



पत्रावरणमा पत्र संख्या मिति उल्लेखित हुन अपेक्षित छ ।

नेपाल सरकार

# वन तथा वातावरण मन्त्रालय

EX: पत्रा.नं. - ३६७  
सिंहदरवार, काठमाडौं

योजना, अनुगमन तथा समन्वय महाशाखा

(कार्यक्रम तथा योजना शाखा)

नेपाल सरकार  
वन तथा वातावरण मन्त्रालय  
सिंहदरवार, काठमाडौं

पत्र संख्या :-

चलानी नं. :- ६९९

प्राप्त पत्र संख्या र मिति :-

श्री रेड कार्यान्वयन केन्द्र

बबरमहल, काठमाडौं ।

मिति: २०८१/०१/२५

विषय: वृक्षारोपण अनुदान निर्देशिका, २०७९ संशोधन सम्बन्धमा ।

उपर्युक्त सम्बन्धमा तहाँ केन्द्रबाट वृक्षारोपण अनुदान निर्देशिका, २०७९ मा संशोधनका लागि पेश भएकोमा उक्त संशोधन सम्बन्धमा श्री अर्थ मन्त्रालयको च.नं. १५५८ मिति २०८०/१२/०८ को पत्र मार्फत प्राप्त राय सहमति समेतको आधारमा वन तथा वातावरण मन्त्रालय (मा. मन्त्रीस्तर) को मिति २०८१/०१/२० को निर्णयानुसार स्वीकृत वृक्षारोपण अनुदान निर्देशिका, २०७९ (प्रथम संशोधन २०८१) (Plantation Grant manual 2022 (First amendment, 2024)) एक प्रति यसैसाथ संलग्न राखी तहाँ पठाइएको व्यहोरा अनुरोध छ ।

सुरेन्द्र राज पन्त  
वैज्ञानिक अधिकृत



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नेपाल सरकार  
अर्थ मन्त्रालय  
(बजेट तथा कार्यक्रम महाशाखा)

पत्र संख्या:- २०८०/०८१  
३२९-०३-०६  
स. नं.:- १४४८

सिंहदरवार, काठमाडौं  
नेपाल।  
मिति:- २०८०/१२/०८

विषय:- राय सहितको सहमती।

श्री वन तथा वातावरण मन्त्रालय,  
सिंहदरवार, काठमाडौं।

ताहाँ मन्त्रालयको मिति २०८०/१०/०१, च.नं ५३१ को समृद्धिका लागि वन कार्यक्रम अन्तर्गत सन्चालन हुने वृक्षारोपणका लागि Plantation Grant Manual, 2022 मा संसोधन सम्बन्धी पत्रको व्यहोरा निर्णयार्थ पेश हुँदा तपशिल बमोजिमको राय समेत समावेश हुने गरी सकारात्मक सहमती दिने मिति २०८०/१२/०७ को सचिवस्तरीय निर्णयानुसार अनुरोध छ।

तपशिल

- विनियोजित बजेटभित्रै रहेर कार्यक्रम सन्चालन गरी थप आर्थिक दायित्व सृजना नहुने विषय सुनिश्चित गर्न।
- सरोकारवाल सँग समन्वय गरी बैठक बसी निर्णय भएकोमा सरोकारवाल वा अन्य व्यक्ति र निकायबाटै विरोध र विवाद नहुने विषय सुनिश्चित हुनुपर्ने।
- अनुदान दिने प्रतिशत व्यवहारिक, तथ्य र अध्ययनमा आधारित हुनुपर्ने।
- अनुदान दिने विषयमा भेदभावरहित, समावेशिता, एकरूपता, एकै क्षेत्रको नभई विभिन्न ठाउँका निजी / सार्वजनिक वृक्षारोपण क्षेत्र समेट्नुपर्ने।
- विरुवाको संख्या र वृक्षारोपण हुने क्षेत्रफल निर्धारण बैज्ञानिक, कानूनी, व्यवहारिक र विवादरहित भएको हुनुपर्ने।
- अनुदान दिँदा अनुमानित लागतको ५० प्रतिशतले हुने रकमभन्दा बढी अनुदान वितरण गर्न उपयुक्त नहुने।

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(सावित्रा शर्मा ढुङ्गाना)  
शाखा अधिकृत

Government of Nepal  
Ministry of Forests and Environment  
**REDD Implementation Centre**  
Project Management Unit  
Forests for Prosperity Project

**Plantation Grant Manual**



First amendment (2024)

Kathmandu, Nepal  
February, 2022

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## Forests for Prosperity Program Plantation Grant Manual

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### Acronyms

DFO	Divisional Forest Office
ESMF	Environment and Social Management Framework
ESS	Environmental and Social Standard
FFPP	Forests for Prosperity Program
IP	Indigenous People
LRC	Land Registration Certificate
WO	Municipal Ward Office
PEM	Plantation Establishment and Management Plan
PFD	Province Forest Directorate
PLMG	Public Land Management Group
PM	Provincial Ministry
PMU	Program Management Unit
PPG	Performance-Based Plantation Grant
SDFO	Sub-Division Forest Office(r)
UG	User Group (including COFUG, CFUG, and LFUG)



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## 1. Background

The Government of Nepal recognizes the country's forestry sector as one of the economic sectors to contribute to the national vision "Happy Nepali, Prosperous Nepal." Various forestry programs are currently under implementation across the country contributing to the well-being of local communities, national prosperity, and climate change adaptation and mitigation through communities and ecosystem resilience building and reduced emissions from deforestation and forest degradation. Forestry for Prosperity Program (FFPP), identified as one of the game-changer programs, is currently under implementation in Lumbini and Madhesh Province. The program's goal is to improve sustainable forest management, increase forest benefits, and reduce net greenhouse gas emissions in the participating municipalities. The FFPP program, henceforth the program, provisions necessary resources, and inputs to initiate and expand private and public land plantations and improve natural forest management practices through technical assistance and performance-based grants in the participating municipalities.

This manual focuses on private and public land forest management through the initiation, establishment, and expansion of performance-based plantations on private and public lands. Plantation forests vary widely, in terms of species, location, and size, as well as for their objectives. Most of the private plantations in Nepal are made for household supply of fodder, fruit, shade, fuelwood, or timber for the market. There is a need for private landowners, Public Land Management Groups (PLMGs), and the supporting organizations to understand, more carefully plan, and responsibly manage plantations to participate in Performance-Based Plantation Grant (PPG) payments in the program area. Under this initiative, the participating Municipalities (Annex 2) will receive a **Conditional Grant** from the federal government in order to provide PPG payments and technical support to private landowners and PLMGs for plantation establishment and management.

The Government of Nepal, Ministry of Forests and Environment, hereby operationalizes this **Performance-Based Plantation Grant Payment Manual** in support of participating landowners, farmer's groups, farmer's cooperatives, and PLMGs to raise and manage plantations and participate in PPG payments in participating 50 Municipalities from Madhesh and Lumbini Province.

## 2. Objectives

The overall objective of this manual is to support participating Municipalities in expediting PPG payments to landowners and PLMGs. The specific objectives are to:

- Support the interested individual farmers and farmer's groups, cooperatives, public organizations, private institutions, and PLMGs to establish, protect, and manage plantations on private and public lands.
- Provide a stepwise direction to registered "Private Forest" owners, "Public Land Management" groups, and participating Municipalities for planning, implementation, monitoring, performance assessment, and PPG payments.



### 3. Definitions

Unless the subject or context otherwise requires, in this Manual,

- (1) "Beneficiaries" means private landowners (individual farmers, farmer's groups, and cooperatives) and PLMGs who participate in the PPG payment schemes.
- (2) "Landowner" means any individual farmer having a Land Registration Certificate (LRC) and includes a registered farmer's group, or cooperative or public organization.
- (3) "Plantation" for the purpose of this manual is planting, raising, and maintaining a minimum of 100 trees in block or bond for an individual farmer and a minimum of 800 trees for group plantation for household or commercial purposes.
- (4) "Private forest" means a forest planted and nurtured or conserved in any private land owned by any person or group pursuant to the prevailing law.
- (5) "Public land" means registered or unregistered public land under the jurisdictional management of local Municipality.
- (6) "Municipality" means Rural Municipality, Municipality, Sub-Metropolitan Municipality, and Metropolitan Municipality.
- (7) "Public Land Management Group" means a group of local people who are organized and legally registered in the Municipality to plan, manage, and use public land for plantation and agroforestry under section 37 (1) of the Forest Act (2019).
- (8) ESMF means Environmental Social management Framework prepared for addressing the environmental and social risk of FFPP project activities.

### 4. Provisions Related to Technical Support for Performance-Based Plantation Grant

The FFPP program will provide technical and financial assistance to the interested landowners (individual farmers, farmer's groups, and cooperatives) and PLMGs through the participating municipalities and DFOs to undertake the following works.

- (1) Awareness-raising, facilitation, and skill development support for establishing and managing plantations and/or agroforestry in private and public lands through:
  - a. Access to information - local media, booklets, brochures, awareness-raising, and coaching events on matters related to socio-economic, environmental, and regulatory aspects including ESMF to meet the private and public land forestry regulatory guidelines and standards.
  - b. Access to facilitative support - identification of potential landowners, farmer's groups, cooperatives, and PLMGs for private and public land plantation; preparation of necessary documents for private and public land forest registration; preparation of PPG payment proposals.
  - c. Access to skill and appropriate technology - designing and implementing appropriate skill enhancement events with particular attention and priority to gender and social inclusion.
- (2) Extended support for



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- a. Private forests through farmers' groups and cooperatives including group formation, information gathering and analysis, necessary constitutions and community regulation preparations, registration in the relevant office, and related works.
  - b. User identification, negotiations, PLMG group formation, and constitution preparation including cost and benefit-sharing schemes amongst the participating households and between PLMGs and the municipalities with particular attention and priority to include women, Indigenous Peoples (IPs), Madhesis, Dalits, Muslims, and landless poor.
- (3) Establishment and management of nurseries ensuring necessary inputs and resources for quality seed and seedlings from
- a. Private individuals or groups or cooperatives.
  - b. Division Forest Office or concerned Municipality.
- (4) Development of a simple five-year (at least) Plantation Establishment and Management (PEM) Plan including activity-wise estimated costs, implementation calendar, and proposed cost-sharing between the landowner and the municipality for the next five calendar years for activities such as but not limited to (Table 2). Make sure that the PEM is consistent with ESMF requirements and there are no PPG payment provisions for plantations on forestland or unregistered cultivated land and no invasive species are used.

Table 2 Plantation Establishment and management plan

(Name) Plantation Establishment and Management Plan							
Fiscal year 20../.. to 20../..							
(Address)							
Source nursery: (Name and address of nursery)				GPS Location: X			
Species planned: (Name the species of choice)				Y			
				Cadastral Survey Kitta No:			
Activities	Unit	Unit cost	Activity calendar		Estimated cost in NRs.		
			Year	Month	Landowner	Municipality	Total
Seedling purchase	No						
Land preparations (site clearance, pitting, manuring)	Ha						
Fencing/watcher (if required)	Meter						
Seedling transportation	No						
Planting	No						
Replacement planting	No						
Watering, weeding	Times						
Pruning, thinning	Times						
Others (identify and add rows)							
<b>Total</b>							

Note to the proposal: It is informed that the proposed activities' performance will be evaluated on the following criteria before PPG payments are made:

- i. Implementation of planned operations as per the calendar (90% for individuals and 80% for groups and cooperatives)
  - ii. Growth performance of the established plantation (10%)
  - iii. Maintenance of transparency and accountability including regular meetings and inclusivity for groups, cooperatives, and PLMGs (10% for cooperatives and groups)
- (5) Preparation of PPG proposal and submission with a cover letter to the WO or Municipalities for necessary approval and inclusion in the PPG payment planning. The proposal must contain the following documents.
- a. Land Registration Certificate for individual landowners
  - b. Registration certificates for farmer's groups, cooperatives, and PLMGs
  - c. A copy of management committee decision additional for public schools, health posts, and other public organizations for PEM plan as above
  - d. A copy of lease agreement additional for plantation on leased private land.
  - e. A commitment letter agreeing with the terms and conditions of this manual.
- (6) Ensure technical support for PEM plan implementation with necessary resources.
- (7) Regular maintenance of plantation register, preparations of necessary documents required for PPG payment installment claims, grievance addressing.
- (8) Ensure compliance with the Public Procurement Act and (2007), the Public Procurement Rule (2008), and the government of Nepal's standard norms while estimating costs and procuring service providers.
- (9) Support Lumbini Province and Madhesh Province DFOs to fulfill their assigned roles and responsibilities.

## 5. Provisions Related to PPG Payments for Private and Public Land Plantations

Private landowners and PLMGs will receive PPG payments from the concerned Municipality based on the performance of their "Private Forests" and "Public Land Forests".

### 5.1 Identification of Interested Landowners

Each year, Municipality or through the Ward Office (WO) of either office of the project municipalities will make a public call to identify interested landowners for participating in the plantation. The WO will thus collect applications of the interested farmers or groups and submit them to the Municipality with ranking and recommendation. The municipality will perform the following actions.

- (1) Each participating Municipality will publicly notify the PPG payment scheme to interested landowners. Participating Municipalities will also conduct awareness-raising events such as workshops and focus group discussions for women, Indigenous Peoples (IPs), Madhesis, Muslims, and Dalits.





(2) All landowners having Land Registration Certificates (LRC) are eligible to apply to plant and raise "trees" in the following quantity.

- 100 trees (equivalent to 0.0625 ha plantation) or more for individual landowners
- 800 trees (equivalent to 0.5 ha plantation) or more for farmer's groups and cooperatives.
- Participating landowners are advised to set aside the necessary land for annual food production prior to plantation planning (food security perspective).
- Ensure that isolated plantation patches are not formed in the middle of agricultural land. The negative externality might have an impact on social cohesion.

(3) Interested landowners can apply on individual or group bases to the WO expressing their interests with the following documents attached. Women, Indigenous Peoples (IPs), Madhesis, and Dalits are encouraged in particular.

- LRC of potential plantation area and latest paid land revenue receipt
- Detailed PEM plan and budget required for five years as according to section 5(4) of this manual.
- Lease agreement additional in case of leased land
- Registration certificate and a copy of the committee decision additional for farmer's groups and cooperatives
- Management committee decision additional to Public Schools, Health Posts, and other public organizations

(4) Each WOs will collect, compile, and forward the compiled applications with recommendations to the concerned Municipality for the necessary screening, planning, and budgeting.

## 5.2 Identification of Potential Public Management Group

Each WO will identify the potential PLMGs, collect their application, and submit them to the Municipality on the following basis:

- Each participating Municipality, DFOs, and Provincial PMU will publicly notify PPG payment scheme to PLMGs for public land plantations and accompanying technical assistance through mass media, pamphlets, and awareness-raising events such as workshops and focus group discussions for women, Indigenous Peoples (IPs), Madhesis, Dalits, Muslims, and landless poor.
- All PLMGs registered in the concerned Municipalities for forestry/agroforestry on 0.5 ha or more of public land are eligible to apply to the WO expressing their interests and submitting the documents listed below.
  - PLMG registration certificate
  - A copy of PLMG's decision
  - Detailed PEM plan and budget required for five years as according to section 5(5) of this manual
- Each WOs will collect, compile, and forward the compiled application with a recommendation to the concerned Municipality for necessary screening, planning, and budgeting.



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### 5.3 Plantation Planning and Budgeting

Each Municipality will integrate PPG payment schemes to private landowners and PLMGs into the municipality planning and budgeting system on the following basis.

- (1) Each Municipality will assign, with dedicated resources, a forest technician responsible for plantation and forest-related matters.
- (2) A screening committee formed under the convenorship of a Municipal Executive Member will select the potential landowner and PLMG participants for each Municipal Wards. The committee will comprise the following members.

a. Municipal Executive Member assigned by the Municipality	Convenor
b. Women member of concerned municipal executive member	Member
c. Representative from SDFO (minimum 5 <sup>th</sup> level technical)	Member
d. Representative from municipal account section	Member
e. Forest technician	Member-secretary
- (3) With prior considerations for the following, the committee will prepare and operationalize its working procedure and selection criteria based on local circumstances, with special attention and priority given to including women, Indigenous Peoples (IPs), Madhesis, Muslims, and Dalit landowners.
  - a. The minimum number of plants or plantation area as in sections 5.1 (2) and 5.2 (2)
  - b. Group of farmers making clusters (blocks) for plantation either on individual or on a group basis
  - c. Follow the land use plan of the municipality for plantation. Any private and public land plantation that may trigger entrepreneurship or small industry will receive priority.
  - d. Priority for bamboo along the stream, degraded area, legumes along with the farmland, priority for local and multipurpose species
  - e. The planned PPG payments do not exceed 50% of the estimated cost and are made in three instalments of 90%, 5%, and 5% for the first, second, and third years or as per agreement based on the fund availability for public land plantation and 60%, 20% and 20% for the private land (forests) plantation.
- (4) The municipality forest technician will collect, compile, and verify the applications, prepare the draft PPG payment agreements, and submit the applications to the screening committee.
- (5) The committee will select the potential grantee based on the criteria and available annual budget ceiling for plantations. The applicants not covered in the first-year plan will be included in the following year plan and immediately notified accordingly.
- (6) The following year's annual plan and budget will include the second installment of the first-year participants and the first installment of the new participating landowners.
- (7) The screening committee will submit the list of selected grantees with their names, address, plantation area, and proposed budget to the Budget and Program Formulation Committee (Local Government Operation Act of 2017, section 67) for necessary discussion, revision, and inclusion in the municipal annual plan and budget.



- (8) A PPG payment agreement with the Municipality and the landowner in witness with at least one Municipal Executive Member.
- (9) The municipality will notify the concerned SDFO or directly to DFO of the necessary records for documentation, technical, and other facilitative support.
- (10) This process will follow the Municipality planning calendar and will be an integral part of the municipal-level regular annual planning process.

#### 5.4 Implementation, Monitoring, and Performance Evaluation

It must be ensured that the approved annual plantation activities under the project are aligned and integrated into the Municipality annual plan of operations. Plantation will be one of the activities of the approved Municipal integrated plan and will be implemented by the respective Municipalities with technical support from the project employed forest technicians or technical service providers and the nearest SDFOs. The approved annual plantation activities should be carried out consistent with the ESMF meeting the requirements of approved standards and guidelines.

Each municipality will carry out the implementation, monitoring, and performance evaluation of the PPG payment schemes to landowners and PLMGs in the following ways:

- (1) Each participating landowner and PLMG will maintain a plantation register with activity-wise dates and encountered problems (if any).
- (2) The concerned SDFO, WO, and the Provincial PMU staff will regularly visit (with prior consent) the plantation sites, discuss with the participant members, and provide necessary technical and other suggestions in writing on the plantation register.
- (3) An independent expert hired by the Municipality or a joint monitoring and assessment team consisting of members from WO, SDFO, Provincial PMU, and at least one representative from a local NGO or community-based network will assess the plantation performance before any PPG installment payments. The criteria to be complied with for payment of each installment and documents to be submitted for each installment payments will be outlined in the agreement with grantee.
- (4) The Municipality will deposit the PPG payments into the grantee's bank account based on the recommendation of the independent expert or the joint monitoring team.
- (5) The performance assessment rationale and the PPG installment will be as depicted in Table 3.

Table 3. Performance assessment rationale and installment payments

Installments	Baseline to compare	When to assess and pay	Proportion of grant	
			Private Land Plantation	Public land plantation
First installment	Progress of PEM plan's activities for the first year	Within 60 days of completion of planned activities	50% at the most	90% at the most



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Second installment	Survival count (maximum 10% allowable mortality), private forest registration in the MEO	By the end of the second fiscal year	20% at the most	5% at the most
Third installment	Survival count, growth performance, completion report submitted to Municipalities	By the end of the third fiscal year	20% at the most	5% at the most

- (6) There are no PPG payment provisions for plantations on forestland or unregistered cultivated land.
- (7) There will also be occasional joint monitoring by a group of stakeholders and line agency representatives and frequent monitoring from higher-level institutions including the monitoring from the Ministry, Departments, and PMU.

#### 6. Maintenance of Plantation Records and Reporting

- (1) The entire activities under private and public land plantation management will be implemented, monitored, recorded, and reported strictly with the principle of participation, inclusion, and adaptive management while action learning, best practices, and both successes and failures will be documented for learning across the different levels.
- (2) It will be ensured that each year's plantation monitoring data are recorded, maintained, and managed at the Municipal, District, Provincial, and Federal level and that they are integrated into reporting across all governance levels.
- (3) The plantation beneficiaries, concerned Municipality, DFO, and Provincial Forest Directorates will be involved in the monitoring and reporting at various governance levels.
  - (a) Forest-level (site-level) data will be collected by the Municipality employed service provider and SDFOs.
  - (b) The landowners and PLMG members will also be involved in measuring and monitoring activities, collecting forest-level information, and socio-environmental baseline data for the Safeguard Information System (SIS)
  - (c) GPS location and digital map of the plantation site, the name of the place, the number of plants and species planted, and the year of the plantation will be recorded.
- (4) The data thus captured will be fed and integrated into the publicly accessible web-based National Forest Management Information System which is also envisioned by the project under the different components. Each beneficiary, implementer, interested individual, and organization across all governance levels can access the updated data thus contributing to the maintenance of transparency and accountability.
- (5) The process of capturing data, managing, and reporting will be institutionalized and continued even after the project support. The concerned DFO and the Municipality under applicable law and regulations will continue providing technical and administrative service to the plantation landowners and PLMGs even after the project.





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## 7. Miscellaneous

- (1) The Municipalities, DFOs', PPMUs will ensure harmonized coordination with the beneficiaries and stakeholders and maintain consistency with the ESMF and ESS requirements for the smooth implementation of the plantation under the project's support. Respective Municipalities, DFOs', PPMUs will receive any grievances over the use and misuse of funds, choice of species, and other related matters. Those grievances will be recorded and immediately submitted to the concerned Provincial Forest Directorate and PMU for necessary action and follow-up. The Provincial Forest Directorate and PMU will include the details of grievance redressed in their annual report.
- (2) This manual can be revised and updated as necessary during the project period. The amendment will be made by the Ministry based on the recommendation of Federal Level PSC and Province Level PSC.
- (3) If a controversy, dispute, or claim arises during the implementation process, the DFO will immediately notify the PFD for arbitration, and the PFD's decision will be final.



## Annex 1: PPG Payment Grant Agreement

### Performance-Based Plantation Grant (PPG) Payment Agreement (नेपालीमा)

This PPG payment contract is signed between the [Name of Municipality] and the [landowner, PLMG] for the implementation of PEM planned activities (Table 2) in [Name of the landowner, PLMG] plantation, and has been made effective on [date of the contract] and shall remain in effect until [date of termination].

#### Terms and conditions

- (1) Scheduled activities must be completed within the set end date.
- (2) PPG payments will not exceed 50% of the approved estimated total cost of NPR .... (...in words...) and will be provided in three installments of 60 %, 20 %, and 20 % (Private land (forests) plantation) and 90 %, 5 %, and 5% (for public land plantation) for the first, second, and third years, with payment due by the end of the third trimester of each year.
- (3) Landowner's/PLMG's PPG payments will be based on an annual performance assessment by an independent expert or the joint monitoring team on the following basis.
  - b. Implementation of planned operations as per the calendar (90% for individuals and 80% for groups and cooperatives)
  - c. Growth performance of the established plantation (10%)
  - d. Maintenance of transparency and accountability including regular meetings and inclusivity for groups, cooperatives, and PLMGs (10% for cooperatives and groups)
- (4) The landowner or the PLMG may request PPG payments with a report including proof of the progress of the agreed activities mentioned in the approved proposal. A progress report may be submitted to the WO or Municipalities. The Municipality will process the performance grants and deposit the assessed grant amount in the grantee's bank account.
- (5) In case one or more activities as indicated in the approved proposal are not successfully completed, the Municipality may also reduce the PPG payments allocated to the activity or, if necessary, terminate the PPG payment contract.
- (6) The landowner/PLMG will be solely responsible for carrying out the planned activities. Failure to implement the planned activities will not induce any financial obligations to the DFO and the Provincial PMU.

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Name  
Position  
Address  
Contact No  
Stamp  
Witness:

[Signature]

Name  
Position  
Address  
Contact No  
Stamp

[Date]



## Annex 2: Recommended Species for Plantation

(1) Recommended tree species for private forests (source: Private Forest Development Directives (2011))

SNo.	Scientific name	Nepali name
1	<i>Dalbergia sissoo</i>	Sissoo
2	<i>Eucalyptus spp</i>	Masala
3	<i>Neolamarckia cadamba</i>	Kadam
4	<i>Bombax ceiba/Ceibapentandra</i>	Simal/Kapok
5	<i>Melia azedarach</i>	Bakaino
6	<i>Albizia spp</i>	Siris
7	<i>Dendrocalamus spp</i>	Bans
8	<i>Populus species</i>	Lahare pipal
9	<i>Tectona grandis</i>	Teak
10	<i>Leucaena latisiliqua</i>	Ipil Ipil
11	<i>Acacia arabica</i>	Babul
12	<i>Azadirachta indica</i>	Neem
13	<i>Acer oblongum</i>	Phirphire
14	<i>Syzygium cumini</i>	Jamun
15	<i>Syzygium jambos</i>	Gulab Jamun
16	<i>Acacia catechu</i>	Khair
17	<i>Garuga pinnata</i>	Dabdabe
18	<i>Bauhinia purpurea</i>	Tanki
19	<i>Shorea robusta</i>	Sal
20	<i>Pterocarpus marsupium</i>	Bijaya Sal
21	<i>Gmelinaarhorea(Gamari)</i>	Gamari
22	<i>Phyllanthus emblica</i>	Amala
23	<i>Artocarpus integra</i>	Katahar
24	<i>Artocarpus lakoocha</i>	Badahar
25	<i>Mangifera indica</i>	Aanp
26	<i>Michelia champaca</i>	Chaanp
27	<i>Aquilaria malaccensis</i>	Agarwood
28	<i>Citrus limon</i>	Kagati
29	<i>Tamarindus indica</i>	Imli
30	Other tree species as selected by the landowner	

(2) Recommended tree species for public land forests.

S.No.	Scientific name	Local name
1	As of private forest	
2	<i>Ficus bengalensis</i>	Bar
3	<i>Ficus religiosa</i>	Pipal
4	<i>Ficus benamina</i>	Sami
5	<i>Fraxinus floribunda</i>	Lankuri
6	Other tree species as selected by the PLMG	



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### Annex 3: Program Municipalities

PPG payments are operationalized in the fifty municipalities of Lumbini and Madhesh Province (Table 1) under the terms and conditions outlined in the following sections.

Table 1. Participating Municipalities in Lumbini and Madhesh Province

Lumbini Province			Madhesh Province		
District	Municipality		District	Municipality	
1 Bardiya	1	Bansgadhi Municipality	1 Sarlahi	1	Parsa Rural Municipality
	2	Badarayatal Rural Municipality		2	Bramhapuri Rural Municipality
2 Banke	3	Kohalpur Municipality		3	Haripurwa Municipality
	4	Baijanath Rural Municipality		4	Harion Municipality
	5	Khajura Rural Municipality	2 Mahottari	5	Jaleshwar Municipality
3 Dang	6	Ghorahi Sub Metropolis		6	Bardibas Municipality
	7	Lamahi Municipality		7	Ekdara Municipality
	8	Rapti Rural Municipality	8	Aurahi Rural Municipality	
4 Rolpa	9	Bangalachuli Rural Municipality	3 Siraha	9	Nawarajpur Rural Municipality
	10	Runtigadhi Rural Municipality		10	Bariyapatti Rural Municipality
5 Pyuthan	11	Sarumarani Rural Municipality	4 Saptari	11	Hanumannagar Kankalini Municipality
6 Arghakhanchi	12	Sitganga Municipality		12	Tirhut Rural Municipality
	13	Panini Rural Municipality		13	Mahadewa Rural Municipality
7 Palpa	14	Rainadevi Chhahara Rural Municipality	5 Rautahat	14	Madhavnarayan Municipality
	15	Tinau Rural Municipality		15	Durga Bhagwati Municipality
	16	Baganaskali Rural Municipality		16	Rajdevi Municipality
8 Kailibastu	17	Shivaraj Municipality	6 Parsa	17	Birgunj Metropolitan City
	18	Buddhabhumi Municipality		18	Jagannathpur Municipality
	19	Banganga Municipality		19	Paterwa Sugauli Rural Municipality
9 Rupandehi	20	Sainamaina Municipality	7 Bara	20	Pachrauta Municipality
	21	Kanchan Rural Municipality		21	Devrai Rural Municipality
	22	Devdaha Municipality		22	Subarna Rural Municipality
10 Nawalparasi West	23	Lumbini Cultural Municipality	8 Dhanusha	23	Janakpurdham Sub-Metropolis
	24	Sunawal Municipality		24	Mithila Bihari Municipality
	25	Sarawal Rural Municipality		25	Laxminiya Rural Municipality

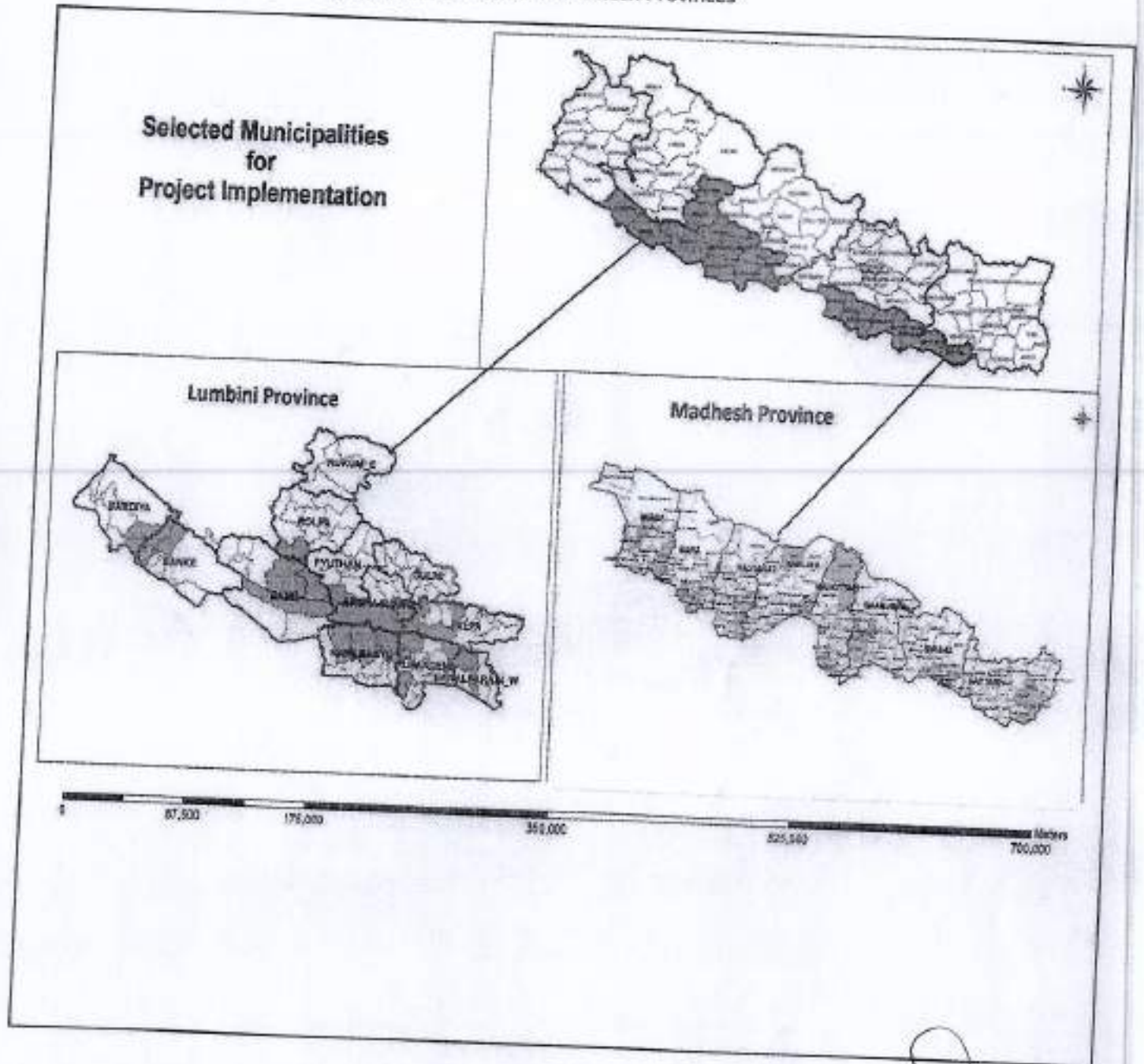


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Figure 1: Participating Municipalities in Lumbini and Madhesh Provinces



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#### Annex 4: Key Actors and their Roles and Responsibilities

Forest Policy (2019), Forest Act (2019) and the new regulations, and the Local Government Operation Act (2017) duly placed the right of private forestry and public land forestry in the Municipality jurisdictions. The Municipalities, also considered as the government of the community's backyard, are the principal governing bodies' for forestry in private and public land. Further to the roles mentioned in the earlier sections of this manual, the participating municipalities will also formulate and operationalize municipal-level operational guidelines for forestry in public and private land with clear trees tenure, and friendly harvesting and transportation procedures. Participating municipalities will also incentivize to upscale and promote private and public land plantations from their internal resources.

Further to the principal role of the Municipalities, the below table presents the key actors, stakeholders, and their major roles in promoting private and public land forestry.

Table 4. Key actors and their major roles and responsibilities in the PPG payments

Key actors	Major roles and responsibilities
Federal PMU	<ul style="list-style-type: none"> <li>• Project Level Planning and policy directions to PPMU and Municipalities</li> <li>• Planning and budgeting.</li> <li>• Determine and revise the rate of grant according to geographical features, grant proposal and protection plan.</li> <li>• Monitor and evaluate the progress and report to the Project Steering Committee.</li> </ul>
PFDP	<ul style="list-style-type: none"> <li>▪ Province-level policy directions</li> <li>▪ Planning and budgeting</li> <li>▪ Estimate the plantation cost based on the ongoing practices and fix the grant amounts taking consent from Federal PMU</li> <li>▪ Monitoring and reporting ensuring the inclusion of private and public land plantations in the provincial progress</li> </ul>
Municipality and WO	<ul style="list-style-type: none"> <li>▪ Provide policy directions to farmers, farmer's groups, cooperatives, and PLMGs</li> <li>▪ Arrange regular monitoring and reporting.</li> <li>▪ Support, and assist with the necessary funding.</li> <li>▪ Empower landowners, farmer's groups, farmer's cooperatives, and PLMGs to promote gender equality, social inclusion, and social safeguards</li> <li>▪ Arrange joint monitoring and performance assessments.</li> <li>▪ Organize relevant skill development and capacity building events</li> </ul>
DFO and SDFO	<ul style="list-style-type: none"> <li>▪ Support forestry staff for performance-based plantations</li> <li>▪ Support and facilitate the private forest registration process.</li> <li>▪ Design and implement district-level training and capacity building events for private forest owners and PLMGs.</li> <li>▪ Facilitate private forest owners and PLMGs and work as technical adviser.</li> <li>▪ Conduct regular monitoring and provide supportive feedback.</li> <li>▪ Include private and public land forestry in regular planning and monitoring reports.</li> </ul>



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	<ul style="list-style-type: none"> <li>Encourage and inspire wildlife victims' families, women, Indigenous Peoples, Dalits, Muslims, and landless poor to participate in PPG payments.</li> <li>Ensure nursery management, quality seedling production, facilitate and technically support private nurseries</li> </ul>
Provincial PMU	<ul style="list-style-type: none"> <li>Facilitate and financially assist with inputs and other required resources such as service support from Municipality Extension Organizer, provide technically sound and quality inputs such as quality planting material of species of farmer's and PLMG's choice.</li> <li>Monitor and report to the WO, DFO, and PFD</li> <li>Respect and comply with federal and provincial policy and regulatory instruments on private and public land forestry.</li> <li>Other relevant works as assigned by the federal PMU</li> </ul>
Experts and Specialists in PPMUs	<ul style="list-style-type: none"> <li>Oversee the implementation of the technical assistance in collaboration with local stakeholders and ensure that the required products and services are produced in a timely manner and to the quality expected.</li> <li>Ensure the activities related to community empowerment and technical assistance are implemented in a timely and coordinated manner.</li> <li>Facilitate plantation management activities including plantation grant mechanism.</li> <li>Monitor and provide ongoing technical advice and guidance to Province Ministry, Forest Directorate, DFO, Local Government, project implementation teams and service providers</li> <li>Collaborate with concerned government officers, implementers, relevant stakeholders, and institutions to improve the management of social and environmental safeguards and maintain the technical quality of private and public land plantations</li> </ul>
Extension service provider	<ul style="list-style-type: none"> <li>Facilitate and support private landowners, farmer's groups, farmer's cooperatives, and PLMGs.</li> <li>Organize capacity building events.</li> <li>Organize and participate in joint monitoring events.</li> <li>Report to the WO, PMU, and SDFO/DFO</li> </ul>
Private Forest Growers, PLMGs	<ul style="list-style-type: none"> <li>Register the private forest in MEO with a prior recommendation from SDFO or DFO</li> <li>Participate in skill development and awareness-raising events organized by Municipality, WO, SDFO/DFO, and PMU</li> <li>Organize in groups or cooperatives for economies of scale of production.</li> <li>Remain in constant contact with connected CFUGs and COFUGs (for members) and get other relevant assistance including financial support.</li> <li>Use appropriate species and quality planting materials.</li> <li>Maintain a file that includes all the official letters and documents, and a plantation register with records such as activity dates, annual survival counts and growth performance, protection status, diseases, and pests to mention.</li> <li>Remain in communication with WO, SDFO/DFO, and report problems (if any)</li> </ul>



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Community and Collaborative Forest User Groups (communities)	<ul style="list-style-type: none"> <li>▪ Mobilize private forest owners and PLMGs perspectives within the group's constitutional jurisdictions, encourage and empowerment especially IPs, Dalits, Muslims, and marginalized groups.</li> <li>▪ Provide group's incentives to the members participating in the PPG payments in private and public land.</li> <li>▪ Monitor plantation performance and bring best and innovative practices to the higher level.</li> <li>▪ Advocate for transparency and accountability</li> </ul>
Concerned Local-level, CBOs, NGOs,	<ul style="list-style-type: none"> <li>▪ Awareness raising and capacity building.</li> <li>▪ Social mobilization</li> <li>▪ Encourage, empower, and facilitate the private forest owners and PLMGs for inclusive, quality, and competitive performance.</li> <li>▪ Advocate for transparency and accountability</li> </ul>

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