

Guidelines for Participatory Landscape-Based Village Development Planning



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Capacities of Forest Dependent Communities

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Table of Contents

0	Executive Summary	vii
1	Introduction.....	1
1.1	An Overview and Background	1
1.2	Desirable Pre-requisite to VDP Preparation	2
2	The CREFLAT Project.....	2
2.1	Objective of CREFLAT Project.....	2
2.2	Envisaged Project outputs.....	2
2.3	Project outcome indicators.....	3
3	Understanding Participatory Landscape based VDP Process.....	3
3.1	The Concept and Purpose of VDP	3
3.2	Simplified Outline key Contents of a VDP	4
3.3	Benefits of participatory landscape-based village development planning process...	5
3.4	Ensuring Community Participation	5
3.5	Why Landscape approach in VDP	6
4	Key elements of VDP preparation by VDPIC.....	8
5	Steps in Participatory Village Development Planning.....	8
5.1	Basic compliances embedded in Village PRA Process	8
5.2	Rapport building, and acquainting villagers with the Project	16
5.3	Participatory Rural Appraisal for VDP	16
5.4	Biophysical resources survey and GIS mapping in 1:5000 scale	18
5.5	Activities under VDP: Linking people's needs with Landscape needs.....	18
5.6	Planning for Plantation Activities	18
5.7	Planning for SWC (based on Para-level data collection & PRA)	19
5.8	Planning for Livelihoods Activities/Improvement (based on Para-level data collection & PRA)	19
5.9	Planning for community linking with FFPC [based on PRA & Para-level questionnaire-based data collection]	20
5.10	Planning for Community based Biodiversity Conservation	20
5.11	Planning for Entry Point Activities (EPA)	21
5.12	Gender integration in all the project activities	21
6	Micro-Planning with JFMCs for RF areas (Plantations on forest land by JFMCs)	22
6.1	Inclusion of Plantations undertaken during 2021-2022 & 2022-2023 in the VDP.....	22
6.2	Micro-Planning with JFMCs for RF areas/Forest land	22
7	Planning for Soil & Water Conservation by JFMCs in Forest land	22
7.1	Project models for Soil and Water Conservation.....	22
7.2	Plan for use of water bodies created through SWC.....	23
7.3	Plan for forest biodiversity conservation & establishment of biodiversity corridors	23

7.4	Gender integration & GRM.....	23
8	Who are the Project Affected People/Persons (PAPs) in CREFLAT	24
9	Livelihoods Restoration Plan and Activities.....	24
9.1	NTFP based	24
9.2	Farm/Land based.....	24
9.3	Non-farm	24
9.4	Linking the LRP activities with FFPC	24
9.5	Gender integration in LRP	24
10	VDP approval process	26
11	Integration of Project Micro-plans with Work Plans in RF	26
12	Roles and Responsibilities of stakeholders	26
12.1	During VDP process.....	26
12.2	During implementation stage.....	28
13	Monitoring and Revisit of VDPs	29
13.1	During Baseline Study	29
13.2	Continuous Internal project monitoring at three levels.....	29
13.3	Continuous Updating of VDP.....	29
13.4	Revisit of VDP.....	30
	ANNEXURE 1: PROJECT APPROACHES & STRATEGIES TO LIVELIHOODS IN CREFLAT (Relevant for both the VDPs by VDPICs and LRP for PAPs)	31
	ANNEXURE 2: PROJECT APPROACHES TO BIODIVERSITY CONSERVATION	37
	ANNEXURE 3: GRIEVANCE REDRESSAL MECHANISM.....	38
	ANNEXURE 4: GENDER ACTION PLAN [DRAFT]	40
	ANNEXURE 5: Identification of Landscapes and Villages.	44
	ANNEXURE 6: Household Questionnaire for Village Development Planning/ Baseline & Endline Survey	45
	ANNEXURE 7: Para Profile and Need Assessment (Semi-Structured Questionnaire for Focused Group Discussion (FGD) during PRA)	57
	ANNEXURE 8: Compiled Summary of Village Data.....	64
	ANNEXURE 9: Structure of a VDP [DRAFT]	68

List of Tables

Table 1. ESCOP Do's/Don'ts.	10
Table 2. Mitigation measures as per significance scale of potential impacts of implementing activities.	14
Table 3. PRA tools to be used in VDP exercise.	17

List of Figures

Figure 1. FPIC process flowchart.	9
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Acronyms

ANR	Assisted Natural Regeneration
AWPB	Annual Work Plan & Budget
BLC	Block Level Committee
BMC	Biodiversity Management Committee
CBCA	Community Based Conservation Area
CEPF	Community Engagement & Planning Framework
CREFLAT	Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities Tripura
DPGB	District Project Governing Body
DPMA	District Project Management Authority
EPA	Entry Point Activity
ESCOP	Environmental and Social Codes of Practice
ESHS	Environmental, Social, Health and Safety
ESMF	Environmental and Social Management Framework
ESMP	Environmental and Social Plan
FFPC	Farm and Forest Product Centre
FRA	Forest Rights Act
GP	Gram Panchayat
GRM	Grievance Redress Mechanism
HH	Household
IGA	Income Generating Activity
JFM	Joint Forest Management
JFMC	Joint Forest Management Committee
LRP	Livelihood Restoration Plan
LRPC	Livelihood Restoration Planning Committee
MGNREGA	Mahatma Gandhi National Rural Employment Guarantee Act
MGNREGS	Mahatma Gandhi National Rural Employment Guarantee Scheme
MSC	Monitoring Sub-Committee
NREGS	National Rural Employment Guaranteed Scheme
NRM	Natural Resource Management
NTFP	Non-Timber Forest Produce
PAP	Project Affected Person
PBR	People's Biodiversity Register

PDS	Public Distribution System
PRA	Participatory Rural Appraisal
PWD	Person with Disability
RF	Reserved Forest
SHG	Self-Help Group
ST	Scheduled Tribe
SWC	Soil and Water Conservation
TA	Technical Assistant
VC	Village Committee
VCW	Village Community Worker
VDP	Village Development Plan
VDPIC	Village Development Planning and Implementation Committee

0 Executive Summary

The main objective of CREFLAT project is to develop sustainable community forestry models to improve natural resources, minimize climate-related risks, and increase rural productivity, and income for the local population. Hence the basic premise for operationalising implementation on the ground at scale is that of a landscape model that relies on the integrative and participative approach. Hence Separate Agreement between GOT/TFD and KfW recommends Participatory landscape level village development planning as a pre-requisite for the project implementation. As such, active participation of all the stakeholders, particularly the beneficiary community, from the beginning of the project i.e., planning stage, would ensure successful implementation subsequently. Since the project intends to strengthen the climate resiliency of forest ecosystems, and biodiversity, and enhance adaptive capacities of the forest-dependent communities, landscape approach in village/cluster of villages planning process has been envisaged. The VDP guidelines being proposed here are a result of a preliminary VDP exercise for which the entire process was tested in Paschim Nalicherra Village in Dhalai project district that is part of a larger landscape of 6 villages.

Remote sensing tools were used first to select initial landscapes based on criteria such as forest degradation and vulnerability to climate change within the current Planning and Piloting Phase of the project with number of villages ranging from 6-8. This guideline is organized in a sequence that initiates with the explanation why project has adopted a landscape based VDP as implementation strategy. This is followed by a workable framework for preparing VDP that begins with project description consisting of its purpose, outputs and outcomes aimed. Various tools for village participatory village appraisal are mentioned. Primarily, it is the FPIC process and establishment of VDPIC that triggers the participatory planning process that bring local and landscape stakeholders together for a self-assessment of social and environmental deficits that prevail in the village landscape by using arguments that village is a part of larger landscape that needs a holistic development, which not only helps in safeguarding village bio-resources but also engineers interventions that lead to securing and sustaining ecosystem services at landscape scale. The guideline provides space for incorporating already established project plantations carried out on forest lands in the village development plan, and identifies if there are project affected people and manoeuvre their inclusion to LRP, aiming to bridge livelihoods security gaps that may have emerged due to project plantations. It also demonstrated the process of linking such VDP to cross-sectoral convergence while identifying non-forest activities and their linkage to existing public schemes. Planning also fixes responsibilities of stakeholders engaged with. While stressing on monitoring and regular updating of VDP, it does propose key data collection formats varying between household surveys to Para profiles and GRM and GAP.

All in all, this guideline has potential to take up learning of Planning and piloting phase on board and has subsequently scope of improvement as implementation progresses so that its customised application in variable local context of two project districts is ensured.

1 Introduction

1.1 An Overview and Background

1.1.1 Why Participatory Landscape-Based Village Development Planning (VDP) Guidelines?

The Climate Resilience of Forest Ecosystems, Biodiversity and Adaptive Capacities of Forest Dependent Communities (CREFLAT) is a joint project of Government of Tripura and KfW under Indo-German Development Cooperation Programme. The main objective of the project is to develop sustainable community forestry models to improve natural resources, minimize climate-related risks, and increase rural productivity, and income for the local population. Participatory landscape level village development planning is a pre-requisite for the project implementation. As such, active participation of all the stakeholders, particularly the beneficiary community, from the beginning of the project i.e., planning stage, would ensure successful implementation subsequently. Since the project intends to strengthen the climate resiliency of forest ecosystems, and biodiversity, and enhance adaptive capacities of the forest-dependent communities, landscape approach in planning process has been envisaged. The landscape level planning would ensure identification of appropriate interventions at appropriate locations irrespective of village political/revenue boundaries. For instance, to ensure flow of clean and adequate water in a stream (an ecosystem service) in the face of climate change, it is required to protect the vegetation of the areas of stream origin and the catchment areas. It is also essential to keep these areas free from any human disturbance. This would need collaboration and participatory actions of all the villages along the flow of the stream or river irrespective of their geographical location in the watershed i.e., encompassing the villages at stream origin, upstream and downstream regions. Thus, the need of landscape level village development planning. Such necessities are equally applicable to ensure the flow of other ecosystem services as well as planning for the development of cluster-based resource production systems and their value addition.

The whole value chain development for such resources would be more effective if the clusters are identified by taking a landscape approach. Even the landscape approach can also be applied within the boundary of a single village, if geomorphological features and bio-physical resources so permit. Thus, climate resiliency of forest and biodiversity, and enhanced adaptive capacity of forest and biodiversity-dependent populations would need a different participatory village development planning strategy than the normal participatory planning process aiming to forest protection and livelihood improvement. The evolving planning strategy for taking care of the climate change concerns would require clarity of thought and development of novel methods and associated tools to achieve the set objectives. The acquaintance with these methods and capacity development of all the stakeholders, particularly the village communities, are crucial for successful planning process. The present guidelines provide a detailed roadmap for planning process under the project. The guidelines also comply with the recent regulatory provisions such as Free Prior Informed Consent (FPIC), Community Engagement and Planning Framework (CEPF), Gender Action Planning (GAP), and Environmental and Social Management Framework (ESMF), which are mandatory for implementation of CREFLAT project.

1.1.2 Participatory landscape-based Village Development Planning (VDP) as the basic strategy of project implementation

The *Separate Agreement* for CREFLAT envisages that the project would adopt the *participatory* process to prepare the Village Development Plan (VDP). Further, the planning process should take up a landscape approach to improve the landscape based ecosystem services and climate resiliency of ecosystems.

1.1.3 Understanding the concepts and processes involved in VDP is fundamental

Because the objective of the project is climate resiliency of forests and biodiversity, and enhancing the adaptive capacity of the forest and biodiversity- dependent human population/communities, the approach, and methods and tools are different than the conventional participatory planning process. It is therefore essential that each stakeholder of the project understands the process and methods, so

that the participatory landscape level village development planning process meets the climate change related concerns as stated above.

1.1.4 Providing a framework for VDP

The Guidelines present a general framework for the preparation of up to 191 Participatory landscape-based village development Plans at Panchayat/ADC Village Council level. Although the approach to ensure the true participation of villagers in planning (thus implementation) process will vary among the villages, the VDP structure would remain more or less uniform.

1.2 Desirable Pre-requisite to VDP Preparation

- The Village has been identified for VDP as per the selected Landscape/Cluster of Villages for which a methodology blended between remote sensing and secondary data availability (Annex 1) is used.
- The Village has a designated Village Community Worker (VCW), Technical Assistant (TA) and Beat Officer; all the three have been adequately trained on CREFLAT project components, expected key results and implementation processes to be adopted, including on CEPF-FPIC, ESMF, VDP guideline, EPA guideline, VDPIC guideline, 3 or 4 Tier-plantation models, SWC guidelines, GAP and GRM.
- VDPIC has been formed & notified as per VDPIC guidelines.
- Livelihood Restoration Planning Committee (LRPC) has been formed (under the aegis of VDPIC).
- Monitoring Sub-Committee (MSC) has been formed (under the aegis of VDPIC).
- Members of VDPIC, LRPC & MSC including selected community leaders have been trained on organizational management, CEPF-FPIC & ESMF concept and processes/application, as well as guidelines on VDP, VDPIC, EPA, Pathway to Landscape Based Village Development Planning in CREFLAT, 3/4-Tier Plantation Models, Various Plantation Models, SWC Guideline, etc.
- Members of VDPIC, Joint Forest Management Committee (JFMC), and LRPC are acquainted with project's Gender Action Plan, Participatory Monitoring & Evaluation, etc.
- CEPF-FPIC processes established and documented for villages where VDPIC had been formed.
- JFMCs had been formed and trained on CREFLAT project including components, key results, and implementation arrangements, as well as on various plantation models and SWC guidelines.

2 The CREFLAT Project

2.1 Objective of CREFLAT Project

The CREFLAT project, covering up to 191 villages in Dhalai and North Tripura districts, is to develop sustainable community forestry models to improve natural resources, minimize climate-related risks, and increase rural productivity, and income for the local population. The measures to be undertaken are: improve rehabilitation, protection, and sustainable use of forest, their productivity and water resources, as well as to develop and strengthen the resilience of forest and vulnerable population against climate change. As the project is primarily concerned on climate adaptation in the larger landscape of the Himalayan region, the purpose of the Project is to support sustainable forest management in Tripura in a sustainable and participative way for improving climate resilience of local populations and ecosystems.

2.2 Envisaged Project outputs

The following five outputs are envisaged under the project:

- 1) Output 1: Participatory Village based landscape planning system developed and implemented
- 2) Output 2: Climate resilient forest land management implemented
- 3) Output 3: Measures for mitigating adverse climate impacts on biodiversity applied
- 4) Output 4: Natural resources products processing and marketing supported
- 5) Output 5: Forest sector enabling environment supported

2.3 Project outcome indicators

The outcome of the project would be assessed based on the following five indicators:

- 1) Indicator 1: Forest cover is maintained while crown coverage is increased
- 2) Indicator 2: Forest Biomass increased
- 3) Indicator 3: Total income as well as income diversity of target population increased
- 4) Indicator 4: Biodiversity increased
- 5) Indicator 5: Reduced climate vulnerability of target groups

3 Understanding Participatory Landscape based VDP Process

3.1 The Concept and Purpose of VDP

A Village Development Plan (VDP) is a plan outlining the desired developments – according to the inhabitants or communities of the village – for the quality of life within the village and in the immediate surroundings. A VDP identifies social, environmental, and economic issues affecting the community. A VDP outlines the process of interventions and investments to achieve the targets set and activities agreed upon with the local village community that will contribute to changing the quality of their life. The plan is prepared with active participation of the respective communities (e.g., Paras) so that they become an integral part of the planning process, which in turn, helps effective implementation of the plan.

A landscape-based VDP is an integrated approach when the larger surrounding environment is considered beyond the immediate traditional village boundary. For example, rivers or streams originating from the upstream, flowing through the village, could affect the village if there is heavy deforestation or stark forest degradation in upstream. If the forest along the streams is degraded, the availability of water will be affected apart from water quality concerns. Similarly, a stream originating from the village, if disturbed, will affect the downstream villages by impairing many other ecosystem services (e.g., soil erosion, pollinator populations, quality and quantity of water, nutrient dynamics and crop yield etc.).

The VDP process will adopt participatory and landscape-based approach with the following elements:

- Baseline documentation of the village and its surrounding environment including forest, farmland, bio-corridors, water bodies and habitations.
- It reflects the village's history and growth, its social institutions and natural resources, calendar of seasonality, livelihood portfolios, inflow and outflow of commodities and services to/from the village, local-level changes in climate and the coping and adaptation strategy of the villagers, the vision and mission of the primary stakeholder of different age groups and gender, and the list of entrepreneur-farmers who are successfully marketing their products (or those who have attempted but failed).
- The goal is to ensure uniformity of understanding by all governance and key stakeholders on how best to intervene, and how best to build the capacity of the village community so that it can participate in plans for its sustainable development through green activities that include forest protection, plantations, SWC activities and others.
- The ultimate purpose of VDP would be to respond to key issues of sustainable natural resource management and accordingly plan, support, and implement participatory sustainable

forest management activities in all project villages, for improving climate resilience of local populations and ecosystems.

3.2 Simplified Outline key Contents of a VDP

PART A: VDP PREPARATION BY THE VDPIC (in private land, patta land, village common land)

- Plantations in private/patta/village common lands (usually 3 or 4-tier models; agroforestry)
- SWC activities particularly in the restoration/repair of village common water bodies, spring rejuvenation in village common areas, etc.
- Livelihoods activities (mostly via convergence; as per Project Approach to Livelihoods).
- EPA (as per the EPA guidelines).
- Biodiversity conservation.
- Gender integration.

PART B: MICRO-PLANNING BY JFMC FOR VDP(in forest land adjoining the village).

- Plantations (various models such as energy, high density bamboo, ANR, etc.).
- SWC
- Biodiversity corridors (inter-village / inter-para in forest land).

PART C: LIVELIHOODS RESTORATION PLAN (LRP) [to be prepared by LRPC under the aegis of VDPIC for the PAPs]

- NTFP-based (both forest land and private land)
- Farm based.
- Non-farm based.
- Gender integration.

PART D: VDP APPROVAL PROCESS AND ROLES & RESPONSIBILITIES OF STAKEHOLDERS

- VDP approval process
- Integration of project micro-plans with the Working Plans of RF
- Roles and responsibilities of the project stakeholders
- Monitoring and revisit of VDPs

PART E: CROSS-CUTTING THEMES FOR INTEGRATION AND REFERENCE ACROSS THE VDP

The most significant cross-cutting themes that will require frequent reference under each of the sections of VDP are listed below and given in the guideline as Annexures.

Annexures

Annexure 1: Project Approaches & Strategies to Livelihoods in CREFLAT

Annexure 2: Project Approaches to Biodiversity Conservation

Annexure3: Grievance Redressal Mechanism

Annexure 4: Gender Action Plan [Draft]

Annexure 5: Identification of Landscapes and Villages

Annexure 6: Household Questionnaire for Village Development Planning / Baseline & Endline Survey

Annexure 7: Para Profile and Need Assessment

Annexure 8: Compiled Summary of Village Data

Annexure 9: Structure of VDP [Draft]

3.3 Benefits of participatory landscape-based village development planning process

- The most important benefit of the participatory landscape level development planning is to trigger the willingness of the local communities to cooperate and subsequently, lead the development decisions ensuring that development interventions are appropriate to the needs and preferences of the population keeping in mind the climate change concerns.
- Demonstration of willingness of the Govt. to involve local people in the development decisions that will affect them.
- Indication of a desire to support locally-led or community-led development and empowerment as seen in the 'best practice' cases.
- It strengthens voices of the communities through participatory planning processes including voices of the poor and marginalized sectors of the population, influencing development decisions.
- Enables people to have better-informed plans through consultation processes. As a result, the development interventions are likely to be more relevant and appropriate to their needs and aspirations, as well as they have higher ownerships of the interventions.
- Develops the capacity of communities through their involvement in participatory planning activities, acquiring skills for identifying, analysing and prioritizing development issues, and for articulating their needs and concerns.
- Strengthens the capacity of government and project staff, particularly those involved in the planning processes, and by seeing for themselves the conditions of the local people and the relevance of existing or planned development interventions.
- Convergence of different stakeholders including the other government departments and their public schemes, results in strong follow-up activities contributing to the development of the village with input of additional resources.
- The transparency and accountability is enhanced through participatory planning processes.
- The democratic process is strengthened through participatory village development planning that facilitates sharing of decision-making power among the communities, project team and elected representatives, such as the ADC Village Chairman.

3.4 Ensuring Community Participation

A participatory process involves all stakeholders in making a contribution to assessing, planning, implementing, and evaluating solutions to the problems, being addressed under the project. Participatory VDP and its subsequent implementation would encompass, any or all the following:

- *Participation by consultation*, that is, people participate by being consulted or by responding to questions or queries;
- *Interactive participation*, that is, people participate in the analysis and identification of activities to be taken up;
- *Participation by material incentives or in-kind participation*, that is, people participate by contributing materials or labour to accomplish any activity.
- *Functional participation*, that is, people participate by forming groups such as Self-Help Group; even participation through JFMC or by forming JFMC or BMC could be under the category of functional participation at the village level through General Body Meeting of the VDPIIC as well as at para-level interactive consultation processes.
- *Participation by self-motivation*, that is, individuals within the community who are self-motivated to lead or walk extra-miles for the success of the project activities, and who independently adopt, replicate or scale-up the good practices of the project activities, thereby, amplifying the success stories of the project.

3.5 Why Landscape approach in VDP

The problem in the project area – which consists of forest landscapes in Dhalai and North Tripura Districts – can be defined as the vulnerability of these landscapes to the effects of climate changes/including those that are already taking place, and those that will inevitably continue in future. This vulnerability is due to degraded natural resource condition and a history of unsustainable use. Therefore, ecosystem services and products from these landscapes such as water, soil conservation, food security and biodiversity on which the target population heavily depends for their livelihoods, will be adversely affected. This will further exacerbate the vulnerability of the target households and, in the absence of viable alternatives, will lead to continuation of practices that result in further resource degradation and thus the increased vulnerability of landscapes and people who depend on them. The proposed solution is to plan and implement the envisaged project activities across all land categories in these landscapes that will enhance climate resilience and as a result, will reduce the vulnerability of dependent households to climate change. Ultimately, in selecting the critical landscapes and clusters for the project interventions, climate change vulnerability is the most important selection criteria. However, the selection of activities/outputs was also guided by:

- Technical requirements of setting up the clusters (depending on the respective measures),
- The situation in neighbouring villages, with their needs and potentials to implement similar activities, and
- The commitment of participating villages and the manifested sense of ownership that they show for the interventions, e.g., by agreeing to make up-front investments or by contributing their manual labour to initiate the activity.

To enhance climate resilience CREFLAT will support the integration and prioritisation of ecosystem functioning and services in land use planning on landscape and village level (Output 1). On a landscape level it will support and encourage the establishment of networks of protective areas to conserve biodiversity and water resources (Output 3), while on the village level it will integrate measures to rehabilitate the landscape and restore the productive capacities of agricultural land and forests (Output 2). Project approach to establish climate resilient natural and planted forests balances three core interests; provide society with abundant and high-quality ecosystem services, provide a safe haven for biodiversity and a genetically rich natural resources for future generations, and productive landscape and foundation for a thriving natural resource-based economy.

Output 1 will be delivered through the following detailed activities:

- Preparation of Village Development Plans (VDPs) for all target villages.
- Producing a refined list of priority landscape level interventions to match with VDPs to be evolved through a participatory planning module), spatial analysis, economic analysis and commonalities in climate risks, impacts and vulnerabilities identified between areas
- Validation workshops to discuss identified interventions of landscape with key stakeholders and with pilot villages
- Creation of 12-15 thematic clusters that facilitate planning and interlinkages between villages
- Identification of 12-15 landscapes with a common set of interventions addressing vulnerabilities and/or common issues or potentials across a set of villages and that provide a common funding platform.

This would enable the development of a cohesive plan that allows for multiple benefits and land uses over time and which take into account upstream-downstream dynamics and plethora of ecosystem services that emerge from a landscape managed through several land uses including forest use and its conservation. As the scope of the project is entire watershed areas and multiple villages and blocks, such an approach is justified and necessary. For landscape-level decision-making, there will be decision-making at block level (especially in terms of prioritisation, as well as participatory planning) through the formation of thematic clusters. The identification of suitable solutions and activities across these clusters would be applied across all land categories. Thematic clusters of villages may comprise groups of villages with similar climate-related issues relating to vulnerability and forest or land degradation or soil erosion; villages grouped around a watershed or otherwise with

upstream-downstream water relations; villages with similar biodiversity conservation value; villages with common potentials for a forest product or for establishing a similar type of resource e.g., bamboo or areca nut. The formulation of thematic clusters of villages will enable treatments to be applied across a landscape for which the VDPICs and Blocks provide appropriate institutional arrangements for planning and implementation. Thereby, the output contributes to the overall programme objective of reducing forest degradation and increasing incomes.

The generic task of the CREFLAT will be based on the design planning methodology and technical guidelines for Landscape Perspective based VDP which will assist by using geospatial database in combination with people's perception harnessed during the rapport building processes:

- Needs of primary stakeholders (rural people) are taken into account in planning processes
- Project-supported interventions are demand-driven and aimed at addressing landscape specific conditions and problems within which the planned village development plans are to be implemented.
- Commonalities in forest degradation-ecosystem services, climate exposures, hazards, risks and vulnerabilities between neighbouring villages are linked to landscape perspective evolved.
- 'Hotspots' or critical landscape aspects within the wider village areas and the various land treatment measures are developed through spatial planning and will be applied with project support across all land categories within VDPs.
- In addition to the individual VDPs, landscape level plan involving the cluster(s) of villages in a micro-watershed/along the flow of a river needs to be developed to reflect the downstream benefits of the landscape level planning. Individual VDPs will incorporate the components of the landscape level activities applicable to their respective villages (more details in Landscape level planning guidelines).

PART A: VDP PREPARATION BY THE VDPIC

4 Key elements of VDP preparation by VDPIC

- Planning for Plantations in private/patta/village common lands (either 3 or 4-tier models; agroforestry) (as per **Project Guidelines on 3/4 Tier Plantations**)
- Planning for SWC activities particularly in the restoration of village common water bodies, spring rejuvenation in village common areas, etc. (as per **SWC Guidelines**).
- Planning for **Livelihoods activities** (expected funding mostly via convergence; see the **Stakeholders Engagement Plan & Project's Approach to Livelihoods**). This will include also LRP for accommodating project affected people, if any, to be prepared by LRPC under the aegis of VDPIC.
- Planning for EPA (as per the **EPA Guidelines**).
- Community-based Biodiversity Conservation, both forest and water bodies, and biodiversity stewardships in farmland ecosystems.
- Gender integration in all the above planning activities (as per **Gender Action Plan**).

5 Steps in Participatory Village Development Planning

The followings are the steps involved in VDP exercise and plan preparation after a particular village is ranked higher for the criteria set within "Pathway to Landscape based Village Selection" Guideline.

5.1 Basic compliances embedded in Village PRA Process

The Community Engagement Planning Framework (CEPF) describes the participatory process of the project and includes a FPIC Guideline / FPIC steps. A generic Stakeholder Engagement Plan (SEP) for Secondary Stakeholders is also included. The Grievance Redress Mechanism (GRM) set-up and the Implementation Arrangements and -schedule as well as budget provisions are also part of the CEPF, but will also be linked to the ESMF. The core principles of CEPF are self-determined development, respect for Indigenous and Tribal Peoples' knowledge, cultures and traditional practices that contribute to sustainable and equitable development. The general approach is built on the principles of participatory and co-responsibility of the communities for planning, implementation and monitoring. These principles augur well with the primary goal of CREFLAT, which is to improve the adaptive capacities of the forest dependent communities through improved climate-resilient forest ecosystems and biodiversity enhancement. The flowcharts below explain the three elements of ongoing PRA process, namely, FPIC, CEPF and ESMF.

5.1.1 Free Prior Informed Consent (FPIC) Process

The FPIC process guideline is a major component of the CEPF chapter. It describes the process of involving the target communities and reaching agreements with the target group and with PAPs including users from other paras using community lands of target communities. FPIC is to be compulsorily applied to all participating communities (Indigenous Peoples and Local Communities, IPLC) disregarding their ethnicity and will have a strong focus on the most vulnerable and affected people. FPIC is often misunderstood as one-time action, during which the community leadership signs a pre-meditated form, declaring the agreement of the community with project activities. This is usually done in form of a MoU based on the intent of the project before the start of project activities (See Flowchart and Tables below for details).

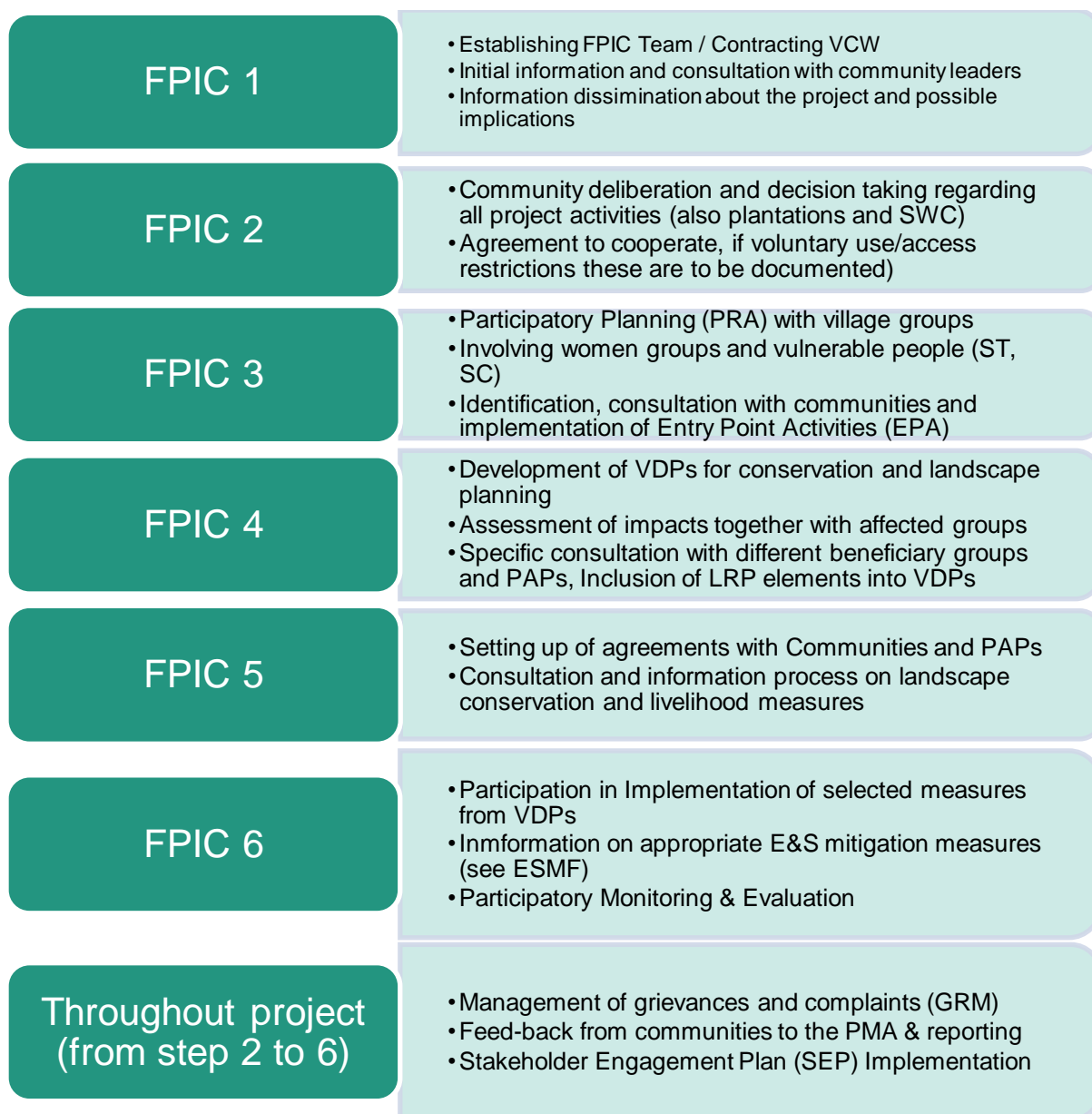


Figure 1. FPIC process flowchart.

5.1.2 E&S Management-Tool: Generic ESMF table [to be updated based on selected activities]

Following up the FPIC, which triggers the PRA process, project apart from socially inclusive activities will need to ensure that environmental aspects are taken on board during the preparation of VDP. CEPF and ESMF Guidelines of the project provide a detailed account on their application. However, here it is reinforced that the Environmental and Social Codes of Practice (ESCOP) for the Project are developed for the activities that fall under low-risk projects. Despite low risk of severe environmental and social impacts, there still will be impacts to be avoided in planning or mitigated during implementation. This could relate to avoidance of pollution by waste management or avoiding of accidents through Health and Safety measures. The ESCOPs provide a checklist for potential impacts as a guidance document and Do's and Don'ts for specific activities. These will need to be assessed, filled and specific provisions made accordingly. A Do/Don't checklist for potential impacts and a standard ESCOP table are presented below:

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Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

Table 1. ESCOP Do's/Don'ts.

Topic	DO	DON'T
Soil protection	<ul style="list-style-type: none"> Prevent soil erosion through soil protection measures, slope stabilization and provision of proper drainage Leave roots of cut trees in the soil Use mulch, grasses, or compacted soil to stabilize exposed areas Cover with topsoil and re-vegetate (plant grass, fast-growing plants/bushes/trees) any exposed areas once work is completed 	<ul style="list-style-type: none"> Do not implement activities without careful design for soil protection Avoid cutting of slopes as this will increase erosion risks Do not leave soil barren, especially in slope areas
Water	<ul style="list-style-type: none"> Drinking water sources, whether public or private, should at all times be protected from wastewater effluents, oil and hazardous materials and wastes Activities should not compromise the availability of water, including the availability of water for drinking and hygienic purposes The flow of natural waters should not be obstructed or diverted to another direction, which may lead to drying up of riverbeds or flooding of settlements Restrict the duration and timing of in-stream activities to low periods, and avoiding periods critical to biological cycles of valued flora and fauna Use diversion techniques during construction to limit the mixing of moving water with disturbed sediments 	<ul style="list-style-type: none"> Do not use any natural water resources to supply water (e.g., springs, streams and lakes) without approval of relevant authorities, local leaders. Do not discharge of waste into water courses, ponds, drainage systems Do not block the water flow Do not use entirely divert the flow of a water course (for water supply or irrigation purposes)
Air	<ul style="list-style-type: none"> Turn machines off when not in use Prevent dust creation on roads as far as possible Waste management, safe disposal 	<ul style="list-style-type: none"> Do not cause air pollution by burning wastes, exhaust of machines while not in use etc.
Biodiversity	<ul style="list-style-type: none"> Tree cutting only if unavoidable Sensitive areas for protected plants and animals to be avoided 	<ul style="list-style-type: none"> Do not kill animals, hunting by workers is prohibited Do not cut or collect protected plant species Do not promote motorized activities in sensitive areas)
Community Health and Safety	<ul style="list-style-type: none"> Demarcate open trenches and hazardous areas with signs and lighting or temporary fencing Establish appropriate site boundary and access controls near settlements to prevent unauthorized entry to construction or activity sites especially by children (e.g., fencing of construction section in the vicinity of settlements or communities) Protect water sources, quality and access 	<ul style="list-style-type: none"> Do not implement any activities without assessing the potential impacts to the community's health and safety during establishment and during operation Do not leave any holes and openings without secure fencing provided with fixed, clearly marked covers. Do not exceed the speed limits.

Climate Change Adaptation Programme in the Himalaya, Component II: Tripura
Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

Topic	DO	DON'T
	<ul style="list-style-type: none"> Avoid standing water, water-borne diseases and possible drowning 	
Community Planning	<ul style="list-style-type: none"> Engage community members in an inclusive, participatory manner Consider the impact of those most vulnerable in the community Establish and maintain grievance mechanism accessible to all local communities and all workers, including volunteer community workers 	<ul style="list-style-type: none"> Do not make exclusive agreements that does not respect broad community sentiments Do not retaliate against those raising concerns or grievances
Cultural heritage	<ul style="list-style-type: none"> Map cultural physical heritage and intangible heritage to avoid during design of activities 	<ul style="list-style-type: none"> Do not disturb built heritage, graves Do not disturb or impact sites of importance Do not disturb religious properties
Employment and Labour Rights	<ul style="list-style-type: none"> Implement a fair and transparent employment process with priority of local residents Provide activity workers with clear and understandable information regarding rights via contract documents in local language Ensure that all volunteer community labour is provided without coercion. Documentation of the community agreement must record: <ul style="list-style-type: none"> The terms of which the voluntary labour is provided <ul style="list-style-type: none"> The way in which the agreement was reached Representation of the volunteer community workers 	<ul style="list-style-type: none"> Do not discriminate any workers or job applicants on the basis of their gender, marital status, nationality, ethnicity, age, religion or sexual orientation Do not recruit or engage children (under 16 years old) Under no circumstances, use forced labour.
Incident reporting	<ul style="list-style-type: none"> Record and report any hazards, any incidents or injuries 	<ul style="list-style-type: none"> Do not ignore any hazard, injury or incident whether to community member or workers
Occupational Health and Safety	<ul style="list-style-type: none"> Conduct risk assessment and define mitigation measures for each activity Provide health and safety training to all participants and conduct regular conversations on health and safety during implementation Provide the right Personal Protective Equipment (PPE) and make sure that they are used to provide protection (e.g. gloves, dust masks, hard hats, boots, goggles)¹ 	<ul style="list-style-type: none"> Do not try to repair any broken equipment and machinery if you are not authorized (electrocution risk) Do not work with machines or in accidental terrain without PPE

¹ The appropriate PPE needs to be identified, in place before starting work, used and maintained regularly, and its use and maintenance monitored;

- Eye and face protection for flying particles, molten metal, liquid chemicals, gases or vapours, light radiation: safety glasses with side-shields, protective shades
- Head protection for falling objects, inadequate height clearance, and overhead power cords: plastic helmets with top and side impact protection
- Hearing protection for noise: ear plugs or ear muffs

Climate Change Adaptation Programme in the Himalaya, Component II: Tripura
Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

Topic	DO	DON'T
	<ul style="list-style-type: none"> • Keep PPEs in good condition and change them in case they are damaged • Prevent slips and falls and other injuries through good housekeeping practices in all worksites, provision of safe equipment and tools, and use of PPE • Prevent ergonomic illnesses from over-exertion by lifting and carrying of materials and equipment by stipulating weight limits, breaks and job rotations • Prohibit usage of alcohol or illegal drugs • Use the right tool for the activity • Implement good housekeeping to prevent trips, slips and falls • Provide sufficient drinking water for workforce • Provide and maintain toilet facilities for workforce separately for female and male workers • Be prepared to handle accidents and provide first aid, ensure access to basic first-aid kit with bandages, antibiotic cream, etc. 	

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- Foot protection for falling or rolling objects, pointed objects, corrosive or hot liquids: safety shoes and boots
 - Hand protection for hazardous materials, cuts or lacerations, vibrations, extreme temperatures: gloves made of rubber or synthetic materials (Neoprene), leather, steel, insulating materials
 - Respiratory protection for dust, fogs, fumes, mists, gases, smokes, vapours: facemasks with appropriate filters for dust removal and air purification

While relevant specific activities are planned with local communities, ESCOP guidance can be used to screen the activities against what these can impact environmentally positively and negatively. Accordingly, there are certain Do's and Don'ts keeping local context of the overall landscape and that of village in view.

However, PRA process will also help in planning of mitigation measures as priority while PRA Team assesses significance of potential impacts of all components during the actual implementation of the project on the ground. The same is presented in Table 2.

If an activity is planned, which involves considerable construction works (use of machines or hiring constructors) a specific Environmental and Social Plan (ESMP) should be established, based on this generic template. For small-scale activities, e.g., construction of household piggery, construction of Youth hut etc., E&S checklists and ESCOP will be sufficient.

Climate Change Adaptation Programme in the Himalaya, Component II: Tripura
Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

Table 2. Mitigation measures as per significance scale of potential impacts of implementing activities.

Component	Potential impact	Significance	Mitigation measure	Responsible
General Good Construction Practices				
All	Construction Permits / Environmental Assessment	Moderate	<ul style="list-style-type: none"> Are all required permits available All affected persons consulted and agreed? Activities requiring national / international EIA are excluded 	PMA
All	Public Consultations / PAP consultations	Moderate	<ul style="list-style-type: none"> Village announcement of project to be made, leaflet to be distributed Grievance Mechanism to be introduced to PAPs MoU for project cooperation to be signed Regular information about project, FPIC steps to be applied 	PMA
All	Land Acquisition	Negligible	<ul style="list-style-type: none"> No physical resettlement / destruction of houses Sub-Projects requiring land acquisition are not eligible 	PMA
All	Air pollution	Negligible	<ul style="list-style-type: none"> Construction engines shall be turned off when not used Dust prevention measures (sprinkling of roads) where necessary (especially in settlements during drought periods) 	VC/GP / Community Groups (if applicable)
All	Noise (works with machines)	Negligible	<ul style="list-style-type: none"> If construction project is selected: No blasting of rocks Use of construction engines and machines during normal working hours near settlement areas Notification to nearby residents before starting works that involve use of machines 	VC/GP / Community Groups (if applicable)
All	Water and Soil pollution e.g., Oil-Spills (works near rivers / water bodies)	Moderate	<ul style="list-style-type: none"> Waterworks to avoid increased turbidity over a longer period Avoid water pollution through vehicles, waste and or livestock (especially above drinking water and bathing facilities: Appropriate machine use and vehicle maintenance measures to prevent soil pollution (e.g., oil spills) during works Proper disposal of used oil and lubricants at specialized hazardous waste treatment plant 	VC/GP / Community Groups (if applicable)
All	Tree Cutting	Minor	<ul style="list-style-type: none"> Tree cutting shall be avoided to the extent possible. Cutting of endangered tree species to be totally avoided Where trees need to be cut, roots shall remain in the ground for re-growth and soil stabilization and TFD norms need to be adhered to as well 	VC/GP / Community Groups
All	Waste management	Moderate	<ul style="list-style-type: none"> Waste Management Checklist to be prepared, No throwing of waste into the landscape (e.g., plastic bottles etc.) Waste to be collected at worksites and transported to land fill 	VC/GP / Community Groups / awareness raising during VDP

Climate Change Adaptation Programme in the Himalaya, Component II: Tripura
Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

Component	Potential impact	Significance	Mitigation measure	Responsible
			<ul style="list-style-type: none"> No burning of any waste (prohibition) Environmental awareness campaign useful 	preparation
All	Labour management and respect of Core Labour Standards	Negligible	<ul style="list-style-type: none"> Core labour standards to be respected Respect of working hours No employment of children under 16 years Equal Pay principle for men and women to be applied 	VC/GP / community groups / supervision by PIAs (if applicable)
All	Community Health & Safety	Minor	<ul style="list-style-type: none"> For work sites: Signalization of construction site, traffic signalization(if applicable) Fencing of worksites (e.g., trenches), (if applicable) 	VC /GP community groups / supervision by DPMA
All	Workers Health and Safety	Moderate	<ul style="list-style-type: none"> EHS checklist for work-safety to be prepared (for community infrastructure projects), trainings/familiarization for workers, workers should be obliged to wear personal protective equipment (PPE) as slice proof trousers, safety shoes, helmets, glasses and masks etc. First Aid Kits and fire extinguishers to be available at work sites. Temporary sanitary facilities installed at work sites. Accidents and Emergency procedure to be defined and workers informed/trained / Serious Incident Reporting (see Annex for template) 	VC /GP / community groups / supervision by DPMA
All	Complaints by PAPs / Grievance Mechanism	Moderate	<ul style="list-style-type: none"> GRM with assigned staff responsibility (at project level), contact information to be made available to all stakeholders Linkages with VDPIC / LRPC to be created, periodical enquiry if any problems exist Documentation of Grievances and resolution process in GRM log book by Project 	DPMA supported by TA
All	Non-compliance of Subcontractors / local contractors (if applicable)	As planned not applicable	<ul style="list-style-type: none"> Establish sound construction guidance / principles for local contractors Construction contractors will be fully responsible for any non-compliance issues of their sub-contractors (to be specified in contract documents including financial enforcement mechanisms) 	Constructor (if applicable)
All	Rehabilitation of Work Areas / Site rehabilitation plan	Minor	<ul style="list-style-type: none"> No large-scale works are planned A site rehabilitation plan shall be established in prior to start of construction for all work and construction areas All wastes to be removed from construction sites 	VC/GP / community groups / supervision by DPMA / TA

5.2 Rapport building, and acquainting villagers with the Project

Besides building rapport with the villagers, the Goal, Objectives, Outputs, and Outcomes of the project are to be explained to the villagers at *Para* level informal meetings through repeated field visits by the project staff. After developing confidence in each other i.e. project staff and villagers, and fulfilling all the pre-conditions as mentioned above, the process of constitution of VDPIC and Sub-Committees should start.

5.3 Participatory Rural Appraisal for VDP

It is desirable that prior to VDP, the household survey should have been undertaken as per the survey format (Annex 2). The following information will be provided by the villagers for VDP using appropriate PRA tools (Table 3) including Focussed Group Discussion with semi-structured questionnaire (Annex 3). The survey results will be compiled using the format given at Annex 4. The suggested structure of a Draft VDP is given at Annex 5.

The PRA will cover the following information and tools (not necessary to elaborate here):

- 5.3.1 Village demographic profile
- 5.3.2 Village Social map
- 5.3.3 Village Biophysical resource map
- 5.3.4 Livelihood analysis
- 5.3.5 Livelihoods system: Agriculture, Livestock, Fishery, NTFPs, Cash Crops
- 5.3.6 Livelihoods support system
- 5.3.7 Wealth ranking
- 5.3.8 Wellbeing ranking
- 5.3.9 Seasonal Calendar
- 5.3.10 Village/Landscape institutions
- 5.3.11 Schemes and projects
- 5.3.12 Identification of Climate Vulnerable Households
- 5.3.13 Need assessment
 - 5.3.13.1 Fuelwood
 - 5.3.13.2 Food
 - 5.3.13.3 Fodder
 - 5.3.13.4 Community Infrastructure
 - 5.3.13.5 NTFPs
 - 5.3.13.6 Agriculture
 - 5.3.13.7 Fishery
 - 5.3.13.8 Livestock
 - 5.3.13.9 Employment
 - 5.3.13.10 Skill development
 - 5.3.13.11 Drinking Water

The following approaches will be undertaken for preparing VDP:

- Para-level information/data collection based on questionnaire and parameters.
- PRA exercise with villagers for village profile,
- Household socio-economic survey (100% coverage) using a Questionnaire,
- Focussed Group Discussion for specific themes such as *Jhum*, Gender issues, *Patta* land sustainable management etc.,
- Biophysical Resources Survey through transect walk. The PRA tools and outputs are summarized in the table below.

Climate Change Adaptation Programme in the Himalaya, Component II: Tripura
Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

Table 3. PRA tools to be used in VDP exercise.

#	PRA output	PRA Tools to be used
1	Village Map	<ul style="list-style-type: none"> • Village boundary Map • Component para tentative Para boundary of GP/ VC need to be prepared along with village Boundaries and Special emphasis has to be Road and Stream Maps. • Location of School and Offices and Other Organisations.
2	Para Wise Social Map	<ul style="list-style-type: none"> • HH numbering • Institutions available with Para • Tribe wise spatial Segregation. (Reang, Molsom, Mog)
3	Seasonal Calendar	<ul style="list-style-type: none"> • Agri Crop – Crop Season, harvesting time and Income from the Product have to mention in the Seasonal Calendar. • Horti Fruits – Crop Season, harvesting time and Income from the Product have to be mentioned in the Map • Forest Produce Calendar (NTFP and other resource collect from the Forest) need to Prepare in Van diagram along with Month. • Work Load Calendar (Need to convert in Van Diagram)
4	Well Being Ranking and Wealth Ranking	The decision is taken that to prepare the list of wellbeing and wealth ranking for building rapport with the villagers and find the actual reason of vulnerability.
5	Institutions, Importance and Linkages.	Importance of institution Need to be prepared in Venn Diagram in respect of their importance (Distance and Importance-1,2,3,4,5) for their village/ Paras.
6	Livelihood Analysis through FGD.	The decision has been taken that for analysis of livelihood of the villagers, need to divide (PAP, Poor, Rich Category by consult with the villagers) and need to identify the Source of income of villagers from different component Like- Poultry, Goatery, Fishery, Rubber, Business, Agri Land etc. and convert the number into percentage. The exercise has to be converted to Pie Chart.
7	Biophysical Resource Map	<p>The resource map has to be prepared after transect walk of the area and the map will be Bio-Physical Resource Map</p> <ul style="list-style-type: none"> • Location Map of Till/ Lunga • Existing Land use of till and Lunga (e.g. Jhum Area, Rubber, Arecanut, Pineapple Lunga Vegetable). • Ponds, CD existing. • Available vacant/ Waste Land of the Para with soil fertility Status. • Possibilities of activity as per the situation. • Identification of Bio Diversity rich area/ Corridor Possibilities. • Identification of Stream and Catchment areas and Possibilities. • Collection of Baseline of Bio-Diversity and Biomass Data. • NTFPs Collection / Catchment area. • Areas having origin of Ecosystem services.

5.4 Biophysical resources survey and GIS mapping in 1:5000 scale

Resource mapping has to be undertaken using SOI toposheet, high resolution imageries such as Sentinel II/LISS imageries, duly supported by adequate ground truthing and biophysical resources survey undertaken as a part of PRA exercise.

5.5 Activities under VDP: Linking people's needs with Landscape needs

Community focused: Peoples' demand and needs at household, community and para level, but keeping in mind the activities that CREFLAT can finance through VDPIC; however, those that ought to be sought through Gram Panchayat convergence could also be included in the VDP.

Landscape focused: Landscape needs to be addressed, keeping in mind the project outputs and indicators, for improving the landscape based ecosystem services and climate resiliency of ecosystems accruing benefits to the local communities that will trigger voluntary participation and awareness in the long-term protection of forest and biodiversity at landscape scale vis-à-vis interdependency between villages of the particular landscape in terms of flow of ecosystem services and interventions that may need to coincide with sustaining such services across the landscape.

In practice, the landscape approach will integrate the Community-focused criteria blended with remote sensing data (e.g., on forest degradation, climate vulnerability due to slopes) that will largely address the community demands through VDPIC, with the Project-focused activities on forest land such as undertaking plantations, SWC measures, corridor connectivity, biodiversity conservation measures, and protection of river/stream catchment areas by JFMC. The potential interventions will be identified through GIS mapping that would identify degraded forest land and prioritize the sites for SWC and other climate proof activities as mentioned above integrated at landscape scale.

5.6 Planning for Plantation Activities

5.6.1 Individual and Patta lands [based on Para-level data collection & PRA]

The VDPIC would have been already trained on project models of 3-tier or 4-tier or agroforestry plantations (see below the suggested project models). Accordingly, VDPIC will identify the individual joteland / Patta land where the project models of 3 or 4-tier models of plantations would be undertaken. As such, number of HHs and area to be covered would be reflected in the VDP (largely drawn from the data collected at Para-level / HHs survey and PRA exercise with the communities).

5.6.2 Village Common land (based on Para-level data collection & PRA)

VDPIC will similarly identify any village common land where agroforestry or any other plantation models of the project (see **Project Plantation Models**) could be promoted through the project investment. The VDPIC will specify the area, plantation models, management / protection measures, benefits sharing mechanism, monitoring system, etc. to be indicated in the VDP.

5.6.3 Three/Four tier Plantation for Private & Patta land

In the Private or Patta land, the project will promote various types of Agroforestry plantations through VDPIC. The various agroforestry models will include the following combinations of woody perennials, horticulture, and annual crops. Many of these agroforestry models would be like the Three-tier Plantations outlined in CREFLAT project. The combinations will be as per the choice of the *patta* landholders and scientifically appropriate conforming to the agroforestry principles. The specifics of three-tier plantation design will be decided during the VDP process. Some examples of such combinations are:

- Bamboo + Jackfruit + Maize + Pineapple,
- Gamari + Lemon + Ginger + Pigeon pea + Paddy
- Bamboo + Arecanut + Dalbergia + Maize + Black pepper,
- Acacia + Litchi + Lemon + Maize + Turmeric,
- Albizia + Jackfruit + Maize + Ginger,

- Bamboo + Mango + Maize + Pineapple,
- Agar + Arecanut +Turmeric+ Black pepper,
- Banana + Moringa +Turmeric + Corombola
- Orange + Moringa + Papaya +Turmeric
- Guava + Amla + Paddy + Vegetables

5.6.4 Limitations

The project will not promote or support any **rubber** and **pure plantations of arecanut** in private/patta/village common lands. Arecanut will be supported only as a component of agroforestry.

Rubber is suggested to be excluded from the purview of CREFLAT financing because of varieties of reasons:

- 1) Monoculture plantations of rubber conflicts with CREFLAT's underlying intent of enhancing biodiversity enrichment of the project landscape. Ecologically, monoculture plantations are also not the ideal climate-resilient interventions.
- 2) Although its economic return could align with CREFLAT's intended goal of improving household income, rubber takes at least 7-8 years for any economic assessment of income. Hence, income from the rubber is unlikely to be available for the purpose of deducing the likely increased income of households if CREFLAT funds any rubber plantations.
- 3) Per ha investment cost of rubber is one of the highest, currently estimated at Rs 90,000 to 120,000. Transport cost, land preparation cost, etc. could further add to this amount. Rubber also requires fairly high maintenance cost of at least 3-5 years or more. The current project cost sheet does not seem to factor in all these amounts.
- 4) Field assessment of families during household survey showed that those who would like to undertake rubber plantations are already having a fair amount of economic assets within the village communities, i.e. these households were the better-off families. The poor households, even though having Patta land, were not keen to undertake any rubber plantation. They would prefer mixed agroforestry that could give them income even from year one of the plantation.
- 5) Currently, there are already a number of schemes available from Government of India under the Rubber Board. Also the Tribal Welfare Department and Soil & Water Conservation Department provide support for the promotion of rubber cultivation. Therefore any household desiring to have a rubber plantation could explore these options.

5.7 Planning for SWC (based on Para-level data collection & PRA)

SWC activities by VDPICs may mainly include rehabilitation of the village common ponds / water bodies, and rejuvenation of village common springs/water sources. Activities will be planned on the basis of the CREFLAT's **SWC Guidelines** in terms of technical specifications and cost. VDPIC's SWC activities would be limited to the followings:

- Rehabilitation of village common pond/water body (Number to be rehabilitated)
- Rejuvenation of village common spring/water source (Number to be rejuvenated)

The action plan will be indicated in the VDP as per the SWC Guidelines.

5.8 Planning for Livelihoods Activities/Improvement (based on Para-level data collection & PRA)

Based on the PRA and Para-level data collected, the VDPIC will be facilitated to prepare their livelihoods plans for VDP. The VDPIC will also be pre-informed about the Project's approach to

livelihoods models and financing (See **Project Approaches to Livelihoods** in Annexure 1). Gender integration considering the needs of the women or concerns expressed by them should be adequately considered. The VDPIC will prepare livelihood action plans under the following sub-components or entities/whichever applicable as per people's demand and value chain analysis etc.

5.8.1 Farm based

- Agriculture
- Horticulture
- Livestock
- Fishery
- Sericulture
- Apiculture
- Cash crops
- Home gardens

5.8.2 NTFP based

- Broom grass
- Bamboo for shoots
- Gandaki
- Wild edible roots/tubers, leaves, fruits, flowers, etc.

5.8.3 Non-farm based

- Small business
- Handloom
- Handicrafts
- Rice mill
- Etc.

However, the overall decision on the selection of livelihood product to be promote will be taken based on landscape potential and willingness of producers.

5.9 Planning for community linking with FFPC [based on PRA & Para-level questionnaire-based data collection]

The VDPIC would be pre-informed about the Farm and Forest Product Centre in each Block as an opportunity to sell and value-add their farm and forest produce to this Centre as an opportunity for income and livelihood support system. The Business Plan of FFPC will ensure linking community farm and forest production systems to the viability of the FFPC.

5.10 Planning for Community based Biodiversity Conservation

Assuming that VDPIC members are already familiar with the Project Approach to Biodiversity Conservation (See the **Project Approaches to Biodiversity Conservation** in Annexure 2), the following areas of action plan may be included in the VDP.

5.10.1 Conservation of forest biodiversity

Based on the Para-level data collected and PRA exercise, the VDPIC will identify and validate the adjoining forest landscape that the communities can protect and conserve for improved biodiversity. Action plan for protection and management would be reflected in the VDP. This will be done in consultation with JFMC and local forest officials such as Beat Officer, Range Officer, etc.

5.10.2 Conservation of farm agrobiodiversity and farmland stewardship

Based on PRA and Para-level data collected, the VDPIC will reflect and include in the VDP the action plan to preserve their local farmland agrobiodiversity including those planted in the jhum areas. The communities will be encouraged to protect and preserve their farm land particularly paddy fields for

food crops production for food and nutrition security. Conservation of crop biodiversity can also be ensured through the promotion of **Home gardens**.

5.10.3 Conservation of aquatic biodiversity

Based on the PRA and Para-level data, the VDPIC will identify the village common water bodies including a portion of local river or stream stretches for conservation and management to enhance the aquatic biodiversity.

5.11 Planning for Entry Point Activities (EPA)

Pre-requisite to Planning for EPA would be that the members of VDPIC would have undergone meaningful training or capacity building program on the **EPA Guidelines**.

5.11.1 Activities to be included for EPA

- Works based on urgent needs of the local communities such as rehabilitation of drinking water facilities, water harvesting, irrigation facilities, repair of local market-sheds, rehabilitation of locally-valued common bio-cultural site/place including community shrine, community playground, supply of solar lantern, energy efficient cooking devices, supply/procurement of Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS) implements, small farming tools or implements, etc.
- Activities relating to health, sanitation, drinking water, nutrition-focused needs may be given preference above all other activities.
- Activities that address the drudgery reduction particularly targeting the women such as creation or repair of assets for common use such as drinking water facilities, washing and bathing platform, platforms for drying of crops/NTFPs, etc.
- Locally valued unique activities that may not fit in other components of the project may also be considered.

5.11.2 Activities to be avoided under EPA

- Activities that will disrupt communal harmony, or have the potential to raise conflicts, and/or goodwill and fellow feeling among the paras within the village (GP/VC).
- Activities that will not contribute to livelihood enhancement and/or drudgery reduction of common people.

5.12 Gender integration in all the project activities

All the above activities or action plans will ensure that gender integration is appropriately considered across the components (see the Gender Action Plan in Annexure 4). Based on the project's preliminary experiences in Paschim Nalicherra in Dhalai district, women's key concerns are drinking water, firewood, wild edibles and other NTFPs from the nearby forest landscapes. Some also expressed concerns on reducing opportunities for forest-based incomes (such as from sale of forest vegetables in the local weekly markets).

5.12.1 Grievance Redressal Mechanism

VDP will briefly outline the GRM processes that will be addressed by the VDPIC and LRPC (see the **Grievance Redressal Mechanism Guideline** in Annexure 3). The GRM process will also be flagged during the VDP preparation process.

PART B: MICRO-PLANNING BY JFMC FOR VDP

6 Micro-Planning with JFMCs for RF areas (Plantations on forest land by JFMCs)

It is assumed that all the JFMC members are familiar with the Microplanning Guidelines of the Govt. It is desirable that JFMC members also undergo training on all the CREFLAT project processes including VDP guidelines, CEPF-FPIC & ESMF, VDPIC guidelines, EPA guidelines, plantation models, Landscape-based village selection guideline etc. Unless objected by the VDPIC, on case by case basis, a member of JFMC may also become a member of VDPIC in cases where capable human resources are extremely limited.

6.1 Inclusion of Plantations undertaken during 2021-2022 & 2022-2023 in the VDP

Plantations undertaken by JFMCs in a particular village during 2021-2022 and 2022-2023 as per the Micro-plan will be incorporated in the VDP of the village based on willingness and commitment to their management by the local community. Project will ensure that plantations are at suitable sites and “transparent and equitable land use rights are applied” which also includes alignment with Forest Rights Act 2006 especially for tribal areas. The final VDP document must mention this clearly.

6.2 Micro-Planning with JFMCs for RF areas/Forest land

JFMCs will prepare micro-plan for plantations in forest land as per approved Micro-plan Guidelines. The JFMC Micro-plan should be ideally prepared along with the VDP preparation by the VDPIC for better coordination and collaboration. However, JFMCs will apply the CEPF guidelines in all the community consultation processes including in choice of species to be planted so that community participations are ensured in the protection and management of the plantations. The diverse project models for plantations are as follows, details of which are given as Annexure:

- Aided Natural Regeneration
- Plantation for Biodiversity Conservation
- Plantation for Catchment area protection
- Enrichment Plantation
- Energy Plantation
- Mixed Fruit Plantation(Artificial regeneration)
- Miscellaneous Tree Plantation (Artificial regeneration)
- High Density *Kanak Kaich* Plantation (*Bambusa affinis*)
- Broom Grass Plantation (*Thysanolaena maxima*)
- Gandhoki Plantation (*Homalomena aromatica*)

7 Planning for Soil & Water Conservation by JFMCs in Forest land

7.1 Project models for Soil and Water Conservation

CREFLAT project models for SWC technology and investment cost will be as per the approved **SWC Guidelines**. The models will include the following activities:

- Physical/mechanical and vegetative measures of soil and water conservation.
- Earthen check dams.
- Repair, renovation and restructuring of seasonal water bodies.
- Rejuvenation of springs.
- Soil and water Conservation Measures in plantation plots with > 30° slope.

7.2 Plan for use of water bodies created through SWC

JFMCs, VDPICs and SHGs will jointly discuss how best the water bodies created through SWCs such as by Check Dams could be effectively utilized for livelihoods improvement or support such as through promotion of fisheries. Plan to utilize such water bodies will be indicated as part of the SWC activities by JFMCs.

7.3 Plan for forest biodiversity conservation & establishment of biodiversity corridors

JFMCs will identify inter-village and/or inter-para biodiversity corridors for protection, regeneration, and conservation. Some prior information will already emerge once landscape selection has been done based on remote sensing data. JFMCs will prepare action plan based on the Biodiversity Conservation Approaches of the Project (see Annexure 2 on **Project Approaches to Biodiversity Conservation**). It is likely that conservation of such biodiversity corridors, depending on the scale of activities for protection and sustainable management, could significantly contribute to local ecosystem services as well as support in livelihoods of the benefiting communities.

7.4 Gender integration & GRM

The micro-plan prepared by the JFMCs as well as SWC action plans for inclusion in the VDP should have adequate reflections and inclusion on gender aspects mainly women's issues and concerns in the JFMC activities.

PART C: LIVELIHOODS RESTORATION PLAN (LRP) [to be prepared by LRPC under the aegis of VDPIC for the PAPs]

8 Who are the Project Affected People/Persons (PAPs) in CREFLAT

PAPs in CREFLAT are those traditional forest dwellers who have lost or have been deprived of their traditional livelihoods activities or livelihoods sources following project activities. The following categories of families are considered as PAPs in CREFLAT:

- Forest-dependent families, either for jhum and/or collection of NTFPs, if deprived of such traditional rights following the selection of the site/s for any category of forest plantation, irrespective of the legal status of the land as forest land, are entitled to be designated as PAPs.
- A seasonal or perennial stream in a forest land, from which traditionally the local families collected water for multipurpose uses, or aquatic fauna such as fish, snails and crabs for foods, and if a Check Dam has been constructed over such stream and the households are thereby deprived of their traditional livelihood rights, are entitled to be designated as PAPs.

9 Livelihoods Restoration Plan and Activities

The LRP for the PAPs may broadly encompass three domain areas, viz. NTFP-based, farm or land based, and non-farm based. LRP has to be prepared in consultation and participation of the PAPs. LRP will be prepared by the Livelihood Restoration Plan Committee (LRPC) in association with the VDPIC. The LRPC together with the VDPIC would have been pre-informed or pre-trained on the Project Approaches to Livelihoods (see Section 5.7 and Annexure 1).

9.1 NTFP based

Forest dependent families, whether practicing Jhum or not, with traditional rights or no rights, are usually collecting NTFPs, irrespective of household purpose or for market sales, hence during PRA, this information is important to be captured. Hence any planning on forest land needs to ensure that NTFPs flow to such households is not hindered.

9.2 Farm/Land based

On their private and newly allocate patta lands, there is scope to diversify NRM activities that ensures sustenance of products that are part of their livelihoods.

9.3 Non-farm

As previous projects have shown, introduction/strengthening of current non-farm activities can go long way in compensating for any loss of livelihoods that may have been incurred due to plantations on forest land.

9.4 Linking the LRP activities with FFPC

Whichever set of activities that may be identified and agreed with PAP must also have a connect to the overall objective of the project and should be leading to networking amongst identified PAPs etc. and also their collective link to FFPCs envisaged by the project as long-term support to several livelihood value chains that may emerge after baseline survey and direct village resource survey through PRA.

9.5 Gender integration in LRP

Unequal power relations and enduring structural inequalities curtail the decision-making rights and control over resources of women and people in disadvantaged groups, despite these being key to

both productive and reproductive work. Hence while preparing LRP also gender aspects have to be taken on board so that no inequality is practiced while planning or implementation.

PART D: VDP APPROVAL PROCESS & ROLES AND RESPONSIBILITIES OF STAKEHOLDERS

10 VDP approval process

As per para 2.4.4 of Separate Agreement (see p.22), the VDP is to be approved by the District Project Governance Body (DPGB). In practice, the VDP will be submitted to the DPMA for review, and thereafter submit to DPGB for approval. A soft copy of the approval letter along with a copy of the VDP will be forwarded to PMA and PMC for information and record. However, the first draft of VDP needs to be shared with PMA to get its inputs, if any.

11 Integration of Project Micro-plans with Work Plans in RF

The salient features of management of forest under Working Plans typically include:

- Felling of trees as per the prescription of the working plans for Reserved Forest / Protected Forests, duly approved by MoEF&CC.
- Protection works for protecting from fire and biotic pressure.
- Conservation of threatened plants, endemic plants, and medicinal plants.
- Conservation and protection of catchment areas.
- Protection wildlife in natural forests.
- Plantation works in blanks and gaps.
- Removal of only wind-fallen trees and dead trees.

The essence of forest plantations by JFMCs would essentially have the underlying features of the principles of forest management as per Working Plans. However, 'usufructs sharing' being one of the basic features of JFMC plantations in order to solicit forest management and protection by involving the communities, the aspects of 'usufructs sharing' will need to be carefully addressed in JFMC micro-plans and need to be appropriately integrated with the working plans and get the requisite approval from MoEF&CC, if required. Moreover, all existing micro-plans at VDPIC level or new one's may need to be cohesive in terms of landscape approach.

12 Roles and Responsibilities of stakeholders

12.1 During VDP process

VDPIC will take the lead in the preparation of VDP. Broadly, the VDP will have two sections or parts.

Part A: VDP prepared by VDPIC for activities on private/patta/village common lands. The activities may include agroforestry, three-tier plantations, soil and water conservation, and various livelihoods & income generating activities having potentials for convergence² with Gram Panchayat development plans based on existing government schemes or programmes.

Part B: Micro-plan prepared by JFMC for activities on forest land. The project activities on forest land would be mainly various models of plantations and SWC (see **Project Models for Plantations & SWC** in the following section) to be planned and implemented by the JFMCs.

Part C. Livelihood Restoration Plan

Livelihood Restoration Plan Committee (LRPC) together with the VDPIC will prepare the LRP for the PAPs.

²See activities under Output 1 of Result Matrix of Separate Agreement on p.34 where convergence is focused.

Preparation of Participatory VDP on private/patta/village common land by the VDPIC will entail application and establishment of CEPF & ESMF processes and checklist with evidence of application and establishment of CEPF & ESMF as per the approved guidelines that these have been applied.

Preparation of micro-plans by JFMC for activities on forest land, be it plantations or SWC, will entail CEPF & ESMF processes and checklist with evidence of application and establishment of CEPF & ESMF principles and procedures as per the approved guidelines.

VCW along with Beat Officer (as Secretary and Treasurer of VDPIC & JFMC) and TA will handhold the VDPIC and JFMC in preparing the relevant evidences of CEPF & ESMF application and establishment as per the guidelines.

The roles and responsibilities will be clearly spelt out for the following stakeholders:

12.1.1 VDPIC

Under the overall guidance of the VCW/Beat Officer, each year, prior to the beginning of the financial year, or as may be directed by CREFLAT PMA / DPMA, the VDPIC will prepare its Annual Work Plan & Budget(AWPB) based on the VDP and submit to DPMA after approval of the General Body of the VDPIC.

VDPIC will ensure timely submission of AWPB and implement the time-bound activities accordingly as approved by the DPMA/PMA.

DPMA will issue the approval of the AWPB and sanction order of the financial amount involved in the AWPB.

VDPIC is an independent, formal, democratic, inclusive village-based community institution. Each village (GP/VC) for planning and implementation of project activities, comprising of paras, will form a VDPIC. Adult inhabitants, represented generally by the husband and wife, or eldest adult male and female from every household of every Para of the GP/VC will form the VDPIC.

VDPIC will be the lowest unit of project implementation at the village level. These institutions, with support from TFD/CREFLAT and village community workers /or higher level resource persons at DPMA will be responsible for planning, implementation, monitoring and ensuring sustainability of project interventions at village level. VDP will be prepared for each VDPIC for resource management areas, including forestlands, to be managed by it. VDPIC will be constituted as per the approved guidelines and in alignment with the spirit of JFM Rules. They will identify the needs related to investment at the point of intervention through a participatory and inclusive planning, designing and implementation process. As the VDPICs are likely to lack the necessary expertise on Forest Management, NRM and participatory planning, they will be supported by DPMA in planning and implementation funded through the Project. VDPIC will sign a MoU with the TFD, indicating mutual obligations, rights and responsibilities under the project.

12.1.2 JFMC

The concerned JFMC will be an integral part of VDPIC and shall be implementing project activities in forest areas in close consultation and advice of the VDPIC. Preparation of micro-plan for plantation in the forest areas, annual plan and protection of plantations will be the responsibility of the concerned JFMCs.

12.1.3 SHGs

SHGs involving only male members, or only female members and from both the genders have important role in income diversification and non-land based income generating activities. SHGs will also support the project in reducing climate vulnerability by taking up appropriate activities in consultation with VDPIC and project authorities.

12.1.4 Forest Department and TAs

Every VDPIC will have a unique name as per the name of the GP/VC. The registration of the VDPIC shall be done carrying the unique name of each of the GP/VC. For example, VDPIC of village Paschim Nalicherra will be Paschim Nalicherra VDPIC.

At the appointed day for formal meeting, the VCW and Beat Officer with support from the concerned Technical Assistant (TA) will make presentation or provide all necessary information about the CREFLAT project including the formation of VDPIC.

Making aware on CREFLAT may include the introduction of programme concept, objectives, expected benefits, implementation approaches, various components, and phasing of the activities.

The VCW/Beat Officer/TA will trigger discussion regarding various development programmes that have been/are being implemented in the village, people's experiences with those, as well as the status of natural resources and their management, extent of food security, sources of vulnerability, and available community infrastructures such as drinking water, housing, toilets, connectivity, roads, school, Anganwadi buildings, community meeting place, electricity, Public Distributed System (PDS), etc. It needs to be ensured that any disadvantaged households are not left out for informing about the project.

The purpose of these discussions is to convey to the participants that the project will address issues they prioritise (in their Village Development Plan), and to get them thinking about the issues they would like to be addressed. This may include resource management practices, low resource productivity, food insecurity, physical isolation from markets, public facilities, village sanitation, living conditions, and so on.

The VCW/Beat Officer/TA will then explain the provisions of the project, including the modalities of its implementation, and the possibilities for developing their land, water resources, livelihoods, etc. with the help of the project or CREFLAT.

12.1.5 Line Departments

The line departments need to be involved from the planning stage itself. Ideally, they should be part of the VDP exercise in each village. They need to brief about the schemes available for the villages during PRA and include in the VDP only those which are feasible and prioritized during VDP process. It will be the responsibility of the concerned line departments to get the activity approved in their departmental annual action plan.

12.1.6 VCWs

Pre-requisite to Preparatory Meeting is the appointment of Village Community Worker (VCW) and the designated Forest Beat Officer, who had been already made aware of CREFLAT's project objective and trained to plan and implement for CREFLAT including on VDPIC formation and constitution, etc.

Under the overall supervision and guidance of the concerned DPMA, the designated VCW and Forest Beat Officer will take the lead to organize a first round of meetings with the leaders and households of the Village or GP/VC to initiate a dialogue informally.

Prior to this, the VCW and/or Beat Officer will meet community representative / traditional head / elected ward member of each Para of the Village to inform about the CREFLAT project, formation of VDPIC and invite the community representative in the formal meeting to be held subsequently at the Panchayat office or any other designated place.

At this informal stage, it would be helpful to walk around the paras/hamlets or settlement, and meet as many people as possible and convey the message, inviting adult members from every households besides their representatives.

12.2 During implementation stage

12.2.1 VDPIC

Proactively prepare the Annual Action Plan, closely supervise each and every action proposed and their timely completion, utilization of money strictly as per sanction and timely submission of Utilization Certificates.

12.2.2 JFMC

Implementation of planned activities on forest land involving people in true sense.

12.2.3 SHGs

Manage SHG in an effective manner, undertake activities as planned, and identify members for different trainings and help them to take follow-up vocational activities.

12.2.4 Forest Department and TAs

The most important stakeholders. Handhold the villagers on day-to-day basis for various planned activities, ensure that the meetings of each organization under VDPIC and that of VDPIC are held regularly. They need to ensure that all the works are done with expected quality and the objectives of the project are achieved in letter and spirit.

12.2.5 Line Departments

Ensure the implementation of activities those were included in the VDP in timely manner. Also help in organizing capacity building programmes in their respective domains.

12.2.6 VCWs

Must stay in the village and implement planned activities with the villagers. Identify the right villagers and SHG members for training, work as a link between the villagers and the project authorities. Simultaneously enhance his own skill on different vocational activities to take care of the post-project sustainability.

13 Monitoring and Revisit of VDPs

13.1 During Baseline Study

The following baseline information have to be established during VDP preparation as per the Annex 3.

- Socio-Economic
- Proposed Biodiversity conservation plots: Species list, Species-wise tree density, height, canopy cover and girth
- Proposed Catchment area plots: Species list, Species-wise tree density, height, canopy cover and girth
- Proposed other forest land intervention plots: Species list, Species-wise tree density, height and girth
- Proposed Pattalands: Species list, Species-wise tree density, height, canopy cover and girth

In the villages selected under the baseline study, the above information will be already available for selected villages in planning and piloting phase.

13.2 Continuous Internal project monitoring at three levels

The monitoring of the project will be undertaken continuously at the following three levels:

- CEO, CREFLAT in coordination with PMC
- DPMA
- VDPIC including by Monitoring Sub-Committee; also undertake Participatory Monitoring.

13.3 Continuous Updating of VDP

VDP will be a dynamic document and would be subjected to periodic review so as to revisit the suggested strategies and activities, and constantly refine them. The VDPs will be closely monitored by VDPIC and updating of VDPs should be undertaken annually. Necessary mid-term corrections will be introduced during biennial update exercise. The modifications need to be approved by the competent authority i.e., CEO, CREFLAT.

13.4 Revisit of VDP

VDP implementation will be monitored annually and if needed revisited and otherwise revised every two years by the VDPIC and Project staff, and approved by the authorities as stated above.

PART E: CROSS-CUTTING THEMES FOR INTEGRATION AND REFERENCE ACROSS THE VDP

ANNEXURE 1: PROJECT APPROACHES & STRATEGIES TO LIVELIHOODS IN CREFLAT (Relevant for both the VDPs by VDPICs and LRP for PAPs)

1. Livelihood Analysis

Analyses of livelihoods include, household livelihoods systems, livelihoods analysis of the target communities, and possible livelihoods support systems in the project area, which are briefly described below.

Table 1: Household livelihoods system.

Basic needs supply system	Production systems (components of basic needs subsystem)
Direct needs (Outputs directly consumed by the households)	
1. Food	Crops (<i>jhum</i> ; <i>wet rice cultivation</i> ; <i>home gardens</i>); livestock; fish; NTFPs; purchased foods including Public Distribution System (PDS).
2. Energy	Firewood from forest including <i>jhum</i> fallow forests; crop residues; LPG; kerosene.
3. Shelter	Timber from forest or private plantations; NTFPs (bamboo, cane, thatching roof; etc.); construction materials from markets.
4. Medicines	Herbal medicine including <i>Bonaji</i> (medicinal plants); purchased medicines.
5. Cash	Cash crops including rubber plantation, pineapple, horticulture fruit trees; sale of livestock, NTFPs, small cottage industries.
6. Investment	Material needs, farming/non-farming related
Indirect needs (Major inputs to produce outputs consumed by households)	
7. Feeds/fodder for livestock	Feeds and crop residues for livestock, particularly for piggyery; fodder for cattle.
8. Raw materials for cottage industry mainly handloom & handicrafts etc.	NTFPs such as bamboo; timber; wild plants, purchased materials from markets.

1.1 Household livelihoods system

Diagnostic analysis would be undertaken at each para-level for diagnostic results of household livelihood system for developing the VDP. Typically, in most project villages with predominantly tribal households, typical household livelihoods would reflect basic needs of the supply system and production subsystems, which is summarised in Table 1.

1.2 Livelihoods Analysis

Based on rapid field assessment, the livelihoods analysis of the target communities, particularly the tribal people, could be briefly presented as follows, which would be further expanded during the PRA and VDP preparation.

Table 2. Livelihoods Analysis.

Livelihoods analysis/sources	Key issues and situations
Land & indebtedness	Both landlessness and indebtedness prevailing; sizable number of settlement areas are reported to be forest land or khas land.
FRA patta land	Sizable families have patta land, average of 1.5-2.0 acres; others have patta land document but land yet to be allocated physically; sizable application for FRA rejected or are eligible.
Shifting cultivation	Jhum remains predominant in rural areas of project areas; jhum areas are in forest land.
Collection of NTFP	Majority of the households reported dependency on forest NTFPs including for foods and other construction materials and for selling in the local markets.
Agriculture	Insignificant families have wet rice cultivation over jote land; agriculture mainly on rain fed.
Home gardens and orchards	Sizable families have agroforestry home gardens and/or orchards of mixed fruits trees including pineapple, banana, papaya, bamboo, etc.
Cash crops plantations	Some families have rubber plantations, pineapple and Arecanut plantations.
Animal husbandry	Many families have pig rearing and local poultry as additional means of livelihoods sources; cattle and goat rearing are also seen those living in proximity to the plain communities.
Fishery	Few families have fishery ponds developed by self and/or through government scheme.
Small business	Few households have set up small business in the village mainly small grocery shops daily needs.
Employment (Govt & Private)	Some families have members working in government and private services.

Note: A basic survey of public schemes of line departments can make VCW and other PRA staff to ready to seek convergence on some of the activities of people.

1.3 Livelihoods support systems

Understanding the livelihood support system would be needed through PRA and FGD as well as household interviews as part of Participatory VDP preparation. The elements may include the following consideration:

Table 3. Livelihoods support system.

Livelihood support system	Issues and situations
Access to forest resources	Tribal livelihoods and economy in project areas have strong link with availability and quality of forest resources as well as access to such forest resources; degrading forest around the tribal habitations are issues of concern.
Access to markets	Access to markets for many villages remain key issues both due to distance and road conditions.
Access to basic amenities and social support system	Key issues are access to health and drinking water; other issues are possession of ration, job, BPL, Antodaya cards, access to National Rural Employment Guaranteed Scheme(NREGS), access to rural housing scheme, rural credits, old age pension, support to Persons with Disability (PwD), PDS, education, etc.; FRA land <i>patta</i> for remaining eligible households.
Pests and land productivity	Increasing pests in agriculture crops as well as decreasing soil or land productivity reported by sizable households.

2. Livelihood improvement for reducing climate vulnerability of forest dependent population

Project strategy for livelihoods enhancement is described below:

- a) Land and Water Management, preferably on micro-watershed basis following the landscape approach.
 - a. Land development to improve soil health and land productivity, of farm and agroforestry land.
 - b. SWC works as per approved guidelines of the project.
 - c. Rainwater harvesting including in-situ harvesting and ground water recharge.
 - d. Springshed rejuvenation & rehabilitation of water bodies as per SWC guidelines.
- b) Participatory Forest & Plantations Management beyond JFMC
 - a. Identifying and demarcating natural forest adjoining the village for conservation / protection (that could contribute to biodiversity richness, but also benefits to communities through sustainable harvesting of NTFPs).
 - b. Supporting JFMCs for protection and management of plantation forests with improved clarity for benefits of protection of plantations.
 - c. Women-centred management to address their drudgery reduction for collection of fuelwood, wild edibles, and water.
- c) Agriculture & Horticulture Development
 - a. Focusing on food, nutrition, and income security.
 - b. Agricultural land productivity.
 - c. Improved agronomic measures.
 - d. Integrated nutrient management.
 - e. Integrated pest management.
 - f. Dry land farming system (seasonal field crops).
 - g. Post-harvest management.
 - h. Processing & value additions of agri-horti products through the Farm and Forest Product Centres (FFPCs) & marketing.
 - i. Organic certification.
 - j. Promoting climate-resilient or climate-adaptive farming practices.
 - k. Capacity building on climate-proofing of farms and farming.
 - l. Developing irrigation facilities for agriculture/vegetable cropping.
- d) Livestock & Aquaculture Development
 - a. Promoting local breeds / improved local breeds of livestock for resilience.
 - b. Focusing on feeds and fodder.
 - c. Aquaculture – individual and community with irrigation facilities.
 - d. Capacity building on livestock and aquaculture management.
- e) Jhum Modification
 - a. Exploring alternate or alternative land use.
 - b. Enriching the land through jhum cultivation by planting local fruit trees (useful to people and birds/animals), nitrogen fixing trees (e.g., Parkia), etc.
 - c. Enriching jhum fallow forests with locally valued NTFPs.
 - d. Home gardens to domesticate jhum crops (except paddy).
 - e. Support traditional seeds systems to improve crop productivity.
- f) Community Infrastructures
 - a. Market sheds.
 - b. Sale and storage sheds for locally produced and processed crops & commodities (with facilities for drinking water and toilets).
 - c. Improving rural electrification and rural connectivity, both road and telecommunication, for market access and market intelligence.
 - d. Community hall cum training for multipurpose uses.

2.1 Capacity Building Plan for Livelihoods Enhancement

- Capacity building of participating communities or primary stakeholders is the key investment for broader sustainable livelihoods system.
- Conceptual model for support and interventions for sustainable livelihoods enhancement should entail:
 - **Long term goal:** Communities adopting and practicing sustainable livelihoods enhancement.
 - **Immediate outcomes and activities:** Increased awareness of wider community on NRM issues on landscape basis (forest, water, soil/land, farm land, etc.) as basis for sustainable livelihoods enhancement, together with actions or activities that are socially acceptable, economically viable, and environmentally sustainable / improving.
 - **Capacity building contents/manual:** All the above topics under livelihood that could be prioritized with community consultation.
 - **Implementation & delivery of training/package of activities:** Seeking support from concerned technical departments / agencies, as well as identifying local experts / resource persons.
- Underpinning some guiding principles for capacity building:
 - Focus on the needs and demands of primary stakeholders (communities).
 - Encourage partnership including involvement of local experts.
 - Learning by doing.
 - Contribute to building human and social capital.

2.2 Project models for livelihoods

The project models for livelihoods would include both land/farm and non-farm (Table 4). However, VDP and LRP will identify specific livelihoods sought by the communities. As livelihoods are to be promoted through convergence, the various departments of the government already have technical and investment models of livelihoods that needs to be linked to.

Table 4. Project models for livelihoods.

Livelihoods models	Remarks / Convergence with
1. Agroforestry model (on private/ patta/ village common land)	Technical details and cost norms to be given by Forestry Expert of PMC
2. Three-tier plantation model (on private / patta / village common land)	Technical details and cost norms to be given by Forestry Expert of PMC
3. Home garden model	Technical details and cost norms to be given by Forestry Expert of PMC
4. Improved farm model	Agriculture Department
5. Poultry production model	Animal Resources Development Department
6. Goat rearing model	Animal Resources Development Department
7. Pig rearing model	Animal Resources Development Department
8. Aquaculture – community model	Fishery Department
9. Aquaculture – individual pond model	Fishery Department
10. Handloom model	Khadi & Village Industry Commission
11. Apiculture model	Khadi & Village Industry Commission
12. Small Grocery Business Model	Industry & Commerce Department
13. Self-Employment Model	Industry & Commerce Department

3. Livelihood activities to be supported from Project fund

- Check Dams – water use for fishery development for livelihoods.
- Income Generating Activities through SHGs.
- Income Generating Activities through VDPICs.
- Capacity Building for livelihood enhancement through SHGs.

- Skill development and support to women and unemployed youth.
- Landscape level cluster-based product-oriented processing and marketing.
- Community infrastructure development for income generation.
- Plantation-based livelihood diversification
- Jhum improvement and livelihood diversification through *Patta land*

4. Livelihood activities to be supported by Line Departments

- Land and Water Management through MGNREGA
- Plantations activities beyond JFMC e.g., CAMPA
- Agriculture and Horticulture Development
- Livestock Development
- Jhum Modification
- Fishery activities
- IGAs through SHGs
- Support to Capacity/Skill development component of the project

5. Addressing the challenges related to *Jhum*

Total estimated jhum area in the state is 18,351 ha as per Govt of Tripura statistics³ 2020-2021. While current fallow is estimated as 896 ha, fallow other than current fallow is estimated as 1189 ha. Jhum is practiced in forest land by tribal communities. Dhalai district has 56% ST population, while North Tripura has 28% ST population. However, the three Blocks of North Tripura having CREFLAT project, namely, Dasda, Jampui Hills and Damcherra, have high percentage of tribal people. It is estimated that 75-80% of tribal people practicing jhum in the state are from Dhalai and North Tripura district.

Status of Jhum in CREFLAT project areas: Village-wise assessment of status of *jhum* or families practicing jhum should be done at the time of VDP preparation.

Specificities and issues of Jhum: The following issues and specificities of jhum may be noted:

- Majority of the tribal households practicing jhum do not have suitable land for wet rice cultivation.
- Many of the households practicing jhum have been given the FRA patta land with average area of 1.5-2.0 acre.
- *Jhum* productivity is low, estimated as 1035 kg/ha for paddy as compared to 2800 kg/ha of paddy yield under rain fed wet rice cultivation in Tripura (as per Economic Review of Tripura 2020-2021).
- Along with paddy, jhum cultivators also grow many other crops such as maize, cucumber, water melon, pumpkin, sesame, millets, vegetables (such as beans, brinjal), pulses (*Cajanus cajan*), spices (ginger, turmeric, chillies), and varieties of yam and taro. Multiple crops grown in the jhum enable the jhum farmers to secure both foods and cash income, although the average food availability from jhum would be 6-8 months.
- The jhum farmers also collect varieties of NTFPs including food plants and other domestic requirements from the jhum fallows, enabling the jhum farmers to have wider sources of livelihoods.

Considering the social, economic and environmental challenges associated with *jhum*, VDP shall identify appropriate interventions to address this complex issue. Some of the alternatives are described below.

- Three or Four-tier plantation on patta land for selected landuse.

³See Economic Review of Tripura 2020-2021. Directorate of Economics & Statistics, Govt of Tripura, Agartala

- Fishery as alternative livelihood where fishery ponds could be developed.
- Broom grass, Kanak Kaich and Gandhaki cultivation on forest land.
- Non-land based activities including handloom, handicrafts, small business, etc.

ANNEXURE 2: PROJECT APPROACHES TO BIODIVERSITY CONSERVATION

1. Background

The project model for conservation stems from project targets, envisaging the following achievements:

- 2,000ha of community-based conservation areas established.
- Strengthening community-based conservation and developing local capacity on biodiversity conservation under **Output 3: Measures for mitigating adverse climate impacts on biodiversity applied.**

2. Options for Biodiversity Conservation in CREFLAT

Considering the high dependency of the communities on bio-resources of forest, wetlands and farmland, the CREFLAT models for conservation would entail the following, which will be reflected in the VDP.

- a) Strengthening community-based conservation.
 - a. Supporting the creation and management of Community Based Conservation Areas (CBCAs) in forest areas and riparian stretches within village landscapes.
 - b. Supporting Biodiversity Management Committees (BMCs) to undertake priority conservation actions (emerging from People's Biodiversity Registers; PBRs) such as conservation of any species of local and regional significance, protection of biodiversity hotspots etc.
- b) Establishing ecological corridors.
 - a. Identification and eco-restoration of forest corridors (within and between villages).
 - b. Identification and eco-restoration of riverine corridors for aquatic species.
- c) Piloting biodiversity stewardship programme in farming and other landscape.
 - a. Conserving crop germplasm in-situ, mainly on jhumland, thereby enabling jhum in selected forest landscape.
 - b. Conserving and propagating wild crop relatives particularly from forest landscapes.
 - c. Piloting measures to enhance pollinator diversity such as by promoting apiculture for bee population and by creating pollinator gardens including butterfly parks.
 - d. Piloting measures to enhance soil biodiversity under different production systems.

3. Opportunities for CREFLAT on biodiversity conservation activities

Some of the activities that could be taken up under community biodiversity conservation activities are as follows. The activities target both the VDPICs and JFMCs.

- Strengthening community-based conservation: Establishing and Maintaining CBCAs
- Establishing ecological corridors, both inter-village and inter-paras.
- Piloting biodiversity stewardship programme in farming and other landscape.
- Biodiversity enrichment plantation for livelihood through value added products.
- Threatened and Endemic plant conservation.

ANNEXURE 3: GRIEVANCE REDRESSAL MECHANISM

The Grievance Redress Mechanism (GRM) is the project specific tool to get to know about problems in the project and potential complaints of community members or other stakeholders; and to register, respond, and solve the underlying problems, conflicts etc. The complaints resolution also includes documentation of the process.

Conflicts may appear first at community level and be solved by the traditional arbitration and mediation process in each village, which involves the village council. However, if a problem persists and/or cannot be solved by the village leadership, the project needs to know about it and be able to respond and solve the problem in a coordinated way.

The basis of the GRM is a responsible person in the PMA/DPMA, who is designated and accessible (can be joined by phone) to collect the grievances that may appear. The person is responsible for assuring that the emerging issues are properly addressed, including an initial response within a week, and for pushing forward the resolution process to reach a solution with the aggrieved person/s.

At the village and paras, the complaints will be collected by the Livelihood Restoration Planning Committee (LRPC), which is a sub-committee of the VDPIC. The complaint will be reviewed at the village level itself, and if possible, resolved within the village itself. This process will be supported by the VCW and TA, who will also support with the documentation process required for the grievance management.

In case, the complainant is not satisfied with the resolution, then the complaint will be sent to the Block level, which is the identified Block Level Grievance Level Committee, headed by the Ranger. Any complaint not resolved at this level is then to be sent to the DFO for a resolution. Above this, at the District Level is the DPMA, who has a GRM officer to handle complaints that are still not resolved.

Steps of Grievance Mechanism and responsibilities (Figure 1):

- Assign a responsible (GRM focal point) within DPMA for grievance submission who is reachable by WhatsApp, phone etc. during normal office hours; The community GRM focal point shall weekly inform the project about received grievances for documentation and response by project staff / consultant GRM responsible;
- Inform project beneficiaries (population of Project Villages) about possibilities and ways of lodging complaints / grievances (and also general project feedback as e.g., suggestions for improvement); handing out GRM forms in local language and give explanations that complaints are very welcome, can be submitted without fear of repercussions for the complainant, but must be project related; The project GRM should be announced with the start of PRA and continue to the end of the project.
- Grievances can also be submitted at LRPC, VDPIC, Block Level Committee(BLC) and other institutions, but it needs to be ensured that they reach the focal point at DPMA and if they cannot be solved at this level then they are forwarded to the PMA and consultant level, where a Grievance Committee session can decide what to do;
- Training / Information of project staff incl. DFO, facilitators and leadership of project villages to pass on all grievances to the GR focal point within District Project Management Authorities (DPMAs);
- Documentation of Grievances by focal point of DPMAs and passing on information to PMA and TA Consultant (grievance logbook → response and resolution process → monitoring by PMA);
- Setting up a Grievance Committee at PMA and Follow up of grievances and corrective actions by PMA upon decision of Grievance Committee (response within max. 2 weeks); Participation of the consultant's GRM responsible in GRM sessions;
- Reporting of grievance records and follow up corrective actions and resolution in half-yearly reports (together with Environmental, Social, Health and Safety (ESHS) reporting) by the consultant.

- Relevant Grievance Forms (only in English) are presented in the Annexure, however need to be translated into local language and shall include the easy worded explanation of what people need to do in case they have project related grievances and how they will be responded to.

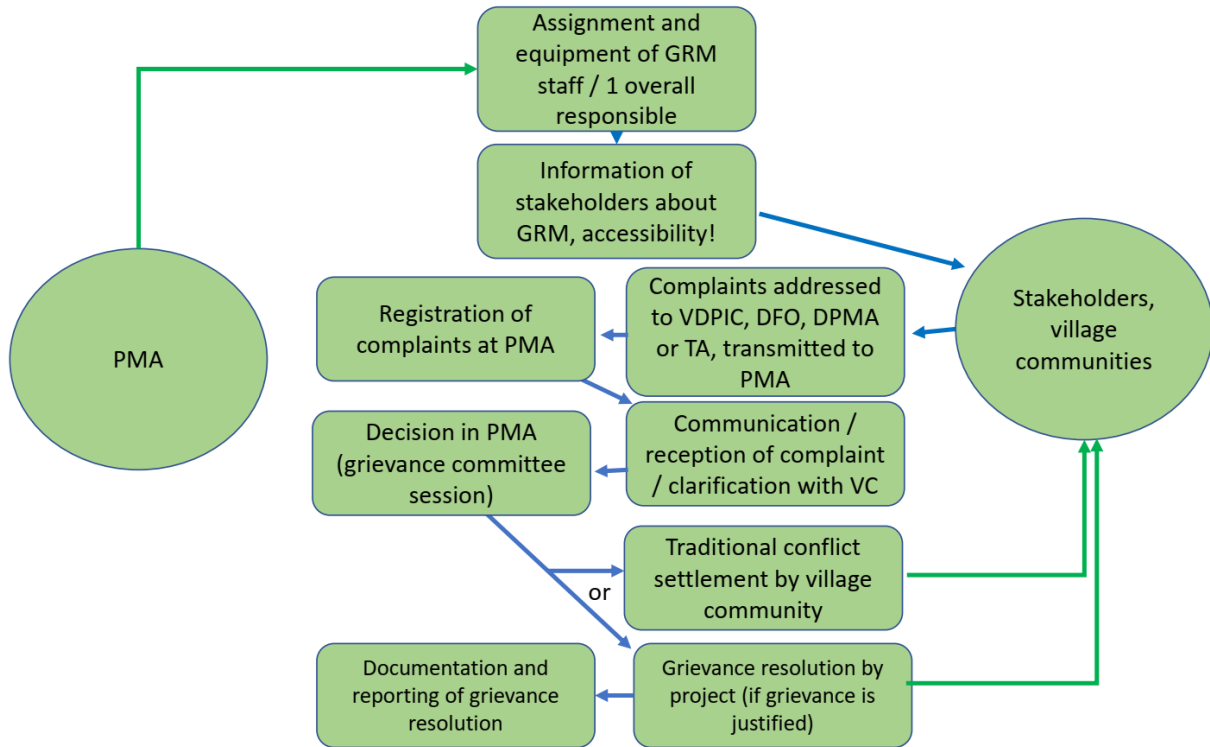


Figure 1. Project Grievance Redressal Mechanism.

ANNEXURE 4: GENDER ACTION PLAN [DRAFT]

(Based on experiences gained during the PRA and field assessment for VDP preparation at Paschim Nalicherra, Dhalai District)

1. What does Gender mean?

Gender refers to the socio-culturally and political-economically constructed roles and responsibilities ascribed to women and men that change over time, are contextually and historically specific, and are inseparable from power relations (ICIMOD 2018). While gender may focus on women since they often have a subordinate position in society, it is important to engage both men and women to change attitudes and practices for the benefit of all. In addition, both women and men can be adversely affected based on their gender roles. Gender is not synonymous with sex; sex refers to biological characteristics that define males and females primarily according to physical characteristics and reproductive capabilities, while gender refers to economic, social, political and cultural attributes and opportunities associated with being either female or male.

2. What is a Gender Action Plan?

Gender equality means that girls and boys enjoy the same rights, resources, opportunities and protections or men and women have equal representation when it comes to treatment, opportunities and benefits. Gender action Plan incorporates both programmatic and institutional priorities, integrating a chance strategy for gender equality across internal policies, practices and accountability mechanisms.

3. Importance of Gender Action Plan (GAP)

By keeping a focus on the inclusiveness that project's village plans incorporate in its delivery, specifically identifying restrictions to the participation of, inert alia, poor men and women and developing strategies and actions to ensure equitable access to project resources, employment opportunities, skills training, basic needs of women.

- 1) Increased participation by women and their leadership in project activities.
- 2) More equitable access to project and program resources, including skills training, technology, and project interventions.
- 3) Improved benefits of Women such as increased income, Greater financial Stability and more livelihood options.
- 4) Progress toward gender equality, including changing household decision-making patterns, membership or leadership in community-based organizations, and increased mobility.
- 5) Advocacy for gender equitable project/overall state policies and institutions and partnerships while mainstreaming gender in contractual and other project services-oriented activities.

4. Process of Gender Action Plan Analysis (GAP)

- 1) **Access and Control:** Identify tasks and activities performed by women and men in the community. Who does what, where, how, and when in project areas? Are there time, mobility, social, cultural, and economic constraints that may interfere with women's participation in project activities?
- 2) **Decision Making Power:** Need to with the women about cultural, social, legal, and other constraints limiting women's participation in decision making at the household and community levels, or the use of resources and distribution of project benefits.
- 3) **Needs and Priorities:** Analyse the gender-differentiated needs and priorities in project areas. Need to ensure both men and women for decision making.

5. Gender Action Plan- Paschim Nalicherra.

Gender refers to the different roles, rights, and responsibilities of men and women and the relations between them. Gender does not simply refer to women or men, but to the way their qualities, behaviours, and identities are determined through the process of socialization.

Gender is generally associated with unequal power and access to choices and resources. The different positions of women and men are influenced by historical, religious, economic and cultural realities. These relations and responsibilities can and do change over time.

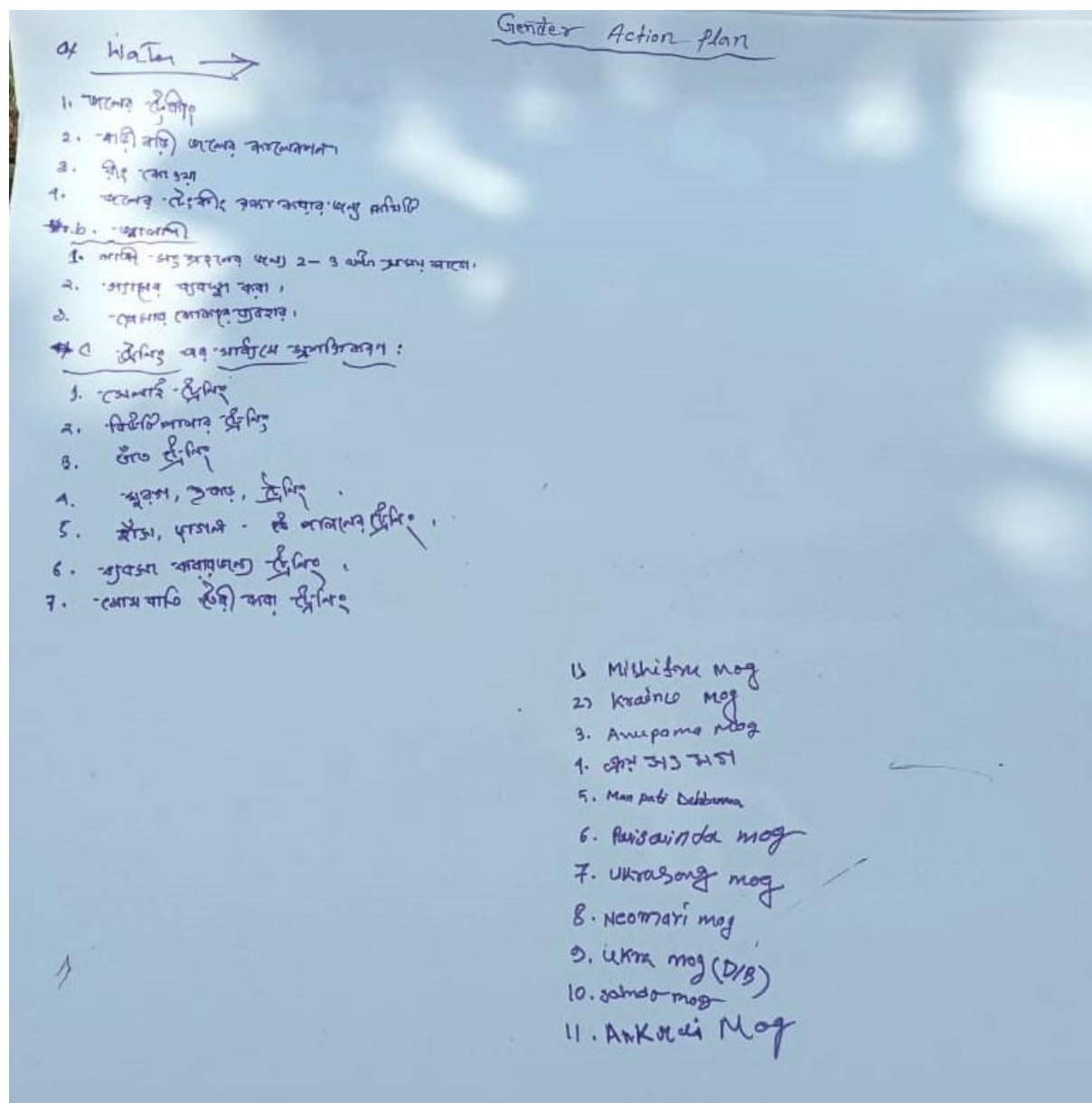


Figure 1: Gender action Plan of Paschim Nalicherra

5.1 Drinking water

It has become increasingly accepted that women should play an important role in water management and that this role could be enhanced through the strategy of gender mainstreaming. The women of different para of Paschim Nalicherra collect drinking water from different sources and spent 1-1.30 hour a day to collect water for household consumption. The women of different para's of Paschim

Nalicherra will form a Water Task Force to address the issues related to drinking water and protection of the water sources. They will also strive to seek convergence with concerned water Resources agencies.

5.2 Fuelwood

The people of different para of Paschim Nalicherra depend on forest for collection fuelwood and Livelihood. In our area women are collecting fuelwood from forest for cooking and other necessary purpose. To collecting fuelwood from forest women are spending 1.30-2 hour a day. Women of Paschim Nalicherra carrying headloads of fuelwood from forest to the kitchens, where they burn it for daily cooking in a mud Chullah. To reduce the miseries related to fuelwood for cooking, project staff and other sub-committee of VDPIIC will continuously follow up with panchayat/ Block to provide gas connection from UJJALA YOJANA Scheme those household have not received the gas from the schemes and make sensitise the women to use pressure cooker to save the fuelwood as well as to reduce the miseries of women.

5.3. Income support through diversified woman-centric livelihood through SHGs

Gender action plan helped to reducing the vulnerability of women and their families to poverty. Self Help Groups (SHGs) is an important source to increase the women participation in different economic activities at village level. Lots of SHG members are getting additional income after joining the SHGs and contributing their income to fulfil the basic needs of the family. Project will help the project affected people or vulnerable women to form SHG and will hand over to Tripura Rural Livelihood Mission for handholding and training for different livelihood activities and getting additional income from SHG activities like- income from inter lending, Pig rearing, Goat rearing, Fishery, Mushroom production, back yard poultry and small business etc.

5.4 Capacity building of women in diversified fields

Women of Paschim Nalicherra living in poor economic condition. The economic problem is lack of employment opportunities, lack of entrepreneurial skills and lack of savings skill. To empower and build capacity of economically active poor women and girls by providing them training in business and skill development, importance of savings, Training of value addition of product and providing them seed money from revolving fund by this way building the capacity of women in diversified field. The training will increase them financially sound and funds will increase the self-respect and esteem among the women of the village.

5.5 Marketing of NTFP Product

Most of the women collecting NTFP Product from forest for own Consumption as well as sale. They sale the product in nearest market. Due to lack of space in market for women, they sale the product in low rate in compare to Market. If the project creates some market stalls through convergence or own funds and allocate 30% of the room especially for women, then they will get economic benefit.

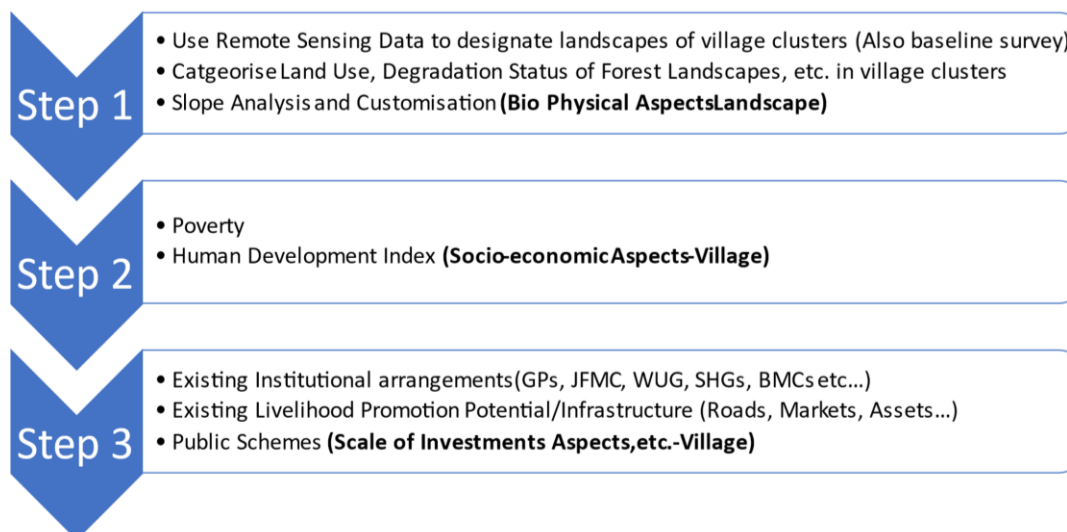


Figure 2: Daily work routine of Male and Female in terms of Gender.

ANNEXURE5: Identification of Landscapes and Villages.

The figure below provides a stepwise approach for identifying landscapes based on cluster of villages and follows it up with the prioritisation of villages for initiating the participatory process, as elaborated for each Step hereafter.

Tentative Approach to Priority Landscape-Village Selection



4th ANNEXURE6: Household Questionnaire for Village Development Planning/ Baseline & Endline Survey

TRIPURA

IGDC CREFLAT PROJECT

Household Questionnaire for Village Development Planning/ Baseline & Endline Survey

HH Schedule No:

--	--	--	--

01. District002. Village
Community.....Yes/ No

03. Village
Name.....
.....

04. Name of JFMC in which the household is a Member...../ Not a Member

05. Name of SHG in which the household is a Member...../ Not a Member

06. Year of Survey.....

07. Date of Interview.....

(1). Family Profile

101. Name of Head of family.....

102. Age of Respondent

--	--

103. Sex 1. Male 2. Female

--

104. Community 1. Tribal If yes, Name of the Tribe

--

2. Non-Tribal

105. Family Types- 1. Nuclear 2. Joint Family

--

106. Types of House/Materials of House (See and Mark)

Prime Materials used for House	Floor	Wall	Roof
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. Bricks /Wood /Cement/ Tin			
2. Bamboo/ Wood/Thatch			
3. Mud/ Tin			
4. RCC Building			

⁴"The code number and subsequent similar variant numbers in the formats shown as Annexure 6, 7, 8 and in any other formats are for the purpose of inserting in the MIS when the same would be operationalised".

107. Electricity Connection Available Yes =1, No =2

108. Mobile/ Telephone Available Yes =1, No =2

109. TV available Yes=1, No=2

110. Vehicle: Bicycle/ Byk/ Scooty/ Auto Rickshaw/Tom Tom/ Four wheel

111. Whether you have got any land under RFR Act? Yes=1, No=2

112. If yes then area of Land (Kani)

113. Date of Allotment

114. Currently using the land for which Purpose?

(1). Agriculture (2). Habitation Area (3). Fruits Garden (4). Forest (5). Barren Land

115. Are you and your family collecting firewood from forest for sale? Yes=1, No=2

116. Are you and your family collecting fire wood from forest for own consumption?

Yes=1, No=2

117. Did you and your family directly faced any problem due to climate change?(1. Washout of Fishery due to heavy flood 2. Damage of Crops due to heavy rain/ Landslide /drought)

(2). Demographic Profile

201. Details of the Family Members (From Head of the Family)

SL	Name	Sex	Age	Relationship with Family Head	Education Qualification	Occupation	Language spoken
1							
2							
3							
4							
5							
6							
7							
8							

202. Area of Total Land (Kani)

203. Area of Tilla Land (Kani)

204. Area of Lunga Land (Kani)

205. Total Jhum Land with ownership (Kani)

206. Jute Lands (Kani)

207. Other Land under Occupation/ Use (Kani)

(3). Drinking water and Hygiene

301. What is the Source of Safe Drinking Water and its ownership?

(1). Own Ring well (2). Own Hand pump (3). Own Pond (4). Community Pond (5) Community Ring well (6). Community Hand Pump (7). Stream (8). River (9). Pipe Water Community (10). Pipe Water Household Connection

302. Who is collecting water for House?

(1) Adults Gents (2). Adults Ladies (3). Boys (4). Girls

303. Minimum distance and time required to collect water (To and fro)

304. Purification process for drinking water

(1) Boiling (2). Applying cleaning/ disinfectant agents (3). Nothing (4). Filtering (5). Any other.

305. Personal Hygiene (Toilet facilities)

(1). Toilet in House. (2). Open Place. (3). Open Place near water area

(4). Open Place near Grazing Land. (5). Forest Open Place.

306. Where the house garbage is thrown away?

(1). Unspecified habitation Area (2). Unspecified area outside the village. (3). Specified area of habitation Land. (4). Specified area outside the village. (5). Specified/ Unspecified area in front of the house. (6). Specified/ Unspecified area in backside of the house. (7). Garbage using for another purpose.

307. Drainage system for waste water

(1). The used water flows through the sloping area and does not accumulate.

(2). Waterlogging in uncertain period due to problem of drainage System.

(3). Waterlogging in certain period due to problem of drainage system.

(4). any other reason.

308. Whether the waste water is using for Vegetable cultivation nearby house? 1.
Yes 2. No

309. Place to keep the Cattle, Pig, Goat, Duck, Hen and Birds

Code: Separate house from human beings=1 and same house with human beings=2

(4). Livelihood

401. Livelihood System for meeting the needs

4.1.1. Food- Jhum=1, Wet rice cultivation=2, Home Garden=3, Forest NTFP =4,
Livestock=5, Fish=6, Purchase=7

4.1.2. Energy- Firewood=1, Crop residue =2, LPG=3,
Kerosene=4

4.1.3. Shelter- Forest Timber=1, Timber from Private
Plantation=2, NTFPs from forest=3, Construction Materials
Purchase=4

4.1.4. Medicines- Medicinal plants from Forest=1, Purchase from

4.1.5. Cash income/ Contingency- Rubber Crops=1,
Pineapple crops=2, Other Horticulture Crops=3, Sale of
Livestock=4, sale of NTFPs=5, Sale of Handicrafts=6

4.1.6. Fodder- Crop residues=1, Food/ Vegetable waste=2

4.1.7. Raw Materials for cottage industry – Bamboo from Forest=1,
Timber from Forest=2, Wild Plants from forest/Other Lands=3, Procure from
Market=4

402. Income from Agriculture

Sub System	Yes/ No	Land (In Kani)	Ownership	Yearly income	Remarks
Jhum					
Agri Culture					
Fruits Plantation					
Rubber Plantation					
Bamboo Plantation					

Code: Personal=1, Community/ Joint=2 and Govt. Forest=3

403. Jhum Cultivation

Sl. No	Crop	Year				Source of seeds	Materials/ Kani/Kg/ Year	Main harmful insects	Total selling amount (INR)
		I	II	III	IV				
1	Rice								
2	Wheat								
3	Pearl Millet								
4	Yash Pumpkin								
5	Pumpkin								
6	Rice Bean								
7	Rasma								
8	Aral								
9	Tree Bean								
10	Potato								
11	Shimul Potato								
12	Yam (Mukhi)								
13	Brinjal								
14	Ginger								
15	Turmeric								
16	Chilli								
17	Tomato								
18	Radish								

404. Information about Agriculture land and irrigation facilities

SL. No	Crop	Irrigation facility	Source of seeds	Quantity of seeds/ Kani	Production/ Kani	Main harmful insects	Total selling amount (INR)
1	Rice						
2	HYV Rice						

Irrigation Code:

(1) Rain fed (2). From dam (3). From tube well (4). From River (5). From stream (6). From pond

405. Information about fruit Garden/Plantation

Sl. No	Crop	Quantity of trees (Nos)	Area in Kani	Yearly production (Nos.)	Rate/ PCs.	Total selling amount (INR)
1	Orange					
2	Papaya					
3	Banana					
4	Pineapple					
5	Jackfruit					
6	Mango					
7	Coconut					
8	Lemon					
9	Arecanut					

406. Information of Kitchen Garden

SL. No	Vegetable	For own consumption	If sale then amount (INR)
1	Tomato/Brinjal/Chilli		
2	Ladyfinger/ Dhanial/ Bitter Gourd/ Pumpkin		
3			

407. What are the new crops wants to plan?

1.....2.....3.....
.....

408. Details about NTFP Collection

Name of NTFP	Collection Yes/No	Total Collection	Own Consumption	Sale per PCs/kg	Total sale amount (INR)
Broom Flower					
Bamboo					
Cane					
Thatch					
Honey					
Fire Wood					
Banana Flower					
Gandaki					
Bamboo Shoot					

409. Do you have any pond? Yes= 1 & No= 2

410. Fish Production and its quantity.

Ownership	Average Monthly fish Harvesting (in Kg)	Yearly Harvesting (in Kg)	Income from Fishery
Personal			

Jointly			
Lease			
Community			

411. Whether you are doing pisciculture along with other crops- Yes=1, No=2

412. If yes what are the crops-

Pisciculture	Yearly Income	Crop	Yearly Income

413. Average Yearly Income from all Source. (INR)-

.....

(5).Domestic Animal

501. Do you have any domestic animal? Yes=1, No=2

502. Details about the domestic Animals-

Sl. No	Name of Domestic Animal	Quantity			Current Market Value	
		Male	Female	Calves	M	F
1	Cow (Local)					
2	Cow (Jersey)					
3	Buffalo					
4	Pig					
5	Goat					
6	Hen					
7	Duck					

503. Whether the rearing of animal is main source of income of your family? Yes=1, No=2

(6). Upgradation of Skills and Knowledge

601. Is there any skill upgradation training that has been conducted in your area?Have you participated the training programmed?Yes=1 and No=2

602. If yes, then kindly tell how many skills upgradation programmed you have attended?What were the subject matters?

Date/Year	Training Matters	Subject	Name of Department	Members taken training from your family	
				Male	Female

603. Whether you want to give any kind of feedback to modify the subject matters or any new training Programme?

.....
.....
.....
.....

(7). Non-farm-based enterprise

701. Do you and your family have any experienced about the making of handicraft Product?
Yes=1 No=2

702. Please furnish the following details regarding skills that are possessed by you and your family?(Is there any skill available with you? Yes=1/ No=2)

Skills	Members		Source of learning (see codes)	Inheritance of children Yes-1, No-2	Source of raw materials Local=1, Outside=2	Are you ready to take advance/ Further training? Yes=1 No=2
	M	F				
Carpentry						
Masonry						
Candle Making						
Weaving						
Painting						
Electrician						
Driving						
Byk Mechanics						
Radio, TV Mechanics						
Beautician						
Bee Keeping						
Misc.						

Code:

(1). Parents. (2). From Family Members. (3) Government Department. (4) Non-Government Organization. (5) Govt. Scheme. (6) Others.

703. Whether the products are being used for own consumption or for sale?

(1). For Own consumption. (2). For Sale. (3). Sale+ Own Consumption.

704. If your answer is 2 and 3 of Question no 803, then where you are selling the product?

(1). Weekly Village Market. (II). Middle Man. (III). Within the villagers. (IV). Urban Market.

705. Information of nearby Market

Name of Market	Distance (In KM)	Way of Transportation

(8). Possibilities of Value Addition

801. Please provide information on the post-harvest techniques and available value addition facilities.

Name of the Agri-Horti-forestry Products	Post-harvest techniques being applied (Yes=1, No=2)	Value addition (if any) (Yes=1, No=2)	Value addition/ post-harvest infrastructure available (Yes=1, No=2)	Ownership of facilities Self =1, Other=2
Rice/ Jhum Crops				
Vegetable				
Pineapple				
Rubber				
Bamboo Shoot/ Bamboo				
Fish/ Fingerlings				
Mushroom/ Honey				
Orange/Arecanut				

(9). Marketing Process

901. Are you selling the Agri- Horti- Forestry products to the Market or using for own Consumption?

(1). For own Consumption Purpose. (2). For selling the products (3). Own Consumption + Selling.

902. Name of your Marketing Products? (1). Rice (2). Vegetable (3). Pineapple (4). Rubber (5). Bamboo (6). Fish (7). Mushroom (8). Honey (9). Jackfruit (10). Orange (11). Others.

903. Where are you selling the Agri- Horti- Forestry Product?

(1). Village to Village. (2). Local Businessman of the village. (3). Nearest Wholesale Market. (5). City Market. (6). No Excess. (7). Others.

904. If your answer is 2 and 3 of Question no 1003, then where you are selling the product?

(1). Weekly Village Market. (2). Through Middle Man. (3). Within the Village.

(4). City Market.

905. Market Information (Distance and mode of Transportation)

Name of Market	Distance (In KM)	Mode of transportation

906. Kindly share the information on selling of Products.

Name of Products	Selling Point	Quantity (in Kg)/Yearly	Rate/ Kg	Total Amount (INR)/Yearly
Rice				
Vegetable				
Pineapple				

Arecanut				
Rubber				
Bamboo				
Bamboo Shoot				
Fish				
Mushroom				
Honey				
Banana				
Orange				
Broom Flower				

(10). About Loan information

1001. Do you want to take any kind of loan? Yes=1, No=2

1002. If yes then for What Purpose?

I.....

II.....

1003. Have you taken any loan from the relative, Friend Circle or Money lender?

Yes=1, No=2

1004. Have you taken any loan from Bank, Microfinance and any SHG Group?

Yes=1, No=2

1005. Details of loan:

SL. No	Name of Institution	Cash=1, Products=2 Both=3	Amount of Loan	Reason of loan	Types of agreement
					<input type="text"/>
1	Bank				
2	SHG				
3	Money Lender				
4	Micro Finance				

Code of Agreement:

(1). By Written Agreement. (2). Verbal Agreement. (3). Mortgage/ Security deposit (4) Nothing

1006. How did you repay the loan?

Name of Institution	Interest repayment (Cash/ Kind/ Both)	Instalment (Weekly/ Monthly)	Period Biweekly/	Repayment amount (Full Repayment/ Half repayment/ Not a single amount)
Bank				
SHG				
Money Lender				
Micro Finance				

(11). Position of Mother and Child

1101. Information of Women and Child Birth:

SL	Current Age	Age during Marriage	No of Children			Age of Birth		Place of delivery of last baby (Hospital=1, Home=2)	Support received during birth of Last baby (Yes=1, No=2)	Any Problem faced during Pregnancy Period
			No of childbirth	Alive	Death	1 st Child	Last Child			

1102. During Delivery time have you taken any facilities from the Govt. Department? Yes=1 No=2.

Facilities	Yes=1	No=2	If no then reason
Tablets/ Syrup			
Tetanus Toxoid Dose1 and 2			
Weight and Height Measured			
Blood Pressure Checked			
Blood Test and Urine Test			

(12). Income and Expenditure of Family

1201. Source of annual income:

SL.	Particulars	Sale	Rate (INR)	Total
1	Agriculture			
A				
B				
	Sub Total (1)			
2	Daily Labour			
A				
	Sub Total (2)			
3	Fishery			
A	Cattle			
B	Backyard Poultry			
C	Piggery			
	Sub Total (3)			
4	Plantation			
A				

Climate Change Adaptation Programme in the Himalaya, Component II: Tripura
Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

	Sub Total (4)			
5	Rubber			
A				
	Sub Total (5)			
6	Jhum			
A	NTFP Collection			
B				
	Sub Total (6)			
7	MGNREGA			
A	Service			
	Sub Total (7)			
8	Selling of Fire wood			
A				
	Sub Total (8)			
	Total Income (1+2+3+4+5+6+7+8)			

1202. Annual expenditure of the family

Sl.	Items	Yearly (in Kg)	Production (in Kg)	Purchase (in Kg)	Rate/ Kg	Rate of Own Product (INR)	Rate of purchased Products (INR)	Total Expenditure
1	Rice							
2	Dal							
3	Oil							
4	Fish							
5	Meat							
6	Milk							
7	Egg							
8	Vegetable							
9	Sugar							
10	Masala							
11	Firewood							
12	Kerosene							
13	LPG Gas							
14	Others							
	Grand Total-							

1202.A. Other expenditure of family (Yearly)

Sl.	Particulars	Expenditure (INR)	Remarks
1	Dress		
2	Ayurveda Medicine		
3	Allopathy Medicine		
4	Education		
5	Transportation		
6	Society Programme		
7	Religious Programme		
8	Consumer Durable/PDS		
9	Expenditure for Cultivation		

	Grand Total-		
--	--------------	--	--

Interviewee Signature and Name.....

VCW/Supervisor Signature and Name.....

ANNEXURE7:Para Profile and Need Assessment(Semi-Structured Questionnaire for Focused Group Discussion (FGD) during PRA)

TRIPURAIGDC CREFLAT PROJECT

01. Name of GP/

VC.....

...

02. Name of

Para.....

.....

03. Block Name.....04. District

Name.....

05. Names of VDPIC Members from the

Para.....

06. Date(s) of

PRA/FGD.....

.....

1. Demographic Profile

101. Total No of Household (HH)

--	--	--

102. Total No of Population

--	--	--	--

103. Total Male/ Female-

M-	F-
-----------	-----------

--	--	--

APL-	BPL-	Antodaya-
-------------	-------------	------------------

104. Total No of Ration Card

105. Wealth Classification: No of HH

106. No of Person with Disability (PwD) family

--	--

107. No of disadvantaged single woman headed HH

--	--

108. Community

1. No of Tribal HH

--	--	--

2. No of non-Tribal HH

--	--	--

109. Tribe-wise HH distribution

Tribe

No. of HH

109. Occupation of the Villagers

Sl. No	Occupation	No of HH	Remarks
1	Daily Labour		
2	Govt. Job		
3	Private Job		
4	Business		
5	Agriculture		
6	Jhum		

2. Land and Ownership

201. Total No. of Patta holder HH			
202. Demarcation of Patta Land (Nos of HH)			
203. Total Patta Land area available for Plantation (ha)			
204. Total No. of Patta holders interested for 3/4-tier Plantation			
205. Total Forest area (approximate) under the para (ha)			
206. Total wet land area (approximate) under the para (ha)			

207. What are the common property resources of the para? Please name.

(1). Forest, (2) Pond, (3) Grazing land, (4) Stream/River				
---	--	--	--	--

208. What is the System of Managing Common Property Resources of the Para?

(1). Managing through Village Headman. (2). Group formed by villagers. (3). Through outside Organization. (4). There is no system of management. (5). Jointly Managed by the villagers and Govt. agency(ies)

3. Jhum Cultivation

301. No of family engaged with Jhum cultivation			
---	--	--	--

302. Financial status of Jumia	APL-	BPL-	Antd-
--------------------------------	------	------	-------

303. Approximate area under Jhum being practiced by the para (Kani)		
---	--	--

304. Cropping duration: 1 year following slash and burn/2 years/3 years

305. Fallow period: (years from the last cropping): 1year/2years/3 years/4 years/5 years/6 years/7 years/8 years

306. Crops grown and annual income from jhum cropping period

Sl. No.	Crop	Months grown	Income (Rs)
		From To	

307. Species grow during fallow period

4. Non-Timber Forest Products (NTFPs) including Fuel wood collection

401. NTFPs collected by Para dwellers with quantity during a year

SL No	Name of NTFPs	No of HH collect for own consumption	Mean Quantity/ HH/Year (kg)	No of HHs collect for selling for cash income	Mean Quantity/ HH/Year (kg)	Unit price (Rs)
1	Firewood					
2	Bamboo					
3	Bamboo shoot					
4	Broom					
5	Gandaki					
6	Cane					
7	Thatch					
8	Banana flower					
9	Leafy vegetables					
10	Wild potato					

5. Stream/ River

Sl. No	Name of Stream/River	Source location of stream/River	Overall vegetation status of stream/river origin/bank	Area recommended for catchment area intervention (ha)
1				
2				
3				
4				

6. Biodiversity Conservation area

Sl. No	Particulars	Area (ha)
1	Location of Bio-Diversity Corridor (Lat./Long.)	
2	Location of Biodiversity rich area and areas with endemic, threatened and unique species (Lat./Long.)	

7. Climate Vulnerable people of the Para

(E.g. Washout of Fishery, Damage of Crops due to heavy rain, Damage of house due to landslide/storm, Damage of crops due to drought).

Sl. No	Particulars	No of Family	Name of affected Person
1	Washout of Fishery		I. II. III. IV.

2	Damage of Crops due to heavy rain		I. II. III. IV.
3	Damage of Crops/house due to landslide/storm		I. II. III. IV.
4	Damage of crops due to drought		I. II. III. IV.
5	Poorest of the poor		I. II. III.

8. Need Assessment and intervention opportunities

(8.1) Land-Based Activities

301. Four-Tier Plantation on Patta Land

301.A. Total No of HHs interested for Three/Four-Tier Plantation on Patta land

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301.B. Total area(approx.) available for plantation (ha)

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301.C. Total area (ha) recommended by the villagers and project staff (ha)

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301. D. Names of patta holders

302. Plantation on forestland

302. Total degraded forestland available for plantation (ha)

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303. Need Assessment

303 A. Total fruit requirement (kg)

Required	Recommended

303 B. Total fuel wood requirement (kg)

Required	Recommended

303 C. Total Kanak Kaich Bamboo requirement (No.)

Required	Recommended

304. Plantation required and recommended

SL. No	Type of Plantation	Total Area (ha)		SMC area (ha)	Expected production
		Required	Recommended		
1	Kanakaich Bamboo				
2	Energy				
3	Fruit tree				
4	Miscellaneous				
5	ANR				
6	Enrichment				
7	Biodiversity Conservation				
8	Catchment area of				

	stream/river				
9	Broomgrass				
10	Gandhoki				

305. Soil and Water Conservation (SWC)

304.A. Location (Lat./Long.) and area (ha) of suitable community land available for Check dam

Sl. No.	Latitude	Longitude	Expected water Area (ha)	Recommended/Not recommended
Total No. Recommended:				

304. B. Location (Lat./Long) and area (ha) of suitable forest land available for Check dam

Sl. No.	Latitude	Longitude	Expected water Area (ha)	Recommended/Not recommended
Total No. Recommended:				

(8.2) Non-Land-Based Activities

401. Skill Development training for youth

Sl. No	Types of training	Need (No. of trainees)	Recommended No of Youth		Remarks (Jumia Family/APL/BPL Family)
			Male	Female	
1	Carpentry (কাঠমেশ্তারি)				
2	Masonry (রাজমেশ্তারি)				
3	Mobile Repairing				
4	Weaving (তাতবুনা)				
5	Painting (রংকাজ)				
6	Electrician				
7	Driving				
8	Bike Mechanic				
9	Radio, TV Mechanic				
10	Beautician (রূপচর্চা)				
11	Tailoring				

402. SHGs formed in the Para with names and current and proposed activities

9. Entry Point Activity Needs

Though EPA have been manifested in a guideline and range of activities that can be undertaken are given in detail above, it is important that community's or individual ambitions/expectations are not raised as limited funds are available for EPA and it needs meticulous thinking and interaction with local communities to narrow down to a desired activities or set of activities that apart from details given in section 5.10 must ensure inclusiveness and link to gender action plan is maintained. Staff

needs to be equipped with the knowledge on line departments and their public schemes so that they can already explore cross-sectoral coordination while doing PRA (See next point).

10. Convergence from Line Department

Sl. No	Department	Demand/ Problem	Requirement Yes/No	Quantity/Km	Location
1	PWD Dept	Block top Road(km)			
		Brick Soiling (Km)			
2	RD Dept.	Kaccha Road (Km)			
		IAY House (Nos)			
		Sanitary Toilet (Nos)			
		Culvert (Nos)			
3	TSECL	Household Connection (Nos)			
		Electrification (Km)			
4	ICDS	No. of new AWC			
		Repairing of AWC			
5	Education Dept.	School (JB to SB, SB to High School, High School to HS)			
6	Health	Health Sub-Centre			
		Health Camp			
7	DWS	Drinking water (Pump House) Nos			
		Pipe Line connection			
		Household tape connection (Nos)			
		Deep Tube well			
		Mark-2			
		Hand Pump			
8	Agriculture	Irrigation Pump			
		Seeds			
9	Horti Culture	Plantation			
10	Fishery Dept	Finger lings & Fish feed (Nos of HH)			
11	ARDD	Piggery			
		Goatry			
		Vaccination Camp			
12	Forest Dept.	Bamboo Plantation(ha)			
		Check Dam (Nos)			

Annexes

1. Name of Beneficiary for Four Tier Plantation

SL. No	Name of beneficiary	Total Land(ha)	Patta	Area for 4 tier Plantation(ha)	Existing Condition
1					

2. Name of beneficiary for Skill Development Training

SL. No	Name of beneficiary	Father/ Husbands Name	Gender	Qualification	Trade	Remarks
1						

3. Biodiversity and canopy inventory of proposed Forest land intervention plots (1 ha)

SL. No	Name of Species (Trees, Shrubs,	No. of individuals	of in	Tree GBH	Tree height (m)	Canopy Cover	Remarks
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	Herbs, Climbers/Lianas separately)	case of trees	(cm)		of the plot (%)	
1						

4. Biodiversity and canopy inventory of proposed *Patta* land intervention plots (0.25 ha)

SL. No	Name of Species (Trees, Shrubs, Herbs, Climbers/Lianas separately)	No. of individuals case of trees	Tree GBH (cm)	Tree height (m)	Canopy Cover of the plot (%)	Remarks
1						

ANNEXURE8:Compiled Summary of Village Data

04. Name of GP/VC.....

05. Block Name.....04. District Name.....

1. Socio Economic Summary of Para

Name of <i>Para</i>	No. of HH	Total population		Averag e size of family	Community	Main occupation		Subsidiary Occupation	
		M	F			Activity	No. of HH involved	Activity	No. of HH involvi ng
						Jhum		Livestock	
						MGNREGA		Petty business	
						Fish farming			
						Daily labour		NTFP collection	
						Agriculture			
						Govt Service			
						Jhum		Livestock	
						MGNREGA			
						Daily Labour			
						Agriculture			
						Govt Service		NTFP collection	
						Jhum		Livestock	
						MGNREGA			
						Daily labour		NTFP collection	
						Fishery			
						Agriculture			
						Govt Service			
						Jhum		Livestock	
						MGNREGA			
						Daily Labour		NTFP collection	
						Agriculture			
						Govt Service			

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Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
BMZ No.: 2015 67 650 (Grant) & 2015 67 643 (Loan)

						Jhum		Livestock	
						MGNREGA			
						Daily labour		NTFP collection	
						Agriculture			
						Govt. Service			
						Fish farming			
						Jhum		Livestock	
						MGNREGA			
						Daily labour			
						Agriculture		NTFP collection	
						Fish farming			
						Govt. Service			
						Jhum		NTFP Collection	
						MGNREGA			
						Daily Labour		Livestock	
						Agriculture			
						Govt. Service			

2. Land use pattern of Para

Name of Para	Area in ha (Approx.)										
	Habitat ion	Jhum	Fore st	Settled agricultur e land	Degrade d land	Home garde n	Plantatio n	Fallo w land	Wetl and	Wate r body	Total

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Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
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Total											
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3. Para wise religious affiliation/ Member of inhabitants of different Paras:

Para Name	Community	No of HH	Religion	Remarks
	Debbarma			
	Reang			
	Kalai			
	Tripura			
	Mog			
	Chakma			
	Halam			
	Marak			

4. Para wise ongoing Projects and Schemes

Sl. No	Para Name	Department	Scheme	Details of Activities
1	ABC Para			
2				
3				
4				
5				
6				
7				
8				
9				

5. Distance information from Para to Nearest Market.

Para Name	Name of the market	Distance from the market (km)	Mode of transport	Market Day

6. Para wise status of fishery and its water body

SL. No	Para Name	Particulars	Quantity	Total Water Body (ha)	Condition	Remarks
1		Check Dam/ Pond				

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Climate Resilience of Forest Ecosystems, Biodiversity & Adaptive Capacities of Forest Dependent Communities
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7. Para wise Livestock Population status

SL. No	Para Name	Category	Number
1		Cow	
2		Goat	
3		Pig	
4		Birds (Poultry/ Duck)	

8. Para-wise List of Actual Jumia

SL No	Para Name	Name of Jumia	Father's/Husband's Name	Patta Status (Yes / No)	Area in Jhum (in ha)
1					
2					
3					
4					
5					
6					
7					

ANNEXURE9:Structure of a VDP⁵ [DRAFT]

- 1. INTRODUCTION AND OVERVIEW**
 - 1.1 An overview of CREFLAT project
 - 1.2 An overview of the village
 - 1.3 Paras of the village and needs assessment
 - 1.4 Pre-requisite for VDP & Compliances with FPIC & ESMF
 - 1.5 Assessment of the PAPs
 - 1.6 Community institutions for planning & implementing VDP
- 2. OBJECTIVES OF THE VDP**
- 3. METHODOLOGY & TOOLS**
 - 3.1 PRA
 - 3.2 HHs questionnaire survey
 - 3.3 Para-level data collection
 - 3.4 Physical survey
 - 3.5 GIS
- 4. VDP AND SECTIONAL PLANNING**
 - 4.1 Data sources for VDP**
 - 4.1.1 PRA (Annexure)
 - 4.1.2 HH questionnaire survey (Annexure)
 - 4.1.3 Para-level data collection (Annexure)
 - 4.1.4 GIS maps (Annexure)
 - 4.2 Planning by VDPIC**
 - 4.2.1 Planning for plantation activities
 - 4.2.2 Planning for SWC activities
 - 4.2.3 Planning for Livelihoods⁶
 - 4.2.4 Planning for linkages with FFPC
 - 4.2.5 Planning for biodiversity conservation corridors
 - 4.2.6 Planning for EPA
 - 4.2.7 Planning for Gender integrations / activities
 - 4.3 Planning by JFMC.**
 - 4.3.1 JFMC micro-plan for plantation activities
 - 4.3.1.1 Inclusion of plantations activities undertaken during 2020-2021 & 2021-2022
 - 4.3.1.2 New plantations in forest land
 - 4.3.2 JFMC micro-plan for SWC activities
 - 4.3.3 Use of water bodies created through SWC activities
 - 4.3.4 Gender integration in JFMC activities
 - 4.4 Planning by LRPC**
 - 4.4.1 Statistics on PAP
 - 4.4.2 Planning for NTFP based livelihoods
 - 4.4.3 Planning for farm based livelihoods
 - 4.4.4 Planning for non-farm based livelihoods
 - 4.4.5 Planning for linkages with FFPC
 - 4.4.6 Gender integration in LRP activities
- 5. MONITORING AND REVISION OF VDP**
 - 5.1 Continuous internal monitoring of the VDP activities**
 - 5.1.1 Monitoring by PMA & PMC
 - 5.1.2 Monitoring by DPMA
 - 5.1.3 Monitoring by Monitoring Sub-Committee of VDPIC
 - 5.2 Periodic updating of VDP**

⁵ The Outline will undergo modifications for each VDP based on village-specific planning.

⁶ Livelihoods planning under VDPIC and LRPC will not harmonization for each VDP of a specific village based on the number of PAPs.

6. BUDGET

6.1 Total budget as per activities (around 5 years)

6.2 Phasing of budget and activities per year

7. ANNEXURES