

Community Forestry

Microplan

Training Manual

for Facilitators



About the Manual

This manual has been developed to serve as a guide to the teams that facilitate the preparation of Microplan at the field level as well as to be handy to the resource persons who offer trainings to such facilitator teams.

For the success and sustainability of JFM/CFM, participation of all concerned is the key. Yard stick to measure the quality of a VSS is – how it prepared its Microplan. We all agree that the Microplan is the foundation on which the VSS institution has to be built. Likewise, much emphasis has to be laid on the process of preparation of Microplan. Needless to say “the more the participation, the better will be the quality of Microplan” prepared.

The experience of CPF since 1996 through the network programme with NGOs has been used in designing the manual. Participatory methods used in this manual have been field tested and the contribution of colleagues from Centre for World Solidarity and WASSAN (Watershed Associated Activities and Support Services Network) during the process is gratefully acknowledged. Inputs (formats for base line surveys) are also drawn from the “Microplan Guidelines” developed by AP Forest Department and some model Microplans developed by APFD & AP NGO committee. A P Forest Department (PMU of WB Project) has extended support in developing the manual in Telugu in 2002 and the same is thankfully acknowledged.

We do hope that this manual will be helpful for all who are involved in the task of Microplan preparation.

- Centre for People's Forestry

INTRODUCTION

We are all conversant with the word "PLAN". The word "Microplan" also is familiar to many in these days, especially where forestry projects are being implemented, whether people are literate or not. There is possibility that every one understands this term in their own way depending on their own perception/s. Hence it is important in the first place to know how the VSS members understand this. We are using the word "Microplan" in the Forest Department's perspective. As a Department FD needs to prepare plans for the entire State and hence, a VSS is a micro unit to them. But for the VSS, the Microplan prepared for five years could be its "Five Year Plan". At a VSS level, the plan if any developed to enhance the livelihood status of a particular household could be a "Microplan".

Having understood the above difference in the perceptions, it is important to make people feel at ease with the task. Quite often people tend to stay away from the process thinking that it is a highly technical task and they are not competent to do the same. Few examples from the daily life can dispel the fears if any.

Eg: Are we not planning for the preparations to be made for a marriage and/or any other function at household level?

Are we not planning collectively for some village festival, sports meet etc?

The most important aspect is that it (Microplan) has to be prepared through a collective effort of all concerned especially the different sections of the VSS village.

How a Micro plan should be?

- It should reflect the participatory spirit of Communities in forest management
- It should take care of the needs of the local Communities
- It has to be prepared by VSS members themselves, with NGOs and FD acting as facilitators.

What it should contain?

A Solutions for the following:

- Social and Environmental safeguards
- Action plans for implementation
- Physical and Financial details of different works

B. Should address the following social dimensions:

- User groups
- Gender, Tribal, Dalit and other vulnerable sections
- Income and expenditure details

What needs to be done and How?

The steps to be followed in the preparation of Microplan are as under: (Also see the figure).

1. VSS managing committee should select a facilitation team to prepare a micro plan. Village meeting date to be finalized, announcement should be made before one week of the village meeting, related leaflets, posters to be disseminated and pasted before the Gram Panchayat office and main centers of the village. The above said details to be recorded in VSS minutes book.
2. Information has to be gathered from old records if any by the facilitating team.
3. VSS members list has to be confirmed. If needed, enlistment has to be done.
4. The team should go round the forest allotted to VSS.
5. Baseline survey and household survey.
6. Information to be collected for four special plans.
7. Separate meetings should be organized with women, dalit, tribal and other forest dependents to discuss and prepare special plans in the micro plan.
8. Plan should be prepared with the basis of above information.
9. Correlation with working plan - If the VSS members intended to harvest bamboo or timber wood for every year, then it should be incorporated in the working plan as a special series of VSS or forest area. (The State procedure should be kept in mind).
10. Facilitation team should record all the information and plans in the micro plan format.
11. Micro plan has to be placed before VSS advisory council and general body of the VSS for approval.

12. General body approved micro plan should be sent to DFO for his/her approval. If any objections are raised, the same need to be clarified and the plan has to be revised accordingly (in the General body) and resubmitted for DFO's approval. DFO accepted micro plan and MOU copy should be handed over to VSS.
13. DFO should send a copy of the approved plan to the VSS along with the copy of the MOU.
14. Work should not be commenced in the VSS with out having the copy of the approved microplan.

