

# **Project Implementation Planning & Induction Workshop**

**Altering the climate of poverty under climate change in Sub-Saharan Africa:  
setting priorities and strategies for adaptation with the forests  
to climate change**

**24<sup>th</sup> – 27<sup>th</sup> March 2008, Yaoundé-Cameroon**



## **Workshop Report**

**By**

**Youssoufa Bele**  
CIFOR-Cameroon

**March 2008**

## TABLE OF CONTENTS

<b>Content</b>	<b>Page</b>
Project implementation planning & induction workshop.....	1
1. Background.....	1
2. Workshop objectives.....	1
3. Workshop programme.....	1
4. Expected outcomes.....	2
5. Participants.....	2
6. Workshop outcomes.....	2
6.1 Project familiarization and Launching.....	2
6.2 Unpacking the project objectives.....	3
6.3 Selection of pilot research sites / forest-based sectors.....	3
6.4 Project organization, work plan, monitoring and evaluation.....	3
6.5 Planning for gender sensitive analysis.....	3
6.6 Participatory Action Research.....	4
6.7 Assignment of tasks to project team members / partner institutions.....	5
6.8 Communication plan.....	7
7. Identified themes and task forces for the situation or background paper prior to the Regional kick off meeting.....	7
8. Important dates for the upcoming events.....	7
9. Planning for the next workshop.....	7
10. Summary of important recommendations per theme and per task force.....	9

## **ABREVIATIONS**

CARPE	Central Africa Regional Programme for the Environment
CC	Climate Change
CCAA	Changement Climatique et Adaptation en Afrique
COMIFAC	Commission des Forêts d’Afrique Centrale
CRDI	Centre de Recherche pour Le Développement International
IPCC	Intergovernmental Panel on Climate Change
IRAD	Institut de Recherche Agricole pour le Développement
MINEP	Ministère de l’Environnement et de la Protection de la Nature
MoU	Memorandum of Understanding
PAR	Participative Action Research

# PROJECT IMPLEMENTATION PLANNING & INDUCTION WORKSHOP

## 1. BACKGROUND

The project implementation planning and induction workshop was held in Yaoundé (Cameroon) on 24<sup>th</sup> - 27<sup>th</sup> March 2008 at Franco Hotel. This was the first meeting whereby all the project team members/partner institutions met after the funding approval and discussed about the project document in all its details:

- Review the project document;
- Re-evaluate the major aspects of the project ranging from the strategic objectives, the methodological framework, cross-cutting themes and activities;
- Define the spatial pattern across the landscape, and the roles of each project member; and identifying the potential stakeholders to be implicated in the project.

## 2. WORKSHOP OBJECTIVES

- 1) Launch the project and assist the project team to understand the details of the project and take ownership and responsibilities of the project
- 2) Reviewing and unpacking the objectives of the project by
  - a. Identifying the keywords and how to address them
  - b. Constituting the key groups & stakeholders surrounding each objective
- c. Identifying the spatial and temporal scales to undertake each objective
- 3) Agree on the criteria for selecting research/pilot sites in the three countries
- 4) Agree on project management, monitoring, evaluation and reporting that respond to the CCAA
- 5) Agree on how to mainstream and integrate gender issues in the project
- 6) An overview of the participatory action research (PAR) which is the standard implementation approach for the project
- 7) Undertake a critical review of the project Log frame and outcome mapping, and assigning responsibilities to participating institutions and team members
- 8) Agree on how to develop project communication plan

## 3. WORKSHOP PROGRAM

The workshop program was structured to achieve the above objectives:

Day 1: Familiarization with the project and people, and a review and unpacking of the project objectives. This was followed by a review of the criteria for the selection of project sites and how to reflect major climate zones and forest types within the Congo Basin.

Day 2: Methodological issues connected to engaging the identified stakeholders, players and actors; and managing cross-cutting themes such as gender, indigenous people and other minority groups. It is important to identify the climate impacts to focus on across the project.

Day 3: Overview of participatory action research approach. This would allow for a proper understanding of the concept, the implementation plan across the three countries.

Day 4: Review of the log frame, the outcome mapping and agreeing on a communication plan for the project.

#### **4. EXPECTED OUTCOMES**

The project implementation planning and induction meeting was expected to have the following outcomes:

- 1) Encountering and interaction between the project team members from the various countries
- 2) Defining and apportioning responsibilities of various project activities to various team members and institutions
- 3) Project implementation plan across the three countries with identified criteria for site selection
- 4) Constitution of a list of stakeholders
- 5) Harmonization of project operational plan across the three countries

#### **5. PARTICIPANTS**

All the project institutions attended the workshop:

- University Mariam Nguabi, Republic of Congo,
- University of Bangui, Central African Republic,
- University of Kisangani, Democratic Republic of Congo,
- IRAD Cameroon,
- MINEP Cameroon,
- COMIFAC regional,
- CARPE regional,
- CIFOR

#### **6. WORKSHOP OUTCOMES**

The Project Implementation Planning & Induction Workshop was of cardinal importance in giving the opportunity for all the team members to get together to discuss on the project concept, design, key issues to be addressed and establish mutually satisfactory implementation plan. The outcomes of the workshop are summarized here against the objectives of the workshop listed above

##### **6.1 Project familiarization and launching**

The key issues that emerged from the presentations (especially those of Johnson, the project Coordinator) and preceding discussions about the objectives included the followings:

- Climate change impacts on the region are real and pose major problems/challenges to nation development and livelihood in the regions. Thus, there are urgent needs
  - To raise public and policy awareness
  - To build response capacity especially through research on the impacts of climate change on social, economic and national development
  - To improve environmental stewardship
- Clarify the concept of vulnerability
- Knowledge of the impacts of climate variability is very limited on human. Therefore, the project should only focus on the human dimension of vulnerability
- Vulnerability research could start by socio-economy studies
- Raise awareness in governments of the implications of climate change which should be taken into account in policies, planning and budgeting.
- Integrate climate risk management into national development activities across sectors and on every level ranging from ministries to local communities.

- Generate adequate climate data to support government in making informed decisions about how to incorporate climate variability and disaster risk management into their development strategies.
- Enhance collaboration with other institutions working on climate change issues to share experiences and avoid duplication of effort and foster synergy
- A critical analysis of climatic data to address location-specific needs and requirements
- Recognition in disagreements in the predictions by different climate models and scenarios by different institutions that should be considered by the project
- There is still lack of scientific validation of some of the meteorological data in the region to ensure scientific credibility that the project needs to seriously consider in the use of information into this issue
- Engage the key stakeholders very early in the project implementation to ensure ownership joint learning and use of research products

## **6.2 Unpacking the project objectives**

The salient points that emerged out from the presentation and ensuing discussions here are summarized as follow:

- Project activities should be carried out at the local, national, regional and global (negotiation) levels
- Vulnerability assessment should take into account the (1) exposure (climate change and variability), (2) sensitivity (human capital, natural capital such as environmental services and goods, deforestation, etc.), and (3) the adaptive capacity and resilience
- Examples of forest-based sectors susceptible to be sensitive to CC:
  - Sectoral vulnerability: Availability of NTFPs; Economic effects of deforestation
  - Extra-sectoral vulnerability: Water dependent sectors; Rainfall-dependent sectors; Forest products dependent industries (wood, NTFPs, etc.)
  - Other drivers (policy, agricultural expansion, forest exploitation)

## **6.3 Selection criteria of pilot research sites / forest-based sectors**

Neither pilot research sites nor forest-based sectors were selected during the meeting. However, forest-based sector selection criteria were elaborated. It was agreed that sector selection should depend of

- Its pertinence to livelihoods;
- Its importance to national development; and
- Its perception as vulnerable to climate change by the stakeholders

## **6.4 Project organization, work plan, monitoring and evaluation**

According to IDRC, the start date for the project is January 2008 and will last for three years till 2011. However, to catch up with time, it was highly recommended during the workshop that

- The project activities start as soon as possible.
- The output indicators be the same as those proposed in the project proposal
- The project log-frame be used as the main monitoring tool of all the project implementation activities.
- The monitoring and evaluation plan be maintained at least for now as in the project document

### **6.5 Planning for gender sensitive analysis**

The workshop deliberated on this with the aim to sensitize all the team members about the need to address the gender related issues and be mainstreamed from the beginning. Furthermore, the project stressed on more locally-based research on gender-climate links and an understanding of local gender dynamics such as how gender roles “vary across culture, class, ethnicity, income, education, and time”. Such research should ask:

- How will climate do the different types of climate change impacts such as droughts and flooding affect men and women differentially?
- How do men and women adapt to climate variability and extreme events?
- How do men’s and women’s roles complement each other in coping with changing climate conditions?
- How may gender roles change when climate conditions change?

Such information will be critical to ensure that women and men are not burdened and made more vulnerable by changing responsibilities due to climate change, that gender inequalities are not amplified and to identify opportunities that can collectively reduce vulnerability and enhance adaptive capacity.

### **6.6 Participatory Action Research**

The project activities would only be fully achieved through a participatory action research approach that is gender sensitive and that engages local communities and minority groups in establishing a framework that connects research, business and policy in a multi-stakeholders platform throughout the processes of setting the climate risks, identification and prioritization of forest-based sectors, and in the development and implementation of adaptation strategies.

### 6.7 Assignment of tasks to project team members / partner institutions

Theme	Field of action	Task Force	sub theme	Members	Tasks in log frame
Situation & Vulnerability Analysis	Biophysical Science	1	Climate impacts and analysis	<ul style="list-style-type: none"> <li>• <b>Prof. Clobite (Leader)</b></li> <li>• Dr Monica Idinoba</li> <li>• Prof. Amougou J</li> <li>• Mr Pouth</li> <li>• Prof Jean Pierre</li> <li>• Dr Felix Ngana</li> <li>• Prof Bernard Foahom</li> <li>• Research Assistants</li> </ul>	1.3 1.4 1.5 2.1 2.4
		2	Forests and impacts on forest types	<ul style="list-style-type: none"> <li>• <b>Prof. Bernard (Leader)</b></li> <li>• Prof Jean-Pierre Mate</li> <li>• Guy Patrice (CARPE)</li> <li>• Valery (COMIFAC)</li> <li>• Research Assistants</li> </ul>	1.3 1.4 1.5 2.1 2.4
Situation & Vulnerability Analysis  and  Action research	Social Science	3	Vulnerability assessment / coping	<ul style="list-style-type: none"> <li>• <b>Monica (Leader)</b></li> <li>• Autres (CIFOR)</li> <li>• Felix</li> <li>• Laura</li> <li>• Jean Pierre</li> <li>• Danielle</li> <li>• Guy Patrice (CARPE)</li> <li>• Prof Bernard</li> <li>• Research Assistants</li> </ul>	1.3 1.4 1.5* 2.1 2.4 2.5*/2.6 3.4*
		4	Gender integration	<ul style="list-style-type: none"> <li>• <b>Danielle (Leader)</b></li> <li>• Monica</li> <li>• Laura</li> <li>• Jean Pierre</li> <li>• Felix</li> <li>• Others (CIFOR)</li> <li>• Research Assistants</li> </ul>	1.3 1.4 1.5 2.1 2.4 3.1/3.2/3.3 3.4

		5	Participatory Research Action	<ul style="list-style-type: none"> <li>• <b>Laura (Leader)</b></li> <li>• Janneke</li> <li>• Danielle</li> <li>• Research Assistants</li> <li>• Others (CIFOR)</li> </ul>	1.4 1.5 2.3 2.4 3.1 4.1/4.2
Policy Engagement / Policy Action Research	National Level	4	Same as above		
		5	Same as above		
		7	Same as below		
Coordination & Communications	All levels	6	Communication & visibility action	<ul style="list-style-type: none"> <li>• <b>Johnson (Leader)</b></li> <li>• Janneke</li> <li>• Jean Pierre</li> <li>• Felix</li> <li>• Cyrie</li> <li>• Research Assistants</li> <li>• COMIFAC</li> <li>• CARPE</li> </ul>	4.3
		7	Stakeholders and institutional engagement	<ul style="list-style-type: none"> <li>• <b>Cyrie (Leader)</b></li> <li>• Johnson (Co-leader)</li> <li>• Prof Amougou</li> <li>• Felix</li> <li>• Laura</li> <li>• Research Assistants</li> <li>• COMIFAC</li> </ul>	1.1/3.5 2.2 4.1/4.2* 4.3 4.4/4.5

\* = Areas requiring in-depth research through student theses

## 6.8 Communication Plan

The key points that emerged from this session presentations and discussions are summarized as follow:

- Available information should be packaged and disseminated to all the stakeholders in a user friendly language
- Desired outcomes targeted in this project include improvement of institutional framework for the implementation of adaptation through innovations in policy processes that is informed and influenced by good services, sharing knowledge and expertise capacity development (a process that will develop beyond the life of the project)
- Communication plan should have a feedback and tracking mechanism to monitor what people have learned from the products of the project, and what change they actually produced.
- Communication plan should be developed taking the followings into consideration:
  - Aim of the plan: Ensure that the project provides timely and efficient flow of accurate and consistent information during all phases of the project implementation
  - Responsibility: Put in place a communication team in charge of the communication/promotion activities of the project
  - Stakeholders: Who need the results?
  - Stake holder knowledge, attitude and practices: How do stakeholders naturally react to the issues?
  - Communication products: To convince them to act. These include the products, and the media channels

## 7. IDENTIFIED THEMES AND TASK FORCES FOR THE SITUATION OR BACKGROUND PAPERS PRIOR TO THE REGIONAL KICK OFF MEETING

	<b>Theme</b>	<b>Leader</b>	<b>Task Force</b>
1	Magnitude of CC in the region	Clobite/Amougou	1
2	Impacts of CC on forest ecosystems ( <i>au sens large</i> )	Bernard & JP Mate	2
3	Effects of CC on Local Communities and Adaptive Capacity	Felix, Monica and Laura	3, 4, 5

## 8. IMPORTANT DATES FOR THE UPCOMING EVENTS

- Stakeholders/ Kick-Off-Meeting (23<sup>rd</sup>-27<sup>th</sup> June, Yaoundé Cameroon)
- Situation papers (31<sup>st</sup> May for the final reports)

## 9. PLANNING FOR THE NEXT WORKSHOP

**What do we expect from the stakeholders workshop?**

1. Share findings
2. Learn from them
3. Identify sectors
4. Priorities sectors
5. Create ownership

### **How do we want to run the workshop?**

1. Opening Session (Cyrie)
2. Introduce Issue
  - Two keynotes addressers (to do?) (30mn each)
3. Introduce Project & objectives (Workshop Outputs) (Johnson)
4. Share Findings
  - Panel of Lead Authors
  - Plenary discussion (20-30minutes)
5. Learn from them:
  - 2 to 3 minutes from selected stakeholders
  - CC focal points
  - NGOs
  - Donors
  - Non-Forestry Ministries
6. Identify Sectors: Group Work (per country)
7. Group work presentation (15minutes each)
8. Identify Cross-cutting Issues in Plenary
  - Which problems are common to all? (1 hour)
9. Prioritization
10. Consolidation du rapport
11. Closing Remarks

### **Way forward.**

Two days meeting of the Task Forces

## 10. SUMMARY OF IMPORTANT RECOMMENDATIONS PER THEME AND PER TASK FORCE

Theme	Field of Action	Task Force	Task in the Log Frame	Recommendation
Situation & Vulnerability Analysis	Biophysical Science	1	1.3 1.4 1.5	<ul style="list-style-type: none"> <li>▪ Acquire and make use of the existing meteorological data to have an overview to the climatic variability and impacts in the region</li> <li>▪ A critical analysis of climatic data for location specific needs and requirements and dissemination of results</li> <li>▪ Produce climate zones of the entire Congo Basin that will help structure activities and also guide field site</li> <li>▪ Projection of precipitation scenarios and their extreme events and implication in the Congo Basin Forests</li> <li>▪ Assess the impacts of climate change on forest and terrestrial ecosystems</li> <li>▪ Assess the impacts of climate change on wildlife and coastal habitats</li> <li>▪ Identification of the various forest types and their response trajectory to climate change under various forest management regimes (e.g. identification of fragile forest type that may require conservation measures, etc.)</li> <li>▪ Identify climate change impacts adaptation strategies for current forest practices</li> <li>▪ Study forest dynamics, without or with exploitation</li> <li>▪ Collect and analyse inventory data on regeneration carried out prior to the elaboration of the management plan in the FMUs (Forest Management Units) and other non permanent forest domain or council forest under concession*</li> <li>▪ Support the promotion of relatively abundant species but less commercialized (technology valorisation, fiscal measures...)</li> <li>▪ Keep records of accidental events in rainforest and peri-forest areas</li> <li>▪ Adopt forest damage preventive methods from other regions / countries experiences (e.g. Côte d'Ivoire)</li> <li>▪ Promotion of early burning techniques of fire breaks, burning techniques for agriculture (date, team work...), agriculture technique without fire, etc.</li> </ul>
		2	2.1 2.4	

				<ul style="list-style-type: none"> <li>▪ Modernisation and local hunting practices improvement without fire propagation risks</li> <li>▪ Analyse changes in the distribution and phenology of plants</li> </ul>
Situation & Vulnerability Analysis	Social Science	3	1.4	<ul style="list-style-type: none"> <li>▪ Conduct gender analysis to disaggregate gender sensitivity, and response by age groups and cultural settings</li> <li>▪ Take these differences into account while prioritizing the issues and developing strategies to ensure that the differential needs and requirements of the beneficiary groups are taken into consideration</li> <li>▪ Put gender issues into the project implementation process to ensure that gender is taken on-board</li> <li>▪ Understand how local populations perceive climate change even along gender lines of activities</li> <li>▪ Assess the existing knowledge and technologies of local communities and increase their capacity</li> <li>▪ Assess the impacts of climate change in forest dwelling communities</li> <li>▪ Documentation of viable adaptation practices and options for livelihood adaptation and how separated are they on gender lines</li> <li>▪ Assess how different types of climate change impacts, such as droughts and flooding affect men and women</li> <li>▪ Understand the ways men and women adapt to climate variability and extreme events</li> <li>▪ Understand how men's and women's roles complement each other when coping with changing climate conditions</li> <li>▪ Understand how gender roles change when climate conditions change</li> </ul>
		4	1.5*	
		5	2.3	
			2.4	
		5	2.5*/2.6	
			3.1	
			3.2	
			3.3	
			3.4*	
Action Research	Local Level	3	2.2	<ul style="list-style-type: none"> <li>▪ Engage the key stakeholders very early in the project implementation to ensure joint learning and uptake of research products</li> <li>▪ Carry out stakeholder analyse through out the project implementation</li> <li>▪ Use PRA approach for monitoring and evaluation of project activities</li> <li>▪ Understanding vulnerability of communities within the forest and those outside forests</li> </ul>
		4	2.7	
		5	4.1	
			4.2	
Policy	National	4	1.1	<ul style="list-style-type: none"> <li>▪ Identify and collaborate with institutions dealing with climate change</li> </ul>

Engagement / Policy Action Research	Level	5  7	1.2 1.3/2.1 1.4? 2.2 2.3 2.7 4.3	<p>issues in order to learn from each other, avoid duplication of efforts, and exploit synergies</p> <ul style="list-style-type: none"> <li>▪ Establish a collaboration platform with national research institutions and ministerial departments relevant to the project</li> <li>▪ Build capacity of policy-makers at all levels and of institution (case of DRC)</li> <li>▪ Link closely with policy-makers to integrate climate issues into economic planning and management at both the national and regional levels</li> <li>▪ Assist national governments in building adaptive capacity, including providing tools and information, raising awareness of adaptation options, educating key professionals about adaptation and investing in climate change science as well as related social, ecological and economic studies</li> <li>▪ Help the governments of the Central African countries manage risks from climate change in their national programmes, activities and assets, including natural ecosystems for which governments have management responsibility (e.g., state forest, national parks) and infrastructure (e.g. transport, electricity and water).</li> <li>▪ Deliver the information to support climate change adaptation decision-making at the national, regional and local levels through coordination, integration, synthesis and communication of research</li> <li>▪ Establish an interface between researchers and decision-makers</li> <li>▪ Promote coordinated programmes of work on impacts and adaptation across the Central Africa region, working in collaboration with stakeholders and other researchers in national, regional and sectoral contexts.</li> <li>▪ Put in place CIFOR focal point in the administrative department relevant to the project</li> <li>▪ COMIFAC to coordinate, harmonised, and put in place a synergy between emerging national Observatories in the region to avoid duplication of research</li> </ul>
Coordination and	All levels	6	1.3/3.5	<ul style="list-style-type: none"> <li>▪ Coordinate the project implementation at all levels</li> </ul>

communication		7	2.2 4.1/4.2 4.3 4.4/4.5	<ul style="list-style-type: none"> <li>▪ Development of extension materials and awareness-raising methods.</li> <li>▪ Improve access of local communities to information on climate change and to the knowledge of best coping strategies.</li> <li>▪ Develop and implement a comprehensive communications strategy to raise awareness of climate change impacts and the advantages of early attention to adaptation, including partnerships with key national professional and interest groups to develop best practice networks.</li> <li>▪ Develop and promote tools for adaptation planning tailored to user's requirements, such as user friendly language and methods for understanding social impacts.</li> <li>▪ Create, maintain and enrich a national website in each member country where decision-makers and their advisers can access information about climate projections, likely climate change impacts, tools, guides and approaches to adaptation planning</li> </ul>
---------------	--	---	----------------------------------	---