



Community Consultation/Engagement and Outreach Design for The Resilient Northern Tanzania Ecosystem Project

About ‘Partnering for a biodiverse, prosperous and resilient Tarangire Ecosystem Landscape’ project (shortened ‘Resilient Tarangire Ecosystem Project’).

This is a four years partnership project between The Nature Conservancy (TNC) and Instituto Oikos (IO), Tanzania People and Wildlife (TPW), and Ujamaa Community Resource Team (UCRT). The project was launched in June 2022 and is financed by the Darwin Initiative through the United Kingdom’s Department of Environment, Food, and Rural Affairs.

The goal of the project is to establish a fully functional Tarangire landscape that sustains high biodiversity and people, where wildlife corridors and dispersal areas are protected, and poverty is reduced through community-led integrated rangeland management.

The project will operate in 49 villages and 1 Wildlife Management Area in Longido, Monduli, and Simanjiro Districts.

Contents

Introduction	3
Summary of the steps to be taken at regional, district, and community levels	4
Detailed description of the steps	7
Consultations with the Government Stakeholders	7
Step G1: Consultation with the Arusha and Manyara Regional and Districts (Monduli, Longido, and Simanjiro) leadership to introduce the project and the soil carbon concept.	7
Step G2: Training for district staff on the soil carbon project and its linkage with <i>HRM</i>	8
Step G3: Raising awareness with District Councilors about the soil carbon project and its linkage with HRM.	9
Community Consultations	10
Sensitization Phase	10
Step S1: Initial introduction of the Holistic Rangeland Management (HRM) and soil carbon concept to community-level participants	10
Step S2: Conducting inception workshop on the HRM, including an introduction to soil carbon concepts to the community and district-level participants from three project districts.	11
Step S3: Introductory meeting with Village Councils (including the Village Grazing Committees, VLUMC, Grazing Coordinators, and elders) to introduce the project and soil carbon concepts.	12
Step S4: Village assembly meeting to discuss designed elements of the project and received input from the communities.	13
Engagement Phase	14
Step E1: Meetings with communities to collate their inputs in the project design	14
Step E2: Meeting with Village Councils (including the Village Grazing Committees, VLUMC, Grazing Coordinators, Women Rights Leadership Forum, youths, and elders) to prepare a carbon revenue distribution mechanism.	16
Step E3: Village Assembly meeting to discuss and approve the draft carbon revenue distribution mechanism.....	17
Agreement Phase	18
Step A1: Meetings with communities in preparing community engagement contracts.....	18
Step A2: Training to villages' committee for soil carbon on how to conduct the project's monitoring and reporting.	19
Step A3: Training on responsibilities and roles to villages' special committee on soil carbon revenue sharing.	20
Annex 1: Overview of FPIC	21
Annex 2: Documentation requirements	25

Introduction

The objective of this document is to provide a step-by-step plan for stakeholders introducing the Resilient Tarangire Ecosystem Project at the community, governmental and household levels through a Free, Prior, and Informed Consent (FPIC) process. This plan lays out practical guidance on ensuring that communities engaging in the project do so through free and fully informed agreements. Community consultation is an opportunity for the project proponents to identify and engage with the local communities in the early stages of the project and to obtain constructive feedback on its development from the members of these communities. This process is critical to creating a sense of ownership of this initiative by our local partners, ensuring the sustainable development of the Resilient Tarangire Ecosystem Project.

The community consultation process will develop in three distinct phases: sensitization, engagement, and agreement:

1. The Sensitization phase consists of approximately four meetings with village leaders, village councils (including the appropriate village committees), and whole village assemblies to introduce the concepts of climate change, grazing practices, and links to soil carbon and carbon markets.
2. The Engagement phase consists of a series of meetings with communities to discuss and identify key project design elements, including implementation, project governance, revenue share, communication, and grievance mechanisms.
3. The Agreement phase completes the initial FPIC process, delivering documented agreements between project proponents, communities, and other stakeholders on how the project will be managed and implemented. This should include mechanisms to ensure FPIC is managed and maintained throughout the 20+ years of the project lifetime.

This guidance is intended to be followed by the field practitioners, and it's based on the experience of the local field teams working in the landscape, best practice international carbon standards, and internal TNC requirements for carbon projects. An overview of the FPIC process and more details on its principles have been included at the end of this document (see Annex 1). During the implementation of this plan, field practitioners should be mindful of the importance of engaging both women and men in all steps.

Summary of the steps to be taken at regional, district, and community levels

The table below summarizes the key steps to be taken at the regional, district, and community levels. Each step is described in detail in section 3 of this plan.

Activity	Target	Covered principles as per the TNC Human Rights Guide
Consultations with the Government Stakeholders		
Step G1: Consultation with the Regional and District leadership on introducing the project and the soil carbon concepts.	The Regional and District staff are conversant on the project and approve to proceed with the subsequent steps.	Prior Engagement and Collaborative Relationships
Step G2: Training to district staff on the soil carbon project and its linkage with HRM	District staff learn about soil carbon concepts and discuss any concerns or challenges for the project implementation.	Prior Engagement and Collaborative Relationships
Step G3: Conducting awareness raising meeting for District Councillors on the soil carbon project and its linkage with HRM	District Councillors learn about soil carbon concepts, discuss any concerns, and express their support for the project.	Prior Engagement and Collaborative Relationships
Community Consultations		
Sensitization Phase		
Step S1: Initial introduction of the Holistic Rangeland Management (HRM) and soil carbon concept to community-level participants.	Introductory information on soil carbon concepts and their link to HRM has been shared with the Village leaders, representatives of the Village Rangeland Management Committees (VRMCs), Village Land Use Management Committees (VLUMCs), Village Natural Resources Committees (VNRCs), Grazing Coordinators and elders.	<ol style="list-style-type: none"> 1. Prior Engagement and Collaborative Relationships. 2. Free Choice and Self Determination. 3. Informed Decision Making 4. Equity 5. Inclusion.
Step S2: Conducting inception workshop on the HRM, including the introduction of the soil carbon concept to community and district level participants from four project districts.	District staff, Village leaders, representatives of the Village Rangeland Management Committees, Grazing Coordinators and elders become familiar with the soil carbon concept.	

Step S3: Introductory meeting to Village Councils (including the Village Grazing Committees, VLUMC, Grazing Coordinators and elders) to introduce the project and soil carbon concepts.	Village Councils and the respective village organs are familiar with the concept of soil carbon.	
Step S4: Village assembly meeting to discuss soil carbon concepts and document the consent of the village to proceed with the project.	Village members learn about the soil carbon concepts, discuss any concerns, and express their support or objection to the project proceeding. Village Assemblies are given the opportunity to decide whether to proceed with the soil carbon project.	
Engagement Phase		
Step E1: Discuss carbon project in meetings with communities structures, processes and requirements including MRV, and to collate their inputs, concerns and suggestions on the project design and concept.	The project design is developed and documented through participatory prepared with input from the communities.	<ol style="list-style-type: none"> 1. Prior Engagement and Collaborative Relationships. 2. Free Choice and Self Determination. 3. Informed Decision Making 4. Equity 5. Inclusion.
Step E2: Meeting with Village Councils (including the Village Grazing Committees, VLUMC, Grazing Coordinators, Women Rights Leadership Forum, youths and elders) to develop and design key mechanisms, including communications, carbon revenue sharing, grievances.	Communication, carbon revenue sharing and grievance mechanisms have been participatory prepared by the Village Councils.	
Step E3: Village Assembly meeting to discuss and approve the draft carbon project mechanisms.	Project mechanism has been endorsed by the Village Assemblies.	
Agreement Phase		
Step A1: Meetings with communities to discuss and explain project agreement contracts (soil carbon contracts).	Project agreement contracts with the project have been participatory prepared and approved by the Village	<ol style="list-style-type: none"> 1. Right to Withhold Consent.

	Councils and Village Assemblies.	2. Informed Decision Making.
Step A2: Training on responsibilities and roles to villages' special committee on soil carbon revenue sharing.	The capacity of the villages' special committee on carbon revenue sharing has been enhanced.	
Step A3: Training to villages' committee on soil carbon and how to conduct the project's monitoring and reporting activities.	Project's monitoring is conducted as per the VCS principles.	

Detailed description of the steps

A recording of every meeting's attendees, discussed topics, and inquiries, including how they were addressed, should be appropriately documented for future reference.

Consultations with the Government Stakeholders

Step G1: Consultation with the Arusha and Manyara Regional and Districts (Monduli, Longido, and Simanjiro) leadership to introduce the project and the soil carbon concept.

Goal: Introduction to the Resilient Northern Tanzania Ecosystem Project, including basic soil carbon concepts and means of operating for the project, including the project partners.

Participants: at the Regional level: Regional Secretariat, including the Regional Administrative Secretary, Regional Natural Resources Officer, and Regional Planning Officer. At the District level: District Executive Director, District Natural Resources Officer, District Community Development Officer, and District Livestock/Rangeland Management Officer.

Objectives:

By the end of the meetings, the following will be achieved:

- The Regional and District staff are familiar with the project and the soil carbon concept.
- The Regional and District staff understand who The Nature Conservancy (TNC), Ujamaa Community Resource Team (UCRT), Tanzania People and Wildlife (TPW), and Instituto Oikos (IO) are.
- The Regional and District offer consent to proceed with the project in the villages.

Materials

- Project leaflets (including soil carbon briefing notes).

Time

2 hours.

Deliverables & Documentation

Meeting minutes with a list of participants, questions and responses, and comments received.

Agenda:

1. General description of climate change and greenhouse gases.
2. Introduction to the project implementers, HRM, and the soil carbon concept.
3. Roles and responsibilities of the regional and the district staff in sustaining the project, including the provision of supportive regulatory frameworks.

Step G2: Training for district staff on the soil carbon project and its linkage with HRM

Goal: Provide an overview of Integrated Rangeland Management and its linkage with the soil carbon project.

Participants: Members of the District's Council Management Team (CMT), including District Commissioner's Office.

Objectives:

By the end of the training, the participants will:

- Gain a basic understanding of the soil carbon concept and its linkage with IRM.
- Understand what the project is offering and what will be required from the community and the district.
- Have openly discussed any concerns that they may have.
- Have expressed their support for the project and their willingness to incorporate sustaining and scaling up strategies in the district plans.

Materials:

- Project leaflets.
- Posters with information about the soil carbon concept.

Time: Up to 2.5 to 3 hours. Preferable to conduct the training during the districts' scheduled Monday morning meetings.

Deliverables & Documentation:

Training report

Agenda:

1. General description of greenhouse gases and climate change.
2. Introducing the soil carbon concept, goal and objectives of the project, and the linkage with the IRM.
3. Responsibilities of the project, the district, the community, and benefits to the community.
4. Policy and legal framework for the soil carbon concept.

Step G3: Raising awareness with District Councilors about the soil carbon project and its linkage with HRM.

Goal: Provide an overview of the Integrated Rangeland Management and its linkage with the soil carbon project.

Participants: All Councillors of the District Councils in Simanjiro, Monduli, and Longido Districts

Objectives:

By the end of the training, the participants will:

- Have a basic understanding of the soil carbon concept and its linkage with IRM.
- Understand what the project is offering and what will be required from the community and the district.
- Have openly discussed any concerns that they may have.
- Have expressed their support for the project and their willingness to incorporate sustaining and scaling up strategies in the district plans.

Materials:

- Project leaflets.
- Posters with information about soil carbon concepts.

Time: Up to 2.5 to 3 hours. Preferable to conduct the meeting during the districts' scheduled quarterly meetings.

Deliverables & Documentation:

Meeting proceedings.

Agenda:

1. General description of greenhouse gases and climate change.
2. Introduction of soil carbon concepts, goal and objectives of the project, and the linkage with the IRM.
3. Responsibilities of the project, the district, the community, and benefits to the community.
4. Policy and legal framework for the soil carbon concept.

Community Consultations

Sensitization Phase

Step S1: Initial introduction of the Holistic Rangeland Management (HRM) and soil carbon concept to community-level participants

Goal: Sharing preliminary information about HRM and soil carbon concepts with the community.

Participants: Village leaders, representatives of the Village Rangeland Management Committees (VRMCs), Village Land Use Management Committees (VLUMCs), Village Natural Resources Committees (VNRCs), Grazing Coordinators, Women Rights and Leadership Forum, youths, and elders.

Objectives:

By the end of the meetings, the following will be achieved:

- The village leaders, representatives of the VRMCs, VLUMCs, VNRCs, Grazing Coordinators, and elders are familiar with the HRM and soil carbon concepts.
- The community representatives are willing to integrate the soil carbon concepts into the IRM.

Materials:

- Project leaflets.
- Posters with information about soil carbon concepts.

Time

3 hours.

Deliverables & Documentation

Meeting minutes.

Agenda:

1. General description of climate change and greenhouse gases.
2. Introduction to IRM and soil carbon concepts.
3. Project's benefits to the communities.

Step S2: Conducting inception workshop on the HRM, including an introduction to soil carbon concepts to the community and district-level participants from three project districts.

Goal: Develop a Holistic Grazing Management (HPGM) plan and introduction to the soil carbon project.

Participants: 150 participants (village leaders, representatives of the VRMCs, Grazing Coordinators, and elders from 49 villages and 1 WMA). District staff from Simanjiro, Monduli and Longido districts.

Objectives:

By the end of the meetings, the following will have been achieved:

- Participants become conversant with the IRM and soil carbon concept.
- Participants develop an action plan for introducing the IRM and the soil carbon concept in the villages.

Materials:

- Project leaflets.
- Posters with information about soil carbon concepts.

Time:

Five consecutive days.

Deliverables & Documentation

Workshop report.

Agenda:

1. Development of grazing plans.
2. Linking Holistic Planned Grazing Management with Soil Carbon Project- Climate Change, Carbon markets, and soil carbon and grazing impacts.
3. Experience sharing on Holistic Planned Grazing Management.
4. Introduction to grazing monitoring.
5. Grazing monitoring practical demonstration.

Step S3: Introductory meeting with Village Councils (including the Village Grazing Committees, VLUMC, Grazing Coordinators, and elders) to introduce the project and soil carbon concepts.

Goal: Building awareness and understanding in community leadership on climate change, carbon markets, and soil carbon linkage with IRM. Project activities, requirements, and means of operating for the project. Eliciting questions and feedback on key concepts.

Participants: All members of the Village Council, representatives of the VRMCs, VLUMCs, VNRCs, Grazing Coordinators, Women Rights and Leadership Forum, youths, and elders.

Objectives: By the end of the meetings, the following will have been achieved:

- Village Councils are familiar with the concept of soil carbon and its linkage with IRM, and carbon markets
- Village Councils' expression of interest to proceed with the initial project activities.

Materials

- Project leaflets.
- Posters with information about soil carbon concepts.

Time

3 hours.

Deliverables & Documentation

Meeting's minutes recording the Village Council's agreement on the project continuation.

Agenda

1. General description of greenhouse gases and their impact on climate change.
2. Introduction to soil carbon concepts and their linkage to IRM.
3. Introduction and overview of carbon markets and their functionality, i.e., pay for performance, measured impact.
4. Reviewing of the FPIC approach.
5. General introduction to the soil carbon project's goals and objectives.
6. An overview of how carbon markets work.
7. Responsibilities of the project and the community and benefits to the community.
8. Policy and legal framework for the soil carbon concept.
9. Village Council's questions and initial feedback Consent/ No objection to proceed.

Step S4: Village assembly meeting to discuss designed elements of the project and receive input from the communities.

Goal: First open meeting inviting villagers to build background awareness of the project's central concepts, climate change, soil carbon and grazing, and carbon markets.

The meeting will be run as an open discussion to explain specific parts of the project management and receive feedback from the communities on crucial project design features and project proponents' ideas.

Participants: All adult women and men normally residing in the village, project staff, District Staff, and Ward Councillor or Ward Executive Officer as the Guest of Honour.

Objectives:

By the end of the meetings, participants will:

- Gain a basic understanding of soil carbon concepts and their linkage with IRM.
- Understand what the project is offering and what will be required from the community.
- Have openly discussed any concerns that they may have.
- Have expressed their support/ no objection to the project proceeding.

Materials

- Project leaflets.
- Posters with information about soil carbon concepts.

Time

Up to 3 hours. Preferable to hold the meeting in the afternoon to fit the grazing/farming/household schedules.

Deliverables & Documentation

Meeting minutes of the Village Assemblies recording the communities' willingness to proceed with the project.

Agenda - same as step 3 above plus:

Village Assembly meeting:

- The Village Chairperson opens the meeting.
- A summary of what was discussed in the Village Council meeting is given by the Village Executive Officer.
- Any concerns are discussed openly.

Engagement Phase

Step E1: Meetings with communities to collate their inputs in the project design

Goal: Engaging the communities in the participatory process of designing the project and preparing the PDD.

Participants: Village: All members of the Village Council, representatives of the VRMCs, VLUMCs, VNRCs, Grazing Coordinators, Women Rights and Leadership Forum, youths, and elders. District: District Rangeland Officer, Project's District Contact Person, and District's Community Development Officer. Project: Project staff.

Objectives:

- The communities have participated in and contributed to the development process of the PDD.
- The communities are conversant about the PDD.
- The Village Council has endorsed the PDD.

Materials:

- An information document with the roles and responsibilities of the communities in managing and implementing a carbon project.
- Swahili summary of the PDD.

Time:

Three days per village.

Deliverables & Documentation

- Draft PDD.
- Meeting minutes

Agenda:

1. Discussion of the different roles and responsibilities required to manage and implement a carbon project, thinking about the project, including responsibilities of the stakeholders and benefits to communities.
2. Overview of how the carbon markets work.
3. Discussion about the benefits and challenges of different benefit-sharing approaches and ways of distributing the benefits. Particularly, how will the funding distribution be managed and overseen?
4. Discussion on how to best set up a grievance mechanism and communication between the project proponents and the communities and households.

5. Detailed presentation of the summary of the draft PDD (prepared by Terracarbon) in Swahili version.

4: Collating communities' inputs on the draft PDD.

Step E2: Meeting with Village Councils (including the Village Grazing Committees, VLUMC, Grazing Coordinators, Women Rights Leadership Forum, youths, and elders) to prepare a carbon revenue distribution mechanism.

Goal: Support communities in preparing carbon revenue-sharing mechanisms (including bylaws).

Participants: Village: All members of the Village Council, representatives of the VRMCs, VLUMCs, VNRCs, Grazing Coordinators, Women Rights and Leadership Forum, youths, and elders. District: District Lawyer, District Rangeland Officer, Project's District Contact Person, and District's Community Development Officer. Project: Project staff.

Objectives:

- A carbon revenue-sharing mechanism (including bylaws) has been prepared and approved by the Village Council.

Materials:

Draft document of the soil carbon revenue distribution mechanism

Time:

Two days per village.

Deliverables & Documentation:

Approved draft carbon revenue sharing mechanism (and bylaws).

Topic details:

Tbd (with inputs from the Carbon Market Team).

Step E3: Village Assembly meeting to discuss and approve the draft carbon revenue distribution mechanism.

Goal: Approving the draft carbon revenue distribution mechanism (including the bylaws).

Participants: All adult members of the village. District: District Lawyer, District Rangeland Officer, Project's District Contact Person, and District's Community Development Officer. Project: Project staff.

Objectives:

- Reviewing the draft carbon revenue sharing mechanism (and bylaws).
- Discuss any questions or concerns the Village Assembly may have.
- The Village Assembly approves the draft carbon revenue distribution mechanism.

Materials:

- Drafted carbon revenue distribution mechanism.

Time:

One day per village.

Deliverables & Documentation:

- Approved carbon revenue distribution mechanism by the Village Assembly.

Agenda:

Tbd (with inputs from the Carbon Market Team).

Agreement Phase

Step A1: Meetings with communities in preparing community engagement contracts.

Goal: Supporting the communities in preparing and entering contracts with potential buyers.

Participants: Village: All members of the Village Council, representatives of the VRMCs, VLUMCs, VNRCs, Grazing Coordinators, Women Rights and Leadership Forum, youths, and elders. District: District Lawyer, District Rangeland Officer, Project's District Contact Person, and District's Community Development Officer. Project: Project staff.

Objectives:

- The relevant authorities have prepared and endorsed contracts with carbon project proponent (i.e. TNC).

Materials:

Copy of the draft contract.

Time:

One day per village.

Deliverables & Documentation:

- Approved draft contract by both the Village Council and the Village Assembly.

Agenda:

- Presentation of the draft contract by the District Lawyer.
- Communities share their inputs on the contract.
- The approved contract is submitted to the District for approval prior to being shared with the VPO – DoE.

Step A2: Training to villages' committee for soil carbon on how to conduct the project's monitoring and reporting.

Goal: Training the soil carbon villages' committees on project monitoring activities and reporting as per VCS principles and procedures.

Participants: Members of the village committee on soil carbon.

Objectives:

- The members are conversant with the project's monitoring and reporting protocols per the VCS principles.
- The members are able to conduct the project's monitoring and submit the monitoring reports biannually.

Materials:

Time:

Two days per village

Deliverables & Documentation:

Training report.

Agenda:

Tbd (with inputs from the Carbon Market Team).

Step A3: Training on responsibilities and roles to villages' special committee on soil carbon revenue sharing.

Goal: Training the soil carbon villages' committee on their roles and responsibilities in managing the soil carbon project

Participants:

- All members of the village's special committee on carbon revenue sharing.
- Village Chairperson.
- Village Executive Officer.

Objectives:

- To build the capacity of the village's special committee on carbon revenue sharing mechanism.
- To consolidate the soil carbon monitoring report with the report on carbon verification, marketing, and sales.
- To prepare village soil carbon implementation report for the village.
- To prepare the proposal for soil carbon revenue distribution options.
- To prepare the proposal for contribution to development projects by village members from their soil carbon revenue dividends.

Materials:

Time:

Two days per village

Deliverables & Documentation:

Training report.

Action/Topic details:

Tbd (with inputs from the Carbon Market Team).

Annex 1: Overview of FPIC

The concept of free, prior, and informed consent (FPIC) has been developed as a response to operations that have previously harmed indigenous peoples. It is a process of engagement which involves communicating with indigenous people before starting any operation in the areas where they live and gain their livelihoods, providing them with sufficient information about the proposed operation so that they are able to weigh up the options and make a conscious decision on whether to accept the proposal or reject it. Anderson (2011) describes it as ‘the establishment of conditions under which people exercise their fundamental right to negotiate the terms of externally imposed policies, programs, and activities that directly affect their livelihoods or wellbeing, and to give or withhold their consent to them.’

So far, FPIC has been mainly used in the context of companies investing in forested areas to establish palm oil or timber plantations, start mines, carry out logging, etc. Existing literature presents several principles involved with FPIC that are also applicable to conservation activities, including livestock rangeland management and soil carbon.

Information and communication

FPIC is an ongoing process based on a two-way exchange of knowledge. People need full access to the available information, including possible negative impacts, long and short-term consequences, legal implications, any existing risks, and the nature of any potential benefits, in a timely manner so they can make informed decisions about the proposed operation. And conversely, those running the operation also need feedback and information from the local people, including any potential sources of conflict, and risk of diffusing it. Channels of communication must be created so that a transparent dialogue can continue throughout the operation. The information must be in the right format and at the right level so people can easily understand it. One problem encountered in isolated communities or amongst less educated people is that they are often unaware of the information they need in order to make an informed decision (Lewis, 2008). Even those who are supplying them with the information must come to an understanding of these knowledge gaps. For this reason, there is a need for a team in place with good communication skills.

Consent and negotiation

Although initial consent will be essential, FPIC is more than just a case of agreeing or not during the first meeting. It will be a continuous process of relationship building between the outsider and the local people. The initial consent may involve much negotiation, and changes to the original proposal may be agreed upon. The outsider will continue to supply the people with information, and the people will be included in any future decision-making processes. One of the most important elements of consent is people's understanding of their power to reject proposals or to have conditions included that will make the operation acceptable to them (FPP, 2009).

FPIC should be conducted through the traditional authority at the community level and should involve as many people as possible to allow a wide spread of the information. It must be recognized that there is often a group of individuals who are the key decision makers, another partially active group, and many other community members who do not engage at all in the process, either by their own choice or by not being properly invited. Through FPIC, the least involved group of individuals should be sought out. Regarding the decision-making process, traditional authorities will establish how decisions will be made based on customary practice. However, with no traditional authority, FPIC should be carried out through local government authorities (UN- REDD 2011). Therefore, if FPIC is conducted as it has been designed, it should not be possible for a single person or group to veto the proposals or for the process to be hijacked by an elite. This consent gives a company or organization a 'social license' to operate' (Carino and Colchester, 2010).

There may be different concepts of what it means to give consent. Those brokering the 'deal' may feel that the situation is straightforward and that everybody has a clear understanding, but development is littered with examples of cases where the two sides have not truly understood each other. It is necessary to cross-check information through continuous dialogue and allow enough time for people to consider what has been discussed to ensure everyone understands the situation properly.

Consent must also be given genuinely and not due to manipulation, coercion, or even resignation to the inevitable. In an example given from the Congo Basin, one man explained: 'We accepted because we were obliged to. If the state has already decided that the company can exploit, then we have no influence over this.' (Lewis et al, 2008) It may not be a company or proposed exploitation, but the feeling may be the same: that people have no power over what is going to happen in their village or forest.

Time

Those that have adopted this procedure in the past argue that although FPIC is time and resource-consuming, it provides more stability and security for operations from the outset, and the investment is less risky – building a solid relationship with local people with a common understanding of what is at stake preempts conflicts and resolves issues before they create delays or misunderstandings in the future (Lewis et al, 2008). Enough time is also necessary throughout the process – people should be given time to consider new information before being asked to make important decisions. Decision-making processes must be respected, however long this may take.

Rights

FPIC recognizes that indigenous people have the right to determine how lands are used – lands that they consider to be inherently theirs (although this may not be enshrined in law), which are their means of subsistence, and have cultural and social ties connected to their identity which may stretch back for considerable periods of time. A key part of FPIC is the recognition of land rights and tenure and rights to resources access on that land.

Legal background

FPIC is gradually being included as a principle in international law and jurisprudence that deals with indigenous peoples. The right of indigenous peoples to give or withhold their consent is included in the following international agreements and protocols:

- It is stated in the UN Declaration on the Rights of Indigenous Peoples (UNDRIP).
- It is recognized by the International Labour Organisation Convention 169 and the Convention on Biological Diversity.
- It is a requirement of the Forest Stewardship Council (FSC).
- It has been endorsed by the Roundtable on Sustainable Palm Oil (RSPO).
- It has been adopted by the Asian Development Bank and IFAD.
- It has been included in the UN REDD programme, a partnership of one specialized UN agency (FAO) and two programmes (UNDP and UNEP), the UN REDD programme is obliged to promote respect for and seek the full application of UNDRIP, including the right to FPIC (UN-REDD 2011).
- In Chapter VI of the UNFCCC LCA negotiating text, multiple references are made to FPIC regarding safeguards applicable to REDD.

Local communities

Much of the literature about FPIC deals with indigenous peoples. However, there is growing recognition that the principles should also be applied to local communities, particularly in the context of soil carbon. In Tanzania, most local communities are organized in villages and have legal rights to their land as provided by Village Land Act (1999). Ensuring FPIC in the Tanzanian context is further aided by the widespread use of Swahili. This means that local communities

speak the same language as government officials and, potentially, the development project staff, sharing a similar culture. However, there are two points to consider in this context:

1. Although people in villages have rights over their land, they may not be properly consulted about operations taking place on their land – they may be merely informed about them, or asked to make decisions with insufficient information (examples can be seen in several places, e.g. in Kilwa where people were persuaded to accept a company coming to establish biofuel plantations on their land without being made aware of the potential negative impacts and risks associated with this activities).
2. Pastoralists (including Maasai, Barabaig, and Sukuma peoples) are not officially recognized as indigenous peoples in Tanzanian law. However, because of their lifestyle and the fact that they use the land in a different way from the settled communities, they bear some resemblance to the indigenous peoples in other countries. They may also not be included in administrative data due to their nomadic lifestyle and are often not considered part of the village where they may spend much of their time. For example, pastoralists are rarely represented in the village councils of the farming communities, and therefore their land claims are not supported. In addition, there is often hostility from the farming communities and a reluctance to engage with their pastoralist neighbours (FPP, 2009).

Annex 2: Documentation requirements

Community consultation is required for this project, and the proponent(s) must submit a consultation report to the donor(s) as part of the first year's final reporting documentation, which shall include:

- a. A completed approved form, including the checklist stating that the consultation was undertaken in accordance with FPIC guidelines
- b. Accurate details of the nature and extent of consultation undertaken, including:
 - Consultation methodology
 - Targeted audience
 - Communication strategy to ensure the local communities and interested parties were effectively reached
 - Face-to-face consultation occurrences and meetings descriptions
- c. Evidence that the consultation process targeted a diverse demographic (age, gender, race, religion, physical abilities, etc., as appropriate), detailing how these demographics were targeted.
- d. Copies of the various materials the communities were shown during the consultation processes, including the minimum project plans, drawings, and written brief project statements
- e. A summary of the community's reaction to the proposal, including the main comments and areas of concern.
- f. Details about the responses provided by the key project proponents to address the community's main comments and concerns. This shall include the changes to the original project design as a consequence of the consultation, or an explanation of why certain changes were not made.
- g. A statement summarizing the main reasons why the initial project design has remained the same after the consultation process, or in its defect, why the proposal should be substantially different than the idea originally submitted to the donors. If there are significant changes that do not respond to local community feedback, further community consultation is recommended.

Local community consent to engage in the project

Effective and ongoing engagement with the community is an integral part of the proponent's consultation process. It facilitates the dissemination of information, enables input, may assist with the timely resolution of conflicts, and can generate innovative and accepted solutions. It is encouraged to address the local community's concerns for any significant development project as early as possible rather than during the project implementation process. This is to promote locals' participation, foster a sense of ownership in the shaping of the project and help deliver a more local community-focused planning system with the goal of delivering good planning outcomes for both the community and nature. During the engagement stage, the project proponent is expected to:

1. Involve the local communities in implementing the project

2. Collaborate with the local communities
3. Empower the local communities to implement and take charge of the project

Channels of Communication

Relevant channels of communication that the local communities can understand should be chosen. A range of tools and materials may be used to create awareness in the local communities about the proposal and seek feedback. Choice of communication techniques will depend on several factors, including the nature and location of the project, the reasons for stakeholders being involved, the nature of the stakeholder groups involved, their willingness to participate, and the likely impact that any development will have on the local community and their natural environment. Proponents are encouraged to innovate and adopt relevant methods to target larger portions of the local community.

For the Northern Tanzania, below are few possible options:

- Local government authorities such as village government and respective departments plus target local communities can use face-to-face – including individual and group briefings for key stakeholders, public meetings, drop-in sessions and pop-up stalls in key public locations e.g. village general assemblies. Activities during consultation sessions including hand-on exercises such as the use of models, drawings and other tools can be used to complement face-to-face to encourage participants to construct and display their ideas.
- Regional and district government authorities: Can use digital channel of communications including websites, e-newsletters, social media, live streaming face-to-face sessions, teleconferences, etc.,
- Other channels of communications such as media – including newspapers, television, radio, social media, and community media (community noticeboards, etc.) can be explored occasionally for the above or other target audiences.

Detailed documentation per phases

Phase 1: Sensitization

This phase is focused on educating various stakeholder groups about the project concept, the relevant science behind the project, and introductions to the people responsible for project implementation.

For each meeting:

- Meeting agenda.
 - Date.
 - Location.
 - Names, organizations, and positions of meeting facilitators.
 - Schedule/structure of the meeting and topics to be covered.

- Attendance sheet with names and signatures of the attendees.
 - If attendees cannot sign, a similar mark of attendance such as a thumbprint, should suffice.
- Photo(s) of the meeting, either in progress or group photos at the beginning/end to document the meeting occurred and that key individuals on the attendance sheet were in attendance.
- Meeting minutes.
 - Topics covered.
 - Key questions/concerns that arose and how they were addressed by facilitators.
 - Key meetings outcomes and agreements on next steps.

Educational materials:

Since these meetings are likely to include educational materials to facilitate stakeholder learning and to summarize key project details, sample versions of what is shared in conjunction with these meetings should be saved for future reference. This list is not meant to suggest the exact documents to be used but instead to provide a few ideas of what is typically shared. Also, it's expected that most of these documents will be provided in both English and translated into local languages (e.g. Swahili, Maa).

- Leaflets or summary documents.
 - Maps of the project area.
 - Objectives.
 - Organizational summary of all participating organizations.
 - Expectations of participants (e.g. what they have to do and basic terms of agreements).
 - Potential benefits to participants.
 - NOTE: agreements and benefits sharing will not be fully developed at this stage, but any information on how they may benefit that is provided at this stage should be documented.
- Educational materials on topics related to scientific or management concepts.
 - Visuals, text, or infographics.
 - If flipcharts are used in meetings, photos of key pages.

Demonstrations of approval or consent:

As indicated in the community consultation plan, TNC plans to seek consent to continue engaging communities at this stage of the project. We have not found similar examples of consent to engage being documented in other projects, but agree this is a good idea. Some possible forms of documentation could include evidence of a majority vote in favor of continued engagement at community meetings following sensitization and/or signed consent agreements from community representatives.

Phase 2: Engagement

This phase is focused on further engaging communities in a participatory project development process, allowing them to provide input on the project structure, project agreements, project activities, and benefits sharing mechanisms. This phase is also focused on gaining approval and consent to proceed from stakeholders.

For each meeting:

- Meeting agenda.
 - Date.
 - Location.
 - Names, organizations, and positions of meeting facilitators.
 - Schedule/structure of the meeting and topics to be covered.
- Attendance sheet with names and signatures of the attendees.
 - If attendees cannot sign, a similar mark of attendance, such as thumbprint, should suffice.
- Photo(s) of the meeting, either in progress or group photos at the beginning/end to document the meeting occurred and that key individuals on the attendance sheet were in attendance.
- Meeting minutes.
 - Topics covered.
 - Key questions/concerns that arose and how they were addressed by facilitators.
 - Key meetings outcomes and agreements on next steps.

Materials:

These meetings are likely to include the use of materials summarizing suggested models of the project governance structure, revenue sharing models, and improved rangeland management plans. These models are then to be revised through a participatory planning and design process.

Informational materials to facilitate these planning sessions should be provided as documentation. Also, it's expected that these documents will be provided in both English and translated into local languages (e.g. Swahili, Maa).

- Maps of the project area - potentially revised based on meetings during Phase 1.
- Summary of the project governance structure.
 - Roles, rights, and responsibilities of all participating organizations.
 - Organizational chart.
 - Procedures for checks and balances.
- Project financial model and revenue sharing model.
- Community-specific HRM plans.
- Project terms.
 - Length of agreements.
 - Clear explanation of transfer of rights to carbon assets from community to TNC.

As the models of project governance, revenue-sharing, and management are modified through the planning process, suggested modifications and how those suggestions were or were not incorporated into the project design should be considered.

Phase 3: Agreement

This phase is focused on finalizing agreements with communities following a comprehensive FPIC and community consultation process. Agreements should reflect community input during the prior two phases and full consent of stakeholders affected by the projects. Documentation of agreements includes signed contracts with all designated community representatives, including any necessary additional information for each contract (e.g. map of community's project area, etc.). All signed agreements will be shared as a confidential appendix to the PDD with the VVB at validation. Agreements should address key details of the project to which the participants have agreed, including the benefits sharing mechanism, governance structure, transfer of carbon rights to the project proponent, and the terms/expectations of participation.

As these agreements include an agreement to transfer carbon rights (i.e. the right to sell carbon assets associated with a specific area and time period) to the project proponent, participants should also provide evidence that they hold the necessary property or tenure/use rights upon which carbon rights are based. In this case, CCRO certificates are what should be admitted. Copies or scans of these documents should suffice.

