**Proposed Work Plan for**

**Finalizing Phase I and Transition from Phase I to Phase II of the Forest and Farm Facility:**

Overview:

This proposal requests a nine month extension of the current GCP/GLO/495/MUL for the Forest and Farm Facility through September 30, 2018. This extension will be used to complete the reporting to bring Phase I to a successful close and to cover bridging activities to ensure a smooth transition between Phase I and Phase II. Importantly it will ensure that there is no break in continuity in terms of activity and staffing, and will help to lay the groundwork as additional resource mobilisation and longer term funding agreements for Phase II are being finalized. The current core team within the FAO Secretariat and facilitating partners will be ensured a renewal of their contracts for this period and be able to focus on vital preparatory work to ensure the likelihood of greater impacts from Phase II and prepare for the launching process for Phase II. As has been the practice for the FFF so far official progress reports and certified financial reports for the previous calendar year (in this case 2017)will be submitted to the donor partners by June 30, 2018 and a final certified financial report by March 31, 2019. A final narrative report through September 30, 2018 and a provisional financial statement will also be provided by end of December 2018.

As per this amended work plan the team will be able facilitate the following

1. Finalizing reporting and lessons learned documents to capture the learning and achievements of the Forest and Farm Facility through December 31, 2017. The “draft narrative report” for activities through December 2017 will be submitted to a Steering Committee meeting and the Donor support Group in late February, 2018.

2. Oversight and management of the calls for expressions of interest, selection of potential partner countries, feasibility assessments, identification of likely FFPO and government agency partners, and continued resource mobilization.

2. Refinement of M & L and strategic work themes (gender equality, youth engagement, value chains and business incubation, guarantee schemes) for Phase II

3. Feasibility missions, scoping studies and capacity building assessments through multi-stakeholder processes in selected countries

Background:

The Forest and Farm Facility is a partnership of four global organizations the Food and Agriculture Organization of the United Nations (FAO), International Institute for Environment and Development (IIED, International Union for Conservation of Nature (IUCN) and Agricord. Since 2013, the FFF has been empowering forest and farm producers and their organizations, the “missing links” that are needed to put the SDGs and NDCs into practice. These producers are the primary producers of food, forest products and ecosystem services. Together they number 1.5 billion people globally, comprise 90% of the world’s farms and, in Asia and sub-Saharan Africa, supply 80% of food – covering a significant proportion of the small scale private sector. Their numerical scale, geographical spread, natural resource use and overlapping incidence with rural poverty give them unique importance. Their strength in numbers is particularly potent in their member based FFPOs which play a central institutional role in their own development pathways out of poverty.

Within this context, major achievements of Phase I can be attributed to the FFF’s unique and direct support to FFPOs. FFF’s proven cost-effective, demand driven delivery mechanism reached more than 400 FFPOs in 10 partner countries over the last four years with regional and global programmes engaging an additional 30 organizations. Independent reviewers found the Phase I approach to be “highly efficient in terms of inputs relative to results” and “highly relevant…filling the gaps in rural development cooperation” with the firm recommendation that “a second phase of FFF should be considered in order to consolidate and expand its achievements”.

Resources are needed to finalize the reporting and lessons learned from the FFF experience to date and to manage a transition from Phase I into Phase II. This important bridging funding would ensure the high quality reporting from Phase I and a smooth transition between Phase I and Phase II. Importantly it will ensure that there is no break in continuity in terms of activity and staffing as additional resource mobilisation and longer term funding agreements are being finalized. The current core team within the FAO Secretariat (consisting of the Manager, Two Forestry Officers, the communication team of one half time Forestry Officer for outreach and information sharing, and two General Services staff) will be ensured a renewal of their contracts and be able to focus on vital preparatory work to ensure the likelihood of greater impacts from Phase II and prepare the launching process for Phase II. In addition the core management team members within the IIED (2 Forest Research Officers) and in IUCN (one Regional and global coordination officer) and a part time liaison position within AgriCord will be supported through contracts to guide a set of preparatory scoping studies.

Specifically the extension would allow a set of activities listed below to be accomplished:

Activities:

1. Report writing and lessons learned

The “draft report” on the Forest and Farm Facility through December 2017 including narrative and provisional financial statements will be completed by January 31 and presented to the Donor Support Group and Steering Committee on Feb. 27-March 1.

* 1. Knowledge papers and communications products summarizing the work of FFF to date would be completed and shared.
  2. A major learning event will be held before the end of April 2018 as part of a larger effort by FAO to look at its work with producer organizations and discuss how to go to scale as an input into the transition to phase II.

1. Country selection and operational preparation

2.1 Oversight and management of the calls for expressions of interest.

2.2 Facilitation of a selection panel and, with them, the selection of potential partner countries.

2.3 Feasibility assessments (in selected countries), to follow up on expressions of interest if needed, identification of likely FFPO and government agency partners.

2.4 Facilitate Steering Committee and donor support groups meetings to guide Phase II work plans.

2.5 Continued resource mobilization according to the Resource Mobilization Strategy and Plan.

2.6 Develop strategic linkages for scaling up impacts at country, regional and global levels.

1. Refinement of M & L and strategic development of work themes for Phase II
   1. An updated M & L framework and information management system put in place.
   2. At least 4 studies selected from the following: gender equality, youth engagement, Indigenous Peoples involvement and territorial management plans, value chains and business incubation, guarantee schemes, inventory and assessment of regional and global FFPOs.
2. Feasibility missions (in up to 6 countries), scoping and capacity development assessments through multi-stakeholder processes in selected countries

Deliverables:

* Finalized Lessons Learned materials through December 2017.
* A major learning event will be held before the end of April 2018 as part of a larger effort by FAO to look at its work with producer organizations and discuss how to go to scale as an input into the transition to phase II.
* A comprehensive analysis with selection and ranking of candidate partner countries
* Feasibility assessments completed in 6 top ranked candidate countries
* Work plan elements clearly identified and preparation plans in place for work plan completion.
* February Steering Committee and donor support group meetings to provide guidance
* Resource mobilization strategy updated and
* Additional funding obtained for Phase II
* New partnerships formed and agreements to enhance scaling up activities
* New M & L framework and system in place for Phase II
* At least two thematic studies to guide effective implementation of key strategic themes in Phase II.
* In country scoping studies and capacity development assessments of potential partner FFPOs in up to 6 countries

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**Work Plan**:

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| **Work Plan**: **Activities** | **2018** | | | **Deliverables** |
| Q1 | Q2 | Q3 |  |
| 1.0 Report writing and lessons learned, summarizing the work of FFF today would be completed and shared. | x |  |  | * The Draft Final Report on the FFF through December 2017 including narrative and provisional financial statements will be completed by January 31 and presented to the Donor Support Group and Steering Committee on Feb. 27-March 1. * Official progress report and certified Annual Financial Reports through the year 2017 will be shared with donors as usual by June 30 2018. |
| 1.1 knowledge papers and communications materials would be completed and shared. | x |  |  | * All knowledge materials, videos and communications materials through December 2017 completed before the February Steering Committee meeting. |
| 1.2 A major learning event will be held before the end of April 2018 as part of a larger effort by FAO to look at its work with producer organizations and discuss how to go to scale as an input into the transition to phase II. |  | x |  | * A summary of key experiences to date with recommendations for incorporation into the transition planning for Phase II. |
| 2.0 Country selection and operational preparation: |  |  |  |  |
| 2.1 Oversight and management of the calls for expressions of interest. | x |  |  | * Final selection and ranking of candidate partner countries |
| 2.2 Facilitation of a selection panel and, with them, the a comprehensive analysis of expressions of interest recevied. | x |  |  |
| 2.3 Feasibility assessments (in selected countries if needed to assess suitability and facilitate ranking as a candidate partner country), identification of likely FFPO and government agency partners. | x | x |  | * Feasibility assessments completed and eligibility of partner countries determined |
| 2.4 Development of work plan preparation process with country partners. |  | x |  | * Work plan elements clearly identified and preparation plans in place for work plan completion. |
| 2,5 Facilitate Steering Committee and donor support groups meetings to guide Phase II work plans and monitor preparatory work. | X |  |  | * February Steering Committee and donor support group meetings to provide guidance |
| 2.6 Continued resource mobilization at all levels. | x | x | x | * Resource mobilization strategy updated and * Additional funding obtained for Phase II |
| 2.7 Develop strategic linkages for scaling up impacts at country, regional and global levels. | x | x | x | * New partnerships formed and agreements to enhance scaling up activities |
| 3. Refinement of M & L and strategic work themes for Phase II |  |  |  |  |
| 3.1 Refinement of M & L and knowledge management system. | x |  |  | * New M & L framework and system in place for Phase II |
| 3.2 Studies prioritised and selected from the following: gender equality, youth engagement, Indigenous Peoples involvement and territorial management plans, value chains and business incubation, guarantee schemes, inventory and assessment of regional and global FFPOs. | x | x | x | * At least four thematic studies to guide effective implementation of key strategic themes in Phase II. |
| 4.0 Feasibility missions |  |  |  |  |
| 4.1 In-country scoping and capacity assessments carried out in selected countries. | x | x |  | * In country scoping studies and capacity development assessments of potential partner FFPOs in up to 6 countries |