OVERVIEW AND NATIONAL LEVEL ENGAGEMENT

THE TWO PARTS OF THE PROFOR POVERTY-FORESTS LINKAGES TOOLKIT

The toolkit provides a framework, fieldwork methods and analytic tools to understand and communicate the contribution of forests to the incomes of rural households. It is presented in two parts.

PART 1
THE NATIONAL LEVEL

Purpose: Part 1 discusses and guides the networking and research that is needed at national level to understand and communicate the contribution of forest products to rural livelihoods.

Users: Part 1 is intended for the researchers, government officials, staff of national or international NGOs, or consultants who are involved in taking responsibility for the use of the Poverty-Forests Linkages Toolkit at national and local levels. Part 1 also provides the necessary foundation for building relationships and buy-in from decision makers in the audiences described above.

Content: Part 1 provides information on the overall use of the toolkit, an overview of Poverty Reduction Strategies and national forest programs, advice on how to link with key policy makers and officials, and guidance on how to make sure the toolkit fits appropriately into both the country's general poverty reduction process and into the forest sector's commitments and interests. It also suggests means of communicating the findings of Part 2 effectively at district and national levels.

PART 2
THE FIELD MANUAL

Purpose: Part 2 gives detailed guidance on carrying out fieldwork at village-level to assess the contribution of forest products to rural livelihoods.

Users: Part 2 is aimed at the groups gathering data in the field - NGOs, CSOs and local-level officials. It is adapted to local capacity and assumes that members of this audience will need initial training in the use of the toolkit in the field, but that they would be able to manage the process alone on a subsequent occasion.

Content: Part 2 gives suggestions for site selection, pre-field planning and organization of the field visits. It goes on to describe the field tools, with instructions for their use, providing all the charts needed together with examples illustrating the data they generate. There are full explanations of the purpose of each tool, the materials needed for each, and problems to look out for. The language and explanations have been made as simple and clear as possible.

Part 2 is designed so that it can be used as a free-standing manual for use in the field.

OVERVIEW AND NATIONAL LEVEL ENGAGEMENT

PREFACE AND ACKNOWLEDGMENTS

Over the past few years there has been a growing interest in the role that forests play in supporting the poor, in reducing their vulnerability to economic and environmental shocks, and in reducing poverty itself. International workshops in Italy, Scotland, Finland and Germany have focused on the contribution of forests to livelihoods and the policies needed to strengthen that contribution. More recently, in late 2006, FAO, ITTO and other partners held a major conference on the subject in Vietnam. However, this debate has remained largely among forestry professionals, and the case for the contribution that forests make toward poverty reduction is yet to be convincingly made to policy makers concerned with poverty in key Ministries such as Ministries of Finance, Planning or Local Government, or in the supra-ministerial bodies where Poverty Reduction Strategy (PRS) processes are often located. The role of forests in poverty reduction has not so far been reflected in any significant way in national level strategy.

At the same time, Forestry Ministries, though they are now beginning to feel challenged to demonstrate the ways in which forests contribute to poverty reduction, are for the most part moving only slowly to collect new kinds of data to meet this challenge. Their previous experience of data collection has not prepared them for this.

In May 2004, IUCN, ODI, CIFOR, PROFOR and Winrock International formed a working group partnership to consolidate and build upon the growing knowledge base from field work and research efforts on the different ways in which forests benefit the poor. The objective of the partnership was four-fold: first, to devise a rapid methodology for appraising forest-livelihood linkages from field exercises; second, to undertake more extended research through a series of case studies in six countries; and third, and most importantly, the objective was to devise ways by which locally gathered data could enrich national level and in due course national level processes such as PRSPs (Poverty Reduction Strategy Processes) and nfps (national forest programs).

Finally, the availability of this data would better equip countries for international country reporting on forests, and for participation in the international dialogue on forests.

This toolkit is the key product from the partnership. It has been tested in Indonesia, Tanzania, Cameroon, Ghana, Madagascar and Uganda, with the help of external agencies.

It is also worth noting that as the toolkit methodology is directed at strengthening the 'voice of the poor' in national policy debates it has relevance to other policy processes beyond poverty reduction. One example would be the emerging attention being given to the role of forests in national climate change policy. The need to inform and enrich policy development with the experiences of the rural poor is as much needed to secure

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1   "The Role of Forestry in Poverty Alleviation" Cortevecchia, Italy, September 2001; "Forests and Poverty Reduction: How can development, research and training agencies help" Edinburgh, U.K., June 2002; "Forests in Poverty Reduction Strategies: Capturing the Potential" Tuusula, Finland, October 2002; "Rural Livelihoods, Forests and Biodiversity" Bonn, Germany, May 2003. International Conference on 'Managing Forests for Poverty Reduction' Ho Chi Minh City, Vietnam October 2006. FAO, ITTO, TFT, RECOFTC, WWF, SNV, Asia-Pacific Forestry Commission.

AN OVERVIEW OF THE POVERTY-FORESTS LINKAGES TOOLKIT

INTRODUCTION

There are two main reasons why the role of forests in poverty reduction has not so far been reflected in any significant way in either national level Poverty Reduction Strategy (PRS) processes or in national forest programs (nfps).

First, most countries have little data available to illus-trate how forests contribute to the livelihoods of poor households. Second, the data that does exist rarely gets presented in ways that are meaningful to those designing PRSPs and nfps. On the poverty side, there is a tendency to underestimate the contribution of forests, and off-farm natural resources in general, to livelihoods. On the forestry side, reporting is typically in terms of the physical resource (trees planted, forest cover improved, timber

sold) rather than livelihoods, with the sole exception of recording the number of people formally employed in the forest sector. Such reporting sheds no light on the contributions made by forests to the lives of the poor.

POVERTY REDUCTION AND THE POTENTIAL CONTRIBUTION OF FORESTS

Ways of conceiving and measuring poverty have evolved over time, as the chart below shows, from the use of a purely dollar-based approach to attempts to capture the voices of the poor themselves in their experience of poverty.

Poverty has often been defined as having insufficient material (income, food), or other resources (health, education) to maintain an adequate standard of living. More recently it has been broadened to recognize the

THE EVOLUTION OF THE POVERTY CONCEPT		Can the contribution of forests be identified this way?
From clear-cut objective measures	**1945-1960s** Monetary income/consumption National income stats + household income surveys	Yes
	1970s-1980s Basic needs and poverty alleviation. Nutrition, food security, health, education	Yes
to 'softer' measures which reflect non-income aspects of poverty, and the views of the poor.	**1990s** Non-monetary income/consumption More effort to ensure that goods not entering the marketplace are also taken account of in assessing poverty.	Yes
	1990s-2000 Empowerment, security, control of resources. Poverty reduction may come in part through better governance, and devolution. Resource control gives greater security, reduces vulnerability.	Yes if resources are allocated in a pro-poor way.
But these decrease formal measurability, and comparability.	**2001** Poverty is seen (by Amartya Sen) as 'capability deprivation'. Poverty reduction is, in part, access to more freedom of choice.	Unclear what this means for forests.

Parts of this table are drawn from data in Arild Angelsen and Sven Wunder 2003, 'Exploring the Forest-Poverty Link: key concepts, issues and research implications'. CIFOR Occasional Paper no 40.

importance to the poor of assets (natural, physical, financial, human, and social) with which to generate or sustain an adequate livelihood, and of the empowering arrangements that allow them, if they are in place, to convert those assets to livelihood improvements.

Research in recent years has shown that the poor are more vulnerable, more exposed to risk, and have to make a living from more diverse resources than the less poor. It has shown that the poor may not have the power or confidence to express the need for change—or a platform for the purpose. Research to illuminate the situations of the moderately poor (the just-poor) and of the very poor (the chronic poor who inherit and bequeath poverty) has been important. And so has work that illuminates the poverty differences dictated by age, gender, ethnicity, class or caste and other culturally specific variables.

Applying this improved understanding of poverty to the role that forests can play has been pioneered in studies by several of the institutions in the PROFOR Working Group[2]. These studies all suggest that despite the common (but by no means universal) trend in many countries for natural forest cover to decline over time, supplies from forests continue to be very important to rural people. They are valued for a wide range of current consumption needs and for small regular sources of cash. These values increase in times of difficulty such as when rains fail, or when productive members of the household fall ill or die. They are also important in helping to even out seasonal fluctuations in food availability, or for portions of the year when some household members are absent as seasonal migrants. They are especially important in remote areas, further from markets and roads, where income-generation and laboring opportunities are more limited.

Although wealthier rural households within a community may be greater users of forest products by volume,

poorer households often depend on the forest for a larger proportion of their overall livelihoods. They supplement returns from their more limited land, wealth in animals, and pool of labor with forest income, and while the *amount* of income obtained from forest products may be small, as a proportion of overall annual cash and non-cash income, it is often significant. Forest product-gathering activities can be particularly important to women because many activities can be combined with household tasks, require no capital start-up costs, and generate cash which women can allocate to ends not prioritized by their husbands.

Finally, and least well understood, is the role that forests play in reducing long-term poverty and in helping people to escape from poverty. Some researchers have investigated this topic in a rather narrow way, and if they cannot find forest products which directly and in short order lift their gatherers out of poverty, assume that forests have little role to play in real poverty reduction. In many cases, timber sales constitute the only item taken into consideration. We suggest that forests help to move the chronically poor to the occasionally poor, and the poor to the less poor, but over more than one generation. We have seen how women use forest NTFPs to generate cash for school fees and school uniforms for their primary school children; and how fathers sell timber, or cattle (fed on forest browse) to send those children on to secondary school. The forest also has a role in helping part-families survive tough times at home while key household members build a bridgehead as labor migrants to urban opportunity, or to more money to invest in the farm. These examples show how strategies for escaping poverty are often constructed at a household, rather than an individual level.

A recent meta-analysis of fifty-four primary studies of rural livelihoods in and near forests[3] broadly suggests, while it was not a statistically representative sample, that

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2   Recommendations for further reading on forests and poverty can be found in Annex 2.
3   Vedeld et al, 2004. 'Counting on the Environment'. World Bank ENV Paper no 98.

forest income represents approximately 20% of total annual cash and non-cash income of households in such places. It further suggests that about half of this forest income appears as cash, and that forest incomes have a strong equalizing effect.

The role of forests in poverty reduction requires some definition of what is counted as a forest-based contribution to livelihoods. Following CIFOR's PEN (Poverty Environment Network) guidelines,[4] we define forest products as anything collected from a forest, or from trees. These include timber and non-timber forest products, whether tree, plant or animal-based.

Some stakeholders still live in heavily forested landscapes, while many others live in predominantly agricultural or rangeland landscapes with fewer trees. Since such trees nevertheless remain important, we have accepted a wide definition of 'forest' for the purpose of this exercise.

Finally, we have limited our consideration to stakeholders[5] directly reliant on forest contributions to their incomes of one sort or another—people who live near to forests, and for the most part gather the forest products they need, rather than buying them.

This poses the question of how many such people are there in the developing world? Estimates vary widely, but there are certainly many hundreds of millions of them. Various people have tried to make informed estimates. O J Lynch and K Talbott (1995) suggest 500-600 million in the Asia and Pacific region. David Kaimowitz (2003) estimated 'hundreds of millions' just in Africa. Neil Byron

and Michael Arnold (1997) cite a range of possible figures, up to a billion, a figure that does not look too high in the light of the other two.[6]

WHAT IS THE PROBLEM TO WHICH THE TOOLKIT IS THE SOLUTION?

The adoption of the Millennium Development Goals, including the International Development Target of halving global poverty by the year 2015, has impacted on national development strategies and the funding priorities of multilateral and bilateral agencies. Poverty reduction as the *primary* objective of development has required that all sectors, including forestry, are able to articulate their contribution to poverty reduction.

Poverty Reduction Strategies Papers (PRSPs)[7] have become the main mechanism for governments in many least developed countries to define their budget and policy priorities, and to gain access to concessional IDA (International Development Association) loans to help meet these priorities.

In the initial PRSPs and interim-PRSPs, although simple mention of forests was made in 30 out of 36 assessed by the World Bank researcher Jan Bojö,[8] there was almost no analysis of the contribution of forests to rural livelihoods, nor of the measures required to capture or expand their potential. Very few, if any, links were made between PRSPs and country nfps (national forest programs). While full PRSPs were on the whole better than earlier versions in mentioning the importance of forests, methods for capturing this information remained unelaborated.

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4   See http://www.cifor.cgiar.org/pen/_ref/pubs/index.htm

5   There are also off-site, more indirect, forest stakeholders such as urban consumers of forest products, urban-based timber producers, forest product middle-men and downstream beneficiaries of forest services such as water, but this particular toolkit does not address them.

6   O J Lynch and K Talbott in 'Balancing Acts: community-based forest management and National Law in Asia and the Pacific' WRI Washington (1995). David Kaimowitz, (2003),' Not by bread alone…' (http:// www.efi.fi/publications/proceedings/47)). Neil Byron and Michael Arnold, (1997) 'What futures for the people of the tropical forests?' CIFOR Working Paper, no 19, Bogor, Indonesia.

7   PRSPs are explained fully in Section 2.

8   Jan Bojö, Environment Department, World Bank 'Poverty Reduction, Forests and Livelihoods'. In-house presentation made 27-2-2006. Bojö et al, 2004, 'Environment in PRSPs and PRSCs'. World Bank ENV paper no. 102

If PRSPs fail to incorporate data from the forest sector, national efforts to reduce poverty and vulnerability will undercount the critical role that forest resources currently play—and the potentially greater role they could play—in the livelihoods of the poor. Similarly, forest ministries and national forest programs are not collecting forest data in such a way that sheds light on the contribution forests make to poverty reduction. As we suggest, a limitation has been a lack of information on the contribution of forests to poverty reduction, or rather no good mechanism for moving from interesting research findings to data inclusion, which can lead to action. The primary objective of the toolkit, then, is to facilitate this inclusion.

The toolkit offers simple methods for capturing data concerning the role of forests and trees in poverty reduction, including both indications of the direct cash contributions to poverty reduction that the forest may make, but also the wide range of non-cash income that poor people derive from the forest.

WHO ARE THE TARGET AUDIENCES FOR RESULTS GENERATED BY THE TOOLKIT?

The toolkit is intended to generate information primarily for audiences to be found at two national government levels:

Bodies concerned directly with poverty reduction
- The Central Coordinating Unit (and its Steering Committee) responsible for developing the country's Poverty Reduction Strategy, and for developing and harmonizing the sectoral indicators by which the strategy will be monitored. This body may sometimes be found in a Ministry of Finance or Planning, but is often in an overarching location such as in the Office of the President or Vice-President.

- Data collection bodies responsible for contributing to the PRS, such as the National Institute of Statistics and perhaps others.
- Inter-agency committees and working groups whose members work together to develop poverty cooperation or to define indicators. Donors are likely to be represented here and possibly NGOs or other civil society representatives.

The Ministry responsible for gathering forest data and referring it on:
- To the PRS Coordinating unit (against clear-cut sectoral poverty indicators agreed with the Coordinating unit).
- To the national forest program if there is one.[9]

These are the primary audiences for which the toolkit was conceived. How these bodies are engaged, encouraged to consider the role of forests in poverty reduction more actively, and how they might move to incorporate such a consideration into the monitoring being developed and applied, is discussed in the next section.

OTHER AUDIENCES

There are also other potential audiences who are both user and audience. While the toolkit was originally conceived simply as a means of making key national level institutions more aware of the key role that forests play for the poor, it is already clear that its field component has a wider set of potential users, including local NGOs and CBOs, national-level NGOs and international agencies—such as IUCN and FAO, which have already used the toolkit.

WHO ARE THE USERS OF THE TOOLKIT?

The toolkit was originally conceived as a means for enabling its *users* to gather data with which to make a

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9   See next section.

case to the toolkit's *audience* for the importance of forests to poverty reduction. The toolkit shows users how to gather and analyze this information on the ground, as well as how to use findings to present data on forests and the poor to key decision makers and planners. Collaboration between the two clusters of users and audiences is needed to maximize the impact and benefits for stakeholders with different goals at different levels (local and national).

The first group of users

If new data from the field is to be delivered successfully to appropriate national level audiences (those responsible for updating/revising PRSPs, monitoring attainment of the MDGs, or planning nfps) in useful formats, skilful national-level toolkit 'users' are required. They should be individuals or institutions familiar with national level poverty processes and with natural resource ministries and they should also have, or build, a link with the lead organizers of the field activities.

In the national capital, toolkit users have two tasks:

Planning the analysis (recommended to be undertaken *before* the collection of field data) by:
■ Becoming familiar with the country's evolution in their PRSP process, the kinds of poverty data currently being collected, the interest expressed in incorporating forest data into poverty reduction strategies, and where new data on the contributions of forests to the livelihoods of the poor might fit into data gathering systems. (These might include household rural or living standard surveys, sectoral annual data collection from the local to the national level, for example.)
■ Making contact with the main government institution hosting the PRS process, as well as with relevant natural resources ministries, key donors, and other important players (civil society groups, NGOs, etc.).
■ Working with the national level audiences identified before any toolkit field data is collected, in order to

gain their interest and involvement in the purposes for which the field process is being undertaken.
■ Keeping these bodies informed about progress while field exercises are going on.

Preparing and *presenting data for different audiences after it has been collected*, by:
■ Taking responsibility for turning field analyses into materials useful to particular national-level audiences, and presenting the results. This information is best presented in a user-friendly form (such as diagrams and charts) which represent what is occurring at the local level, and which highlight essential livelihood information and critical factors such as access/tenure, markets, and policy challenges.
■ Deciding whether, given the status of the country's data collection systems, the priority is to prepare data to: (i) use insights gained from the toolkit analysis to modify existing sectoral monitoring processes, which in turn feed into PRS monitoring systems; (ii) use the data in a fairly freestanding way to make a more general case for a re-examination of the importance of forests in livelihoods, or (iii) both.

Where national level change is the goal, this group of users will have overall control of both local and national level processes, and will take final responsibility for delivering the product.

The second group of users

The field component of the toolkit is designed to be simple enough to be used easily and relatively quickly by NGOs or CSOs, in collaboration with local forestry personnel and local government staff. The field component enables them to collect information with which to understand forest dependence locally.

It is assumed that these users are not specialists and that some of them at least will never have had any training in participatory assessment tools or surveys. For them, the field tools have been developed to provide a clearly described step-by-step approach. It is recommended that

hands-on training in the use of the tools be provided. These users would then to be able to undertake follow-up tool applications independently, in order to generate further information in the future.

HOW THE POVERTY-FORESTS LINKAGES TOOLKIT CAN BE USED

The impetus for using the toolkit may come from one of two directions:

- *From the national level:* An appreciation of the need for better data on the role of forests and off-farm natural resources (including forests and trees) in livelihoods and poverty reduction may begin at the national level. As the PRSP begins to encompass a broader range of sectors, the ministry responsible for forests, researchers, national or international NGOs involved in poverty reduction processes, or donors in the forest or poverty sectors may identify this need.
- *From the local level:* In some cases, the desire to see the role of forests making more of an impact in national level poverty strategies may begin at the local level as the result of research or project activity.

In either case, analysis and data collection will be needed both nationally and locally. It is only at the national level that effort can be invested in having forests and poverty data taken into account. But it is only through local enquiry that a picture can be built up of the key ways in which forests have an impact on the lives of the poor—positively through livelihood support, and negatively if use of them is formally illegal.

The results generated can be used at both district/field level and at higher levels to underline the contribution of forests to the livelihoods of the poor. They are also sometimes used to highlight ways in which the presence of particular pieces of forest legislation impact negatively on the poor and need revisiting.

Finally, current data collection systems in most countries suggest that making an effort to incorporate forests and poverty considerations into PRSPs is possibly a less challenging prospect than working to include poverty considerations in national forest programs. However, the data generated by the toolkit is a good place to start in considering how national forestry programs need to evolve.

WHAT THE POVERTY-FORESTS LINKAGES TOOLKIT CAN BE USED TO DELIVER

The Poverty-Forests Linkages Toolkit is also intended as a first step in a process which could lead to better data collection by a Forestry Department, so that the real contribution of forests to the nation and its citizens can be better understood.

Like PPAs (Participatory Poverty Assessments), the toolkit delivers local-level "snapshot data" on forest reliance and the livelihood and poverty reduction contribution of forests. This is the first qualitative step in a process intended to make the case of the importance of forests and so lead to the gathering of more quantitative data on the role of forests in the incomes of the poor in the future.

To that extent the toolkit's role is to deliver the following:
- The making of a documented case for the contribution of forests to the cash and non-cash incomes of the poor;
- An assessment of what local people see as the key problems and solutions for forest management;
- Strengthened agency and institutional capacity to identify opportunities and constraints;
- An indication of issues that need to be resolved if poverty reduction is to be effectively addressed by forestry officials;
- And finally, suggestions on how the contributions of forests to poverty reduction could be better captured in a country's own ongoing data gathering systems.

The forest sector has for some time been looking for ways to make a better case for its capacity to support the poor. It is hoped that this toolkit will be used to raise the profile of the role of forests for current consumption, help in hard times, and poverty reduction in the lives of poor people.

It is also hoped that the toolkit may point the way to a more active role for forestry organizations in the future, as contributors of poverty data to national PRS processes, to national forest programs (where they exist) and to compilers of international forest data such as FAO's Forest Resource Assessments.

WHAT THE TOOLKIT CAN DO IS:

- Rapidly assess current dependence on forests

- Provide a vehicle for poor people to comment upon forest laws, policies and programs and their impacts upon local people's livelihoods

- Identify policy problems and opportunities

- Deliver value where there is a willingness to listen to results from key stakeholders, and where there is an ability to implement policy change

- Deliver data on topics impossible to get at quickly through orthodox quantitative methods (but which could subsequently be followed up through quantitative survey methods)

- Complement quantitative data

- Indicate the key forest products and forest-dependent livelihood activities that might merit inclusion in government data collection processes

WHAT THE TOOLKIT CANNOT DO IS:

- Deliver data of the kind collected through slower, more detailed and expensive quantitative survey methods (however the snapshot approach of the toolkit may suggest where more detailed research would be of value)

- Systematically monitor progress towards poverty reduction over time

- Change political hearts and minds where there is absolutely no interest in a focus on the poor in and near forests and the contribution of forests to their livelihoods

- Provide suggestions of actual indicators that could be included in regular data collection by government agencies

- Indicate the potential of forestry to reduce poverty (the toolkit measures current forestry dependence only)

- Assess the role of forests in providing environmental services at the local and national levels (the toolkit considers forest products only, not services)

- Provide a systematic analysis of how current forest policies help or hinder poor people, or contribute to achievement of poverty reduction strategies or the MDGs

NATIONAL LEVEL ENGAGEMENT AND ANALYSIS

INTRODUCTION

The purpose of national level engagement and analysis is to set up a meaningful interaction with the key policy makers who will be the audience for the toolkit results, and to find out whether and how policies for poverty reduction link with forestry policy. This analysis involves understanding whether and how the contribution of forests to poverty reduction is already being mainstreamed into current national level policies, programs and laws, and whether and how poverty issues are taken into account in forest sector processes.

The section begins with a brief explanation of the two relevant policy areas: the Poverty Reduction Strategy Process and the national forest program. It then goes on to provide guidance on how to interview key policy makers and officials at national level, how to develop a better understanding of links between forestry policies and poverty reduction policies, how to build interest in the toolkit and how to make sure the toolkit fits appropriately into both the country's general poverty reduction process and into the forest sector's commitments and interests. The section concludes with a checklist of the information and data that toolkit users should aim, as far as possible, to collect at the national level before fieldwork begins.

THE POVERTY REDUCTION STRATEGY PROCESS

Poverty Reduction Strategy Processes are now a requirement for poor countries if they wish to receive concessionary assistance from the World Bank (through the International Development Association, IDA) and the IMF.

The World Bank's Country Assistance Strategies (CAS) for poor countries are now based on their PRSPs, and lending arrangements in the form of Poverty Reduction Support Credits (PRSCs), are harmonized with the timing of the government's PRS-oriented budget cycle.

About seventy poor countries are engaged in PRSP processes, and the PRS has become the standard planning framework for these countries. The process involves a comprehensive and participatory diagnosis of poverty, the prioritization of actions to be taken, and the development of targets, indicators and systems for monitoring and evaluating progress towards them.

A PRSP should ideally be *country-driven* (with good participation by civil society and the private sector); *results-oriented* (focusing on pro-poor outcomes); *comprehensive* (in its recognition of the multi-dimensional nature of poverty); *partnership-oriented* (bringing bilateral, multilateral and non-governmental partners together in joint planning) and *with a long-term perspective* on poverty reduction.

The Poverty Reduction Strategy subsection of the World Bank Poverty website shows how much countries vary in the progress they have made. Some have drafted both their I-PRSP (interim PRSP) and their first full PRSP, and have completed two or three years' subsequent institutional development, monitoring and testing, while others have stalled at an earlier stage or have only just begun the process. Other countries have already created and undertaken a second generation PRSP document (PRSP II) based on lessons learned in the first generation.[10]

10   Based on material in the PRSP section of the World Bank website http://www.worldbank.org/poverty. See Annex 1 for a table showing country-by-country progress in PRSP evolution.

Full PRSPs have varied in quality, content and the degree of participation involved in their preparation, in line with the capacities and political culture of the countries concerned. PRSPs are revised every three to five years, and it is already evident that second generation Strategies are improving on the first generation in various ways. The first generation contributed to a stronger focus on poverty inside government, much greater engagement of civil society in poverty policy, and better alignment among donors at the country level. But many early PRS activities took place at only the highest echelons of government, often in a specially created niche. The new focus on poverty reduction was weakly conveyed to sectoral ministries, and rarely reached local government at all. There was an emphasis on social sectors (health, education) at the expense of productive sectors. Too many donors continued to provide resources outside the national budget process.[11]

Second generation PRSPs are attempting to deal with these weaknesses by developing more comprehensive economy-wide plans. Use of the PRSPs leads to better and more pro-poor expenditure tracking, to a more logical allocation of resources in government annual budget cycles, and eventually to longer term Medium Term Expenditure Frameworks (MTEFs). Most countries are only part of the way towards this, and in some, other reforms must precede the introduction of MTEFs. In this vein, all ministries need to be aware that their programs need to be explicitly linked to poverty reduction in the near future.[12]

Monitoring systems are based in part on general data gathered by national statistics institutions, and in part on sectoral poverty monitoring. In some countries there is strong sectoral monitoring, and the challenge is to unify data flowing from different sectors. In others, sectoral monitoring is weak or non-existent, and PRS systems have to help it into existence. Where countries have decentralized, there are additional difficulties since it has been rare so far for regional or local government representatives to be built into the PRS monitoring structure, and communication between line agencies and the local level can be weak.[13]

THE FOREST SECTOR AND NATIONAL FOREST PROGRAMS

National forest programs (nfps) were one of the outcomes of the inter-governmental forest dialogue that ran from the UNCED conference in Rio in 1992 through the IPF-IFF (*International Panel on Forests—International Forum on Forests*) processes of the 1990s to the formation of the UNFF (*United Nations Forum on Forests*) in October 2000. National forest programs are grounded in earlier attempts to bring donors together to support the forest sector and link it to conservation and sustainable development (like the TFAP, the Tropical Forestry Action Plan, or the Asian Development Bank-supported Master Forestry Plans of the late 1980s and early 1990s). Attempts have been made more recently to implement national forest programs in-country through Sector-Wide Approaches in which donors collaborate and align their support to the forest sector.

The national forest program facility at FAO in Rome came into existence in 2002, and currently has 57 developing country partnership agreements (and four sub-regional organizational partnerships). Of these, 18 are with countries with no PRSP, 33 exist in countries

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11   Based on *'Second Generation Poverty Reduction Strategies'*, PRSP Monitoring and Synthesis Project Synthesis Note, ODI, September 2004 (www.prspsynthesis.org)

12   'Medium Term Expenditure Frameworks: from concept to practice. Preliminary lessons from Africa'. Africa Region Working Papers No 28. Feb 2002 http://www.worldbank.org/afr/wps/index.htm

13   This summary is based on experience analysed in 'Beyond the Numbers: understanding the institutions for monitoring poverty reduction strategies', Tara Bedi et al, 2006. World Bank, Washington.

with PRSPs and the rest are in countries with no PRSP (mainly because they are middle or upper middle income countries).[14] But there is a broader involvement with nfps than these figures would suggest. As long ago as 1998, a survey of countries conducted by FAO indicated that 85 non-OECD countries (out of a total of 162) had national forest programs, broadly defined, of some kind or another.[15]

The nfp is country-driven, and should address underlying causes of deforestation, as well as forest degradation and illegality. In addressing these issues, especially in poorer countries, nfps redefine the roles of diverse stakeholders

in pursuit of the goals of more sustainable forest management and a more equitable sharing of forest resources.

National forest programs explicitly state that they should be linked to the broader processes of sustainable development, decentralization and poverty reduction. But the processes which led to the establishment of the nfp facility at FAO,[16] and the documents which suggested how the IPF (International Panel on Forests) proposals could be incorporated into national forest programs, predate the development of PRSPs and the MDGs, and are actually strikingly lacking in any real mention of forests and poverty reduction.[17] The nfp facility's *raison d'être* grew

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14   See Table 1 in Annex 1.

15   'Status and Progress in the implementation of National Forest Programmes: outcome of a survey by FAO'. FAO Rome, December 1999, mimeo.

16   http://www.fao.org/forestry/nfp-facility

17   See A Practitioner's guide to the Implementation of the IPF Proposals for Action, and especially its 'Practical Tool for the Assessment and Integration of the IPF Proposals for Action into National Forest Programs'. FAO and UNDP 1999 (Second edition)

out of sectoral strengthening, rather than the making of an inter-sectoral case.

At one level, given the need for sectoral poverty monitoring data for the PRSP, this does not pose a problem. However, while some sectors (education or health, for instance) can relatively easily supply appropriate indicators for poverty monitoring to the PRSP monitoring framework, in the case of forestry, much more adaptation of data (or additional data) is needed. The forest data traditionally collected relates almost entirely to the resource itself—to total natural forest area, numbers of trees planted and timber production. It is impossible to demonstrate the contribution of forests and forest products to the annual incomes of poor people with this kind of data. Further, the PRS policy framework challenges the forest sector to start reporting in new or additional ways.[18]

Thus traditional forest sector reporting will have to change or be supplemented in due course, and attempts to do so have already begun in a few countries. There is international demand for new forms of reporting as well. The five-year FAO Forest Resource Assessment process, built up from country-level reporting, has proposed the inclusion of indicators showing forests' contribution to livelihoods in the data gathered by Forest Departments and agencies for the next Forest Resource Assessment (FRA) in 2010. While certain kinds of problems will remain (for instance, there is likely to be under-reporting of forest use and dependence in many countries because such use may be formally illegal), nfps do now need to address poverty issues.

To address this issue, FAO recently conducted a study to determine the extent to which national forest programs are linked to poverty reduction strategies in Africa. Carried out between 2005 and 2007, the study sought to increase understanding of the role that nfps can play in enhancing the contributions of forestry to poverty alleviation and highlight the critical importance of collaboration across sectors to achieve this goal. The study revealed that countries are experiencing problems in establishing closer linkages between the two processes although some are implementing innovative approaches to enhance collaboration. Without exception however, weak capacity was found to be a serious constraint which all participating countries face, albeit to varying degrees. It also identified factors that foster or hinder collaboration and propose ways to raise the profile of forestry in terms of its contributions to poverty alleviation. The study was conducted in ten countries in Africa: detailed reports of findings and conclusions for each country are posted at www.fao.org/forestry/site/livelihoods/en/ under the heading 'workshops'.

From the point of view of the PRSP, there are two choices: to modify the way in which forest data is collected and processed annually within the forest sector, or to seek ways of inserting forest-relevant topics and questions into more general surveys. The first option—modifying data collection—is more sustainable in the long-term. The FAO FRA process and the demands of new kinds of forest data for the PRSP are two key drivers towards modification of forest data collection.

PRELIMINARY NATIONAL LEVEL TASKS FOR TOOLKIT USERS

Introduction
The preliminary tasks for the toolkit users are to become familiar (it is assumed in this manual that they are not) with the current progress of the PRSP in the country and with the current capacities and activities of the forestry

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18   This section is based in part on 'National Forest Programmes'. *Key-sheets for Sustainable Livelihoods: Policy, Planning and Implementation no. 17. (www.key-sheets.org)* Published by DFID, ODI and the Netherlands Ministry of Foreign Affairs, Neil Bird and Gill Shepherd, October 2002; and in part on Tapani Oksanen, 'National Forest Programs: introduction and overview' in the European Tropical Forestry Research Network special edition on National Forest Programmes, No 41–42, Autumn 2004.

department. This must be done through interviews and through acquiring and reading relevant documents.

Furthermore, interviews must serve two purposes. On the one hand, facts and processes must be mastered. On the other, interviews and meetings have firstly to serve to build interest in the proposition that the contribution of forests to poverty reduction has been under-estimated, and that the purpose of the toolkit is to make this clear and to provoke action. A constituency has to be built for toolkit-related activities, in short.

In the following sections, the people to be interviewed and the subject matter for interviews are set out first for the poverty and PRSP institutions and then for the forestry institutions. Subsequently, section 2.6 provides a discussion of consensus building steps needed for the toolkit to take place.

Becoming familiar with the country's PRS process
The first thing for national level toolkit users to master is the status of the country's PRS process. This can be gleaned in a preliminary way from the poverty reduction strategies section of the World Bank poverty website (www.worldbank.org/poverty). As Annex 1 shows, countries vary considerably in the degree to which they have advanced their strategy and begun to use it for monitoring poverty reduction.

Toolkit users need to find out:
- In which Ministry (often the Ministry of Finance or Planning, or a supra-ministerial location such as the Office of the President) the PRS central coordinating unit/secretariat is located.
- Who the key staff are in the central coordinating unit, and the composition of the unit's Steering Committee.

- What inter-agency committees and working groups are in place, working together to develop poverty cooperation or define indicators. NGOs, donors and civil society may also be represented on these committees.
- What ideas are the Working Groups focused around? Often countries develop organizing themes, pillars or clusters.[19]
- Which data collection bodies are responsible for compiling primary data, collating data from line ministries, and developing data collection systems and information technology? The lead institution will probably be the Government Bureau of Statistics, but university departments or applied research institutions may also have roles.

Conducting key informant interviews relevant to the PRS
Each country will have a slightly differing range of key poverty and PRSP stakeholders to interview. To some extent it does not matter where interviews begin, so long as they are cross-checked through interviews with other interviewees until toolkit users feel they have an up-to-date understanding of key issues (see below) and copies of all the key relevant documents.

Whom to interview?
Interviewees will be drawn from:
- The secretariat of the Ministry which is home to the PRSP process;
- Possibly, one or more working group chairs;
- The National Bureau of Statistics/Central Statistics Agency and/or any agencies working on information technology development;
- World Bank officials working with the PRS process;
- Bilateral and multilateral donors working on aspects of poverty and the PRSP;

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19 Some countries choose a sectoral focus (Zambia); some, aspects of poverty: Growth and Reduction of Poverty; Improvement of Quality of Life and Social Well-Being, Governance and Accountability (Tanzania); Expanding Employment Opportunities, Empowering Communities, Building the Capacity of Poor People, Social Protection (Indonesia).

- Relevant university or independent research institutions linked with some aspect of the PRS process;
- INGOs with strong poverty and development interests such as OXFAM; and
- Local NGOs who may have helped to organize PPAs or other aspects of civil society consultation.

The purpose of interviews conducted is:

(i)   To obtain an up-to-date picture of the point the PRS process has reached in its evolution, and of the next steps being taken. Is the PRSP still in a design phase or has it reached implementation? Is implementation already taking place, and if so how far along is it? Joint Staff Assessments and PRSP Annual Progress Reports[20] will be helpful for understanding these points, and for assessing possible entry points for the toolkit.

(ii) To obtain copies of relevant PRSP documents not yet available on the World Bank's website and also of key previous documents such as PPAs or other civil society consultation documents, which might have been produced in the course of generating the I-PRSP or the PRSP itself.

(iii) To understand the PRS monitoring system already in place and plans for its evolution.

(iv) To become familiar with the main data sources used to obtain regular insights into rural livelihoods and incomes, and the frequency with which each type of data is collected (annually, periodically, every 5 or 10 years, etc). These will include censuses, and might include Household Budget Surveys (as in Tanzania) or annual food basket and poverty line calculations

(as in Indonesia). Key one-off or occasional surveys should also be identified (such as Indonesia's 2002 National Socio-Economic Survey or its Family Planning Agency survey on household poverty levels by village). Rural agricultural surveys are also important. In the case of Liberia (returning to stability after 15 years of civil war), no poverty data is available and the closest proxy in late 2006 was the World Food Program "Comprehensive food.security and nutrition study."

(v)   From Bureau of Statistics documents or staff, to obtain the latest national level per capita income figure, and any provincial or district level per capita income figures that exist, especially for the areas where the toolkit is to be applied.[21]

(vi) To identify new data collection systems currently being devised, perhaps using new forms of information technology. For instance, in Tanzania districts are being linked to the national level by computer, and are being provided with unified PRS reporting formats.

Understanding the forest sector

In the case of the forest sector, toolkit users have a simpler task. Once they know whether Forestry is located in a free-standing Ministry or whether it is a Department within another Ministry such as Agriculture, or the Environment, it is possible to move directly to interviews and to document collection. Again it is important to triangulate information by checking the results of interviews against one another.

It should be expected that forestry data in the past will have been weak on livelihoods and forests. However, a

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20   Joint Staff Assessments are documents produced by World Bank staff for reporting on the status of a country's current PRSP to the Boards of the IMF and the World Bank, and for providing feedback to countries about how to improve their strategies. Annual Progress Reports are produced by governments in each year of PRS implementation, and their objectives are to enhance government performance on poverty reduction, meet donor reporting requirements and support enhanced government accountability to citizens. *'PRSP Annual Progress reports and Joint Staff Assessments – a review of progress'* PRSP Monitoring and Synthesis Project, Briefing note 9 ODI, September 2004, (www.prspsynthesis.org)

21   Useful summary data on most developing countries, including poverty rate, income distribution, etc., can be found at www.earthtrends.wri.org/pdf_library/country_profiles.

review of available materials will yield some sense of how much interest the forest sector has shown to date on the relationship between poor people and forests. For instance, the availability of materials on Community Forest Management, Joint Forest Management, Participatory Forest Management and/or on-farm tree-planting programs gives an indication of the extent to which the country has experience or prior interest in people and forests issues. Government studies, INGOs', bilateral and multilateral agencies' experience, relevant publications by local research institutions, and private sector documentation are all important sources among which studies on poverty, livelihoods and forest use should especially be noted.[22] Important documents to locate also include relevant national decrees, laws and policies concerning forest access and use by local people; data on forest

products (timber and non-timber), trade and processing, and a sense of all other currently collected data, including forest inventories.

Conducting key informant interviews relevant to the forest sector

Whom to interview?
Although each country will have a slightly differing range of key forest stakeholders who should be interviewed, a generic list would need to include most of the following:

■ The Ministry and/or Department responsible for Forests and within that, particularly those responsible for Planning and Policy, Forest Information Management,

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22   Many donors are prolific in generating reports on these topics, some of which are highlighted in Annex 2 with suggested readings on forests and poverty.

Community Forestry, Production, Conservation, as appropriate;

- The main forest sector donors and any sectoral development donor working groups (especially in countries where forestry is the subject of a SWAP);
- National NGOs with forest sector or biodiversity conservation interests;
- International NGOs with similar interests, such as IUCN, WWF, CARE, TNC, WCS;
- International or national NGOs or CSOs with an interest in the rights of forest peoples;
- Private sector interests such as associations of foresters, or concessionaires; and
- Academia (e.g. forestry school at the national university)

The purpose of interviews conducted with Ministry or Department of Forests employees and other forest stakeholders is:

i)   To discover if and how the Ministry/Department of Forests currently feeds data into the PRS process. If the entity is a Ministry, the individual or unit that liaises with the PRS secretariat may do so directly. If it is a department within a larger ministry, the data pathway will be more indirect.

ii) To understand what data flows into the Forestry Ministry or Department from the local level, how this data is collected, how often it is collected, and in what format it is collated and presented for national level use. Since many Forestry Departments in poor countries are very short of resources, it is often the case that local-level data collection has mainly taken place through the vehicle of donor-funded projects. Data may have been collected in a variety of formats and may be very hard to compare from area to area or over time.

iii) To discover what documentation exists on community forest management, and on any other projects concerned with forests and local people; what data

gathering has taken place (in projects or otherwise) on local people's forest dependence; and to which areas of the country it relates.

iv) To check whether the country is developing components of a national forestry program (see Annex 1 for some of the countries which are); what results the nfp has to show; whether any attempt to link the nfp with the PRS has been made; and if so how and with what kinds of data.

v)   To understand how data to be forwarded for FAO Forest Resource Assessments are compiled, and to find out whether either methods or data might be of use to the toolkit users.

UNDERSTANDING THE INTERFACES BETWEEN LEVELS OF AUTHORITY

In many countries involved in the PRS process, decentralization has taken place in recent years, and the old links between center, province and local level have weakened or become more complicated at the very time when clearer and stronger information pathways are needed. At the same time, as Tara Bedi *et al* (2006) note, in some countries the PRS process has as yet scarcely been communicated to the local level or to the local officials who are involved in it.

Before the toolkit's potential role can be assessed, it is vital that line management and information pathways connecting the local and national level for annual data gathering and for the PRS process be well understood, and potential information breakpoints located. Information may pass sectorally, or be collated at local government level and forwarded to a national ministry (such as that for Local Government). The national level and the local level may have different views about their respective responsibilities, or reporting lines may be pretty clear, if complex, as in the example from Tanzania. New technology may be being brought in to help this link to be made more effectively.

EXAMPLE OF ORGANOGRAM FROM TANZANIA: FOREST & BEEKEEPING ADMINISTRATION (DEPICTING REPORTING LINES)

(i)   District level Forestry officials report to the National level (to the Ministry of Local Government) via District level authorities.

(ii)   They communicate only very indirectly (dotted lines) to the Director of Forestry and Beekeeping and the Ministry of Natural Resources and Tourism.
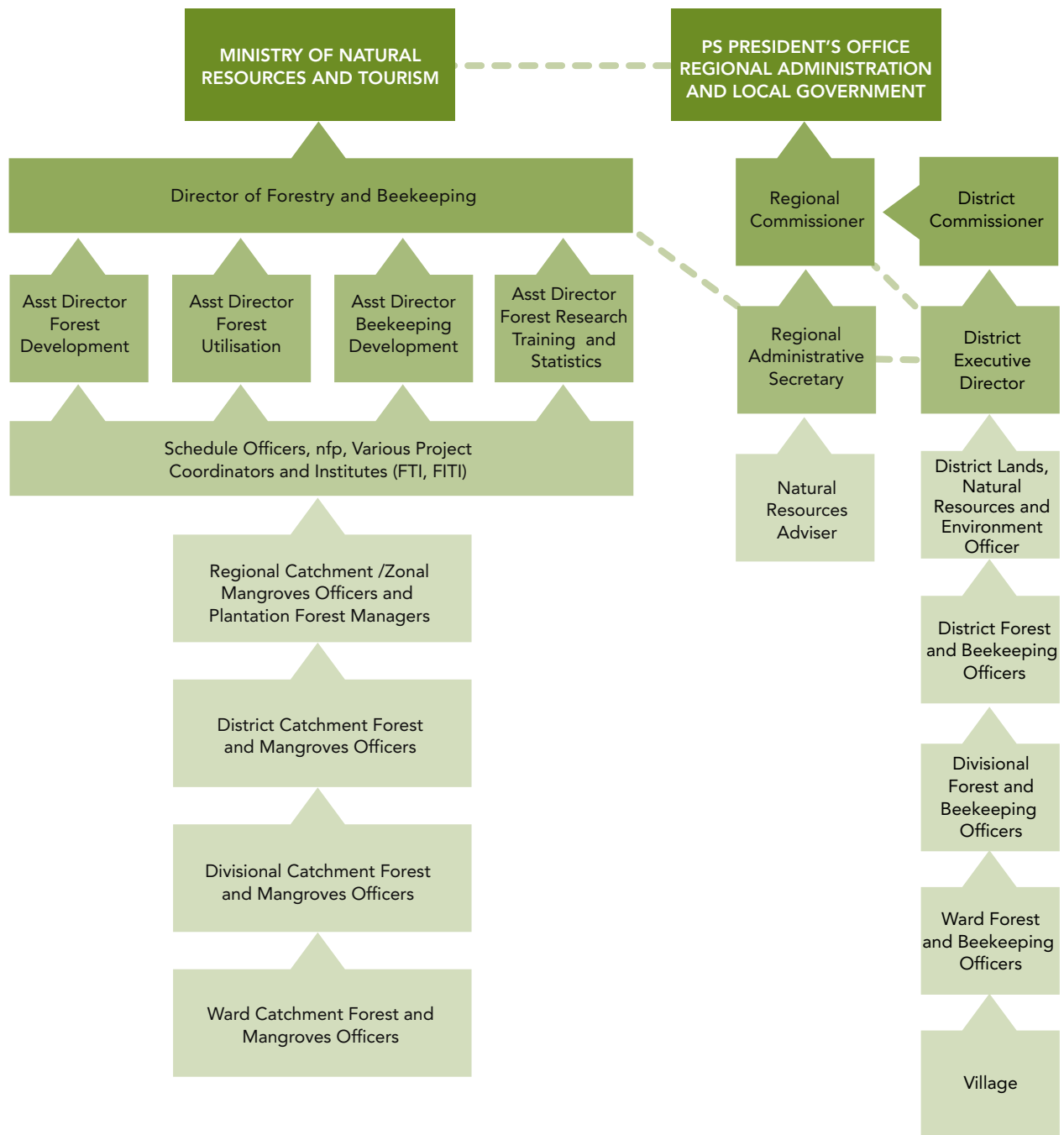
It may not be possible to find an organogram illustrating different levels and reporting relationships between those levels. Thus, it may be necessary to generate one through interviews at the national and then at the local levels, looking for discrepancies. By conducting interviews with PRS officials, forestry officials and other ministries with special responsibilities, it becomes possible to understand the lines of authority and routes for monitoring information.

BUILDING INTEREST IN THE TOOLKIT

Sections 2.4 and 2.5 have suggested at some length the lines of enquiry needed for toolkit users to understand the context in which the toolkit might or might not be applicable, but they have not addressed the fact that poverty and forestry stakeholders need to be convinced that it is worth putting some effort into choosing a pathway which will build more consideration of forests into the PRS.

Involving the forest sector
Probably the strongest starting point is within the Forestry Ministry or Department, where there ought to be an interest in making the poverty case on behalf of forests, particularly as government budget cycles begin to develop more directly out of PRSP priorities. The ideal way to begin, along with preliminary discussions and fact-finding, might be with a seminar in which the toolkit users explain the toolkit's purpose and the kinds of data it can produce. If there is a strong body of donors for the forest sector, there should also be presentations to them about what the toolkit is for and what it can do.

The toolkit relies on quick 'snapshot' methods, generating and collating data from small-scale, forest-focused PPAs, selected from a number of sites around the country. These indicate the level and nature of reliance on forests, and the forest-related impediments to and opportunities for poverty reduction identified by local people. The toolkit

helps to make a case for greater consideration of the poverty reduction role that forests can play.

At the same time it is important to explain that if the toolkit successfully makes the case for more precise information about the contribution of forests to local people's cash and non-cash incomes, two further steps have to be taken.

(i)   First, the Ministry responsible for forests must make representations to the PRS secretariat and working groups, asking for questions to be inserted into existing data gathering instruments such as household surveys and agricultural surveys, in order to capture the contribution of forests to household incomes.

(ii) Second, the forest sector must itself decide how it will gather poverty and forests data in the future, as part of its annual local-level data gathering. Once it starts to collect such data itself, then its own sectoral monitoring can be taken into account in the overall indicators framework of the PRSP. The toolkit may also be able to help generate ideas about how the nfp (national forest program) can develop a more proactive stance to poverty reduction, and work more closely with the PRSP.

The toolkit data can help with the formulation of both of these types of questions.

If there is a forest sector advisory group in country, the toolkit should be presented there, and regular updates and report-backs made as the process unfolds in the field, and when data gathering is complete. If there is not, an advisory group for the toolkit process should be established in the forest ministry/department, containing both key staff, including those responsible for forestry data collection, and donor representatives.

Involving PRS officials
From the poverty side, the first reaction of PRS officials to suggestions that the forest sector has a contribution to

make to poverty reduction may be the standard one: that there are plenty of excluded sectors looking for a place at the PRS table, not all of which can be accommodated. The response to this is that, if the analysis conducted by Vedeld et al (2004) is correct, rural incomes are under-counted by 20-25%. Not only is the poverty reduction capacity of forests being ignored, there is a likelihood of *poverty increase* if forest resources are abruptly made inaccessible to local people.

The best way to liaise with the PRS secretariat as the toolkit process unrolls is probably to report regularly to one or more of the PRS working groups, if these are active. But the matter should be discussed with the PRS secretariat and their advice taken on the appropriate contact point and modality.

HOW TO MAKE SURE THE TOOLKIT FITS APPROPRIATELY INTO BOTH THE COUNTRY'S GENERAL POVERTY REDUCTION PROCESS AND INTO THE FOREST SECTOR'S COMMITMENTS AND INTERESTS

The amount of time which might be needed to arrive at a full understanding of a country's PRS process and the level of engagement or potential engagement of the forest sector with it, and with its own national forest program will vary. It will probably take 10-14 person days.

At the end of that time it will be clearer what kind of toolkit process might usefully take place next. Annex 1 shows that countries have varied considerably in the rate at which they have advanced with their PRSP. Some countries have an active or full first or second stage

TABLE 2: A FLOWCHART TO ESTABLISH FOCUS AND ENTRY POINTS FOR THE TOOLKIT

PRSP

**In design phase,
Entry points possible through:**
- Participatory Poverty Assessments
- Household surveys
- Design of overall PRSP indicators

**In implementation phase,
Entry points possible through:**
- Sectoral PRSP indicators
- Joint Staff Assessments
- Annual Progress reports
- Formulation phase of second generation PRSP
- National policy and budget processes

STALLED

YES
intersted as part of its commitment to the PRS process

YES
interested as art of commitment to its own national forest programme

NO

FORESTRY DEPARTMENT
already has some poverty orientation or is interested in developing skills in this area

PRSP, often with a country-specific name for the process (e.g. in Madagascar it is called the Madagascar Action Plan rather than PRSP-2). There are also cases evident from the Annex where the forest sector is actively pursuing the development of a national forest program, perhaps through partnership with the nfp facility in FAO, but the country's PRS process has apparently stalled.

By the end of the national level analysis period, it should be possible to see where the country in question fits into this diagram—as a combination of the status and evolution of the PRSP and the commitment to a poverty remit of the forestry department.

The broad possible scenarios can then be seen to be as follows:

(i) The national forestry department is interested in poverty issues and eager for help in making a case to those responsible for the PRS (in whatever its current phase) for the role of forests in poverty reduction.

(ii) The national forestry department is interested in poverty issues and eager for help to incorporate poverty issues into its nfp (and into its reporting to the FAO FRA). However, the PRSP is inactive or not relevant to the Forestry Department.

(iii) The national forestry department is not at this point interested in poverty issues. However, those responsible for the PRS are interested in learning more about the contribution of forests and forest products to the livelihoods of the poor.

(iv) The national forestry department has little interest in poverty reduction and bodies responsible for poverty reduction at the national level are not interested in forests. However, there is pressure from below—from civil society or from sub-national bodies.

In the case of the first three instances, the toolkit field exercise is the same—what is different is what is done

with the findings afterwards. In the last case, another process—designed uniquely in the context of a particular country—will be necessary. The rest of the toolkit will assume that one of the first three cases is in play.

National level analysis makes it clear whether the toolkit exercise can proceed with the support and encouragement of the Forestry Ministry or Department, of those responsible for the evolution of the PRS, or of both.

'Champions' of the process and the data are certainly needed: they will see the point of the exercise; take an interest in choices about where and how to collect the data; and be prepared to help the toolkit team once the data is in, to find pathways for the results to have political leverage.[23] If no such champions can be found, the toolkit exercise may well have to be abandoned. There is no point in generating data that will fall into an institutional vacuum.

CHECKLIST OF INFORMATION TO COLLECT AT THE NATIONAL LEVEL PRIOR TO FIELDWORK

This interviews and interactions with policy makers and officials at the national level will generate considerable information and knowledge, as well as build the links that will be needed to feed back toolkit results to the appropriate agencies and individuals. Given the complexity of the information and knowledge involved, this section provides a checklist in tabulated form of the fundamentals that are useful to know before embarking on the field studies. This checklist is by no means comprehensive—much of the knowledge that is needed will be highly country-specific, or emergent knowledge rather than basic facts (e.g. reaching an understanding of whether the results of the toolkit are likely to have traction among national policy audiences and, if so, with which agencies).

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23   It is taken as read that there will also probably be a donor for the toolkit process, but that donor alone is not adequate as a champion of the process.

TABLE 3. CHECKLIST OF INFORMATION TO BE COLLECTED AT NATIONAL LEVEL PRIOR TO FIELDWORK

Information	Immediate purpose within the toolkit
1. Key government agencies a. forestry policies b. policies related to forest-livelihood interactions (if different) c. PRS or other poverty reduction and rural development policies d. national census e. other statistics (e.g. forest status and economics, rural livelihoods)	Understanding the key policy frameworks, how they fit together, and promising entry points for delivery of results from the toolkit
2. Indicators a. current PRS indicators that relate to forest dependence (if any) b. current forestry department indicators or regular data collection on forest-livelihood interactions, including both forest dependence (e.g. NTFPs collected) and forest regulations (e.g. number and activity of village-based forest committees) c. current census data and other regular data that relate to forest dependence	Framing the results of the toolkit to inform existing indicators and data collection
3. Poverty maps including both geographic distribution of poverty and depth of poverty	Selecting field sites situated within the poorest parts of the country
4. Forest cover maps mapping of national vegetation and land use	Selecting field sites that represent the key forest types in the country
5. Official definitions a. National poverty line and poverty definitions b. "Forest", "woodland" and any related terms c. Forest products	Aligning definitions used at the site level (e.g. villagers' definitions of who is poor or what constitutes a forest product) with definitions used in national policy dialogue and official policy statements

PREPARING AND PRESENTING DATA FOR DIFFERENT AUDIENCES

REPORTING TO THE DISTRICT AND PROVINCIAL LEVELS

Once data gathering is complete, it will need to be analyzed and prepared for presentation, both to the district, and to higher levels beyond the district, in different formats.

As PRS processes have matured in the countries where they are evolving satisfactorily, they have generated a broadening of government ownership, and there have been moves to work more intensively first with line ministries and then with local government.[24]

Decentralization has also given district level officials new planning and reporting responsibilities in many countries, and local and national budgetary cycles may be more systematically linked than before. In some cases (as in Indonesia) decentralization has disrupted the flow of data from the local level to the national level.

This means that the toolkit may be presented at the local level as a means of thinking about how to generate better data for the PRSP, or it may be seen as a tool in its own right for better understanding forest issues in the district, and for planning purposes. In either case, the local level is likely to be the first place where toolkit data will be presented. Thus, higher-level analyses and presentations will follow on from the initial district level analysis.

Maintaining district involvement in the toolkit process

Section 1 of the Field Manual shows how to involve the district beforehand in the Toolkit process, through site selection, discussion, and ideally the involvement in the field of one or two district-level officials. This must be followed up quickly, once the village exercises and the subsequent analysis of results are complete, by a presentation of findings to the district. Otherwise momentum will be lost.

The preliminary presentation of findings

Summary data in chart form (large, cleaned-up versions of the village charts) are presented to the district, based on the main tools used. Where facilities for PowerPoint presentations are unavailable, charts should be adequately large, and of a good enough quality (on A1-size card) to pin up in the district office during discussions, and to leave up afterwards (if officials so choose).

The analysis from the toolkit will result in information on:
- Changes happening in areas likely to impact negatively on natural resources and the way in which the poor can access forests (Tool 3).
- Level of dependency of community members, particularly the poor, on forest products, by gender and by wealth rank (Tool 4).
- Estimates of the proportion of total income that comes from forest products, by gender and by wealth rank (Tool 4).
- Estimates of what this means in cash terms to poorer and wealthier households (Tool 4 + non-toolkit data)
- The forest products that are of greatest importance for household consumption and income (Tool 4—ranked importance of forest products).
- Problems over access and tenure rights, and over the ways in which local regulations are applied. The

24   Linda Van Gelder, "Poverty Reduction Strategies: progress in implementation" World Bank, February 2005.

impact of policy and implementation on access and income, particularly on the poor (Tools 5 and 6).

■ In the case of Tool 5, the villagers' own analysis will need to have been supplemented by facilitators, so that the issues which can only be solved by intervention at district or national level are the ones highlighted to district level officials. (The household and intra-village issues are of minor interest at this level).

■ Constraints on increasing income from forests (Tool 3 and Tool 5).

Identifying and discussing issues of special relevance to district authorities

District level officials are likely to show most interest in the *Livelihood Analysis* (Tool 4), *Timeline and Trends* (Tool 3), and *Forest Problem and Solution Matrix* (Tool 5). They will also appreciate the light shed on the financial contribution of forests to livelihoods by Tool 8.

A further area of interest to district officials may be the opportunity to be alerted to problems that may be developing. These will be most visible in the results of Tool 3 and Tool 5, although some problems may become apparent through the lens of several of the tools.

For instance, in the case of Tanzania, the toolkit team arrived in the country when a ban on the making of charcoal had just been announced, in response to a new survey which revealed the deforestation rate in the country. It became very evident during the course of the toolkit exercise (see results of Tools 4 and 5) that charcoal was an absolutely vital source of cash in the area where the team worked, and that it would be almost impossible to ban its production. Equally, urban consumers were prepared to go to almost any lengths to buy bags of charcoal. District (and national) authorities asked the toolkit team about the response of villagers to the announcement of the ban, and how likely they were to be able to obey it.

As soon as possible after preliminary findings are analyzed, the data generated by the tools can be written up

(using the charts and analyses from them for the most part). This serves to form a more holistic picture of the area where the tools were applied, with a short case study write-up to compare and contrast with other cases from other parts of the country.

A brief fully written-up and illustrated case study should be left with district level officials, or sent to them as soon as possible after the field exercise, so that it can become the basis for other future action.

Discussing with district officials how toolkit results can be used to influence higher level processes

After the presentation of the results from the village, in chart form, and the discussion of key local issues that arise from them, the next step is to decide how this data can be most useful to the district. Equally important is to determine how it can be used for district representation to higher levels.

Toolkit data will usually have been gathered with various possible national level scenarios in mind. From the point of view of district officials, toolkit results may be seen to have a bearing:

■ on the PRS reporting they are responsible for

■ on Forestry Department reporting

■ or on both.

Such current reporting formats as exist for the PRS and the forest sectoral pathways need to be re-examined with district officials, in the light of the data collected.

During the toolkit testing process, one suggestion was that the views of district officials on the incorporation of forest contributions to incomes into data gathering systems be written up with the assistance of the toolkit team, for submission to:

(i) the national level body responsible for collecting poverty data and/or

PROCESSES AND FORA IDENTIFIED IN UGANDA FOR MAINSTREAMING THE TOOLKIT

TOOLKIT PROCESSES	KEY NATIONAL POLICY PROCESSES	OTHER DISSEMINATION FORA
Project Launch and regional training — April 2007		
Policy, institutional and knowledge mapping — April–June 2007	Government releases Concept Note for 5-Year NDP, Oct 2007	
National Training — July 2007	Response to the government's concept note to PEAP Secretariat	
Field survey and data collection, analysis and preliminary findings — July-August, 2007	Attending donor sub-group meeting on ENR, Nov 2007	National Report on natural resources as core asset for poverty reduction, July 2007
		IGAD-IUCN Regional Workshop for directors responsible for planning and conservation, Mombasa, Nov 2007
Policy paper on findings from use of the toolkit, May 2008	Draft ToR for sub- sectoral and sectoral papers under ENR to feed into 5-year NDP, Nov 2007	FAO Regional workshop on mainstreaming of forestry in PRSPs, Nairobi, Nov 2007
	ENR-WG comments on the ToR and approves them, Dec 2007	
Brief presentation to ENR-Sector working group, August 2008	Consultants write sub-sectoral and sectoral papers, Jan –April 2008	National Environment Management Authority disseminates a brief on planning forprosperity, August 2008
End of project regional synthesis report, September 2008		
	WWF and Nature Uganda use Toolkit for collaborative forest management processes Mar-June 2008	
		Parliamentary sectoral committee on environment and natural resource, Nov 2008
	Drafting 5-year NDP (on-going)	
	Launch of NDP, July 2009	

(ii) the Ministry of Forests as it begins to consider how to report on the contribution of forests to poverty reduction.

The report would include the district officials' views about how such data might best be incorporated into regular data gathering systems as they experience them.

In future, if it is accepted that forest product values will be recorded as part of household surveys, enumerators will need some training in ways of estimating shadow prices where forest products are not usually sold (and have no obvious price).

■ Products such as fuelwood, honey, charcoal, timber, medicines, and poles are easy to find prices for in local markets.

■ For gathered fruits, wild vegetables, mushrooms and fodder, marketed equivalents would provide a proxy price.

It would be useful if district level forestry officials regularly updated lists of the prices of such local forest products, for the use of enumerators.

REPORTING TO THE NATIONAL LEVEL

Introduction

The Poverty-Forests Linkages Toolkit process begins and ends at the national level. The links established in the ministry which manages and monitors the progress of the PRS process, and the ministry which is responsible for forests are the two key points to return to with written-up case studies.

The Department or Ministry of Forests

The place to start is the ministry responsible for forests. When all the data is in from all areas—or sooner, with partial results, if officials are keen for early feedback—there should be a presentation of the following key elements.

If time is available, and officials are sufficiently interested, data from all the Tools should be presented in a

PowerPoint presentation and discussed (with only the higher level issues—which cannot be solved at household or village level—drawn to their attention from Tool 5). If the meeting time is short, analyses from only Tools 4, 5 and 8 will make some key points.

Meanwhile the toolkit team will be in the process of preparing a short (6-8 page) case study from each village where toolkit exercises were carried out.

The report on how questions might be incorporated, from the district point of view, will also be presented to the ministry, together with the team's own suggestions drawn from the interviews undertaken before going to the field. The next steps depend on the ministry, and on how engaged the ministry was with the toolkit process before it began. Hopefully the ministry concerned with forests will be eager to use data from the toolkit to make a case for the importance of forests to the poor, when all the district reports are in.

The ministry responsible for forests may also wish to make the case for the contributions of forests to the MDGs. Toolkit results can also be used to flesh out these arguments. A version of this chart showing how to fill it in from toolkit data can be found at the end of the section on Tool 4 and in the village example. Such a chart from each of the areas where toolkit exercises are conducted will be appended to the case studies prepared.

Other ministries

Depending on how the original contacts were made at the national level before setting off to conduct field exercises and on the feedback asked for at the time, it may be necessary to report back to other Ministries directly, as well as indirectly via the Ministry of Forests. Opportunities should be sought in the first instance with the PRS Secretariat and with the PRS working group/s with which contact was established before going to the field.

The case study key results and the suggestions made by the district level for data inclusion should be presented.

Similarly, waiting until results from a variety of districts are ready makes the most sense. If a national level poverty monitoring system is established, or in the process of being established, discussion of appropriate questions or indicators to include may be invited.

In all of these cases, short presentations can be based on results from Tool 4 (see section 3.2.5 for possible themes) and Tool 7 that are of relevance to the national level. Issues such as tenure (or lack of access rights to forests) and poverty are relevant here and the MDG chart may also be useful. The results from the tools should provoke informal discussion of ways in which new data might best be captured in existing data gathering systems. The views of the district, recorded in the report written with them, will also be delivered.

Final formal requests for change must come from the Ministry of Forestry, not from the toolkit team, but much ground can be prepared by the latter, if appropriate. Presentations should also be made to others who expressed an interest before field exercises began. These would certainly include the World Bank, the other main donors interested in poverty and forests and the PRS Working Groups.

Identifying opportunities for getting poverty–forests linkages into data collection systems

As the result of a toolkit exercise, a variety of opportunities for having the contribution of forests and off-farm natural resources to livelihoods included in current data gathering may present themselves.

In the case of Tanzania, the opportunities that arose were:

Opportunity 1: MKUKUTA's Cluster 1 is concerned with growth and the reduction of income poverty. Under this cluster, Goal 4 aims to reduce the income poverty of men and women in rural areas, with the target of 'increased contributions from wildlife, forestry and fisheries to rural incomes'. Monitoring of this goal will be via the Poverty Monitoring System (PMS), through

censuses/surveys and routine data collection systems. The PMS will link with the Local Government Monitoring Database (LGMD—currently under development) to ensure the provision of disaggregated data to facilitate monitoring at all levels.

Potential action: Forestry was not originally included in this system due to a lack of understanding of forests' contribution to poverty reduction. The designers of the database are now revisiting this assumption.

Opportunity 2: MKUKUTA cluster priorities and targets are linked sectorally through the Medium Term Expenditure Framework (MTEF) and budgeting processes, that are tied to financial resource allocation.

Potential action: The Forestry and Beekeeping Division has to make a case for its contribution to poverty reduction and suggest indicators it could use to do so. The findings from the toolkit are being used to address this need.

Opportunity 3: Forest and natural resources contributions to poverty reduction are not currently captured by the Household Budget Survey (HBS).

Potential action: However, additional forestry questions are now being debated. Staff in the Ministry of Planning and Empowerment (the new implementing agency for the PRSP) were convinced by data from the toolkit test that forestry needs to be included in the HBS questionnaire.

In the case of Madagascar, the opportunities that arose were:

Opportunity 1: The main policy vehicle for poverty reduction and rural development in Madagascar is the Madagascar Action Plan (MAP), which is a second phase PRSP. MAP's eight overall commitments include *Commitment 4: Rural Development and a Green Revolution* and *Commitment 7: Cherish the Environment*. All sectoral policies come under the umbrella of MAP and aim to achieve the activities and indicators set out in the MAP

master plan. Commitment 7 of MAP sets a target for 2012 for the expansion of land, water and marine protected areas from the current 1.7 million ha up to 6 million ha. To achieve this target, a new program called *Le Système des Aires Protégées de Madagascar* (SAPM) is under development.

Potential action: SAPM could include indicators not only on land area, but also on poverty reduction and equity, for example the percentage of tourist revenues that go to local communities.

Opportunity 2: Other forest-related indicators in MAP's commitment 7 are reforestation, use of alternative energies, reduction in burnt areas, sustainable use plans, forest control units and tracking systems. Commitment 4 of MAP does not mention forestry explicitly, but does acknowledge non-agricultural enterprises as a component of diversified rural livelihoods. A key target for Commitment 4 is to raise rural households incomes from US$123 per household per year in 2005 to US$370 in 2012. The toolkit demonstrated that rural households in Madagascar gain about a third of their income from forests—but this portion of income is not included in current data collection.

Potential action: The Observatoire Economique (the agency in charge of collecting economic statistics for MAP) could include forest income within household economy data— which would not only be more accurate, but go some way towards helping the government meet ambitious targets for raising rural incomes.

Opportunity 3: The Information service of the Ministry of Environment, Water and Forests and Tourism (MEEFT) collects regular, high-quality data relevant to forest livelihoods (e.g. resource abundance and management activities at commune-level), but these are not well communicated beyond the forest sector.

Potential action: The data already collected by the Information

Service of MEEFT could be exploited to monitor the performance of forestry in achieving MAP. The Information Service of MEEFT could work in partnership with the Observatoire Economique to work out how best to analyze and present this data to provide an effective evaluation of progress.

Forest dependency by the rural poor— using Tool 4 to provide a national perspective

Tool 4 provides a quantitative insight into forest product use at the village-level. However, to have impact at the national level, this type of exploratory analysis needs to be supplemented by further comparative study across all the sample villages in order to present a broader picture of forest product use within the national economy. It should be emphasized that this analysis cannot be given with any statistical confidence. However, the results will still likely be of value in policy circles, as they will highlight probable levels of dependence and usage of forest products where often no other figures exist. This approach may justify more rigorous data collection subsequently to understand more fully the key issues that have been identified.

This type of analysis should only be undertaken by computer, using standard spreadsheet software. A simple, integrated spreadsheet was developed to answer the following five questions, which emerged from an analysis of the four country studies where the toolkit was tested in 2008. The spreadsheet template is shown at the end of this section and can be downloaded from the PROFOR website.

1. *How important are forest products to rural peoples' livelihoods?* This is a key figure with which to engage national planners. If the contribution of forest products to rural peoples' livelihoods is very low there would be little justification for promoting its attention in national policy circles. A case has to be made that the consideration of forest issues is a strategic priority for those involved in developing national poverty reduction strategies.

From the country studies, it emerges that approximately one third of all rural household livelihoods are derived from forest product use. The data from Cameroon showed higher levels of use. Under such circumstances the absence of detailed considerations of forest use within the national poverty reduction strategy would leave a large hole in such a strategy.

Country	Forest product contribution to household livelihoods (%)	Poorer households (%)	Wealthier households (%)
Uganda	30	31	29
Ghana	35	35	35
Cameroon	45	44	46
Madagascar	29	30	27

2. *How integrated with the cash economy are rural people?* This second question provides some insight into the potential for cash-based growth strategies to deliver poverty reduction in the short-term. The balance between the subsistence and cash economy across all sites can be estimated from participants' scoring of tool 4. Across the country case studies where the toolkit was tested, it can be seen that up to one half of rural peoples' livelihoods is cash-based; the remainder never enters the cash economy. Clearly different poverty reduction strategies may be appropriate in countries such as Madagascar's largely subsistence-based economy compared to that of the more monetized economies of Ghana and Uganda.

Country	Subsistence use (%)	Cash generation (%)
Uganda	52	48
Ghana	51	49
Cameroon	59	41
Madagascar	63	37

3. *Are forest products more important for subsistence or cash generation?* In addition to reviewing the combined contribution of forest products, it is also

worthwhile to look at the separate statistics for the average contribution made by forest products to subsistence use and their average contribution to cash income.

Different conditions were found to exist across the four country studies undertaken in 2008. In Uganda and Ghana forest products are of greater importance for subsistence use. (Therefore a case could be made in terms of the importance of their role in reducing the vulnerability of rural communities to external shocks). In contrast, in Cameroon the sale of forest products appears to be an important commercial activity for many rural people. The situation suggested for Madagascar is that forest products are not a major source of livelihood for the agrarian communities that were sampled. Under such circumstances making the case for poverty-forests linkages at the national level will clearly require a more nuanced approach.

Country	Forest product contribution to subsistence use (%)	Poorer households (%)	Wealthier households (%)
Uganda	43	40	45
Ghana	49	49	50
Cameroon	41	44	39
Madagascar	37	39	34

Country	Forest product contribution to cash generation (%)	Poorer households (%)	Wealthier households (%)
Uganda	18	23	13
Ghana	21	23	20
Cameroon	49	45	53
Madagascar	16	15	16

4. *Is the balance between subsistence use and cash generation similar for agricultural crops and forest products?* The ratio of subsistence to cash for agricultural

crops and separately for forest products is a useful comparison that helps to explain the 'visibility' of forest products in the national economy. For example, in both Uganda and Ghana the contribution of forest products to cash income is much less than for agricultural products, which may help to explain their limited consideration in the first iteration of these countries' PRSPs. For Cameroon and Madagascar the situation is reversed, with forest products playing a greater contribution to peoples' cash income.

Country	Ratio of subsistence to cash for agricultural crops	Ratio of subsistence to cash for forest products
Uganda	1:1	3:1
Ghana	1:1	2:1
Cameroon	2:1	1:1
Madagascar	2:1	1:1

5. *Forest product contribution to cash income.* The above tables provide some 'headline' figures around which various policy messages can be constructed that will be of interest at the national level. However, the analysis of tool 4 can go one step further and provide a graphical summary across sites and by wealth and gender. Gender, in particular, is recognized as an important determinant of wealth status and so current use of forest products by gender may provide some clues for further interesting lines of enquiry.

The four charts that follow are automatically produced on completion of the standard project spreadsheet to show how the cash component of respondents' combined income from forest products varies across respondent groups and sample sites (similar charts are also produced for the non-cash component).

These graphs can highlight interesting patterns of forest product use that can be developed into policy messages for consideration at the national level. For example:

(a) in Ghana

- As a contribution to cash income, forest products are more important for women than for men. This holds as incomes (i.e. wealth status) rise. Forest products represent a significant source of cash for poor women. Income earned from the sale of forest products represented 20-30% of poor women' total livelihood in two of the sample villages.

- For cash income, the northern savannah forests (surrounding the villages of Siisi and Dagare) appear to provide a greater contribution to rural livelihoods than the southern high canopy forests. This is closely related to the presence of a forest product (the shea nut tree—*Vitellaria paradoxa*) that can be readily commercialised by individuals (mostly women).

(b) in Uganda

- In the south-west villages (Ncundura and Muhindura) poor men from the Abatwa culture make considerable commercial use of forest products due to their intimate knowledge of the forest. This is despite many of them having been evicted from statutorily protected forest areas. Without access to land, government is faced with a major challenge to secure for them alternative sources of livelihood. Land disputes—and continuing forest loss—can be expected to continue until there is a resolution of their situation.

(c) in Cameroon

- The relative high levels of cash generation from forest products in Mapanja village are related to the presence of a high value forest product: the bark of *Prunus africana*.

Preparation of a national briefing paper

Once all the analysis is complete, it is necessary to draw some conclusions and present these in a briefing paper that will hold the attention of those involved in policy development. The target audience of this paper will be those decision-makers at national level, within the civil service (most importantly in the agencies responsible for poverty reduction strategies, forestry

FOREST PRODUCT CONTRIBUTON TO CASH INCOME
UGANDA
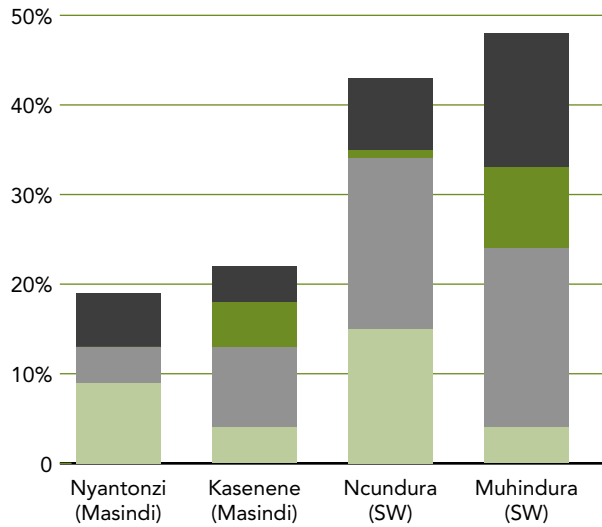
FOREST PRODUCT CONTRIBUTON TO CASH INCOME
CAMEROON
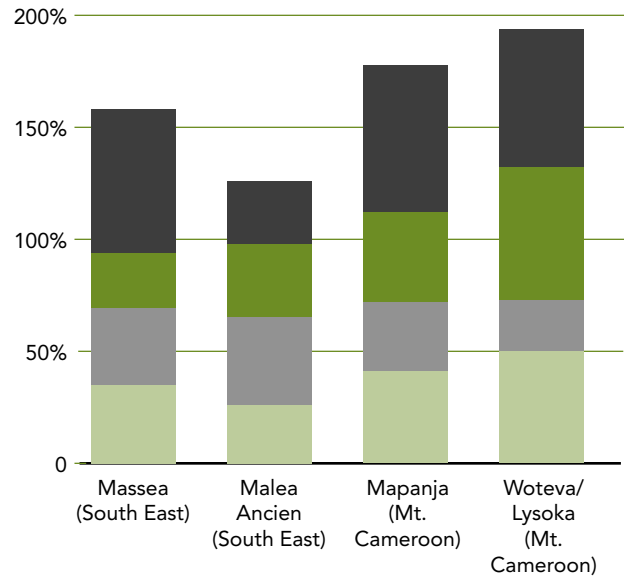
FOREST PRODUCT CONTRIBUTON TO CASH INCOME
GHANA
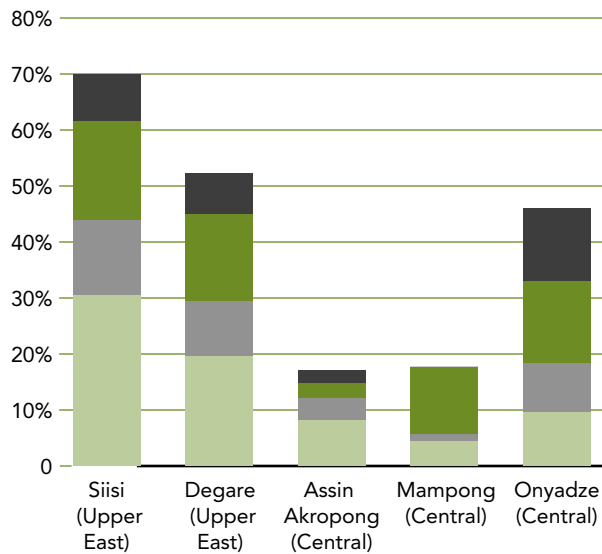
FOREST PRODUCT CONTRIBUTON TO CASH INCOME
MADAGASCAR

■ Wealthy Men   ■ Wealthy Women   ■ Poor Men   ■ Poor Women
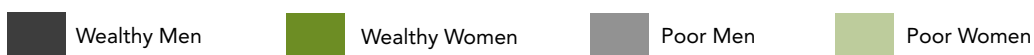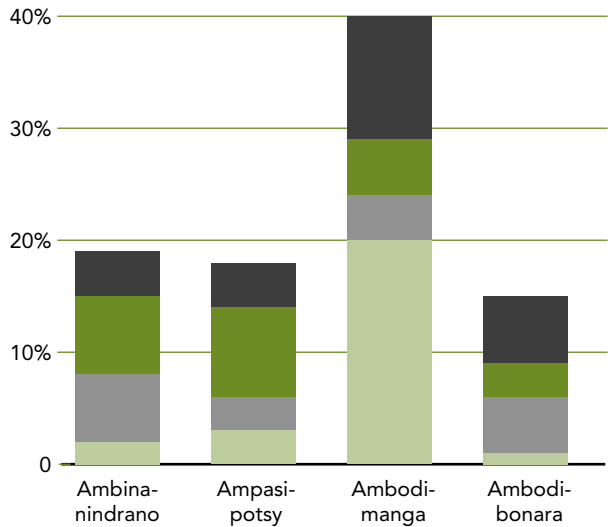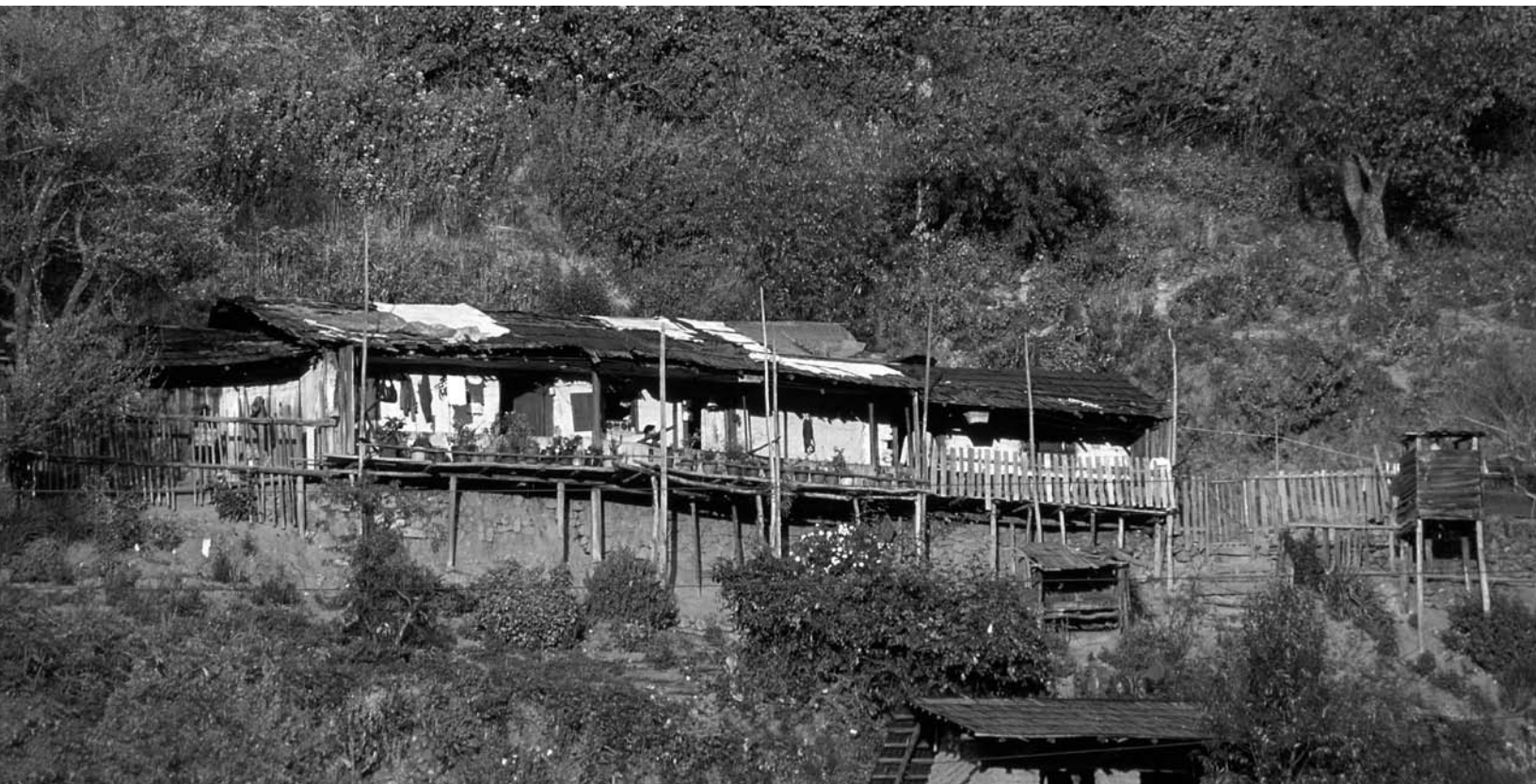
and collection of statistics) and in parliament. Secondary audiences are decision-makers at the international level (e.g. World Bank) and sub-national level (e.g. District Officers).

The purpose of the briefing paper is to provide national-level policy makers with the key messages and recommendations that arise from the toolkit. The policy brief will achieve this purpose by linking the field results with national-level policy priorities and processes. The briefing paper that was used in Uganda is provided as a sample in this toolkit, just following this Overview.

It is important to identify a champion for this policy paper, someone who has sufficient standing so as to influence the national policy process. This person should be consulted at the beginning of drafting the paper and the findings discussed to identify the key policy messages and the evidence on which these messages are based. Where the exercise is sponsored by the World Bank, the WB person in-country should also be brought on board early on for similar reasons.

Overall, it is suggested that the policy brief:
- Be concise (a maximum 8 pages, but aim for less)
- Be laid out attractively, using colour and professional layout if possible
- Include maps, photos and diagrams as far as space allows
- Provide clear evidence for assertions made
- Concentrate on 4-6 key policy messages rather than attempt a comprehensive report of all the results of the toolkit

■ Use text boxes for all non-critical information, so that readers can move through the document quickly on their first reading

Suggested table of contents:
1. Recommendations for policy (conclusions)
2. Introduction: rationale and approach
3. Poverty & forestry context: status and policy
4. Key findings of the toolkit
5. Further information

Content within each of these sections:
4. Recommendations for policy

This section should be written last, but should appear first, at the front of the policy brief. It needs to contain a limited number of clear, hard-hitting messages, presented as bullet points. This section should be used to relate the toolkit findings to policies, institutions and indicators. Relevant points will be country specific, however important areas to include might be:

■ Governance: do the findings suggest that decisions on forestry should be taken in different ways, e.g. new kinds of inter-sectoral links or a different balance between national-level and local-level authority?

■ Information and coordination: do the findings suggest a need for coordinating the viewpoints of various agencies (e.g. different definitions and comprehension of forest products or forest functions, how small-scale forestry is included in GDP calculations or other economic data)?

■ Indicators: do the findings suggest any new indicators for the PRS, census, MDGs, district-level data collection etc? Or, alternatively, different interpretations of current statistics?

■ Budget allocations: do the findings suggest that national budget allocations to forestry as a whole, or sub-allocations within forestry should be adjusted, and how? (This is an ambitious area in which to comment,

but it may be relevant to make a strong point on this in certain countries, e.g. in Madagascar where there is little or no financial and institutional allocation to livelihoods issues in forestry, only conservation).

2. Introduction: rationale and approach
This requires one punchy paragraph on why the policy brief matters and what gap it is trying to fill. You could use a general approach (e.g. *forestry has a low profile within national policies and strategies for poverty reduction. But forestry is very important in people's livelihoods—it is just that this contribution is difficult to recognise and quantify…*etc) or a nationally specific approach (e.g. *Cameroon is in the process of designing and implementing a new PRSP. Forestry has an important role in rural people's livelihoods, but this is not well documented or quantified…*etc). Any additional material considered critical to the story can go here—but it should be kept brief.

3. Poverty & forestry context: status and policy
(a) Status and links: What is the poverty status of the country? This should include the basic statistics on numbers of people in poverty, depth of poverty, distribution geographically or in different segments of society and include a poverty map. What is the status of forest cover in the country? This requires a basic description of forest cover types and another map. Other forestry statistics or issues may also be included, such as contribution to GDP, allocation from the annual government budget, or the relative role of large-scale and small-scale enterprises. This must be very brief, identifying the strategic and contentious issues only, e.g. is illegal use a major issue? Are there conflicts in rural areas over access rights? Finally, are there any clear correlations and links between incidence of forestry and distribution of vegetation types? (Answer is likely to be "no" in most countries).

(b) Policy and indicators: What are the main policy vehicles for poverty reduction and rural development? (PRSP-equivalent & others; MDGs, if relevant) Is forestry part of these strategies? Explain. What indicators

are used to measure trends in poverty? Are any of the indicators related to forest livelihoods? Next, what are the main forest policy priorities and processes, and are livelihoods and poverty reduction included or excluded? Explain. What indicators are used to measure trends in forests and forestry? These are important. Try to find the 'forest' indicators in the PRSP monitoring system and highlight in a text box. Comment on their power to capture the critical issues that have already been raised. Are any of the indicators related to forest livelihoods? It may be useful to include a diagram of the key policy processes and institutions and the links between national and sub-national levels.

4. Key findings of the toolkit

The key relevant findings for policy makers should then be highlighted. It is difficult to give precise guidance here because what policy makers will need to hear will differ from country to country. Some tips are:

- Make points that policy makers are unlikely to know already, or are in dispute (e.g. they probably don't need to be told "People use firewood for cooking and graze their cattle in the forest").
- Use the "rule of seven" (7 = the number of points people can comfortably absorb and hold at one time) to guide the number of findings that are presented.
- Include points in two areas: (a) how people use forests (from tools 2-5) and (b) people's perceptions of forest problems and solutions, sticking to the solutions that national-level policy makers are able to address (from tools 6-7). However, there is no need to report on every tool used.
- Draw attention to any important differences among different types of people (by gender and wealth class) and different localities (overall forest type, and contrasts between nearby villages)
- Go back and check! (a) Check results across all sites and all groups (poor men, poor women, rich women,

rich men) before drawing out a finding to go into the policy brief—if there are differences, comment on them, and (b) check results against policy issues— how does the finding inform policy and is the same language being used as that of policy makers?

Depending on the nature of debate in country, there may or may not be the need to include some discussion to demonstrate the applicability of the site-level results to the national level. Only include this material if you think the policy brief will be rejected by policy makers because it is "not representative" or "irrelevant," e.g.

- To what extent the sites are representative of the country as a whole (or representative of the areas where people have forest-dependent livelihoods)
- Comparison of the definitions used by local people and by the project compared to definitions in national policy statements (such as "poor" or "forest product")

5. Further information

Provide a clear set of contacts for further information (name, email and phone number), acknowledge support received and note the link to the PROFOR website, so that anyone can download the entire toolkit (currently http://www.profor.info/content/livelihood_draft_ toolkit.html)

Dissemination

When the briefing paper is complete, its writers and its sponsor should make every effort to disseminate it, to present it widely and to engender discussion of the need for a higher profile for forests in the context of poverty. A series of launch events should be planned, with presentations in both government and non-governmental venues.[25]

The World Bank can help to further raise the profile of forests in the PRSP, by ensuring that its Joint Staff Assessments flag up the toolkit process and its results to the

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25 Make sure that each district that contributed to the exercise gets several copies.

Boards of the IMF and the World Bank, and even more importantly in the feedback provided to countries to help them to improve their strategies. The Bank can also help by encouraging the PRS secretariat and Board in-country to make reference to toolkit findings in Annual Progress Reports.

Finally, multi-country comparisons of toolkit findings in several countries will be of great value.

The Policy Brief that was prepared in the context of pilot-ing this Toolkit in Uganda and used to input into national processes is included in this toolkit as just one example.

BACK-UP DOCUMENTS (TO BE KEPT BY THE RESEARCHER IN CASE ANY POLICY MAKERS FOLLOW UP AND REQUEST MORE INFORMATION)		
Annex	**Content**	**Format**
Poverty mapping	National poverty maps and rationale for site selection	Poverty maps; site location maps; criteria for selection
Policy mapping	1. Policy content, processes and spaces (PRSP and forest policy) 2. Policy actors 3. Policy knowledge 4. Suggested indicators for different aspects of PRSP and forest policy	1. Clear concise description and/or diagrams of key PRSP & forest policy 2. List + organogram (see example on p24 of Toolkit Part 1) 3. Annotated list of existing research and policy documents (see example for Tanzania) 4. See table on p7 of country team ToR
Village write-ups	Results of the toolkit exercises sum-marised for communication to policy makers	Base on Annex 2 of Part 1 of the Toolkit
Raw data from villages	Copies of original data sheets from toolkit exercises	As per toolkit
Toolkit evaluation reports	1. User evaluations 2. Audience /Participatory evaluations (village, district, national)	Use evaluation sheets supplied by international team

STATUS OF PRSPS AS OF AUGUST 2008, WITH NFP STATUS AND WORLD BANK COUNTRY INCOME CLASSIFICATION

COUNTRIES INVOLVED IN PRSPS (AS OF AUGUST 2008) TOGETHER WITH NFPS AND WORLD BANK COUNTRY INCOME CLASSIFICATION

Country	Region	Country classification	PRSP experience	Partnership with NFP facility
Benin	AFR	low income	PRSP II (2008)	2007
Burkina Faso	AFR	low income	PRSP II (2004)	2007
Burundi	AFR	low income	PRSP (2006)	No
Cameroon	AFR	lower middle income	PRSP (2003)	No
Cape Verde	AFR	lower middle income	PRSP II (2008)	No
CAR	AFR	low income	PRSP (2006)	No
Chad	AFR	low income	PRSP (2003)	No
Comoros	AFR	low income	I-PRSP (2005)	No
Congo DR	AFR	low income	PRSP II (2007)	2003
Congo Rep.	AFR	lower middle income	I-PRSP (2004)	2004
Cote d'Ivoire	AFR	low income	I-PRSP (2002)	No
Ethiopia	AFR	low income	PRSP (2002)	2007
G. Bissau	AFR	low income	I-PRSP (2000)	No
Gambia	AFR	low income	PRSP II (2007)	No
Ghana	AFR	low income	PRSP II (2005)	2003
Guinea	AFR	low income	PRSP II (2006)	2007
Kenya	AFR	low income	PRSP (2004)	2003
Lesotho	AFR	lower middle income	PRSP II (2006)	2003
Madagascar	AFR	low income	PRSP II (2007)	No
Malawi	AFR	low income	PRSP II (2006)	2002
Mali	AFR	low income	PRSP II (2008)	2003
Mauritania	AFR	low income	PRSP II (2006)	No
Mozambique	AFR	low income	PRSP II (2006)	2003
Niger	AFR	low income	PRSP II (2008)	2003
Nigeria	AFR	low income	PRSP (2005)	2002
Rwanda	AFR	low income	PRSP II (2008)	2003

COUNTRIES INVOLVED IN PRSPS (AS OF AUGUST 2008) TOGETHER WITH NFPS AND WORLD BANK COUNTRY INCOME CLASSIFICATION

Country	Region	Country classification	PRSP experience	Partnership with NFP facility
Sao Tome/Pr	AFR	low income	PRSP II (2005)	No
Senegal	AFR	low income	PRSP III (2007)	2003
Sierra Leone	AFR	low income	PRSP (2005)	2007
Tanzania	AFR	low income	PRSP II (2005)	2002
Uganda	AFR	low income	PRSP II (2005)	2003
Zambia	AFR	low income	PRSP III (2007)	2005
Cambodia	EAP	low income	PRSP II (2005)	2007
Indonesia	EAP	lower middle income	I-PRSP (2003)	2003
Lao PDR	EAP	low income	PRSP (2004)	2007
Mongolia	EAP	low income	PRSP (2003)	2002
Timor Leste	EAP	low income	PRSP (2002)	No
Vietnam	EAP	low income	PRSP II (2006)	2005
Afghanistan	SA	low income	PRSP (2008)	No
Bangladesh	SA	low income	PRSP (2005)	No
Bhutan	SA	low income	PRSP (2004)	No
Nepal	SA	low income	PRSP (2003)	2007
Pakistan	SA	low income	PRSP (2003)	2004
Sri Lanka	SA	lower middle income	PRSP (2002)	No
Djibouti	MENA	lower middle income	PRSP (2004)	No
Yemen	MENA	low income	PRSP (2002)	No
Bolivia	LAC	lower middle income	PRSP (2001)	No
Dominica	LAC	lower middle income	PRSP (2006)	No
Grenada	LAC	upper middle income	I-PRSP (2006)	No
Guyana	LAC	lower middle income	PRSP (2002)	No
Haiti	LAC	Low income	PRSP (2008)	
Honduras	LAC	lower middle income	PRSP (2001)	2003
Nicaragua	LAC	lower middle income	PRSP II (2005)	2005
Albania	ECA	lower middle income	PRSP II (2008)	No
Armenia	ECA	lower middle income	PRSP (2003)	2005
Azerbaijan	ECA	lower middle income	PRSP (2003)	No
Bosnia-Herz	ECA	lower middle income	PRSP (2004)	No
Georgia	ECA	lower middle income	PRSP (2003)	2004

COUNTRIES INVOLVED IN PRSPS (AS OF AUGUST 2008) TOGETHER WITH NFPS AND WORLD BANK COUNTRY INCOME CLASSIFICATION

Country	Region	Country classification	PRSP experience	Partnership with NFP facility
Kyrgyzstan	ECA	low income	PRSP (2002)	2005
Macedonia	ECA	lower middle income	I-PRSP (2000)	No
Moldova	ECA	lower middle income	PRSP II (2008)	No
Serbia and Mont.	ECA	lower middle income	PRSP (2004)	No
Tajikistan	ECA	low income	PRSP (2002)	No
Uzbekistan	ECA	low income	PRSP (2007)	2007

ACRONYMS

I-PRSP	Interim PRSP
PRSP (Year)	First PRSP (date)
PRSP II (Year)	Second generation PRSP (date)
PRSP III (Year)	Third generation PRSP (date)
AFR	Sub-Saharan Africa Region
EAP	East Asia and Pacific Region
ECA	Europe and Central Asia
LAC	Latin America and Caribbean
MENA	Middle East and North Africa Region
SA	South Asia Region

Source: http://go.worldbank.org/3H3F9VITD0

WORLD BANK COUNTRY INCOME CLASSIFICATION

Low income	$875 or less
Lower middle income	$876-3,465
Upper middle income	$3,466-10,725

DEVELOPING COUNTRIES WHICH ARE NOT ENGAGED IN THE PRSP PROCESS BUT WHICH ARE ACTIVE PARTNERS OF THE NFP FACILITY:

Upper Middle Income
Equatorial Guinea, South Africa, Chile, Palau

Lower Middle Income
Morocco, Namibia, Tunisia, China, Thailand, Philippines, Vanuatu, Colombia, Cuba, Ecuador, Guatemala, Jamaica, Paraguay

Low Income
Sudan

Recent partners in NFP Facility
Angola, Belize, Dominican Republic, El Salvador

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WORKED EXAMPLE FROM UGANDA

	Poor women			**Poor men**			**Wealthy women**			**Wealthy men**		
Nyantonzi (Masindi)	Cash income	40		Cash income	35		Cash income	75		Cash income	46	
	Farm - crops	30		Farm - crops	29		Farm - crops	63		Farm - crops	35	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	9	23	Forest	4	11	Forest	0	0	Forest	6	13
	Other	1		Other	2		Other	12		Other	5	
	Non-cash income	60		Non-cash income	65		Non-cash income	25		Non-cash income	54	
	Farm - crops	43		Farm - crops	40		Farm - crops	10		Farm - crops	6	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	4	7	Forest	24	37	Forest	13	52	Forest	42	78
	Other	13	13	Other	1	28	Other	2	13	Other	6	48
	Total	100			100			100			100	

Right panel (Nyantonzi):

48	% cash income
Percentage contribution to cash income	
13	Wealthy
23	Poor
18	Combined
Percentage contribution to non-cash income	
45	Wealthy
40	Poor
43	Combined

	Poor women			**Poor men**			**Wealthy women**			**Wealthy men**		
Kasenene (Masindi)	Cash income	52		Cash income	32		Cash income	43		Cash income	23	
	Farm - crops	44		Farm - crops	21		Farm - crops	34		Farm - crops	17	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	4	8	Forest	9	28	Forest	5	12	Forest	4	17
	Other	4		Other	2		Other	4		Other	2	
	Non-cash income	48		Non-cash income	68		Non-cash income	57		Non-cash income	77	
	Farm - crops	30		Farm - crops	47		Farm - crops	40		Farm - crops	38	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	18	38	Forest	21	31	Forest	17	30	Forest	39	51
	Other		22	Other		30	Other		22	Other		43
	Total	100			100			100			100	

Right panel (Kasenene):

Percentage contribution to combined	
29	Wealthy
31	Poor
30	Combined

Farm		Ratio
Subsistence total	455.0	
Cash total	506.0	0.9
Forest		
Subsistence total	350.0	
Cash total	132.0	2.7

	Poor women			**Poor men**			**Wealthy women**			**Wealthy men**		
Ncundura (SW)	Cash income	67		Cash income	36		Cash income	30		Cash income	37	
	Farm - crops	26		Farm - crops	16		Farm - crops	16		Farm - crops	22	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	15	22	Forest	19	53	Forest	1	3	Forest	8	22
	Other	26		Other	1		Other	13		Other	7	
	Non-cash income	33		Non-cash income	64		Non-cash income	70		Non-cash income	63	
	Farm - crops	16		Farm - crops	20		Farm - crops	46		Farm - crops	41	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	17	52	Forest	44	69	Forest	24	34	Forest	22	35
	Other		32	Other		63	Other		25	Other		30
	Total	100			100			100			100	

	Poor women			**Poor men**			**Wealthy women**			**Wealthy men**		
Muhindura (SW)	Cash income	63		Cash income	60		Cash income	52		Cash income	76	
	Farm - crops	35		Farm - crops	28		Farm - crops	42		Farm - crops	48	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	4	6	Forest	20	33	Forest	9	17	Forest	15	20
	Other	24		Other	12		Other	1		Other	13	
	Non-cash income	37		Non-cash income	40		Non-cash income	48		Non-cash income	24	
	Farm - crops	17		Farm - crops	21		Farm - crops	24		Farm - crops	16	
	Farm - animals			Farm - animals			Farm - animals			Farm - animals		
	Forest	16	43	Forest	19	48	Forest	22	46	Forest	8	33
	Other	4	20	Other		39	Other		31	Other		23
	Total	100			100			100			100	

SPREADSHEET TEMPLATE

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1		Poor women			Poor men			Wealthy women			Wealthy men						
2																	
3	Village 1	Cash income	=SUM(C4:C7)		Cash income	=SUM(F4:F7)		Cash income	=SUM(I4:I7)		Cash income	=SUM(L4:L7)			% cash income		
4		Farm - crops			Farm - crops			Farm - crops			Farm - crops				=AVERAGE(C3,F3,I3,L3,C18,F18,I18,L18,C33,F33,I33,L33,C48,F48,I48,L48)		
5		Farm - animals			Farm - animals			Farm - animals			Farm - animals						
6		Forest	=+C6/C3*100		Forest	=+F6/F3*100		Forest	=+I6/I3*100		Forest	=+L6/L3*100			Percentage contribution to cash income		
7		Other			Other			Other			Other				Wealthy	=AVERAGE(J6,M6,J21,M21,J36,M36,J51,M51)	
8															Poor	=AVERAGE(D6,G6,D21,G21,D36,G36,D51,G51)	
9		Non-cash income	=SUM(C10:C13)		Non-cash income	=SUM(F10:F13)		Non-cash income	=SUM(I10:I13)		Non-cash income	=SUM(L10:L13)			Combined	=AVERAGE(D6,G6,J6,M6,D21,G21,J21,M21,D36,G36,J36,M36,D51,G51,J51,M51)	
10		Farm - crops			Farm - crops			Farm - crops			Farm - crops						
11		Farm - animals			Farm - animals			Farm - animals			Farm - animals						
12		Forest	=+C12/C9*100		Forest	=+F12/F9*100		Forest	=+I12/I9*100		Forest	=+L12/L9*100			Percentage contribution to non-cash income		
13		Other	=+C6+C12		Other	=+F6+F12		Other	=+I6+I12		Other	=+L6+L12			Wealthy	=AVERAGE(J12,M12,J27,M27,J42,M42,J57,M57)	
14															Poor	=AVERAGE(D12,G12,D27,G27,D42,G42,D57,G57)	
15		Total	=+C9+C3		Total	=+F9+F3		Total	=+I9+I3		Total	=+L9+L3			Combined	=AVERAGE(D12,G12,J12,M12,D27,G27,J27,M27,D42,G42,J42,M42,D57,G57,J57,M57)	
16																	
17																	
18	Village 2	Cash income	=SUM(C19:C22)		Cash income	=SUM(F19:F22)		Cash income	=SUM(I19:I22)		Cash income	=SUM(L19:L22)			Percentage contribution to combined		
19		Farm - crops			Farm - crops			Farm - crops			Farm - crops				Wealthy	=AVERAGE(J13,M13,J28,M28,J43,M43,J58,M58)	
20		Farm - animals			Farm - animals			Farm - animals			Farm - animals				Poor	=AVERAGE(D13,G13,D28,G28,D43,G43,D58,G58)	
21		Forest	=+C21/C18*100		Forest	=+F21/F18*100		Forest	=+I21/I18*100		Forest	=+L21/L18*100			Combined	=AVERAGE(D13,G13,J13,M13,D28,G28,J28,M28,D43,G43,J43,M43,D58,G58,J58,M58)	
22		Other			Other			Other			Other						
23																	
24		Non-cash income	=SUM(C25:C28)		Non-cash income	=SUM(F25:F28)		Non-cash income	=SUM(I25:I28)		Non-cash income	=SUM(L25:L28)			TOTALS		
25		Farm - crops			Farm - crops			Farm - crops			Farm - crops				Farm		Ratio
26		Farm - animals			Farm - animals			Farm - animals			Farm - animals				Subsistence total	=SUM(C10,F10,I10,L10,C25,F25,I25,L25,C40,F40,I40,L40,C55,F55,I55,L55)	
27		Forest	=+C27/C24*100		Forest	=+F27/F24*100		Forest	=+I27/I24*100		Forest	=+L27/L24*100			Cash total	=SUM(C4,F4,I4,L4,C19,F19,I19,L19,C34,F34,I34,L34,C49,F49,I49,L49)	=+P26/P27
28		Other	=+C21+C27		Other	=+F21+F27		Other	=+I21+I27		Other	=+L21+L27					
29															Forest		
30		Total	=+C24+C18		Total	=+F24+F18		Total	=+I24+I18		Total	=+L24+L18			Subsistence total	=SUM(C12,F12,I12,L12,C27,F27,I27,L27,C42,F42,I42,L42,C57,F57,I57,L57)	
31															Cash total	=SUM(C6,F6,I6,L6,C21,F21,I21,L21,C36,F36,I36,L36,C51,F51,I51,L51)	=+P30/P31
32																	
33	Village 3	Cash income	=SUM(C34:C37)		Cash income	=SUM(F34:F37)		Cash income	=SUM(I34:I37)		Cash income	=SUM(L34:L37)					
34		Farm - crops			Farm - crops			Farm - crops			Farm - crops						
35		Farm - animals			Farm - animals			Farm - animals			Farm - animals						
36		Forest	=+C36/C33*100		Forest	=+F36/F33*100		Forest	=+I36/I33*100		Forest	=+L36/L33*100					
37		Other			Other			Other			Other						
38																	
39		Non-cash income	=SUM(C40:C43)		Non-cash income	=SUM(F40:F43)		Non-cash income	=SUM(I40:I43)		Non-cash income	=SUM(L40:L43)					
40		Farm - crops			Farm - crops			Farm - crops			Farm - crops						
41		Farm - animals			Farm - animals			Farm - animals			Farm - animals						
42		Forest	=+C42/C39*100		Forest	=+F42/F39*100		Forest	=+I42/I39*100		Forest	=+L42/L39*100					
43		Other	=+C36+C42		Other	=+F36+F42		Other	=+I36+I42		Other	=+L36+L42					
44																	
45		Total	=+C39+C33		Total	=+F39+F33		Total	=+I39+I33		Total	=+L39+L33					
46																	
47																	
48	Village 4	Cash income	=SUM(C49:C52)		Cash income	=SUM(F49:F52)		Cash income	=SUM(I49:I52)		Cash income	=SUM(L49:L52)					
49		Farm - crops			Farm - crops			Farm - crops			Farm - crops						
50		Farm - animals			Farm - animals			Farm - animals			Farm - animals						
51		Forest	=+C51/C48*100		Forest	=+F51/F48*100		Forest	=+I51/I48*100		Forest	=+L51/L48*100					
52		Other			Other			Other			Other						
53																	
54		Non-cash income	=SUM(C55:C58)		Non-cash income	=SUM(F55:F58)		Non-cash income	=SUM(I55:I58)		Non-cash income	=SUM(L55:L58)					
55		Farm - crops			Farm - crops			Farm - crops			Farm - crops						
56		Farm - animals			Farm - animals			Farm - animals			Farm - animals						
57		Forest	=+C57/C54*100		Forest	=+F57/F54*100		Forest	=+I57/I54*100		Forest	=+L57/L54*100					
58		Other	=+C51+C57		Other	=+F51+F57		Other	=+I51+I57		Other	=+L51+L57					
59																	
60		Total	=+C48+C54		Total	=+F54+F48		Total	=+I54+I48		Total	=+L54+L48					

ACRONYMS

APR	Annual Progress Report produced by governments in each year of PRS implementation
BAT	British American Tobacco
BUCODO	Budongo Forests Community Development Organization (Uganda)
CAS	Country Assistance Strategies (World Bank)
CFM	Community forest management
CFR	Central Forestry Reserves (Uganda)
CIFOR	Center for International Forestry Research
CSO	Civil society organization
ECOTRUST	The Environment Conservation Trust (Uganda)
FAO	Food and Agriculture Organization of the United Nations
FD	Forest Department
FRA	Forest Resource Assessment (conducted every five years by FAO)
HBS	Household Budget Survey
IDA	International Development Association
IFF	International Forum on Forests
IIED	International Institute for Environment and Development
IMF	International Monetary Fund
INGO	International Non-Governmental Organization
IPF	International Panel on Forests
I-PRSP	Interim PRSP
ITTO	International Timber Trade Organization
IUCN	International Union for Conservation of Nature
JSA	Joint Staff Assessments—documents produced by World Bank staff for reporting on the status of a country's current PRSP
LGMD	Local Government Monitoring Database
MAP	Madagascar Action Plan
MDGs	Millennium Development Goals
MKUKUTA	MKUKUTA (Mkakati wa Kukuza Uchumi na Kuondoa Umaskini Taifa) National Strategy for Growth and Reduction of Poverty of Tanzania
MTEF	Medium Term Expenditure Framework
NAADS	National Agricultural Advisory Services (Uganda)
NFA	National Forestry Authority
nfp	national forest program (nfp Facility located at FAO)
NGO	Non-Governmental Organization
NTFP	non-timber forest product
ODI	Overseas Development Institute
OECD	Organisation of Economic Cooperation and Development
PEN	Poverty Environment Network (CIFOR)
PMS	Poverty Monitoring System for PRS
PPA	Participatory Poverty Assessment
PRA	Participatory Rural Appraisal
PROFOR	World Bank Program on Forests
PRS	Poverty Reduction Strategy
PRSC	Poverty Reduction Support Credits
PRSP	Poverty Reduction Strategy Paper (or Process)
RECOFTC	Regional Community Forestry Training Center for Asia and the Pacific
SAPM	Le Système des Aires Protégées de Madagascar
SWAP	Sector-Wide Approach
TFAP	Tropical Forestry Action Plan
TFT	Tropical Forest Trust
TNC	The Nature Conservancy
UNCED	UN Conference on Environment and Development
UNFF	United Nations Forum on Forests
WCS	Wildlife Conservation Society
WWF	World Wide Fund for Nature

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