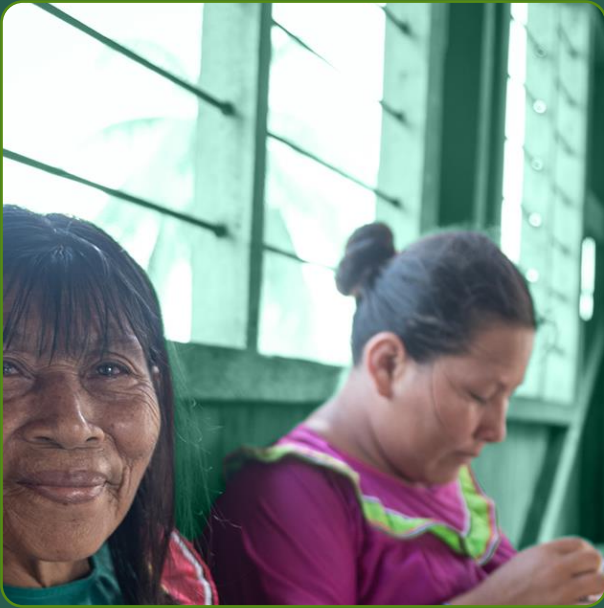




COMMUNITY AND FAMILY FORESTS (CFF) SCREENING TOOL

Support for decision-making and prioritization of ground
initiatives and related investments



Title:	Community and Family Forests (CFF) Screening Tool	
Dates:	Finalization date:	15 September 2023
	Last update date:	15 September 2023
Responsible program:	Community and Family Forests program	
Contact for comments:	Email:	communityfamilyforests@fsc.org
Author:	Janja Eke and Vera Santos	
Objective of document:	The Community and Family Forests (CFF) Screening Tool has been designed to support the CFF team and/or its partners in selecting and prioritizing target groups to work with.	
Confidential?	☐ Yes	☒ No
Intended audience	☐ Internal (FSC)	☒ External
Personal data included?	☐ Yes	☒ No

® 2023 Forest Stewardship Council, A.C. All Rights Reserved
FSC® F000100

You may not distribute, modify, transmit, reuse, reproduce, re-post or use the copyrighted materials from this document for public or commercial purposes, without the express written consent of the publisher. You are hereby authorized to view, download, print and distribute individual pages from this document subject for informational purposes only.

INTRODUCTION

The FSC Community and Family Forest (CFF) program seeks to improve access and uptake of the FSC system by owners or managers of small-scale forests, or low intensity and/or community managed forests. The program has three work streams: i) Policy Solutions, to support the implementation of FSC forest solutions for community and family forests on the ground; ii) Market Tools, focus on working locally, regionally, and globally to create direct benefits for community and family forests; and iii) Enablers, to catalyse change by engaging and working with key (internal and external) actors to drive FSC solutions and tools.

The CFF program began with a research and development phase that tested many different policy solutions and market tools, potentially relevant to small-scale, low intensity and community managed forests, until selecting the ones that have achieved proof of concept. In 2023, the program has been moving in an implementation phase. This means working with the FSC Network and other partners to build capacities and enable them to apply FSC solutions and tools in different settings.

The Community and Family Forests (CFF) Screening Tool has been developed by the CFF program, consulted, and discussed with the Latin America Regional Team and Latin America Network Partners, and subsequently tested with eight communities in Latin America, Europe, and Asia. During the testing phase, it was confirmed that the tool is very useful and fulfils its purpose. However, it is a living tool that can be adapted and improved. Moreover, its usefulness will always depend on the ability to interpret the data collected.

This document describes the objectives of CFF Screening Tool, explains how it is organized and how it is meant to be used, as well as how the results are presented and can be interpreted. In addition, Annex 1 explains the rationale for selecting the items, topics, and questions of the Screening Tool.

CONTENTS

1.	CFF Screening Tool Overview	5
2.	How is CFF Screening Tool organized?	6
3.	How to use CFF Screening Tool?	7
4.	How to analyse the results obtained?	8
	Annex 1	9
	Abbreviations	13

1. CFF Screening Tool Overview

The objective of the CFF Screening Tool is to support well informed decision-making of CFF team and/or its partners on where and with whom to invest limited human and financial resources to generate the greatest desired impact.

The desired impact can be as broadly described as:

- a. Increasing and/or improving responsible small-scale, low intensity and community forest management and its benefits for people.
- b. Achieving FSC certification.

By using the CFF Screening Tool, FSC can prioritize work in specific areas related to community and family forests. The resulting prioritization and subsequent work will be carried out in collaboration between FSC International and FSC Network Partners based on existing priorities or local opportunities.

Information gathered with CFF Screening Tool will inform how to support technical assistance and training and suggest the best sequence to implement the diverse portfolio of solutions and tools offered by the program.

2. How is CFF Screening Tool organized?

CFF Screening Tool consists of thirty (30) questions with multiple-choice answers, displayed in an Excel spreadsheet.

The questions are categorized by three elements with related subsequent themes:

Potential Impact

- Environmental
- Socio-economic

Viability and sustainability of the process

- Maturity of the forest operation
- FSC certification status
- Cost drivers
- Governance
- Governmental and non-governmental support

Replicability and visibility

Each answer has a score. A score of three (3) is the highest score where there exist good conditions. A score of one (1) is to be given where conditions are not favourable, and two (2) sits between the two. For example, question No.12 says: “Is there at least one buyer for forest products or ecosystem services?”. The possible answers are: “Yes” with a score of 3; “Under negotiation” with a score of 2 and “No” with a score of 1.

Some of the questions are also weighted so that, where there is either positive (3) or negative (1) results the cells automatically change colours to reflect their importance to the probability of success of the initiative on the ground. Cell colouring correlates with “flagging”. For example, when scored at three (3) for favourable conditions in these weighted cells, the cell will go green to indicate a green flag. This green flag is to indicate additional opportunities can exist. When scored at one (1), certain cells will turn red and reflect a limitation or warning and be noted as a red flag.

CFF Screening Tool includes six “green flags” and 4 “red flags”. An example for a green flag is a high potential of replicability and an example for a “red flag” is when the target group has no access to supportive resources and services.

3. How to use CFF Screening Tool?

The use of the CFF Screening Tool consists of answering the questions and then evaluating and interpreting the results. The goal is to determine whether FSC will prioritize the target group to work with or not.

The questions should be answered by a person knowledgeable about the target group, their organization, and their forest resources. This can be a member of the target group or another person, e.g., an NGO or a government organization who is familiar with the target group. It is strongly recommended that the person who fills out the template first consults with trained FSC staff to go through how to best utilize the template.

The user should use a column for each target group. After inserting the identification data (name and country of target group, date and who is filling out the sheet) in the respective column, the user inserts the answers that will categorize the target group conditions. The questions should be answered one by one and the score corresponding to the correct answer should be entered in the respective cell of the target group column (coloured in light blue).

Each question has the option for a multiple-choice answer between 1-3 based on the existing conditions. The questions are structured to include an option to add additional context or answers as needed in a column to the right. For example, the exact number of hectares. Below the table, there is a space where any other general comment can be entered.

Users can review the cell comments to find explanations or terms and/or definitions where they exist.

4. How to analyse the results obtained?

The main objective of the CFF Screening Tool is to prioritize target groups to work with and to determine the best sequence to implement the FSC solutions and tools. The information collected by the tool (the 30 questions) supports FSC to decide financial and personal investment based on analysing the results.

The spreadsheet compiles data to produce the following:

- A **sum of all scores**. A higher score means that in principle, there will be better conditions for responsible forest management and positive impact. Therefore, FSC should invest in this target group.
- The **number of answers with score of three (3), of two (2), of one (1), and how many have been answered with “no data” (ND)**. This result offers additional insights about how many aspects of the evaluation the target group have very good, intermediate, or poor conditions, and how much information is missing.

If too much information is missing it is recommended to repeat the use of CFF Screening Tool with the same person after the information has been obtained, or with another person that has the relevant knowledge.

- A proportion of **the green and/or red flags**. This is also very important information, because there could be a high total score, but, at the same time, there could be some conditions missing that make the target group not suitable to be prioritized by FSC. Or the other way around, the total number could be low, but there could be certain favourable conditions that make FSC decide to work with this target group.

If several target groups are assessed at the same time, the tool also offers a comparison. This comparison is done with two complementary graphs available after the tables in the Excel sheet.

The quantitative results of the tool can support the decision on FSC investment and is to be used in addition to evaluating regional factors and priorities of FSC locally and internationally to take the final decision and ensure success.

Annex 1

This annex describes the rationale behind the set of elements, themes and questions that compose CFF Screening Tool.

Those elements were the result of deep discussion within CFF Core team until a draft 0 was agreed. The first draft was then discussed with CFF regional representatives, which integrate regional policy managers as well as Network Partners staff, and a revised version was prepared (draft 1). A final consultation was made with Latin America regional team, bringing additional (non-technical) perspectives (draft 2). In parallel, CFF Screening Tool was tested in eight (8) communities covering all FSC regions (final draft).

Potential Impact

Embedded in FSC mission is to pursue a positive impact on the forest and on people's lives, through the promotion of responsible forest management and FSC certification. For that reason, the first topic to evaluate is the potential impact that could be achieved by working with a given target group.

The questions about potential impact have been further divided into two themes.

Criteria	Rationale	Questions
Environmental impact	The type and size of the forest and whether the forest has high conservation values are indicators for the potential impact the FSC actions can have. For that reason, for example, tropical forests score higher than plantations because these forests are a global priority for FSC.	1. What type of forest the target group is managing? 2. Is there any presence of High Conservation Values (HCV); (HCV 1, 2, 3 and 4) based on perceptions or studies? 3. Is the forest located in an Intact Forest Landscape (IFL)? 4. What is the size (ha) of the land, including forest and non-forest uses? 5. What is the size (ha) of the forest (current / potential Management Unit)?
Socioeconomic impact	The size of the target group and how many families benefit (general benefit and paid work) from the forest, as well as whether the forest has any high cultural conservation value are indicators for the potential social economic impact.	6. Is there any presence of HCV (HCV 5 or 6) based on perceptions or studies? 7. How many families are part of the target group? 8. How many families currently benefit from the forest? 9. What percentage of the target group has paid work that depends on the forest?

Viability and Sustainability of the Process

There may be enormous potential to have a positive impact on a forest and on a target group, but it is crucial to know whether, in practice, the conditions are in place for a medium or long-term process ¹ to achieve such an impact.

The evaluation of the Viability and Sustainability of the Process is further assessed in six (6) themes, four (4) refer to internal and two (2) to external conditions.

Criteria	Rationale	Questions
Maturity of the forest operation	The years of existence of the forest operation and type of market in which the products/services are sold are indicators of the potential to develop/grow the forest operation. Also, it's important to know if the members of target group have a motivation to improve forest management and/or obtain FSC certification. For that reason, questions about existence of a buyer for products or services or other (governmental and market) incentives are made.	10. How long does the forest operation exist? 11. What is the current destination of forest products and/or ecosystem services? 12. Is there, at least, one buyer for forest products or ecosystem services? 13. Is there a buyer who demands FSC certified products and/or services? 14. Does the target group receive any other incentive to improve forest management or get FSC certification?
FSC Certification Status	It's important to know the status of FSC certification, whether the forest has been previously or currently certified, or whether FSC certification is the goal, whether in the short, medium, or long term.	15. What is the status of the forest with respect to FSC certification? 16. How can the goal of FSC certification of this forest be described?
Cost drivers	Information on the geographic location of the target group and its forest and the access conditions for people and products are important to make a cost estimate for training and technical assistance, but also provide information on the possibility of access with forest products to the market.	17. Does the site have constant and "adequate" access (road, navigation, flights, others) for people and products transportation? 18. Are there basic services (water, energy, telecommunications, etc.)? 19. Are there conditions that may increase the technical assistance costs beyond the average?
Governance	The functionality of the target group's governance is very important for the success of community or group forest management processes. If appropriate governance rules are established and followed by the members, there is less conflict and the potential for success is greater.	20. Are leaders open and interested in responsible forest management and in working with FSC or partner institutions? 21. Is there a structure and procedures for decision making and management of the forest operation?

¹ For the CFF Screening Tool, medium-term is defined as 2 to 5 years, and long-term as more than 5 years.

	In addition, the position of the target group leaders towards responsible forest management and FSC Certification influences the potential for success. For this reason, the questions address the rules and functionality of the governance system and the position of the target group leaders.	22. Does the organizational structure work and are procedures followed?
Governmental support	When governments support and create favourable conditions for small-scale, low intensity, community-based forest management, the chances of success are much higher than in conditions where the government does not support or has an unfavourable position, for example, on international certification schemes such as FSC. For this reason, two questions are addressed to obtain information in this regard.	23. Does the government offer effective support for responsible forest management on the ground and is it accessible to the target group (programs, projects, etc.)? 24. What is the government's position on FSC?
Non-governmental support or own resources	The target group must have access to technical, financial, human and/or physical capital support to improve their responsible forest management and, in some cases, to obtain FSC certification. For this reason, the tool asks about the access to resources that the target group has had in the past and has secured for the future. It is also important to know whether and to what extent FSC Network Partner or the partner organizations are involved with the target group.	25. Is there currently access to technical, financial, human and/or physical support (from partner institutions and/or own resources)? 26. Does the target group have access to supportive resources also in the future, either in the medium or long term? (For example: Agreement with a partner institution) 27. Is there a collaboration plan or agreement between the partner institution and FSC? 28. Does the FSC Network Partner know or have had any previous experience with the target group?

Replicability and visibility

Criteria	Rationale	Questions
Replicability and visibility	Replicability and visibility are especially important aspects to evaluate. The forest operation and the target group may be small and not fit other elements, but replicability and high visibility that help FSC to further promote responsible forest management and FSC certification is a "green flag" in the evaluation, that means that is an indicator for an opportunity.	29. Is this experience replicable in surrounding areas or other sites of the country? 30. Are the target group's forest management products or services flagship or innovative and generate high visibility for FSC?

ABBREVIATIONS

CFF Community and Family Forests

EVT Economic Viability



FSC International – Performance and Standards Unit

Adenauerallee 134

53113 Bonn

Germany

Phone: +49 -(0)228 -36766 -0

Fax: +49 -(0)228 -36766 -65

Email : psu@fsc.org