



SAMOA AGROFORESTRY AND TREE FARMING PROJECT (SATFP)

SIX MONTHLY PROGRESS REPORT 01 January – 30 June 2013

August 2013

Endorsed by: _____
Assistant Chief Executive Officer – Forestry Division

Approved by: _____
Chief Executive Officer, MNRE

Date: 21 August 2013

1. Introduction to the SATFP

1. The Samoa Agro-forestry and Tree Farming Program (SATFP) aims to diversify and increase the productivity and value of existing farming systems, providing a much needed source of income to many Samoans. While focusing on agro-forestry, the Program will also provide benefits in terms of:

1. Developing a sustainable, domestic forest industry;
2. Boosting employment and skill levels in local timber processing and manufacturing industries; and
3. Promoting the conservation of areas that are important to the protection of water resources, biodiversity, eco-tourism, etc.

2. Through the Samoa Australia Partnership for Development, the Government of Australia is supporting the first phase of the SATFP which meets the objectives of supporting and sustaining the Government of Samoa's Strategy for the Development of Samoa (SDS), the National Action Plan for Adaptation (NAPA) and the National Green House Gas Abatement Strategy (NGHGAS).

3. The SATFP commenced implementation in 2011, although field implementation did not start until a few months later due to various reasons, including the late recruitment of program staff. The current report is the fifth of ten six monthly reports to be prepared under the first phase of the program. The main purpose of the report is to highlight and review achievements made during the past six months from January to June 2013. The report also include discussion of some of the challenges and risks experienced during the period in the hope that these will be adequately addressed as the program progresses over the next few months.

2. Highlights and key achievements

4. The period January to June 2013 was significant in that this was when SATFP implementation physically got off the ground. Much of the work done prior to this period was in preparation for the launch of the program in particular the recruitment of staff and adviser to manage and supervise program implementation.

5. Efforts to launch the program were however constrained by a number of obstacles the more important of which was the national clean up that continued after cyclone Evan in December 2012. Government services did not resume until January 7, 2013 and power and internet connections to the Vailima Office was unavailable until two weeks later. The PMU was requested by the CEO to prepare an SATFP contribution to the Ministry's overall forestry recovery plan which was in turn used by the National Disaster Management Council to determine the overall environmental damage caused by cyclone Evans.



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6. But despite the obstacles as noted above, modest progress was made during the first three months of the year, including the recruitment of the Technical Adviser, progressing discussions and negotiations for the undertaking of the capacity building consultancy, development of the SATFP Procurement Guidelines, drafting of Eligibility Guidelines for the use of funds earmarked for the private sector, conduct of a stakeholders workshop to introduce and raise awareness about the SATFP and the Eligibility Guidelines, etc.

7. The second half of the six months period saw even more progress especially in terms of recruitment of specialists to implement some of the more technical activities on the work plan. Calls for Expressions of Interest (EOIs) have been published for three consultancies with one other to be advertised shortly. A procurement manual was produced and a workshop involving several staff of MNRE and some NGOs was organised to review it. This was a big step forward in terms of building staff capacity in the procurement of goods and services for the program.

8. Two site visits (on 28 March and 27 June) to METI projects funded under the program were organised with assistance from METI staff. The visits were part of the overall efforts by the program to monitor how program implementation was progressing. Although the program had agreed to support ongoing activities of this NGO, the site visits showed very little returns in terms of additional tree planting as a result of the injection of new funding from the SATFP. This concern was relayed to METI during a special meeting organised by PMU and to facilitate this the PMU agreed to supply tree seedlings to METI for inter-planting in the bamboo plots. . Further, METI has been informed and advised to address challenges and risks of their activities in its future progress reports as a way of monitoring how funds released to the NGO are



meeting SATFP objectives. .

9. At the request of the SATFP, the CEO of MNRE kindly approved of the establishment of two agro-forestry demonstration plots at Tafaigata land (approximately 2 hectares in area) owned by the Ministry. Plot 1 is a demonstration of a tree (malili) and food crop (taro) mix. More than 6,000 tiapulas have been planted along with about 900 malili seedlings in plot 1. Plot 2 involves a mix of a different tree species (asitua) and fruit trees (various species) and will be managed and monitored closely by program staff. Both plots will be inter-planted with calliandra - a nitrogen fixing plant species - to improve soil fertility. The pilots are also expected to attract interest from the private sector and will also serve as a research and study area for forestry and agriculture students in future. In addition, the pilots will be promoted with the NGOs and PSOs and the private sector through field days and distribution of promotional materials once they are well established and the benefits of agro-forestry becomes more obvious.



10. The capacity building consultancy commenced with the undertaking of the scoping mission by the consulting firm (RECOFTC) in June 2013. The commencement of training was expected to be in August 2013, now postponed to October 2013. Among the people consulted during the mission were FD staff at Vailima and Togitogina stations, staff of METI, village farmers under METI and other staff of MNRE. The scoping mission helped identify the key stakeholders for the training program that will be implemented (in October) during the course of this training and capacity building consultancy.

11. Progress on the implementation of the various outputs of the SATFP work plan are summarised in the Table 1 below.

3. Progress on work plan outputs and activities

Table 1: PROGRESS AGAINST SATFP PERFORMANCE MONITORING FRAMEWORK

Goal/Purpose / Outputs	Indicators	Progress & Comments
Goal: To enhance livelihood and improve their resilience to climate change through better use of agricultural and forest resources, resulting also in mitigation of (GHG) emissions	Indicators for the Goal will be developed through participatory monitoring, which will start at the beginning of the project.	Key indicators to assess whether SATFP is achieving its Goal can include those listed under Outputs 1.2, 1.3 and an assessment (at the end of phase 2) of how farmers and the economy have benefited from a financial perspective from SATFP, and the extent to which agro-forestry systems have been diversified.
Purpose: To improve the financial viability, resilience and sustainability of agro-forestry activities and associated industry	As above	As above
Component 1: Agro-forestry systems		
Output 1.1. Adequate quantities of high quality seedlings produced.	<ul style="list-style-type: none"> Number of seedlings produced yearly 	<ul style="list-style-type: none"> FD nurseries produce on average 300,000 per annum. All nurseries have surplus supplies as of June 2013.

	<ul style="list-style-type: none"> • Description of quality of seedlings (e.g. sources of genetic materials) 	<ul style="list-style-type: none"> • Approximately 1,000 seedlings of calliandra were raised at Vailima nursery from seeds collected from Saleimoa on Upolu. Genetic quality is unknown but will become known in time.
Output 1.2. More productive, diversified, and valuable agro-forests and tree farms established.	<ul style="list-style-type: none"> • Number of seedlings planted and surviving over time 	<ul style="list-style-type: none"> • About 900 seedlings of malili (<i>terminalia richii</i>) were planted at Tafaigata agro-forestry plot along with 6,000 tiapulas (mixed variety). Less than 2% of malilis did not survive (for various reasons) and were replaced 3-4 weeks later. Through consultative meetings between the PMU and METI it has been agreed that METI will give greater focus to inter planting of other forest species within the bamboo plots.
	<ul style="list-style-type: none"> • Number of men and women participating in SATFP 	<ul style="list-style-type: none"> • According to a recent survey by METI, 164 farmers are now participating in the SATFP. A very rough estimate we could make from looking at the list of names provided by METI is 30 women and 100 men. The rest cannot be determined simply by looking at the names. It is noted though that sometimes it is impossible to tell a person's gender from the names only.
	<ul style="list-style-type: none"> • Number of villages participating in SATFP 	<ul style="list-style-type: none"> • According to reports from METI, 19 villages are already involved with ten more in the process of being registered. More farmers are expected to participated through WIBDI and SFA and the PMU is trying its best to secure full participation of these NGOs in the program.
	<ul style="list-style-type: none"> • Number of woodlots established 	<ul style="list-style-type: none"> • METI has involved more than 160 farmers in its programmes. Each farmer has established ¼ acre bamboo plots. Woodlots established under the FD's CFP will also be included once the CFP/SATFP integration is implemented.
	<ul style="list-style-type: none"> • Total area of agro-forests and tree farms established 	<ul style="list-style-type: none"> • Based on information provided by METI, 160 farmers with ¼ acre each = 40 acres. SATFP has also set up a 2 acre plot at Tafaigata. Total area to date 42 acres. PMU hopes to promote these plots through field days, promotional materials, site visits by farmers , etc.

	<ul style="list-style-type: none"> Number of agro-forests and /or tree farming systems established 	<ul style="list-style-type: none"> One demonstration plot has been established in the hope to attract interest in setting up more agro-forests and tree farming systems.
	<ul style="list-style-type: none"> Qualitative and quantitative assessment of benefits (financial and non-financial) derived by farmers from these activities 	<ul style="list-style-type: none"> Assessment of financial benefits is too early to carry out at this stage. Some farmers under METI have already used fallen bamboo stems for making kitchen walls and other local products
Output 1.3. More productive, diversified and high value perma-culture farming systems	<ul style="list-style-type: none"> Number of men and women participating in SATFP 	<ul style="list-style-type: none"> Exact number of men and women has not been provided by METI but PMU observed a perma-culture training where more than 20 women and one man participated.
	<ul style="list-style-type: none"> Number of groups (e.g cooperatives) and villages participating in SATFP 	<ul style="list-style-type: none"> Based on METI reports, 19 village cooperatives are now participating in the SATFP.
	<ul style="list-style-type: none"> Number of agro-forestry and tree farming systems established 	<ul style="list-style-type: none"> See dot point 6 under output 1.2.
	<ul style="list-style-type: none"> Qualitative and quantitative assessment of benefits (financial and non-financial) derived by farmers from these activities. 	As noted in the PDD, this information would be available only after several years, possibly towards the end of a Phase 2.
Output 1.4. Agro-forestry research undertaken to improve farm productivity and value	<ul style="list-style-type: none"> Report on Research Needs Assessment 	<ul style="list-style-type: none"> EOI for a consultant to do the Needs Assessment and other research related activities under the SATFP has been advertised widely in the media.
	<ul style="list-style-type: none"> Research Staff Training Report, and participants evaluation 	<ul style="list-style-type: none"> See above and comments below.
	<ul style="list-style-type: none"> Database to monitor performance of agro-forestry and Tree Farm planting activities 	<ul style="list-style-type: none"> Activities under dot points 1-3 have been combined into one activity to avoid repetition and save costs.
	<ul style="list-style-type: none"> Monitoring Briefs prepared by FD on performance of agro-forestry and tree farm planting activities. 	<ul style="list-style-type: none"> Two reports have been prepared on site visits to METI's bamboo plots. Similar reports will be prepared for the Tafaigata plot and any future site visits.
Component 2: Value Adding		
Output 2.1. Private sector development funding for value adding provided	<ul style="list-style-type: none"> Total funding made available 	<ul style="list-style-type: none"> . The MOU with MCIL is near completion and funding should then be transferred to MCIL for use by the private sector. Immediately following the signing of the MOU, the PMU in conjunction with the MCIL will carry out a preliminary assessment of the needs and demands of the private sector as a basis for determination of the level of support to be provided under this arrangement.

	<ul style="list-style-type: none"> • Total funding applied for 	<ul style="list-style-type: none"> • None to date. Awaiting finalisation of MOU
	<ul style="list-style-type: none"> • Total funding approved and disbursed 	<ul style="list-style-type: none"> • As above.
	<ul style="list-style-type: none"> • Total number of funded initiatives to complete successfully 	<ul style="list-style-type: none"> • As above
	<ul style="list-style-type: none"> • Qualitative description of performance of grants approved 	<ul style="list-style-type: none"> • This information will be available only after several years of the SATFP, possibly after the end of phase 2.
Output 2.2. The potential to use woodlots as collateral to obtain credit investigated	<ul style="list-style-type: none"> • Reports produced 	<ul style="list-style-type: none"> • The EOI for a consultant to carry out this investigation has been let and requests for proposals will soon be sent to qualified bidders.
	<ul style="list-style-type: none"> • Qualitative description of impacts of findings 	<ul style="list-style-type: none"> • To await receipt of consultancy report
Output 2.3. Benefits of agro-forestry systems in terms of carbon sequestration and credits investigated	<ul style="list-style-type: none"> • Reports produced 	<ul style="list-style-type: none"> • The EOI for a consultant to carry out this investigation has been let and request for proposals will soon be dispatched to qualified bidders
	<ul style="list-style-type: none"> • Qualitative description of impact of findings 	<ul style="list-style-type: none"> • To follow completion and submission of consultant's report
Output 2.4. Opportunities and risks of markets for bio-energy timber species investigated	<ul style="list-style-type: none"> • Reports produced 	<ul style="list-style-type: none"> • This activity is scheduled for January - March 2014.
	<ul style="list-style-type: none"> • Qualitative description of impact of impact of findings 	<ul style="list-style-type: none"> • To follow completion of consultancy
Component 3: Institutional strengthening and management		
Output 3.1. Forest sector plan updated	<ul style="list-style-type: none"> • Report produced 	<ul style="list-style-type: none"> • Following discussions with the ACEO FD, it was decided that this activity be replaced by the development of a National Forestry Plan for Samoa which is considered of a higher priority. EOI for the NFP has been advertised and requests for proposals from qualified consultants will soon be sent out.
Output 3.2. Community Forestry Strategy prepared	<ul style="list-style-type: none"> • Report produced 	<ul style="list-style-type: none"> • To allow activities to follow a proper sequence, it has been decided that this activity be deferred until after the production of the NFP which will help guide the development of the strategy.
Output 3.3. Community forestry information material prepared	<ul style="list-style-type: none"> • Video produced 	<ul style="list-style-type: none"> • This activity has been rescheduled to early 2014 although a draft script has been prepared..
	<ul style="list-style-type: none"> • Description of how video is used 	<ul style="list-style-type: none"> • Will be possible when video is completed and distributed to potential users
	<ul style="list-style-type: none"> • Number of information sheets produced and distributed 	<ul style="list-style-type: none"> • Four (4) Information Sheets have so far been produced by

		the PMU although this activity was earmarked for a consultancy. The initiative by the PMU will result in savings to the program.
	<ul style="list-style-type: none"> Description of how information sheets are used and perceived usefulness as seen by farmers 	<ul style="list-style-type: none"> The usefulness of the materials will not be known until they are made available to the public which is expected to be in September this year.
Output 3.4. Training programme implemented	<ul style="list-style-type: none"> Number of people trained 	<ul style="list-style-type: none"> The consultant for the conduct of this training has been selected and the training programme is expected to start this August
	<ul style="list-style-type: none"> Qualitative assessment of training by participants 	<ul style="list-style-type: none"> Will be known after completion of training
	<ul style="list-style-type: none"> End of program assessment of perceived impact of training 	<ul style="list-style-type: none"> As above
Component 4: Program Management		
Output 4.1. Program coordinated effectively	<ul style="list-style-type: none"> Steering committee assessment of Annual Report to the Committee 	<ul style="list-style-type: none"> Feedback from the Steering Committee on SATFP reports have been fairly positive. Coordination between members of the Committee is good although there is more to be done. There has been suggestions to extend the term of the TA but this is a matter for the MNRE and the DPM to decide.
Output 4.2. Program monitored effectively	<ul style="list-style-type: none"> Steering committee assessment of Annual Report to the Committee 	<ul style="list-style-type: none"> Steering Committee appear to be generally happy with progress to date although there are obvious areas where more work needs to be done. The SATFP does have a MEF (this template) which will be used to track progress of SATFP implementation from now on.

4. Workshops and Meetings Organised during the period

12. The following meetings and workshops were organised by the SATFP during the period reported on.

Meeting / workshop Title	Date	Objective	Participants
1. SATFP Steering Committee meeting	1 February 2013	To review SATFP progress during first quarter 2013	Members of Program Steering Committee ¹
2. Consultations regarding SATFP/PSSF funding	13 February 2013	Discuss MCIL/MNRE MOU	CEO and one senior staff of MCIL, ACEO

¹ Steering Committee members include MNRE, MCIL, SUNGO, MWCSD, MOF, and MAF

		including arrangements for transfer of funding for private sector use.	FD and TA.
3. Stakeholders Awareness workshop on SATFP Procurement Guidelines	5 March 2013	Introduce the SATFP Guidelines and Eligibility Criteria.	SFA, WIBDI, METI, MCIL, MAF, MWCSO, MNRE, FD.
4. SATFP Development Partners Meeting	7 March 2013	Review SATFP progress during the past six months July-December 2012	MNRE. AusAID, MOF, MCIL, MWCSO, MAF
5. 1st Meeting of Evaluation Committee	27 March 2013	Evaluate applications for the Capacity Building consultancy	MNRE, MOF, AG and SATFP staff(as secretary)
6. 2nd Meeting of Evaluation Committee	16 April 2013	To review financial proposal of Capacity Building consultant	As above.
7. 3rd Meeting of Evaluation Committee	19 April 2013	To review response from consultant in reply to issues raised by Evaluation Committee.	As above.
8. 4th Meeting of Evaluation Committee	24 April 2013	To review additional comments from CB consultant	As above
9. SATFP Steering Committee Meeting	20 June 2013	To consider progress during past quarter April-June 2013	MNRE, MWCSO, MCIL, SUNGO, MAF,

5. Technical reports and other materials produced by SATFP during this period

13. The following reports and information materials were produced by the program during the period reported on.

Meeting Reports	Purpose	Date	No. of pages ²
1. Inception Report	To present the TA's perspective of the SATFP's design and objectives	19 March 2013	17 pages
2. SATFP Quarterly Report Jan-March 2013	To report on progress achieved during the 1st quarter 2013	12 April 2013	8 pages
3. SATFP Quarterly Report April-June 2013	To report on progress achieved during second quarter 2013	9 May 2013	28 pages(including annexes)
4. Six Monthly Report July-December 2012	To report on achievements made during past six months	24 January 2013	8 pages (excluding annexes)

² No. of pages are indicated for estimation of translation and printing cost purposes.

5. Report of SATFP Stakeholders Awareness workshop	To document deliberations of and issues raised by the participants during the workshop	4 April 2013	9 pages
6 Reports 1,2 & 3 of Evaluation Committee	To document issues discussed by Evaluation Committee re: RECOFIC consultancy	20/4, 25/4 and 21/6 respectively	1 page on average

Technical Reports/materials	Purpose	Date	No. of pages
1. Evan Recovery Plan	An SATFP contribution to the overall MNRE forest recovery plan after cyclone Evan in December 2012.	25 January 2013	11 pages
2. Pepa o Faamatalaga	Information Paper # 1 to raise public awareness about the SATFP	20 January 2013	4 pages
3. The Samoa Agro-forestry and Tree Farming Program	Information Paper #2. An English translation of paper #1.	4 March 2013	5 pages
4. Nitrogen-fixing trees in Agro-forestry	Information Paper for SATFP practitioners	19 May 2013	3 pages
5. Levi site visit report	Report on the SATFP site visit to METI activities at Levi Saleimoa	3 April 2013	5 pages
6. SATFP Guidelines and Eligibility Criteria	To raise awareness about SATFP Guidelines and eligibility criteria among potential program participants and stakeholders	26 March 2013	4 pages
7. SATFP Public Procurement Manual	To provide a tool that will help staff and consultants understand the processes and procedures to be followed in the procurement of goods and services for the program	15 May 2013	80 pages (including annexes)

6. Risks and Challenges

14. As the SATFP approaches two years of operation, it is important to identify potential risks and challenges that are likely to affect the successful implementation of the program during the next phase. The risks and challenges are summarised in the matrix below together with some suggestions as to how the risks could be mitigated and/or resolved.

Risk	Potential impact	Proposed Action to Mitigate/Manage Risk
1. Low capacity of both NGOs and CBOs to implement program activities	<ul style="list-style-type: none"> Low demand and delivery rate for the program. Program activities not implemented according to 	Increase efforts to engage more individual farmers in program implementation Identify and assess capacity and needs of program

	plan. <ul style="list-style-type: none"> Funds not used on time 	stakeholders Determine appropriate level of funding to match stakeholder demand and capacity
2. SATFP staff not adequately trained to assess and deal with more technical aspects of program implementation.	<ul style="list-style-type: none"> Recommendations from consultants and specialists are not properly analysed. Program focus on community could be shifted to more technical but less relevant issues. 	Develop and continue a regular training program on research methods and data analyses as a matter of priority for SATFP staff. Build in-house capacity to review and provide technical advice to program management personnel.
3. Farmers may refuse to apply silvicultural treatments to their woodlots.	<ul style="list-style-type: none"> Loss of income to the farmers Woodlots suffer from lack of application of proper management methods 	Organise field visits to sites where management practices are effectively applied to enable farmers see firsthand the benefits of proper management.
4. Lack of interest from private sector in agro-forestry and tree farming initiatives	<ul style="list-style-type: none"> Low rate of utilisation of PSSF funds. Applicants might consider small amount of funding not worthy of complicated paper work one has to complete to secure such amount. 	Conclude negotiations with MCIL as soon as possible and start inviting private sector to apply for funding Review ceiling amount for support funding and simplify application process as much as possible to facilitate easy access of program resources by farmers.
5. Lack of progress in recruitment of Project Coordinator and Project Assistant	<ul style="list-style-type: none"> Missed opportunity for key SATFP staff to work and learn from Project Adviser 	Appoint key project staff as soon as possible.

7. Financial Management Issues

15. The SATFP like other donor funded programs and projects executed by the MNRE follow procurement procedures and processes of the Government of Samoa which are unfortunately not well understood by those who deal with procurement needs of programs within the MNRE. It was in recognition of this fact that a Procurement Manual was prepared for SATFP and other MNRE staff with responsibility for procuring goods and services for programs under the Ministry. A workshop involving more than 30 participants was conducted to explain the Manual and to seek feedback on its usefulness as a tool to help staff in their work. Most if not all participants expressed appreciation for the development of the Manual which according to some of them, was their first introduction to the processes and procedures that govern their work for the Ministry. Many delays in the procurement of services and goods required for program implementation are caused by staff not following the correct procedures and thus the importance of having the Manual as a reference material when unclear about what process or procedure to follow.

16. Program expenditure for this six months period as expected is higher compared to the previous period due to the higher rate of program output delivery as indicated in the Table 1 above.

Actual Expenditure (SAT)	
July – December 2012	January – June 2013
\$99,492.13	\$175,402.44

8. Work Plan and Budget for next Six Months

17. The next six months should see most of the outsourced consultancies implemented. They include the following:

Consultancy	Expected Timeframe	Status of Implementation/Preparation
1. Development of research and training strategy	4th quarter 2013	EOI completed. TOR prepared. Note: three research consultancies in PDD have been combined into one to avoid repetition and save costs. The training will primarily target FD and MAF research staff although other research staff example from the private sector may also be invited.
2. Potential to use woodlots as collateral to obtain credit	1st quarter 2014	EOI & TOR completed. Requests for proposals have been called.
3. Benefits to agro-forestry and tree farming in terms of carbon sequestration	1st quarter 2014	As above
4. Risk of markets for bio-energy timber species	Brought forward to 4th quarter 2013	EOI and TOR to be prepared. Consultancy to be advertised during final quarter 2013.

18. High on the priorities for the next six months also is the completion of the two demonstration plots at Tafaigata and input to the Environment Week which is anticipated to include the launching of information materials from the SATFP.

19. Site visits to field activities supported by the program will also continue and it is expected that some members of the SC and development partners will be able to come on these visits as they provide the best opportunity to observe SATFP supported activities on the ground.

20. The much anticipated commencement of the training programme by RECOFTC in August should be a highlight for the next reporting period and efforts to document lessons learned from the SATFP should start during this period.

21. For the Development Partners Meeting, an important decision to be made is whether or not to proceed with the mid-term evaluation of the SATFP at the end of this year as scheduled. While there are no compelling reasons to postpone this evaluation, the late start to field

implementation for reasons beyond the program's control resulted in less time available to achieve milestones expected by the end of year 2 prior to the mid-term evaluation. This will need to be taken into serious consideration when looking at a second phase for the SATFP. At its meeting on 21 August 2013, the DPM decided that the MTR should proceed as planned in the latter half of this year.

8.1. Work Plan for July - December 2013

<i>Outputs</i>	<i>Strategy</i>	<i>Jul</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Component 1: Agro-forestry and tree Farming Systems							
1.1. Adequate quantities of high quality seedlings produced	• Carry out extension works for the FD nurseries	<i>Activity completed</i>					
1.2. Financial support to private and community nurseries	• Provide financial support to private and community nurseries						
	• Planting of widest range of economically and ecologically sustainable combinations of forest trees and crops						
1.3. More productive, diversified and valuable farm, forestry systems	• Establish more productive, diversified and high value perma-culture systems.						
	• Support to METI						
	• Support to other NGOs and CBOs						
1.4. Agro-forestry research undertaken to improve tree farming development	• Strengthen FD and MAF research capacity to support agro-forestry and tree farming						
<i>Component 2: Value Adding</i>							
2.1. Private sector development funding for value adding	Encourage business sector to apply for funding through the PSSF						
2.2. Potential to use woodlots as collateral to obtain credit	Hire consultant to investigate potential to use woodlots as collateral to obtain						

	credit						
2.3. Benefits of agro-forestry in terms carbon sequestration and credit	Hire consultant to prepare case study on topic						
2.4. Opportunities and risks of markets for bio-energy timber species	Hire consultant to carry out investigation						
Component 3: Institutional strengthening							
3.1. Forest sector plan updated ³							
3.2. Agro-forestry and tree farming strategy							
3.3. Video	Finalise script and recruit firm to produce video						
3.4. Training and awareness	Two more information materials to be produced in-house						
Component 4: Program Management							
4.1. Project coordinator	Conduct interviews and make appointment						
4.2. M&E consultant	Confirm with SC if mid-term evaluation will proceed and hire consultants						

8.2. Proposed Budget for the next six months

22. The proposed budget for the SATFP for the next six months based on the above work plan is shown in the attached Table 1 and the revised budget for the SATFP will be submitted as a separate document for the consideration of the DPM.

Key Issues for MNRE and the Development Partners to consider

1. Integrating Community Forestry into the SATFP

23. The SATFP Re-Development Report (the Program Design Document or PDD) of April 2011 in sub-section 2.2. provides a detailed discussion of the Forestry Division's Community Forestry Program (CFP) which was first initiated in the early 1980's to augment plantation forestry activities and to extend the replanting of timber trees on customary lands. With the significant reduction of reforestation activities in 1990 and 1991, the Community Forestry Program had resumed greater significance so much so that it is now the Ministry's main approach for forest replanting and development at present.

24. The CFP has targeted more than 200 farmers per year for tree planting and it is reported that considerable progress has been made. However, the CFP has been operating on a modest budget since the start and it is suspected that for this reason it has been proposed that the CFP will be integrated with the SATFP (SATFP PDD p.11).

³ Note this activity has been dropped in favour of the production of a National Forestry Plan for Samoa

25. It is unfortunate that the PDD is silent about what benefits such a move could bring to the FD or the MNRE for that matter nor does it spell out how such an integration should take place. Integrating the two programs could have far reaching implications for the FD especially with regards to its future approach to forest replanting and development. The CFP has the expertise but little resources while the SATFP has the funding (at least for the next two to three years) but little technical ability to implement field activities. Integrating the two programs for these reasons thus make sense and herein lies an interdependent relationship between the programs which gave credence to the integration proposal.

26. Whether the DPM approves of such an integration to take place based on the grounds described above is a matter for the meeting to decide. When such a decision is made, the FD will then have to decide how, when and where such an integration will fit within its existing structure and equally importantly, ensure these developments cause the least interruption to its on-going operations.

27. Recommendation: The Development Partners meeting is requested to note the efforts (preparation of a discussion paper) of the FD to integrate the existing CFP with the SATFP and provide guidance to help the FD achieve this objective.

2. Restructuring of certain SATFP consultancies

28. In the interest of time and efficiency, the SC should take note of the following changes to some program outputs identified within the PDD. The changes are as follows:

1. Merging of all research consultancies into one.

Output 1.4. requires the commissioning of the following consultancies:

1.4.1. Development of a research and monitoring strategy

1.4.2. Training in research methods for FD and MAF research staff

1.4.3. Database design, development and staff training

The above consultancies now called: “Training and Research to Improve Farm Productivity and Value”

29. The PMU believes all three consultancies identified above could be undertaken by a single consultant, one after the other. For example, the consultant responsible for the development of the research and monitoring strategy should also be responsible for providing training in the implementation of such strategy and the development and maintenance of a research database should be part of such training.

30. The TOR for the single consultant has been prepared and the position should be available for advertisement in the next month or two.

31. Recommendation: The Development Partners meeting is recommended to note and endorse the proposal by the PMU to merge the research consultancies into one assignment for the reasons outlined above. A revision to the SATFP budget will be necessary following the DPM's approval of such a merge.

2. Change to Output 3.1(Forest Sector Plan updated)

32. Although the PMU recognises the importance of having the current Forest Sector Plan updated, it feels there is a more urgent priority need for the development of a National Forestry Plan. A National Forestry Plan for Samoa is a requirement of the Forestry Act 2011 which gives it a legal mandate. The NFP therefore provides a solid foundation to which the Sector Plan should be linked and receive guidance from.

33. **Recommendation:** The DPM is recommended to note and endorse the proposal to change output 3.1 (Forest Sector Plan update) as proposed by the PMU to the production of a National Forest Plan for Samoa as required under the Forest Bill..

3. Development of a Training Program for the FD.

34. The DPM will be aware of progress being made with regards the building of capacity within the PMU and FD under the SATFP. The capacity building programme will be carried out by the RECOFTC in August and will last approximately 18 months. A series of training activities will be carried out as part of the research consultancies discussed in paragraphs 29-31 above. These initiatives are important but are ad hoc in nature; they need to be better coordinated and implemented as part of a longer term training programme for the SATFP and the FD. Such a programme needs to be resourced and supported to deliver and meet the training needs of a wider group of FD staff, not just a few specific program-based individuals.

35. In recognition of this important need to sustain the SATFP especially during the post donor-funding period, it is proposed that the PMU develop a training programme for the SATFP and other FD staff to be supported under the program. Such a programme will aim to integrate all existing and planned training activities of the SATFP which should benefit other programs and projects of the MNRE as well.

36. **Recommendation:** The DPM is invited to note the proposal by the PMU for the development of a long term training programme that will help provide training for program staff and other personnel of interest to the program in the long term.

4. Revision to the SATFP Budget

37. After two years of operation, the SATFP budget has remained unchanged although a number of decisions and activities have been made which are capable of causing a review of the overall program budget. The PMU believes the time is now right for the DPM to consider a revision to the SATFP budget to take into account the recommendations and actions recommended by the program in this and previous reports both to the DPM and the Steering Committee.

38. A proposed revision to the SATFP budget is presented in Annex 1. The main reasons for the proposed revision are as follows:

- a) to enable the use of savings from the merging of certain activities to increase support for some critical activities under the work plan.
- b) to reflect real costs based on decisions by the PSC regarding a senior position within the PMU.
- c) to enable the movement of funds from one year to the next as a result of the delayed implementation of certain activities.

Table 1: Proposed SATFP Budget for July-December 2013

Component	Output	Budget Allocation for 6 months (A\$)	Months					
			J	A	S	O	N	D
1. Agro-forestry systems	1.1. Adequate quantities of high quality seedlings produced	6,000	1,000	1,000	1,000	1,000	1000	1000
	1.2. More productive, diversified and valuable farm forestry systems	12,000	2000	2000	2000	2000	2000	2000
	1.3. Better planned and effective land use	9000	1500	1500	1500	1500	1500	1500
	1.4. Agro-forestry research undertaken to improve farm productivity and value	12,000			3000	3000	3000	3000
	1.5. The potential to use woodlots as collateral to obtain credit	36000			18000	18000		
	1.6. Opportunities and risks of markets for bio-energy timber species investigated.	24000			12000	12000		
2. Value Adding	2.1. Private sector development funding for value adding provided	50,000		25,000				25,000
	2.2. Adding value to non-timber forest products	40000		20000			20000	
	2.3. Benefits of agro-forestry in terms of carbon sequestration and credit investigated	36,000			18000	18000		
3. Institutional strengthening	3.1. National Forestry Plan development ⁴	24,000			12000		12000	
	3.2. Community Forestry Strategy prepared ⁵							
	3.3. Community forestry information materials prepared ⁶	1000				500 ⁷		500
	3.4. Training programme implemented	28000		15000		13000		
4. Program management	4.1 Project coordinator ⁸	10,000		2000	2000	2000	2000	2000
	4.2. M&E consultant	24,000						24000
	4.3. Program Adviser	52,000	21000		21000		10000	
Total for 6 months		364,000	25500	66500	90500	71000	51500	59000

⁴ Previously titled "Forest Sector Plan updated".

⁵ Deferred until after the NFP

⁶ Prepared in-house by PMU, savings created for program

⁷ Funding for translation only

⁸ Estimate only