



Small Grants – Project Completion and Impact Report

Instructions to grantees: please complete all fields, and respond to all questions listed below.

Organization Legal Name	<i>Papua New Guinea Law Association</i>
Project Title	<i>Building PELA's Capacity to empower PNG's local communities protect biodiversity</i>
Grant Number	GA17/08
Date of Report	29 th March 2019

CEPF Hotspot: Papua New Guinea

Strategic Direction: 4.1 Strengthen the capacity of local and national civil society organization in financial management, project management and organizational governance.

Grant Amount: USD 3642

Project Dates: 1st November 2017 – 31st November 2018

PART I: Overview

1. Implementation Partners for this Project (*list each partner and explain how they were involved in the project*)

Environmental Defenders Office New South Wales (EDO) supported capacity building of PELA.

2. Summarize the overall results/impact of your project

- The project began development of its strategic plan although still at the draft stage this is planned to be endorsed by the PELA Board.
- Development of its financial policy and procedures manual also in draft and yet to be endorsed by the PELA Board.
- A partnership was established with EDO through an MOU to help build PELA's capacity.
- PELA acquired temporary office space at the Conservation Environment Protection Authority (CEPA).
- Recruited an interim project coordinator.
- Held two formal and one informal board meeting during the duration of the project.

3. Briefly describe actual progress towards each planned long-term and short-term impact (as stated in the approved proposal)

List each long-term impact from your proposal

a. Planned Long-term Impacts - 3+ years (as stated in the approved proposal)

Impact Description	Impact Summary

b. Planned Short-term Impacts - 1 to 3 years (as stated in the approved proposal)

Impact Description	Impact Summary

4. Describe the success or challenges of the project toward achieving its short-term and long-term impacts

Challenges

- There was a lack of membership drive due to the absence of a strategic plan. This also resulted in the lack of commitment and interest from initial members. There were initially a total of 10 members however, due to work commitments of members the number decreased.
- Lack of commitment from current members as all members also have full time jobs resulting in delays in progressing project activities.
- Absence of a full time coordinator to ensure efficient coordination and communication of the project including scheduling and preparing board meetings and minutes.
- Lack of recognition and support from CEPA to engage PELA as an organization
- Lack of proper coordination and delay in meetings contributed to lose of interest by members.
- No permanent office space therefore, challenging to secure meeting venue.
- Things were done on an ad hoc basis??
- No proper guideline and lack of proper financial management

Successes

- PELA formally registered, opened bank account and approved Constitution
- Have an appointed Board in place.
- An effort to bring together like-minded professionals in the field of Environmental Law.
- Two formal and one informal board meetings held to progress activities and draft relevant organizational documents.

5. Were there any unexpected impacts (positive or negative)?

Positive

- Exposed members to opportunities i.e. Damien Ase and Lester Seri (individual members) were engaged in the review and drafting of the Protected Areas Bill and Regulation.
- Other members have also participated in various conservation and environment policy meetings under the CEPA GEF projects.
- Board members are engaged in REDD+ and development of its grievance mechanism including stakeholder engagement protocol on REDD+ which was carried out in Madang, East and West New Britain Provinces.

- Members are engaging actively in consultation discussions for the establishment of a Biodiversity Offset.
- JICA-CEPA Biodiversity Project has consulted members' advice for conservation easement as an alternative option for community conservation.
- Members have also been involved in the Rangers Program under the GEF program and have been tasked to assist with the establishment of a PNG Rangers Association especially for PAs using the example from Solomon Islands.
- Members are also assisting to develop a Tool kit for PA legislation under the GEF project adopting the example from Solomon Islands that was developed by EDO
- CEPF partners' collaboration especially in the Solomon Islands
- The chairlady attended a regional meeting in Suva including FELA and other partners from the Pacific.
- Members were involved in information sharing and dissemination to communities and the wider public pertaining to environmental and biodiversity laws, policies and legislation where extraction of natural resources is imminent and or has taken place.

Negative

- Chair unable to run this project with a board and Chair who have other responsibilities.
- Lack of coordination and trust between Chair and board members
- Project Coordinator left which made the delivery and completion of project activities impossible

PART II: Project Components and Products/Deliverables

6. Components (as stated in the approved proposal)

List each component and product/deliverable from your proposal

6. Describe the results for each deliverable:

Component		Deliverable		
#	Description	Sub-#	Description	Results for Deliverable

7. Please describe and submit any tools, products, or methodologies that resulted from this project or contributed to the results.

Developed strategic plan and financial policy and procedures manual.

PART III: Lessons, Sustainability, Safeguards and Financing

Lessons Learned

8. Describe any lessons learned during the design and implementation of the project, as well as any related to organizational development and capacity building.

Consider lessons that would inform:

- Project Design Process (*aspects of the project design that contributed to its success/shortcomings*)
- Project Implementation (*aspects of the project execution that contributed to its success/shortcomings*)
- Describe any other lessons learned relevant to the conservation community

Lessons Learned

- Appointment of first interim coordinator withdrew due to new job, no proper supervision of second coordinator including lack of commitment.
- Recruit a full time coordinator who is equally passionate about Environmental Law and Conservation work and committed.
- Strengthened approach to setting up the PELA group
- All members are on voluntary basis hence there is no real commitment
- General agreement that there is a need for PELA however, just time and commitment needed from members.

Sustainability / Replication

9. Summarize the success or challenges in ensuring the project will be sustained or replicated, including any unplanned activities that are likely to result in increased sustainability or replicability.

- There are opportunities through other projects such as GEF and CTI especially in policy and legislature. The potential role of PELA within areas of environment and conservation is enormous where the organization can play a critical role in identifying gaps and reviewing outdated policies and laws.
- The effective application and enforcement of these laws and policies through ranger training particularly for PAs. PELA's function can also be in the dissemination of appropriate up to date information on current policies and laws to communities. This up to date information in communities including at the District and Local Level Government is lacking. to strengthen knowledge capacity. LLGs, Districts. The sharing and dissemination of information and knowledge including education and awareness to communities, provincial, districts and local level governments over time leads to strengthened knowledge capacity resulting in informed decisions and is required in order for behavioral change to be perceived.
- PELA can play a significant role at the National level in cross sectoral issues/relevance, changes in laws, what changes mean and applicability on the ground. In addition, information sharing on new laws, policies on PAs, human rights. PELA can also play a role in assisting Provincial and LLGs to draft their laws and policies e.g. Forest Protection Law. Most lawyers in the provinces are not well versed in addressing challenges and interpreting laws. There is also lack of capacity and knowledge of staff in CEPA to attend to queries from Provinces thus, PELA has a role in providing briefs to the respective divisions and the Managing Director advice on appropriate actions to take.

Safeguards

10. If not listed as a separate Project Component and described above, summarize the implementation of any required action related to social or environmental safeguards that your project may have triggered.

N/A. This is a capacity building grant.

Additional Funding

11. Provide details of any additional funding that supported this project and any funding secured for the project, organization, or the region, as a result of CEPF investment

a. Total additional funding (US\$)

b. Type of funding

Please provide a breakdown of additional funding (counterpart funding and in-kind) by source, categorizing each contribution into one of the following categories:

Donor	Type of Funding*	Amount	Notes

* Categorize the type of funding as:

- A *Project Co-Financing (other donors or your organization contribute to the direct costs of this project)*
- B *Grantee and Partner Leveraging (other donors contribute to your organization or a partner organization as a direct result of successes with this CEPF funded project)*
- C *Regional/Portfolio Leveraging (other donors make large investments in a region because of CEPF investment or successes related to this project)*

No additional funding supported this project nor secured as a result of CEPF investment. The partnership with EDO was support to PELA for development of its strategic plan, financial management policy and manual, governance policies including a board manual through an MOU.

Additional Comments/Recommendations

12. Use this space to provide any further comments or recommendations in relation to your project or CEPF.

Recommendations

- Establish a permanent secretariat
- Regional capacity strengthening
- Need for proper coordination
- Recruit more members to join

PART IV: Impact at Portfolio and Global Level

CEPF requires that each grantee report on impact at the end of the project. The purpose of this report is to collect data that will contribute to CEPF's portfolio and global indicators. CEPF will

aggregate the data that you submit with data from other grantees, to determine the overall impact of CEPF investment. CEPF’s aggregated results will be reported on in our annual report and other communications materials.

Ensure that the information provided pertains to the entire project, from start date to project end date.

Contribution to Portfolio Indicators

13. If CEPF assigned one or more Portfolio Indicators to your project during the full proposal preparation phase, please list these below and report on the project’s contribution(s) to them.

Indicator	Narrative

Contribution to Global Indicators

Please report on all Global Indicators (sections 16 to 23 below) that pertain to your project.

14. Key Biodiversity Area Management

Number of hectares of Key Biodiversity Areas (KBA) with improved management

Please report on the number of hectares in KBAs with improved management, as a result of CEPF investment. Examples of improved management include, but are not restricted to: increased patrolling, reduced intensity of snaring, invasive species eradication, reduced incidence of fire, and introduction of sustainable agricultural/fisheries practices. Do not record the entire area covered by the project - only record the number of hectares that have improved management.

If you have recorded part or all of a KBA as newly protected for the indicator entitled “protected areas” (section 17 below), and you have also improved its management, you should record the relevant number of hectares for both this indicator and the “protected areas” indicator.

Name of KBA	# of Hectares with strengthened management *	Is the KBA Not protected, Partially protected or Fully protected? Please select one: NP/PP/FP

** Do not count the same hectares more than once. For example, if 500 hectares were improved due to implementation of a fire management regime in the first year, and 200 of these same 500 hectares were improved due to invasive species removal in the second year, the total number of hectares with improved management would be 500.*

15. Protected Areas

15a. Number of hectares of protected areas created and/or expanded

Report on the number of hectares of protected areas that have been created or expanded as a result of CEPF investment.

Name of PA*	Country(s)	# of Hectares	Year of legal declaration or expansion	Longitude**	Latitude**

* If possible please provide a shape file of the protected area to CEPF.

** Indicate the latitude and longitude of the center of the site, to the extent possible, or send a map or shapefile to CEPF. Give geographic coordinates in decimal degrees; latitudes in the Southern Hemisphere and longitudes in the Western Hemisphere should be denoted with a minus sign (example: Latitude 38.123456 Longitude: -77.123456).

15b. Protected area management

If you have been requested to submit a Management Effectiveness Tracking Tool (METT), please follow the instructions below. If you have not been requested to submit a METT, please go directly to section 16.

Should you want to know more about the monitoring of protected area management effectiveness and the tracking tool, please click [here](#).

Download the METT template which can be found on [this page](#) and then work with the protected area authorities to fill it out. Please go to the Protected Planet website [here](#) and search for your protected area in their database to record its associated WDPA ID. Then please fill in the following table:

WDPA ID	PA Official Name	Date of METT*	METT Total Score

* Please indicate when the METT was filled by the authorities of the park or provide a best estimate if the exact date is unknown. And please only provide METTs less than 12 months old.

Please do not forget to submit the completed METT together with this report.

16. Production landscape

Please report on the number of hectares of production landscapes with strengthened management of biodiversity, as a result of CEPF investment. A production landscape is defined as a landscape where agriculture, forestry or natural product exploitation occurs. Production landscapes may include KBAs, and therefore hectares counted under the indicator entitled "KBA Management" may also be counted here. Examples of interventions include: best practices and

guidelines implemented, incentive schemes introduced, sites/products certified and sustainable harvesting regulations introduced.

Number of hectares of production landscapes with strengthened management of biodiversity.

Name of Production Landscape*	# of Hectares**	Latitude***	Longitude***	Description of Intervention

* If the production landscape does not have a name, provide a brief descriptive name for the landscape.

**Do not count the same hectares more than once. For example, if 500 hectares were strengthened due to certification in the first year, and 200 of these same 500 hectares were strengthened due to new harvesting regulations in the second year, the total number of hectares strengthened to date would be 500.

*** Indicate the latitude and longitude of the center of the site, to the extent possible, or send a map or shapefile to CEPF. Give geographic coordinates in decimal degrees; latitudes in the Southern Hemisphere and longitudes in the Western Hemisphere should be denoted with a minus sign (example: Latitude 38.123456 Longitude: -77.123456).

17. Beneficiaries

CEPF wants to record two types of benefits that are likely to be received by individuals: structured training and increased income. Please report on the number of men and women that have benefited from structured training (such as financial management, beekeeping, horticulture) and/or increased income (such as from tourism, agriculture, medicinal plant harvest/production, fisheries, handicraft production) as a result of CEPF investment. Please provide results since the start of your project to project completion.

17a. Number of men and women receiving structured training.

# of men receiving structured training *	# of women receiving structured training *

*Please do not count the same person more than once. For example, if 5 men received structured training in beekeeping, and 3 of these also received structured training in project management, the total number of men who benefited from structured training should be 5.

17b. Number of men and women receiving cash benefits.

# of men receiving cash benefits*	# of women receiving cash benefits*

*Please do not count the same person more than once. For example, if 5 men received cash benefits due to tourism, and 3 of these also received cash benefits from increased income due to handicrafts, the total number of men who received cash benefits should be 5.

18. Benefits to Communities

CEPF wants to record the benefits received by communities, which can differ to those received by individuals because the benefits are available to a group. CEPF also wants to record, to the extent possible, the number of people within each community who are benefiting. Please report on the characteristics of the communities, the type of benefits that have been received during the project, and the number of men/boys and women/girls from these communities that have benefited, as a result of CEPF investment. If exact numbers are not known, please provide an estimate.

18a. Please provide information for all communities that have benefited from project start to project completion.

Name of Community	Community Characteristics (mark with x)							Type of Benefit (mark with x)							# of Beneficiaries			
	Subsistence economy	Small landowners	Indigenous/ ethnic peoples	Pastoralists / nomadic peoples	Recent migrants	Urban communities	Other*	Increased access to clean water	Increased food security	Increased access to energy	Increased access to public services (e.g. health care, education)	Increased resilience to climate change	Improved land tenure	Improved recognition of traditional knowledge	Improved representation and decision-making in governance forums/structures	Improved access to ecosystem services	# of men and boys benefiting	# of women and girls benefiting

*If you marked "Other" to describe the community characteristic, please explain:

19b. For each law, policy or regulation listed above, please provide the requested information in accordance with its assigned number.

No.	Country(s)	Date enacted/ amended MM/DD/YYYY	Expected impact	Action that you performed to achieve this change
1				
2				
3				

20. Sustainable Financing Mechanism

Sustainable financing mechanisms generate financial resources for the long-term (generally five or more years). Examples of sustainable financial mechanisms include conservation trust funds, debt-for-nature swaps, payment for ecosystem services (PES) schemes, and other revenue, fee or tax schemes that generate long-term funding for conservation.

All CEPF grantees (or sub-grantees) with project activities that pertain to the creation and/or the implementation of a sustainable financing mechanism are requested to provide information on the mechanism and the funds it delivered to conservation projects during the project timeframe, unless another grantee involved with the same mechanism has already been or is expected to be tasked with this.

CEPF requires that all sustainable financing mechanism projects to provide the necessary information at their completion.

20a. Details about the mechanism

Fill in this table for as many mechanisms you worked on during your project implementation as needed.

NO.	Name of financing mechanism	Purpose of the mechanism*	Date of Establishment**	Description***	Countries
1					
2					
3					

*Please provide a succinct description of the mission of the mechanism.

**Please indicate when the sustainable financing mechanism was officially created. If you do not know the exact date, provide a best estimate.

***Description, such as trust fund, endowment, PES scheme, incentive scheme, etc.

20b. Performance of the mechanism

For each Financing Mechanism listed previously, please provide the requested information in accordance with its assigned number.

NO.	Project intervention*	\$ Amount disbursed to conservation projects**	Period under Review (MM/YYYY -MM/YYYY)***
1			
2			
3			

*List whether the CEPF grant has helped to create a new mechanism (Created a mechanism) or helped to support an existing mechanism (Supported an existing mechanism) or helped to create and then support a new mechanism (Created and supported a new mechanism).

**Please only indicate the USD amount disbursed to conservation projects during the period of implementation of your project and using, when needed, the exchange rate on the day of your report.

***Please indicate the period of implementation of your project or the period considered for the amount you indicated.

Please do not forget to submit any relevant document which could provide justification for the amount you stated above.

21. Biodiversity-friendly Practices

Please describe any biodiversity-friendly practices that companies have adopted as a result of CEPF investment. A company is defined as a legal entity made up of an association of people, be they natural, legal, or a mixture of both, for carrying on a commercial or industrial enterprise. While companies take various forms, for the purposes of CEPF, a company is defined as a for-profit business entity. A biodiversity-friendly practice is one that conserves or uses biodiversity sustainably.

Number of companies that adopt biodiversity-friendly practices

No.	Name of company	Description of biodiversity-friendly practice adopted during the project
1		
2		
...		

22. Networks & Partnerships

Please report on any new networks or partnerships between civil society groups and across to other sectors that you have established or strengthened as a result of CEPF investment. Networks/partnerships should have some lasting benefit beyond immediate project implementation. Informal networks/partnerships are acceptable even if they do not have a Memorandum of Understanding or other type of validation. Examples of networks/partnerships include: an alliance of fisherfolk to promote sustainable fisheries practices, a network of environmental journalists, a partnership between one or more NGOs with one or more private sector partners to improve biodiversity management on private lands, a working group focusing on reptile conservation. Please do not use this tab to list the partners in your project, unless some or all of them are part of such a network / partnership described above.

Number of networks and/or partnerships created and/or strengthened

No.	Name of Network	Name of Partnership	Year established	Did your project establish this Network/ Partnership? Y/N	Country(s) covered	Purpose
1						

2						
...						

23. Gender

If you have been requested to submit a Gender Tracking Tool (GTT), please follow the instructions provided in the Excel GTT template. If you have not been requested to submit a GTT, please go directly to Part V.

Should you want to know more about CEPF Gender Policy, please click [here](#).

Download the GTT template which can be found on [this page](#) and then work with your team to fill it out. Please do not forget to submit the completed GTT together with this report.

Part V. Information Sharing and CEPF Policy

CEPF is committed to transparent operations and to helping civil society groups share experiences, lessons learned, and results. Final project completion reports are made available on our Web site, www.cepf.net, and publicized in our newsletter and other communications.

Please include your full contact details below:

17. Name: Tamalis Akus

18. Organization: Papua New Guinea Environmental Law Association

19. Mailing address: Papua New Guinea Environmental Law Association Inc
 c/oUnited Nations Development Programme
 UN House, Deloitte Tower, Level 14, Port Moresby, PNG

20. Telephone number:

21. E-mail address: tamalis.akus@undp.org