|  |  |
| --- | --- |
| UNDP_Logo-Blue%20w%20Tagline-ENG | **Back to Office Report****Submitted by:** Patricia Toquica**Title: BTOR mission to Paraguay** **Date submitted: July 27, 2016** |
| 1. Practice area : BPPS |
| 2. Mission period (incl. of travel days) From: July 20 to: July 22, 2016 |
| 3. Type of mission: Official  | 4. ClientsPrograma Nacional Conjunto ONU-REDD Paraguay (SEAM, INFONA, FAPI)  |
| 5. Purpose of mission This mission had the purpose of: * Coordinating communications products for the finalization of the UN-REDD Programme
* Providing technical support and coordinating work plans with local team and consultants in charge of gathering information on impacts and lessons learned of the UN-REDD Programme in Paraguay
* Work with counterparts to identify key political messages to position strategic products, outcomes and processes started by the UN-REDD Programme with key audiences.
 | 6. Documents, materials, resources * Plan Nacional de Desarrollo 2030
* Drafts of National REDD+ Strategy
* UN-REDD Programme Results Framework

  |
| 7. Mission members Patricia Toquica (Regional Knowledge Management Specialist). | 8. CostsUS $ 2.553.18 |
| 9. Context of mission Paraguay was one of the first pilot countries of the UN-REDD Programme. The National Programme has been in implementation for the last five years and is closing operations at the end of July 2016. The UN-REDD Programme Paraguay has been implemented jointly by the Secretariat of Environment (SEAM), the National Forest Institute (INFONA) and the Federation for the Auto-determination of Indigenous Peoples (FAPI) along with FAO, UNDP and UNEP. To anticipate the evaluation and closure of the National Programme, several processes have been recommended from the Regional Office since beginning 2016 to properly document impacts and lessons learned during implementation, as well as agree on key political messages and engagement with key parties to ensure continuity of actions. These processes include the systematic capture, organization and presentation of the main achievements as a result of five years of activities of the ONU-REDD+ Paraguay Programme as well as reflections from involved parties on useful lessons for future national initiatives, as well as for sharing with other UN-REDD Programme countries. In addition, it was been identified as strategic to position the work achieved by the Programme and the current potential of Paraguay for continuing promoting REDD+ actions through different partnerships (FCPF for example) in alignment with national economic, social and environmental objectives. *9.a Findings*.Long discussions took place at the national technical team (ETN) to agree on products and processes, which delayed the consultants hiring process. Even tough schedule is tight products should be completed for final event to be scheduled after Sept 15 2016. There is interest from the Ministry of the SEAM, to involve high level stakeholders, including if possible Paraguay’s President in a political event around forests conservation and sustainable development as part of the finalization of the Programme. He specially requested technical communications assistance in creating key messages that can be used in this event to coincide with National Programme priorities in the areas of international commitments, inclusive growth and poverty reduction. The local team has worked several times in putting together various messages and communications strategies, however at this point more relation on how the UN-REDD Paraguay Programme products can be useful to support these national agenda lines is needed. *9.b Results achieved (key outputs)*Coordination of communications products and agreements with local team and consultants. * Revision with national technical team of road map, deadlines and products required.
* Meetings with tree consultants hired to develop expected products, agreement on work plans, deliverables and deadlines.

**Consultancy 1. Systematization of achievements and lessons learned*** The consultancy yields two products and is scheduled to end on September 9 as stablished on ToRs.-Product 1. Internal document on achievements and lessons to be discussed and validated on 12 August with the ETN

-Product 2. External eight-page document to be released and distributed in future stakeholder engagement events.* Agreements on stakeholders to be interviewed, processes and inputs was clarified.

**Consultancy 2. Systematization of prioritized National Joint Programme publications, reports and products** Final product will be a brochure with summaries and key information of the main (30) publications, reports and Programme products that have been prioritized by the local team. Products will be categorized, standardized and uploaded and available at the SEAM and INFONA pages. This product should be finalized by August 30, 2016.**Consultancy 3. Engagement and positioning video**It’s been agreed that this will be a visual product to support advocacy, positioning and resource mobilization objectives linked to forest conservation and sustainable growth in the country. The video will seek to highlight recent advances in the country against international commitments as part of UN-REDD Programme in connection with national development goals and next steps in the environmental agenda. The product will feature testimonials from key stakeholders from various sectors. The aim is for all products to be finalized by Sept. 15, 2016 according to the timetable set for the closing event.**3. Political Messages**Based on a desk review of national documents and discussions with Programme partners, progress was made during the mission to identify political messages, at the request of the Minister of the SEAM. A proposal arising from crossing messages in the National Development Programme, key elements of the President speeches, with main products UN-REDD Paraguay program and some of the lines of the Strategy (REDD +) was developed and its attached to this BTOR. *9.c Lessons Learned*  * Stablishing and formalizing a process to yearly create knowledge and communications products from National Programs following agreed guidelines is much required to avoid accumulating this work at end of each NP. Synchronizing these deliverables along with annual reports could be a solution in the future. This exercise will also allow teams to reflect on potential gaps, risks, what worked and what didn´t and take corrective actions in a timely manner.

*9.d Expected outcomes and impacts** Finalization of knowledge, communications and positioning products by mid. September 2016.
* Proper visibility among internal and external stakeholders of contributions of the UN-REDD Programme to the environmental and sustainable development agenda of the country.
* Increased commitment of relevant stakeholders to continue working towards the achievement of national climate change agreements to reduce deforestation and forest degradation in the framework of sustainable growth and development.

  |
| 10. Key counterparts* SEAM, INFONA, FAPI
 |
| 11. Follow up action matrix |
| Action to be taken | By whom | Expected completion date |
| Revision of results framework for information to be covered on interviews with key stakeholders  | Patricia Toquica  | July 26, 2016 |
| Creation of political messages proposal  | Patricia Toquica | July 29, 2016  |
| Quality review and validation of products  | National Technical Team (ETN), Patricia Toquica  | August 20, 2016  |
| Follow up for timely finalization of consultancies  | Roberto López, Carmen Vallejo, Gabriela Viñales  | Sept 15, 2016  |
| Continued support to knowledge and comms products related to Programme finalization.  | Patricia Toquica  | Sept 30, 2016 |
|  |  |  |
| 12. Distribution list* UNDP CO: Veronique Gerard
* UNDP-UN-REDD Regional Team, Tim Clairs
* UNEP and FAO UN-REDD+ focal points for Paraguay, Juan Ferrando and Angel Parra.
* UNDP Regional: Matilde Mordt.
 |