

Appendix B: Project Work Plan
Please refer to the guidance notes and definitions below the work plan template

PROJECT WORK PLAN													
Organization Name	Pro-biodiversity Conservationists in Uganda (PROBICOU)												
Project title	Indigenous People in Policy Development and Engagement in National REDD+ Actors and processes												
Project Period	November 2018 to September 2019												
Objective and Activities**	Year												
	Responsibility	1	2	3	4	5	6	7	8	9	10	11	12
Program management and setup													
For Example Initial Project Meeting For management/committee meetings													
Objective 1	To promote the participation of indigenous people in the development of REDD+ related laws, policies, regulations and guidelines	PROBICOU, CSCIPU, PROJECT MANAGEMNT COMMITTEE AND MPIDO											
Activity i	Review policies related to REDD+, Indigenous Peoples' rights to, and interests in, land, territories and natural and cultural resources and climate change.	PROBICOU, CSCIPU, PROJECT MANAGEMNT COMMITTEE AND MPIDO											
Activity ii	Conduct four (one day) consultative meetings with indigenous peoples	PROBICOU, CSCIPU, PROJECT											

		MANAGEMNT COMMITTEE AND MPIDO												
Activity iii	Conduct two (one day) meetings with policy makers and lea' leaders.	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO												
Activity iv	Conduct one day (two day) workshop on policy development and cross cutting issues (such as gender and human rights issues) targeting Indigenous Peoples' leaders.	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO												
Objective2	Engage National and sub-national structures and actors engaged in the implementation of REDD+ Actions and Processes in targeted meetings, forums regarding tangible strategies.													
Activity i	Conduct One (one day) National and Sub-National stakeholders' meeting	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO												
Activity ii	Hold one (one day) meeting with the committee set up by the Prime Minister's Office to consider and input views in the Document on indigenous peoples' needs and opportunities	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO												
Activity iii	2.3 Conduct two (one day) Regional meetings for sub-national actors involved in the implementation of REDD+ actions and processes and cross cutting issues (such as gender and human rights issues).	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO												
Activity iv	Conduct one (one day) participatory review workshop for lesson learning, knowledge sharing and validation of the outcomes of the sub-project tasks.	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO												



Activity v	Conducting two(one day) regional gender event targeting the civil society, local government and IPs	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO													
Objective 3	3. Disseminate information regarding the implementation of REDD+ actions, processes, strategies, policies and cross cutting issues (such as gender and human rights issues).														
Activity i	Conduct two radio talk shows.	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO													
Activity ii	Develop Curriculum Contents on Indigenous Peoples and REDD+ participation t conveyed to the public through FM radio stations, SMS, Songs and participatory video	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO													



Activity iii	Publish and disseminate 500 survey reports	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO																
Activity iv	Publish and disseminate 500 copies of knowledge products of the first phase of the project eg the National IP survey report, policy briefs	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO																
Activity v	Design and produce 500 Booklets on Indigenous Peoples Traditional Knowledge(ITK)	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO																
Activity 3.6	Produce 500 End of Sub-project activity reports	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO																
Activity 4	Project Management	PROBICOU																
Activity 5	Communication	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO																
Activity 6	Monitoring and Evaluation	PROBICOU, CSCIPU,PROJECT MANAGEMNT COMMITTEE AND MPIDO																
Activity 6.1	Audit																	
Guidance Notes			N	D	J	F	M	A	M	J	J	A	S					
1. Please Shade in the period in which the activity described will occur.																		
2. Whether you use various colors (some find it helpful) or simply black or grey.																		
3. Please note that this work plan is intended to provide an overview of the expected work to be completed in the proposed period.																		
4. Please Provide A reasonable timeline for the Expected dates for the completion of the press project																		
5. Please Insert Additional Rows, and columns as necessary.																		
6. Please note that your work plan needs to be reviewed by PACJA and MPIDO for approval																		
7.Definitions:																		
*Outcome: the changes, benefits, learning other effects that happen as a result of services and activities provided by an organization																		



**Activity: The Processes That an organization will carryout
Responsibility: The Person in charge of carrying out the task should be indicated
<i>8. Please Insert Additional Rows, as necessary</i>

Appendix C: Results / Activities Matrix

OBJECTIVE	ACTIVITIES	EXPECTED RESULTS (Outputs/Outcomes)	INDICATORS	RISKS AND ASSUMPTIONS
Objective 1				
To promote the participation of indigenous people in the development of REDD+ related laws, policies, regulations and guidelines	Activity i Review policies related to REDD+, Indigenous Peoples' rights to, and interests in, land, territories and natural and cultural resources and climate change	Participation of indigenous people in the development of REDD+ related guidelines done with their views captured and gaps identified in laws, policies,	Number of laws or policies/regulations/procedures/plans/strategies reviewed	Funds are disbursed in time The political climate remains conducive The government is willing to cooperate and support the project Project implementing partners do not conflict



	<p>Activity ii Conduct four (one day) consultative meetings with indigenous peoples</p>	<p>Indigenous peoples Ideas/issues to input in the policies and laws related to REDD+ climate change identified.</p>	<p>Number of Indigenous peoples issues captured and gaps identified with Indigenous Peoples. Number of petitions to the policy makers Number of people attending meetings</p>	<p>Policy review processes remain open to Civil society and stakeholder participation</p>
	<p>Activity iii Conduct two (one day) meetings with policy makers and lea' leaders.</p>	<p>Gaps identified in policies and laws identified by the policy makers and leaders. The follow up mechanism on the implementation of indigenous people's issues agreed on.</p>	<p>Number of policies and laws identified for reviews and development The number of IPs issues incorporated in different policies and laws</p>	
	<p>Activity iv Conduct one day (two day) workshop on policy development and cross cutting issues (such as gender and human rights issues) targeting Indigenous Peoples' leaders.</p>	<p>Cross cutting issues such as gender and human rights identified are identified for inclusion policies and laws.</p>	<p>Number of cross cutting issues identified for inclusion in policies and laws.</p>	
	<p>Activity v Conducting two(one day) regional gender event targeting the civil society, local government and IPs</p>			
Objective 2				
Engage National and sub-national structures and actors engaged in the implementation of REDD+ Actions and Processes in	<p>Activity i</p>	<p>National and sub-national structures and actors engaged in the implementation of REDD+ Actions and Processes. The activity will result into (i) identifying Gaps and opportunities</p>	<p>Number of National and sub-national structures and actors engaged in the implementation of REDD+ Actions and Processes</p>	



<p>targeted meetings, forums regarding tangible strategies.</p>	<p>Conduct One (one day) National and Sub-National stakeholders' meeting</p>	<p>existing with REDD+ implementation process (ii) Making a roadmap for participation of indigenous peoples in REDD+ and other Process</p> <p>Harmonized approach and coordination on handling Indigenous peoples views during policy and laws development</p> <p>Formation of a multi-stake holder committee to follow up with different actors working on REDD+ and related processes</p>	<p>Number of follow up meetings conducted</p>	
	<p>Activity ii Hold one (one day) meeting with the committee set up by the Prime Minister's Office to consider and input views in the Document on indigenous peoples' needs and opportunities</p>	<p>Views collected from the committee set up by the Prime Minister's Office on indigenous peoples' needs and opportunities for inclusion in policy documents.</p>	<p>Number of issues/ideas to be included in the laws and documents being developed for indigenous peoples' needs and opportunities Number of issues submitted to the ministry of gender labor and social development for consideration</p>	
	<p>Activity iii Conduct two (one day) Regional meetings for sub-national actors involved in the implementation of REDD+ actions and processes and cross cutting issues (such as gender and human rights issues).</p>	<p>Cross cutting issues such as gender and human rights identified and captured to inclusion in policy documents and laws.</p>	<p>Number of Indigenous peoples' aspects discussed for inclusion in policy documents</p>	
	<p>Activity iv Conduct one (one day) participatory review workshop for lesson learning,</p>	<p>Indigenous peoples' views are for policy and law review.</p>	<p>Number of laws and policies reviewed with regard to</p>	



	knowledge sharing and validation of the outcomes of the sub-project tasks.		indigenous peoples participation	
Objective 3				
3. Disseminate information regarding the implementation of REDD+ actions, processes, strategies, policies and cross cutting issues (such as gender and human rights issues).	Activity i Conduct two radio talk shows.	Information on policy development on REDD+ Process and lessons learnt disseminated which will then enable information sharing and dissemination to policy makers to inform policy reviews.	Number and frequency of stories being published in both print and electronic media about indigenous people and REDD	
	Activity ii Develop Curriculum Contents on Indigenous Peoples and REDD+ participation t conveyed to the public through FM radio stations, SMs, Songs and participatory video	Curriculum Contents on REDD+ policies Conveyed to Public through FM radio transmission, SMS, Songs and Participatory Video	Number of FM radio transmission, SMS, Songs and Participatory Videos produced	
	Activity iii Publish and disseminate 500 survey reports	Surveys , policy and law briefs, Booklets and activity reports on lessons learnt produced and disseminated which will then enable information sharing and dissemination to policy makers and general public to inform policy development	Number of Surveys , policy and law briefs, Booklets and activity reports on lessons learnt produced and disseminated which will then enable information sharing and dissemination to policy makers and general public to inform policy development	
	Activity iv Design and Produce 500 policy and law briefs			
	Activity v Design and produce 500 Booklets on Indigenous Peoples Traditional Knowledge(ITK)			



	Activity Produce 500 End of Sub-project activity reports			
5	Project management	Well managed project able to bring out IPs issues properly	No of laws polices developed that addresses IPs issues	
6	Administration support			
7	M&E AUDIT			