes to Multiple Development Benefits

- Sustainable forest & land stewardship → climate adaptation & resilience
- Economic productivity, enhanced livelihoods, reduced poverty
- Social benefits, community empowerment; protection of rights
- Capable, responsible institutions & officials
- Biodiversity conservation, ecosystem services
FIP – Key Objectives

- To initiate and facilitate steps to transformational change in countries’ forest policies & practices
- To pilot models & build understanding of links between SFM, policies, emissions reductions & conservation
- To facilitate the leveraging of additional financing resources for REDD
- To provide valuable experience and feedback in the context of UNFCCC deliberations

Example Areas for Investment

- Institutional capacity, forest governance and information: monitoring; info management systems; institutional, legal & financial management, FLEG, mapping & land tenure reforms, landscape planning, technology transfer, capacity
- Investment in forest mitigation measures: forest conservation, SFM, restoration, afforestation/reforestation, PES, private sector restructuring, certification
- Investment outside sector to reduce pressure on forests: alternative livelihoods, poverty reduction, alternative energy, agric & agroforestry investments & intensification
<table>
<thead>
<tr>
<th>FIP Investment Criteria</th>
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<tbody>
<tr>
<td>- Climate change mitigation potential</td>
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<td>- Demonstration potential at scale</td>
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<tr>
<td>- Cost effectiveness</td>
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<tr>
<td>- Implementation potential</td>
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<tr>
<td>- Integrating sustainable development (co-benefits)</td>
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<td>- Safeguards</td>
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<tr>
<th>FIP Investment Plan Preparation Process</th>
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<tr>
<td>- The Investment Plan is owned by and developed under country leadership</td>
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<tr>
<td>- Technical missions, expert assistance and analysis, and consultations are brought in as needed</td>
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<tr>
<td>- MDBs support and collaborate on drafting the Plan with the Government</td>
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<tr>
<td>- Stakeholder dialogue and sharing of information on proposed projects are important</td>
</tr>
<tr>
<td>- Draft plans are published on government websites to allow time for stakeholder comments</td>
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<tr>
<td>- FIP Sub-Committee requires advance planning for posting of mission notices, independent review and final SC review</td>
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</table>
### FIP Investment Plan Document

**Describes & Rationalizes Country Interventions, Investments, Activities, Partnerships, & Financing**

1. **Description of country & sector context**
2. **Identification of opportunities for GHG abatement**
3. **Enabling policy & regulatory environment**
4. **Expected Co-Benefits from FIP Investment**
5. **Collaboration among MDBs and with other Partners**
6. **Identification & rationale for programs to be co-financed by FIP**
7. **Implementation potential and risk assessment**
8. **Financing plan and instruments**
9. **Results Framework for the Investment Plan**

### Required Annexes Provide Additional Key Information

1. **Proposed project pipeline including for the DGM and notional resource allocation**
2. **Stakeholder involvement plan. Assessment of relevant stakeholder groups and how they have been involved in the design and will be involved in the implementation of the Investment Plan and related projects and programs**
3. **FCPF/UNREDD Readiness Preparation Proposal (R-PPs), National REDD+ Plan, Action Plan or equivalent (if available)**
4. **Technical review of the country Investment Plan by an expert/peer review group (from FCPF roster of experts)**
Zambia Forest / REDD+ Program: Integrating & Scaling Up Financing

"Readiness" Phase ➔ Implementation & Investment ➔ Results & Performance Payments

UN-REDD Grant ➔ BioCarbon ZIFL ➔ Forest Investment Program ➔ Forest Landscape - Emission Reduction Program: Payments for Results ➔ Global Green Climate Fund ➔ Private Investors

FIP = DGM Dedicated Grant Mechanism for Local Communities

FIP - Forest Investment Program

BioCarbon Fund

Investment Plan Preparation Process

1. First Joint Mission
   Introductory Discussions
   MDB internal budgeting

2. Country Request for Investment Plan Preparation Grant

3. Development of Draft Investment Plan
   Stakeholder Consultations
   Additional Joint Mission/Technical Missions

4. Independent Technical Review
   Documentation of Responses to Comments

5. Country Endorse & Submit for Review by FIP Sub-Committee

6. FIP Sub-Committee Endorsement of Investment Plan

Productivity, Livelihoods, Economic Returns

Country + MDBs
Country & Lead MDB
Country + MDBs
CIF AU
Country + MDBs
Country
FIP SC
1. First Joint Mission
   Introductory Discussions
   MDi6 internal budgeting

2. Country Request for Investment Plan Preparation Grant
   Country & Lead MDI6

3. Development of draft Investment Plan
   Stakeholder Consultations
   Additional Joint Mission/Technical Missions
   Country + MDI6s

4. Independent Technical Review
   Documentation of Responses to Comments
   CIF AU

5. Country Endorse & Submit for Review by FIP Sub-Committee
   Country

6. FIP Sub-Committee Endorsement of Investment Plan
   FIP SC

Logical Framework FIP

- CIF Final Outcome
  - Improved livelihoods, climate resilient development

Country
- Final Outcome
  - Reduced deforestation and forest degradation

Objectives
- Reduced deforestation and forest degradation and enhanced carbon sinks

Expected Level
- Faster release of CIF funds

Program/Project
- Sustainable forest management
- Seaholm forest management
- Vegetation management
- Reduced forest degradation

IF Participants
- CIF
- IF participants
- Stakeholders
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<th>FIP</th>
<th>DEDICATED GRANT MECHANISM: Indigenous Peoples &amp; Local Communities</th>
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<tr>
<td>• Grants to enhance community participation in REDD+ agenda</td>
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<tr>
<td>✓ Country program for each FIP country</td>
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<td>✓ Global component for knowledge &amp; capacity</td>
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<tr>
<td>• Designed by representatives of indigenous peoples &amp; communities at global level</td>
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<tr>
<td>• National process to be led by CSO and Community representatives, self selected</td>
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<tr>
<td>• National steering committee identifies an implementing organization ($5 million grant program)</td>
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<td>• Recognizing and supporting tenure rights, forest stewardship roles, and traditional forest management systems</td>
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<td>• Participation of these groups in development of the FIP investment strategies, programs and projects</td>
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<td>• Implementation of projects as an integral component of country pilots</td>
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<td>• DGM preparation and consultation will be integrated into</td>
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<td>the FIP investment planning process</td>
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<td>• DGM funding is additional to country-level FIP allocation</td>
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<td>• It is a model to directly partner with and provide grants to</td>
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<td>communities in forests/REDD+</td>
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<td>• DGM investments are expected to be complementary to FIP</td>
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<td>financed activities in the country</td>
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<tr>
<td>• Globally, WB facilitates DGM set up in FIP countries.</td>
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<td>Implementers follow WB financial rules</td>
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FIP Phase 1 Countries:
Examples of Phased, Programmatic Approaches

- Mexico: Integrating agricultural & forest databases; leveraged funding
- Brazil: Integration with Low Carbon Agriculture Program
- Ghana: Integrating Forest and Cocoa Farming Landscape approaches
- Burkina Faso: Protecting State Forests by providing alternative livelihood opportunities outside
- DRC: Addressing wood energy as the main driver of deforestation and forest degradation around big cities
- Lao PDR: Four provinces under integrated landscape management, sustainable forest management for all production forest areas
- Indonesia: Piloting the establishment of integrated forest management units at national, regional and local levels
- DGM - Dedicated Grant Mechanism for Local Communities: Building capacities from the bottom, networking, strengthening land tenure