

Annexe 7. Summary of Consultations and Stakeholder Engagement Plan

Programme title: Ecosystem-based Adaptation in the Indian Ocean ('the Programme')

Programme Duration: 10 years

Accredited Entity: Agence Française de Développement (AFD)

Executing Entity: Critical Ecosystem Partnership Fund (CEPF)

Programme Countries: Comoros, Madagascar, Mauritius, Seychelles

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Contents

Introduction	3
Stakeholder Mapping.....	5
Summary of Consultations.....	8
Results of Consultations.....	12
Lessons Learned during Programme preparation:	14
Key Indicators on consultation during Programme preparation.....	14
Stakeholder Engagement for Implementation Phase.....	16
Appendix 1. List of individuals and organizations consulted during the Programme preparation	20

Introduction

This document provides a summary of consultations and future plans for stakeholder engagement for the Programme titled “Ecosystem-based Adaptation in the Indian Ocean”¹. The Programme is based on a recognition that Ecosystem-based Adaptation (EbA) is highly relevant to island developing states due to their high reliance on ecosystem services. EbA encourages conservation, improved management and restoration of ecosystems to provide essential services that people need to adapt to climate variability. The Programme is to expand the work of the Critical Ecosystem Partnership Fund (CEPF) to support Civil Society Organizations (CSOs) to conserve and restore critical ecosystems. AFD, a donor to CEPF, and member of its governing Donor Council, proposes to expand CEPF’s current focus on biodiversity conservation to prioritise EbA outcomes. The Programme will focus on a biodiversity hotspot where CEPF currently provides funding to civil society organizations: the Madagascar and Indian Ocean Islands hotspot. The hotspot includes four countries eligible for GCF funding: Comoros, Madagascar, Mauritius and Seychelles.

This annex is in 2 parts and provides: 1) an overview of the stakeholder consultations conducted in the preparation of the full proposal and 2) a Stakeholder Consultation Plan for the implementation stage of the Programme.

Stakeholder consultations involved exchange of documents by email, face-to-face meetings and Stakeholder Consultation Workshops organized in each country. More than 150 individuals from 87 organizations and institutions were directly consulted and provided input to the proposed Programme, representing government agencies, international and national Non-Governmental Organizations (NGOs), Community-Based Organizations (CBOs), research institutions and the private sector (see Appendix 1). The Programme includes a further important consultation process as part of its Component 1, with the updating of the hotspot’s Ecosystem Profile that will define the thematic and geographic priorities for EbA investment by CEPF.

As the Programme is to put in place a fund that will support EbA activities by CSOs, the stakeholder engagement plan sets out **best practice on stakeholder engagement** which is applicable to all CEPF-funded projects. CEPF considers that stakeholder engagement is a fundamental principle of good project design, and best practice consists of involving all stakeholders, including indigenous and local communities and other project-affected people, as well as government, private sector and civil society partners, as early as possible in the preparation process and ensuring that their views and concerns are made known and taken into account.

The CEPF Secretariat will ensure that all the GCF Programme-funded subprojects undertaken by grantees comply with this best practice. In the case of large grants, this will mean working directly with applicants and grantees. In the case of small grants, this will mean providing training and oversight to the Regional Implementation Team (RIT), to ensure that they are providing appropriate guidance to applicants and grantees.

¹ Previously called “Strengthening Ecosystem-based Adaptation to Climate Change in Island States through Civil Society”

Stakeholder Mapping

Table 1. Madagascar and Indian Ocean Islands Hotspot

Stakeholder Category	Nature of interest /potential role in Programme	Likely effect of Programme on stakeholders	Stakeholders
Civil Society Organisations - NGOs	Potential grantee	Facilitate mission by providing funding, developing partnerships, and providing technical guidance	Comoros: ONG AIDE, ONG DAHARI, Association 2Mains, ULANGA – Ngazidja, ONG Banda Bitsi, ONG Initiative Developpement, ONG AIPEC, CBOs
			Madagascar: Fanamby, Asity, Vahatra, Voahary Gasy, Madagasikara Voakajy CI, WCS, WWF, Peregrine Fund, Missouri Botanical Garden, Kew, IHSM, Blue Ventures, CBOs
			Mauritius: Reef Conservation, Forena, Caritas, Love Bridge, Dynamia, Mauritius Wildlife Foundation, friends of the Environment, Ecosystem Restoration Alliance Indian Ocean, Les amis de St Brandon, Drop of blue, Durrell Conservation Trust
			Seychelles: Seychelles Islands Foundation, Island Conservation Society (ICS), Green Island Foundation (GIF), Nature Seychelles, Global Vision International, Marine Conservation Society Seychelles (MCSS), Wildlife Clubs of Seychelles, Plant Conservation Action Group, Sustainability for Seychelles (S4S)
Research Organisations	Potential grantee		Comoros: Herbier des Comores, CNDRS, INRAPE, Université des Comores
			Madagascar: Universite Antananrivo, ABC (Agroécologie, Biodiversité et Changement climatique), IHSSM
			Mauritius: University of Mauritius
			Seychelles: University of Seychelles, National Botanic Garden Foundation
National/Regional Foundations/Donors			Comoros:
			Madagascar:

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

			Tany Meva, FAPBM
			Mauritius:
			Seychelles: Seychelles Conservation and Climate Adaptation Trust (SEYCCAT)
Donor Agencies	CEPF global donors	Amplify results of investments through CEPF and coordinate with other investments	World Bank, AFD
	Potential for collaboration; potential for co-financing of NGOs and/or EbA work	Demonstrate new mainstreaming models transferable to other sectors	Comoros: UNDP, GEF Small Grant Program, EU, AFD
			Madagascar: EU, USAID, GIZ, AFD
			Mauritius: European Union, AFD
Donor-funded Programme	Potential for collaboration		Seychelles: UNDP
			Comoros: Projet SWIOFISH, PROJET PFERER, PROJET Bassin Versant, PROJET RENAP, AMCC
			Madagascar: PADAP (MAEP, MEEH, MEDD), PACARC (PNUD, Météo, MEDD), PRADA/GIZ, PROSOL/GIZ, PRCCC/GIZ
			Mauritius: UNDP GEF Small Grants Program
Government Agencies	GCF Focal Point	Progress CC Adaptation plans for the country; provide opportunity to better monitor action by CSOs	Seychelles: UNDP/ Global Climate Change Alliance (GCCA)
			Comoros: Ministère de l'Agriculture, de l'Environnement et de la Pêche (MAEP), Direction Générale de l'Environnement et des Forêts (DGEF), Ministère de l'Industrie, Direction de la Pêche, Direction Agriculture, Direction élevage, direction Artisanat, Commissariat Général au Plan, Assemblée de l'Union, Agence Nationale de Conception et d'Exécution des projets
			Madagascar: MEDD, Direction Générale de l'Environnement et des forêts MEDD, MAEP Ministre de l'Agriculture, de l'élevage et la pêche, Bureau National de Coordination de Changements Climatiques REDD+, DGRNE (Direction de la

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

			Gestion des Ressources Naturelles Renouvelables et des Ecosystèmes), PSE, BNGRC, CNGIZC, Madagascar National Parks, Météorologie
			Mauritius: National Parks and Conservation Services
Private sector			Seychelles: Climate Adaptation Management Section (CAMS)/Ministry of Environment, Energy and Climate Change, Environmental Assessment And Permit Section (EAPS/MEEC), CONSERVATION/MEEC, Department of Tourism, Department of Risk and Disaster Management (DRDM), Ministry of Finance, Seychelles National Park Authority (SNPA)
			Comoros: Union des Chambres de Commerce, d'Industrie et de l'Agriculture (UCCIA), Chambre d'Agriculture, OPACO, MODEC
			Madagascar:
			Mauritius: ENL Group, Eclasia Group, Rogers group, Ebony Forest, Association des assureurs, Association des banques, Phoenix Beverage, Day Marine and Service, Attitude Resorts, Mauritian Scuba Diving Association, Mauritius Chamber of Agriculture, IBL together, la vallee de Ferney, CIEL group, business Mauritius, Currimjee group, Diospyros ltd
			Seychelles: Hotels, Frigate island Private

Summary of Consultations

In each Programme country, Stakeholder Consultation Workshops were organized to present and discuss the proposed Programme. As a first step, stakeholder organizations who should participate in the consultations were identified in each country with the help of CEPF's local partners (see table 1). The Programme concept note was distributed to all invitees to the meeting and was the main working document for participants at the meeting. In addition to the main consultation workshops, face-to-face meetings with government officials and some key partner organisations were organised in each country. Further consultation has also been done through email communications, notably with GCF National Designated Authorities (NDAs) and/or government technical agencies designated by NDAs to be involved with the Programme preparation.

The consultation meetings were arranged during missions to each country undertaken during August 2019 by the Executive Director of CEPF and an international consultant hired by CEPF to support the preparation of the Programme proposal and a local consultant in each of the countries. For Comoros, Madagascar, Mauritius and Seychelles the mission was led by Olivier Langrand, the Chief Executive of CEPF.

Tables 2 and 3 provide further detail on the dates of the main consultation workshops, participants, purpose of the meetings and key outcomes. Each of the workshops had the same objective and followed the same agenda² as outlined below.

Meeting objectives:

- Identify stakeholders and elicit feedback on the priorities for the Programme;
- Improve understanding of any stakeholder views on the Programme;
- Elicit feedback on the Programme objective and components;
- Understand stakeholder views on priorities (thematic and geographic) for Ecosystem-based Adaptation work in the country and how CEPF funding would fit in with other projects/programs
- Collect information useful for the proposal development.

08.30-09.00	Arrival of Participants
09.00	Welcoming Remarks
09.05	Introduction of participants and presentation of the agenda
09.20	Presentation of the Critical Ecosystem Partnership Fund (CEPF). Olivier Langrand, Executive Director, Critical Ecosystem Partnership Fund (CEPF)
09.40	Presentation of the Proposed Programme and methodology for developing the Full Proposal. James MacKinnon, Consultant
10.05	Questions and discussion
10.30	Break

² With minor changes to the presentation on CEPF to make it country specific, changes to number of groups for the group work depending on the number of participants and variation in timings

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

10.45	Presentation on the five Programme components and expected results. James MacKinnon
11.00	Working Group session to discuss priorities for each Programme component in the country
12.00	Restitution of Group work in Plenary. <i>Feedback from each of the working groups</i>
12.30	<i>Lunch</i>
13.30	Group work session to identify thematic and geographic priorities for Ecosystem-based Adaptation work
14.30	Restitution of Group work in Plenary. <i>Feedback from each of the working groups</i>
15.10	Presentation of Template for Short Idea Notes by James MacKinnon.
15.20	Next steps for proposal development. James MacKinnon
15.25	Final remarks

Questions addressed by the work groups during the meetings were:

Group work Session 1

1. Are there already studies that can help us identify priority zones for investment in EbA? How do you suggest that we do this priority setting?
2. Are there any additional criteria we should include for projects to be eligible for the EbA funding?
3. What sort of capacity building activities are needed for civil society organizations to help them obtain, manage and execute grants on EbA?
4. Do you have examples of public sector-civil society partnerships or private sector - civil society partnerships that this Programme should encourage/support?
5. Are there specific research questions on EbA that need to be studied or need further work?
6. Do you have suggestions for knowledge tools or products that should be developed for encouraging replication of successful EbA approaches? I.e. What works well?
7. Any other comments on the Programme components?

Group Work Session 2

1. What are the priorities for EbA in the country? Is EbA included in national climate change strategy documents?
2. Where are there already (or planned) projects working on EbA? (Please mark them on the map)
3. Where are the priority zones for EbA action? Please mark them on the map)

Additional Question for everyone:

Do you have suggestions for any other organisations that should be informed about this Programme as it is developed? In particular, it would be useful to have contacts of civil society organisations (if possible, provide a name and email address for a contact).

Results from the workshop have been used to inform the design of the Programme and will also be an invaluable resource for the development of Ecosystem Profile documents and EbA priority setting planned under Component 1.

Table 3. Dates and number of participants at the Stakeholder Consultation Workshops³

Country	Date and location	Participants ⁴ (M/F)
Comoros	15 Aug 2019, Hotel le Retaj, Moroni	34 (25/9)
Madagascar	13 Aug 2019, Hotel Ibis, Antananarivo	38 (22/16)
Mauritius	19 Aug 2019, Voila Hotel, Bagatelle	33 (16/17)
Seychelles	22 Aug 2019, Care House, Victoria	31 (12/19)
Mauritius – Government Agencies only	26 Aug 2019, Ministry of Finance and Economic Devlpt., Port Louis	14(7/7)
TOTAL		150 (82/68)

Table 4.

Country	Stakeholders	Method of engagement and date	Outcomes
Comoros			
	Government agencies: Secretary General and Director General of Ministry of Agriculture, Environment and Fisheries, Director General of Environment and Forests, GCF NDA/focal point	Email (from April 2019); Face-to-face Meeting (14 Aug)	Presentation of the Programme, discussion of EbA priorities, feedback on Programme concept, informal agreement that Programme addresses national priorities and discussion of GCF Programme approval processes in country.
	Local and international NGOs, research institutions, donors, government agencies	Stakeholder Workshop (15 Aug)	Presentation of CEPF and the Programme, feedback on the proposed Programme

³ Feedback on the proposed Programme was also received from about a dozen other people who were unable to attend the formal meetings and so haven't been included in the statistics

⁴ Excluding CEPF Secretariat staff and consultant working on project development

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

		components, and initial identification of priority themes and geographies for EbA work that will subsequently be revisited and refined under Component 1 of the Programme
Madagascar		
Government agencies- Director of National Office for Climate Change Coordination (also GCF focal point) and her technical team	Email; Direct Meeting (12 Aug)	Presentation of the Programme, discussion of EbA priorities, feedback on Programme concept, informal agreement that Programme addresses national priorities and discussion of GCF Programme approval processes in country.
Local and international NGOs, research institutions, donors, government agencies	Stakeholder Workshop (13 Aug)	Presentation of CEPF and the Programme, feedback on the proposed Programme components, and initial identification of priority themes and geographies for EbA work that will subsequently be revisited and refined under Component 1 of the Programme
Mauritius		
Government agencies- GCF focal point in Ministry of Finance and Economic Development and representatives of technical ministries designated by the GCF focal point	Email (from April 2019); Direct Meeting (26 Aug)	Presentation of the Programme, discussion of EbA priorities, feedback on Programme concept, informal agreement that Programme addresses national priorities and discussion of GCF Programme approval processes in country.
Local and international NGOs, research institutions, donors, government agencies	Stakeholder Workshop (19 Aug)	Presentation of CEPF and the Programme, feedback on the proposed Programme components, and initial identification of priority themes and geographies for EbA work that will subsequently be revisited and refined under Component 1 of the Programme
Seychelles		
Government agencies- Director of	Email (from	Presentation of the Programme,

Climate Adaptation Management Section and technical staff who report to GCF NDA (Permanent Secretary of Ministry of Environment Energy and Climate Change)	April 2019); Direct Meeting (21 Aug)	discussion of EbA priorities, feedback on Programme concept, informal agreement that Programme addresses national priorities and discussion of GCF Programme approval processes in country.
Local and international NGOs, research institutions, donors, government agencies	Stakeholder Workshop	Presentation of CEPF and the Programme, feedback on the proposed Programme components, and initial identification of priority themes and geographies for EbA work that will subsequently be revisited and refined under Component 1 of the Programme

Results of Consultations

The consultations allowed participants to provide direct input into the design of the Programme that was incorporated into a revised Concept Note and then the Full Proposal. A draft Concept note in GCF's format was distributed to all stakeholders who participated in meetings allowing people to give direct and detailed input into the Programme design. The response to the general idea of the Programme focusing on providing funding to CSOs to support them do EbA work was overwhelmingly positive in all of the countries. The Programme development team received no comments suggesting that this was not a welcome approach and a priority need. The comments that were received focused entirely on Programme design details and have been integrated into the Full Proposal to the extent possible. General themes raised were:

1. Widespread agreement that EbA is a priority for all the Programme countries and that civil society organizations have an important role to play in delivering EbA. Lack of funding to do so is a major barrier that the Programme would help relieve. However, it is essential that the priorities for CEPF's investment in EbA align with national adaptation priorities as set out in government strategies. Full engagement of government agencies responsible for climate change adaptation is therefore important during the development of the updated Ecosystem Profiles and Long-term Visions planned under Component 1.
2. Linked to 1 above, there was also widespread agreement among stakeholders that the definition of the exact EbA priorities to fund is best done immediately prior to CEPF being in a position to launch calls for proposals. This is because there are some other ongoing initiatives, notably development of other climate change adaptation projects, including potentially on EbA in some cases, and making sure that investments can be coordinated with government and other donors' plans will

create efficiencies.

3. Linked to 1 and 2 above, although it is clear that the CEPF funding will be for CSOs, many of the GCF NDAs or government technical agencies responsible for climate change adaptation want to be involved in the Programme supervision and monitoring so that they have a clear understanding of EbA work that is being funded and undertaken by CSOs. Supervision and monitoring by government agencies has therefore been built into the Programme design. The NDAs or their representatives were able to attend and participate in the stakeholder workshops in all the Programme countries.
4. Detailed comments were received on the proposed Programme components. As a result, these were simplified from an original 5 components and reduced to 3 components in the Programme description. All the activities were retained but they were included within a reduced number of components. This reduction will make the Programme management and monitoring more streamlined.
5. Valuable information and ideas regarding priorities that the Programme should fund were captured through the stakeholder workshops. Since the investment priorities will be defined and set in the Ecosystem Profiling and Long-term Vision documents planned under Component 1, these ideas will be revisited by CEPF at that stage. The types of information captured include:
 - a. Existing data sets and methodologies that can be used to help identify EbA priorities in each country;
 - b. Capacity building needs to improve the capability of CSOs to deliver EbA outcomes;
 - c. Capacity building needs to improve the capability of small CSOs/community-based groups/indigenous groups to obtain, manage and execute grants on EbA;
 - d. Useful models for partnership between the private sector and CSOs that can be replicated to deliver EbA outcomes;
 - e. Useful models for partnership between public sector agencies/institutions that can be replicated to deliver EbA outcomes;
 - f. Useful models for integrating gender dimensions into the Programme;
 - g. Key research questions on EbA that could be supported by the Programme;
 - h. Suggestions for knowledge tools or products that should be developed for encouraging replication of successful EbA approaches in each Programme country;
 - i. Initial ideas on thematic and geographical priorities for investment on EbA;
 - j. Information on existing and planned EbA activities by government, civil society and the private sector.
6. Suggestions from government agency partners on the governance structure for the Programme and their role within it. These have been integrated into the

Programme design.

7. Suggestions from stakeholders regarding monitoring indicators to include in the Programme.

Lessons Learned during Programme preparation:

Stakeholder engagement generally went very well in all of the Programme countries. CEPF is already well known by many of the stakeholders due to the current and past investments. Some information on CEPF needed to be provided to stakeholders who hadn't previously been engaged with it as either a grantee or fellow donor. In the main, information about CEPF needed to be given to government staff responsible for climate change work as they had less knowledge because CEPF's past work has been focused on biodiversity conservation.

The Stakeholder Consultation workshops also provided an opportunity to engage more with development NGOs whose main work does not involve biodiversity conservation but for whom some types of ecosystem-based adaptation work fit within their missions. Similarly, EbA provides more opportunities for private sector involvement. Under this Programme, CEPF will therefore have a larger pool of potential civil society organizations that can be grantees and more private sector companies that can be partners. A particular focus of component 1 should be on involving these new partners so that they are fully engaged in the process of developing the updated Ecosystem Profiles and Long-term Visions for the two Hotspots.

A common challenge that stakeholders mentioned in all the countries is thinking about how EbA activities differ from the traditional ecosystem conservation work that they have been engaged in. This will need to be addressed in detail during the revision of the Ecosystem Profile planned under component 1 of the Programme.

Key Indicators on consultation during Programme preparation

Number of stakeholder groups involved in Programme design and preparation process ⁵	87	
Number of people who have been involved in the Programme design and preparation process	Men: 82	Total: 150
	Women: 68	
Number of engagements (meetings, workshops, consultations, etc) with stakeholders during Programme	5 face-to-face meetings with government staff/agencies responsible for GCF and climate change projects	

⁵ For organizations with separate country offices/programs the organization is counted separately for each country. For example, UNDP Comoros and UNDP Mauritius have been counted as separate "stakeholder groups". Government agencies have been counted at the department level, therefore units/sections grouped under the same department have not been considered as separate "stakeholder groups" whereas different departments working for the same Ministry have been considered as separate groups.

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based
Adaptation in the Indian Ocean

Preparation	4 Stakeholder Workshops Multiple email exchanges with GCF NDAs/technical departments responsible for GCF projects
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Stakeholder Engagement for Implementation Phase

CEPF has adopted a **best practice on stakeholder engagement** which is applicable to all CEPF-funded projects.

Stakeholder engagement is a fundamental principle of good Programme design, and best practice consists of involving all stakeholders, including indigenous and local communities and other Programme-affected people, as well as government, private sector and civil society partners, as early as possible in the preparation process and ensuring that their views and concerns are made known and taken into account.

The CEPF Secretariat will ensure that all CEPF-funded projects comply with this best practice. In the case of large grants, this will mean working directly with applicants and grantees. In the case of small grants, this will mean providing training and oversight to the Regional Implementation Teams (RIT), to ensure that they are providing appropriate guidance to applicants and grantees.

Organizations applying for CEPF grants are expected to identify the range of stakeholders that may be interested in their actions and consider how external communications might facilitate a dialogue with all stakeholders during design and, later, implementation of the Programme. Stakeholders, in particular local and indigenous communities, should be informed and provided with information regarding subproject activities.

Applicants will be required to submit a Letter of Inquiry (LoI), describing the proposed subproject in outline. In the LoI, applicants will be explicitly requested to identify subproject partners and stakeholders, and to summarize the involvement of each in the subproject.

Applicants for large grants that pass the LoI stage will be required to submit a full proposal, describing their proposed subproject in detail. In the full proposal, applicants will be asked to describe, for each identified stakeholder, any relevant consultations they have had or partnership agreements have made with regard to the subproject.

These consultations are expected to take place during the subproject design phase, either before or after submission of the LoI, or both. In cases where applicants are unable to consult with all stakeholders during the subproject design phase (for instance, due to remoteness), these consultations may be incorporated into subproject design, as an activity during the first year of implementation.

Where no adverse social or environmental impacts to local or indigenous communities can reasonably be expected, no further documentation is required. The approved subproject proposal will function as the Stakeholder Engagement Plan, and the grantee will be expected to continue to communicate with stakeholders for the duration of the subproject.

Where subprojects involve activities that are likely to generate adverse social or environmental impacts to local or indigenous communities, the applicant will identify the Affected Communities in the full proposal, and develop and implement a Stakeholder Engagement Plan (see template below).

The Stakeholder Engagement Plan should be scaled to the Programme risks and impacts, and be tailored to the characteristics and interests of the Affected Communities. The plan must also incorporate the key principles of CEPF's Gender Mainstreaming Policy.

Where applicable, the Stakeholder Engagement Plan will include differentiated measures to allow the effective participation of those identified as disadvantaged or vulnerable. When the stakeholder engagement process depends substantially on community representatives (e.g., village leaders, local elected representatives, etc.), the applicant will make every reasonable effort to verify that such persons do in fact represent the views of Affected Communities and that they can be relied upon to faithfully communicate the results of consultations to their constituents.

In cases where the exact location of the subproject is not known at the design stage, but the subproject can reasonably be expected to have significant impacts on local or indigenous communities, the applicant will incorporate development of a Stakeholder Engagement Plan as a subproject activity. The Stakeholder Engagement Plan should be prepared and approved prior to any other activities that could impact the Affected Communities.

Where the subproject also triggers a safeguard policy (e.g., Indigenous People, Involuntary Resettlement, Pest Management, etc.), it may not be necessary to develop a stand-alone Stakeholder Engagement Plan. Rather, the Stakeholder Engagement Plan can be incorporated into the safeguard documentation required by that policy (i.e., Social Assessment, Indigenous Peoples Plan, Process Framework, Pest Management Plan, etc.), to ensure integration and avoid duplication.

In the case of small grants, a stand-alone Stakeholder Engagement Plan is only required in cases where there is considered to be an elevated risk of significant adverse impacts on the Affected Communities. In all other cases, the necessary measures can be incorporated into subproject design and the proposal itself will function as the Stakeholder Engagement Plan.

The CEPF Secretariat will review and approve all Stakeholder Engagement Plans for large grants, prior to disclosure on the CEPF website. The RIT will perform this function for small grants.

Once a Stakeholder Engagement Plan has been approved, it is recommended that stakeholder engagement continue throughout the life of the subproject. The nature, frequency and level of effort of stakeholder engagement may vary considerably and will be commensurate with the subproject's risks and adverse impacts, and the subproject's phase of implementation.

Stakeholder Engagement Plan Template

1. The CEPF Secretariat will ensure that all CEPF-funded subprojects comply with the Best Practice on Stakeholder Engagement, by involving all stakeholders, including subproject-affected groups, indigenous peoples, and local civil society organizations, as early as possible in the design process and ensuring that their views and concerns are made known and taken into account. The CEPF Secretariat will also ensure that grantees will continue to hold consultations with stakeholders throughout subproject implementation, as deemed necessary to address social and environmental issues that affect them.

2. Grantees are responsible for drafting and executing the Stakeholder Engagement Plan. The CEPF Secretariat and its RITs will review the plan and oversee its execution.

3. Benefits of stakeholder engagement include:

- a. Letting interested and affected parties participate in decision-making to give them more control and security.
- b. Sharing information and facilitating understanding.
- c. Building legitimacy and support for decisions.
- d. Fostering constructive working relationships among stakeholders.
- e. Building consensus and generating support for the subproject.
- f. Reducing conflict.
- g. Tapping into the local, specialist knowledge of stakeholders to inform assessment and design.
- h. Improving the end decision and aiding sustainability.

4. A Stakeholder Engagement Plan should:

- a. Describe CEPF requirements for consultation and disclosure.
- b. Identify and prioritize key stakeholder groups.
- c. Provide a strategy and timetable for sharing information and consulting with each of these groups.
- d. Describe resources and responsibilities for implementing stakeholder engagement activities.
- e. Describe how stakeholder engagement will be incorporated into subproject design.
- f. Have of a scope and level of detail that is scaled to fit the needs of the subproject.

5. A Stakeholder Engagement Plan should contain the following sections:

- a. *Introduction*: Briefly describe the subproject including design elements and potential social and environmental issues. Where possible, include maps of the subproject site and surrounding area.
- b. *Summary of Previous Stakeholder Engagement Activities*: If the grantee has undertaken any activities to date, including information disclosure and/or consultation, provide the following details:
 - Type of information disclosed, in what form (e.g., oral, brochure, reports, posters, radio, etc.), and how it was disseminated.
 - The locations and dates of any meetings undertaken to date.
 - Individuals, groups, and/or organizations that have been consulted.
 - Key issues discussed and key concerns raised.
 - Grantee response to issues raised, including any commitments or follow-up actions.
 - Process undertaken for documenting these activities and reporting back to stakeholders.
- c. *Subproject Stakeholders*: List the key stakeholder groups who will be informed and consulted about the subproject. These should include persons or groups who:
 - Are directly and/or indirectly affected by the subproject or have “interests” in the subproject that determine them as stakeholders.
 - Have the potential to influence subproject outcomes (examples of potential stakeholders are affected communities, local organizations, non-governmental organizations (NGOs) and government authorities. Stakeholders can also include politicians, companies, labor unions, academics, religious groups, national social and environmental public sector agencies, and the media).

- d. *Stakeholder Engagement Program*: Summarize the purpose and goals of the program. Briefly describe what information will be disclosed, in what formats, and the types of methods that will be used to communicate this information to each of the identified groups of stakeholders. Methods used may vary according to target audience, for example:
 - Newspapers, posters, radio, television.
 - Information centers and exhibitions or other visual displays.
 - Brochures, leaflets, posters, non-technical summary documents and reports.
- e. *Consultation methods*: Description of the methods that will be used to consult with each of the stakeholder groups identified in previous sections. Methods used may vary according to target audience, for example:
 - Interviews with stakeholder representatives and key informants.
 - Surveys, polls, and questionnaires.
 - Public meetings, workshops, and/or focus groups with a specific group.
 - Participatory methods.
 - Other traditional mechanisms for consultation and decision-making.
- f. *Other Engagement Activities*: Description of any other engagement activities that will be undertaken, including participatory processes, joint decision-making, and/or partnerships undertaken with local communities, NGOs, or other subproject stakeholders. Examples include benefit-sharing programs, community development initiatives, resettlement and development programs, and/or training and microfinance programs.
- g. *Timetable*: Provide a schedule outlining dates and locations when various stakeholder engagement activities, including consultation, disclosure, and partnerships will take place and the date by which such activities will be incorporated into Programme design.
- h. *Resources and Responsibilities*: Indicate what staff and resources will be devoted to managing and implementing the Stakeholder Engagement Plan. Who within the subproject team will be responsible for carrying out these activities? What budget has been allocated toward these activities?
- i. *Grievance Mechanism*: Describe the process by which people affected by the subproject can bring their grievances to the grantee for consideration and redress. Who will receive public grievances? How and by whom will they be resolved? How will the response be communicated back to the complainant? All grievance mechanisms must make available the contact details of the RIT and/or CEPF Secretariat, in case people affected by the Programme have concerns that they do not wish to raise directly with the grantee. They must also specify that any grievances raised should be communicated to the RIT and the CEPF Grant Director within 15 days, together with a proposed response. If the claimant is still not satisfied following the response, the grievance may be submitted directly to the CEPF Executive Director via the dedicated email account (cepfexecutive@conservation.org) or by mail.
- j. *Monitoring and Reporting*: Describe any plans to involve subproject stakeholders (including affected communities) or third-party monitors in the monitoring of subproject impacts and mitigation programs. Describe how and when the results of stakeholder engagement activities will be reported back to affected stakeholders as well as broader stakeholder groups.

Appendix 1. List of individuals and organizations consulted during the Programme preparation

#	Name	Institution	Country
1	Ismael Hassane Ahmed	UCCIA	Comoros
2	Nidal Ali Msa	Les amis de nyoumbadjou	Comoros
3	Youssef Hamadi	Point focal font vert, Ministere en charge de l'environnement	Comoros
4	Elamine Youssef Mbechez	DG direction de l'Environnement et des forets	Comoros
5	Lailina Daniel	Parc national de Moheli	Comoros
6	Aurelie Kirsch	AFD	Comoros
7	Adame Hamadi	PNUD/SGP	Comoros
8	Said Ahamada	AIDE	Comoros
9	Ibrahim Mohamed Tohir	Fishery department	Comoros
10	Ahmed Gamao	Coordinator of Watershed project	Comoros
11	Ahmed Mikidache Houmi	MODEC (private sector)	Comoros
12	Mohamed Ali Mlazahahé	AMCC Programme	Comoros
13	Said Ahamada	NGO Banda Bitsi	Comoros
14	Dr Hamza Abdou Azali	INRAPE	Comoros
15	Philippe Bosse	AFD	Comoros
16	Moinahalima Assani	DGEF	Comoros
17	M'madi ahamada	AIDE	Comoros
18	Charles Cousteres	DGEF/MAPE	Comoros
19	Clara Jonas	2Mains	Comoros
20	GARCIA GALDUROZ	NGO ID	Comoros
21	Fouad Abdou Rabi	Protected Area Programme	Comoros
22	Charafeddine Msaidié	PRFER Programme	Comoros
23	Dr Ouled	NGO Ulanga	Comoros
24	Moinaecha Ahamada	NGO PFDDSA	Comoros
25	Said Athoumani	Agriculture Department	Comoros
26	Mohamed Mbae	Agriculture Department	Comoros
27	Tamrio sarah rogelle	Herbier des Comores	Comoros
28	Moussa Abdou M'madi	Point focal Environment et changement climatique	Comoros
29	Mhoumadi Sohibou	Point focal CEPF	Comoros
30	Aicha Haribou	Assistant 3eme Communication	Comoros
31	Dr Abdillah Maoulida	Chef department	Comoros
32	Fatima Athoumani	Chef de bureau/PFDDSA	Comoros
33	Dr Daniel Ali Bandar	Secretary general of MAPE	Comoros
34	Hugh Doulton	Dahari	Comoros
35	Annie Simeon	CAMS/MEEC	Seychelles
36	Louissette Houareau	CAMS/MEEC	Seychelles
37	Harini Naidu	CAMS/MEEC	Seychelles
38	Baboorun teesha	ICS	Seychelles
39	Hendricks Figaro	CAMS/MEEC	Seychelles

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

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42	Paul André Adam	ICS	Seychelles
43	Alice Mascarenhas	MCSS	Seychelles
44	Peter Brinn	GCCA+	Seychelles
45	Frank Moumou	MEEC EAPS	Seychelles
46	Myron Meme	MEEC EAPS	Seychelles
47	Angelique Poupouneau	SEYCCAT	Seychelles
48	Vania Robert	SEYCCAT	Seychelles
49	Lina Rose	Department of Tourism	Seychelles
50	James Mougat	SNPA	Seychelles
51	Sophie Morgan	MEEC	Seychelles
52	Sophie Morel	MEEC	Seychelles
53	Elyn Brutus	MEEC	Seychelles
54	jemima bijoux	MEEC	Seychelles
55	mersiah rose	MEEC	Seychelles
56	Michelle Murray	ICS	Seychelles
57	Lindsey Chong Seng	PCA	Seychelles
58	Rabia sommers	MCSS	Seychelles
59	Amina furneau	S4S	Seychelles
60	James Millet	PCU	Seychelles
61	Betty Victor	PCU	Seychelles
62	Eliva Lalande	MEEC	Seychelles
63	Olivier Tyack	Consultant	Seychelles
	Dr. Pugazhendhi	Director, CAMS - CC Division	Seychelles
64	Murugaiyan		
65	Selvan Pillay	DG, CC Division	Seychelles
66	Celine Miternique	Reef Conservation	Mauritius
67	Oormila Sahodree	Forena	Mauritius
68	Jocelyn Kwok	AHRIM	Mauritius
69	Zoé Rozard	Dynamia	Mauritius
70	Mme Maneesha NEPAUL	European Union	Mauritius
71	Pamela Bapoo Dundoo	UNDP GEF SGP	Mauritius
72	Mishka Bundoo	UNDP GEF SGP	Mauritius
73	Vikash Tataya	Mauritius Wildlife Foundation	Mauritius
74	Reshad Janjeerkhan	Mauritius Wildlife Foundation (Rdrigues)	Mauritius
75	Mario Radegonde	ENL Group	Mauritius
	Audrey d'hotman-		
76	Desjardins	Rogers group	Mauritius
77	Erwin Ramavasee	friends of the Environment	Mauritius
78	Ryszard Olesky	Ecosystem Restoration Alliance Indian Ocean	Mauritius
79	Asmi Bunsy	Ecosystem Restoration Alliance Indian Ocean	Mauritius
80	Dr Nicola Zuel	Ebony Forest	Mauritius
81	Jaqueline Sauzier	MCA	Mauritius
82	Nina Dubois/Shakti teker	Drop of blue	Mauritius
83	Lindsay Azie	Rodrigues: Terre et mer Rodriguaise	Mauritius
84	Pamela/Juliette	Attitude Resorts	Mauritius
85	arnaud berthelot	la vallee de ferney	Mauritius

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

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87	Michel Apayah	business mauritius	Mauritius
88	Iqbal Bhugen	Currimjee group	Mauritius
89	Vincent Florens	University of Mauritius	Mauritius
90	Mrs S Mattan-Moorgawa	University of Mauritius	Mauritius
91	David Derand	Durell Conservation Trust	Mauritius
92	Kevin Ruhoman	National Parks and Conservation Services	Mauritius
93	Oushna Naujeer	National Parks and Conservation Services	Mauritius
94	gwenael	Ressource person	Mauritius
95	Ali Abdul	Sun resort	Mauritius
96	S. Mauthoor	Ministry of finance (NDA)	Mauritius
97	Kelly Serano Manco	AFD	Mauritius
98	Shaama Sandoya	AFD	Mauritius
99	Raselimanana Achille	Vahatra	Madagascar
100	ANDRY ARIVELO Tatiana	DG de la Meteorologie	Madagascar
101	RAHERIVELONJARA Aimé	UNDP	Madagascar
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103	RAMINOARISOA Vony	Asity	Madagascar
104	RALANDISON Malalatia	MAEP	Madagascar
105	ANDRIANARISATA Michele	Conservation International	Madagascar
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108	RAHETLAH Volatsara	ESSA/Universite de Tana	Madagascar
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110	RAMAROSON Ravosoa	MNP	Madagascar
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112	RAZAFIARISON Damien	Fanamby	Madagascar
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115	Pieter Vranckx	OmniVerdi	Madagascar
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117	FANOHIZA Claude	Tany Meva	Madagascar
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120	RASOAVAHINY Laurette	Tany Meva	Madagascar
121	RAMBELOARISOA Gerard	FAPBM	Madagascar
122	ANDRIAMARO Luciano	CI	Madagascar
123	RAJOELINA Sahondra	CI	Madagascar
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125	FALY Antiana Fabien	BNGRC	Madagascar
126	Rajerison Andraina	Projet PADAP	Madagascar
127	RAKOTOMANONJY Tahiny	MEDD/DGRNE	Madagascar
128	RAMARSON Hoby	WWF	Madagascar

Annex 7. Summary of Consultations and Stakeholder Engagement Plan – Ecosystem-based Adaptation in the Indian Ocean

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132	RANDRIASANDRATANA Haja	BNCCREDD+	Madagascar
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134	RANDRIASIVEY Monique	Tany Meva	Madagascar
135	RABESON Haminna	Tany Meva	Madagascar
136	RANDRIA Vanessa	Tany Meva	Madagascar
137	Antish Ramsanum	MOFED	Mauritius
138	Vimul NUNDLAN	National Parks and Conservation Services	Mauritius
139	C. Doobaly		Mauritius
140	Mrs. C. Cyparsade	Forestry Service	Mauritius
141	Mrs. A. Ghoorah	Dept of Environment	Mauritius
142	Ammearally Nistar Sadna	AFD - Mauritius	Mauritius
143	Rowjee Arvish	MOFED	Mauritius
144	Nisha Kareemun	MOFED	Mauritius
145	Nawsheen Sairally	MOFED	Mauritius
146	P. Neermul	Min Ocean Economy	Mauritius
147	S. Leckraz	Min Ocean Economy	Mauritius
148	R. Ramsurn	MOFED	Mauritius
149	Nirmal Jivan Shah -	Nature Seychelles	Seychelles
150	Frauke Fleischer-Dogley	Seychelles Islands Foundation	Seychelles