

# Terms of Reference

## REDD+ FOR THE GUIANA SHIELD PROJECT ACTIVITIES IN PARIS DURING COP21

### REDD+ for the Guiana Shield

Regional Technical Collaboration Project



## Context and rationale

In December 2015, the global climate community will turn its attention to Paris. With the objective to reach a universal climate agreement, the United Nations Framework Convention on Climate Change (UNFCCC) will convene the world's governments in the French capital for the 21st Conference of the Parties (COP21) on 30 November to 11 December. Throughout the same period, multiple related events will take place in Paris, benefiting the global audience of climate professionals that come together in the city.

For the *REDD+ for the Guiana Shield* project<sup>1</sup>, this represents an ideal context for sharing project results, extending the project audience and preparing possible future collaboration for the Guiana Shield. Discussions in previous Steering Committee meetings and during the Regional Dialogue Meeting (RDM1) have confirmed interest to showcase the project in Paris during COP21.

In RDM1, the main option discussed was to arrange a dedicated side event about the *REDD+ for the Guiana Shield* project. The group developed a title, theme and outline for a 90-minutes side event. The idea was to organize this side event in the official negotiations venue, or otherwise in another place in Paris. Following RDM1, possibilities to make this happen were explored but abandoned for the following reasons:

Explored opportunity	Status	Explanation
Host a side event dedicated to the project in the official COP21 negotiations area, "Blue zone" in Le Bourget	Not possible	This was the original idea. However, the side event proposal prepared in RDM1 could not be submitted through the official UNFCCC system, due to strict application rules and accreditation criteria.
Host the side event in the "Climate Generations Areas" in the accreditation-free civil society zone in Le Bourget	Rejected	As a Plan B, the side event proposal was submitted to this space instead. However, it was refused due to a high number of applications and different selection criteria (such as priority given to civil society-led initiatives).

Taking this into consideration, the decision needs to be made whether it is still worthwhile for the *REDD+ for the Guiana Shield* project to send a delegation to Paris during COP21. **These ToR present the two options of "going" (Option 1) vs "not going" (Option 2) to Paris**, explaining different activities that would still be feasible in Paris and expected impacts of the two options on the project achievements and budget. The Steering Committee is invited to review this document carefully and make a decision on how to move forward.

<sup>1</sup> The project *REDD+ for the Guiana Shield*<sup>1</sup> brings together Guyana, Suriname, French Guiana and the Brazilian state of Amapá for collaboration on technical topics related to the United Nations climate change mechanism for reduced emissions from deforestation and forest degradation (REDD+). The project is owned by the French forestry service Office National des Forêts (ONF) and implemented by ONF International, with funding from FEDER<sup>1</sup>, FFEM<sup>1</sup>, ONF-Guyane and Région Guyane, as well as own contributions from the partners in each country. Implementation started in 2013 and the project is scheduled to officially end on 31 December 2015.

## Objectives

**The objective of this document is to support the Steering Committee in the decision of whether or not to send a *REDD+ for the Guiana Shield* delegation to Paris during COP21.**

If the decision would be taken to form a delegation sponsored by the project to go to Paris, their main objective would be to share results of the project with an international audience and to prepare possible future collaboration on relevant topics in the region. This would be a way to increase the impact of the project in its final phase and to generate wider support for a continuation of similar collaboration. If not sending a delegation from the Guiana Shield to Paris, some limited efforts could be made for the project to still be featured in Paris through promotion material and project supporters who will be there anyway. The budget saved by not having a dedicated delegation could be reallocated to strengthen other project activities instead.

Objectives of the two respective options would be:

<b>Option 1) Going to Paris:</b>
<ul style="list-style-type: none"> <li>▪ Hold the 6th and Closing Steering Committee meeting of <i>REDD+ for the Guiana Shield</i> in Paris on 8th (or maybe 7th) December, with donors and international observers around the table;</li> <li>▪ Showcase the <i>REDD+ for the Guiana Shield</i> project in side events/exhibitions hosted by donors and partners in Paris (concrete options for this are being explored - see below);</li> <li>▪ Share the story of REDD+ collaboration in the Guiana Shield with relevant international audiences, to increase the awareness of the project and the specific situation for HFLD countries in the REDD+ mechanism, inspiring others to collaborate in similar ways;</li> <li>▪ Build a network outside the Guiana Shield region to generate international support (funding, expertise, ideas...) for a future project in the region;</li> <li>▪ Expand perspectives of project partners by placing the Guiana Shield collaboration in a global context, giving project partners the opportunity to interact with relevant actors from around the world presenting their work in Paris.</li> </ul>
<b>Option 2) Not going to Paris:</b>
<ul style="list-style-type: none"> <li>▪ Hold the 6th and Closing Steering Committee meeting of <i>REDD+ for the Guiana Shield</i> in Macapá in the week of 14 December, together with a 2nd Regional Dialogue Meeting, including observers from the region;</li> <li>▪ Identify project partners and collaborators who will be in Paris anyway and encourage them to help feature the <i>REDD+ for the Guiana Shield</i> project during COP21 (e.g. by providing them with promotion material about the project to spread);</li> <li>▪ Send two people from the project team to Paris to network and lobby on the project results and future perspective;</li> <li>▪ Use the budget envisioned for the COP21 delegation for adding a 2nd participant per country to the technical training on Sentinel-1 that will take place in Paris 30 Nov-4 Dec (see separate ToR).</li> </ul>

## Activities and calendar

COP21 takes place in the period 30 November to 11 December. Due to budget restrictions it would not be possible for the project to support a delegation to stay in Paris for this whole period, but the activities would be concentrated to 5-9 December:

30/11	1/12	2/12	3/12	4/12	5/12	6/12	7/12	8/12	9/12	10/12	11/12
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; border-radius: 10px; padding: 5px; text-align: center;">COP21</div> <div style="border: 1px solid black; border-radius: 10px; padding: 5px; text-align: center;">REDD+ for the Guiana Shield delegation in Paris</div> </div>											
Arrival					5/12	6/12	7/12	8/12	9/12	Departure	

It is worth noting that the *REDD+ for the Guiana Shield* project will implement another activity in Paris on 30 November to 4 December. This is a technical training on Radar/Sentinel-1 and has nothing directly to do with COP21. It will take place in the ONFI headquarters and target forest monitoring technicians from the project countries, funded through the Training and Technology Transfer (TTT) part of the project budget. The TTT budget can cover the costs of 1 person per project country to attend this training. In case the decision would be taken to not send a COP21-focused delegation to Paris on 5-9 December, money would be saved that could be reallocated to include one additional participant per country in the technical training.

### **REDD+ for the Guiana Shield Closing Steering Committee Meeting**

If option 1 would be chosen, one of the activities that would happen in Paris is the 6th and Closing Steering Committee meeting of the *REDD+ for the Guiana Shield* project. ONFI has reserved a meeting venue where the Closing SCM could easily be held, namely the Pavillion Indochine in the Tropical Garden in Nogent, close to the ONFI headquarters. To give members more time to attend parallel events in this busy period, the SCM agenda would be limited to max 1 full day on 7th or 8th December. Dedicated times and events organized with the delegation in the framework of COP21 will be considered as the 2<sup>nd</sup> Regional Dialogue Meeting.

If option 2 (Not going to Paris) is preferred, the Steering Committee Meeting would instead be organized in Macapá in the week of 14 December, including observers from the region and coupled with a 2nd Regional Dialogue Meeting (2 days to be defined based on flight schedules).

### **Opportunities to showcase REDD+ for the Guiana Shield to external audiences in Paris**

The project team is busy exploring and confirming opportunities for featuring the project in Paris and ideas are welcome. Different project partners and donors could possibly make space to showcase *REDD+ for the Guiana Shield* through their channels and as part of activities that they are planning during COP21. While confirmation of details are still in process, the table below shows some possibilities that have already been identified and agreed in principle with instigators. It is worth



## Project Delegation

The *REDD+ for the Guiana Shield* delegation in Paris would compose 1 person per each institution that is a full member of the Steering Committee: 2 from Suriname (SBB and NIMOS), 2 from Guyana (GFC and OCC), 2 from Amapá (IEF and SEMA) and up to 2 from French Guiana, as well as the ONFI project team (4 people).

### Profile and responsibilities of delegation members

Sponsored delegation members are expected to act as ambassadors of the *REDD+ for the Guiana Shield* project in Paris, for example when explaining to others where they come from and what they are doing. They commit to prioritize the project's activities above other opportunities in Paris during the trip and to attend the events that will be organized by the project (including the 6<sup>th</sup> Steering Committee Meetings). Every individual must get prepared to represent the project in media interviews and networking occasions. A list of key messages about the project will be shared for this purpose. Each person will carry flyers with reference to the project website that can be shared with new contacts.

Countries are encouraged to use the following selection criteria for identifying their delegates:

- Steering Committee representatives, since SCM6 is part of the program (if some SC members are already in Paris through other funding, they are of course most welcome to attend SCM6 as well if they have time);
- Availability to contribute actively and constructively in the *REDD+ for the Guiana Shield* delegation as main priority in Paris, including strong networking skills, presentation skills and experiences with media interviews;
- Previous active involvement in the *REDD+ for the Guiana Shield* project through participation in technical project activities and/or Steering Committee meetings;
- Understanding of the UNFCCC context or other big international conferences, the REDD+ mechanism, technical topics and project results.

### Role of the project team in Paris

The project team will assist with logistical preparations for the delegation such as booking of flight tickets and confirming accommodation in Paris. They will organize SCM6 logistics and facilitate the event, coordinate the delegation and prepare participation in showcase opportunities. While professional translators would be hired for SCM6 and other official occasions, the project team would also make their language skills available to facilitate the stay and the activities for delegation members in Paris.

## Budget

The Steering Committee is asked to choose between the two following options and budget scenarios:

	OPTION 1		OPTION 2	
	<p>A delegation of 12 people would be funded to go to Paris: 2 from Amapá, 2 from Guyana, 2 from Suriname, 2 from French Guiana and 4 from the project team. Their participation would be funded for the period 5-9 December plus travel days. Participation of observer organizations from the Guiana Shield in the Steering Committee meeting cannot be covered, but their eventual representatives in Paris would be invited (WWF, CI, GSF).</p>		<p>The project would only be represented in Paris by two people from the project team. The 6th Steering Committee meeting would take place in Macapá. And the money saved would be reallocated to a 2nd person to the SAR training course in Paris, first week of December.</p>	
<b>Budget</b>				
<b>Logistics for delegation members</b>				
Flight tickets for delegation members 1,500€ per pax	12 people	18,000	2 people	3,000
Hotel in Paris for delegation members 100€ per pax per night - 12 people, 6 nights	12 people	7,200	2 people	1,200
Per diems (food, transportation, visa, etc.) 150€ per pax per day - 12 people, 6 days)	12 people	10,800	2 people	1,800
<b>Outreach activities in Paris</b>				
Promotion materials	Flyers and posters	5,000	Flyers and posters	5,000
Catering for mingle, entrance fees, translation, etc	Possible event (e.g. Global Landscape Forum-Launchpad)	5,000	No specific event	-
<b>Steering Committee</b>				
Flight tickets		-	15 tickets from various countries to Macapa	6,000
Hotel		-	3 nights for 25 people	4,500
Per diems (food, transportation, visa, etc.)		-	100€ per pax - 15 people	1,500
Meeting room	in Paris 7th or 8th of December	-	in Macapa 2 days on the week of December 14th	500
Translation	3 to 4 languages - 1 day	8,000	3 to 4 languages - 2 days	13,500
Report translation	3 languages	2,500	3 languages	2,500
Catering (lunch, coffee breaks)	About 35 people	2,100	About 25 people	2,500
<b>TOTAL</b>		<b>58,600</b>		<b>42,000</b>

## Decision to be made

Steering Committee members are asked to indicate their preference for Option 1 "Going to Paris" or Option 2 "Not going to Paris" within 10 days. The project team will then immediately work towards implementing the option with the most votes. No reply = objection from voting.