1. Basic information
1. 1. Desiree number: PL0006.02
1. 2. Title: Institution building for agri-environment and afforestation
1. 3. Sector: Agriculture
1. 4. Location: Poland

Twinning code: PL2000/IB/AG03

2. Objectives
2. 1. Wider objectives
• Acceleration of the transformation process in Poland through the development of Human Resources specialised in agri-environment and afforestation;
• Contribution to better management of natural resources and to multifunctional development of rural areas;
• Institutional support for training institutions in advisory, monitoring and control issues in terms of agri-environment and afforestation programmes

2. 2. Immediate objectives
• Strengthening the advisory service in Poland in the area of the EU legislation on agricultural production methods according to environmental and landscape conservation requirements;
• Preparation of extension centres in order to provide system of training and professional advice in the areas of: agri-environmental and afforestation issues, code of good agricultural practices, preparation of individual applications for programmes, audit assessment;
• Strengthening the agri-economic capacity to establish payment calculation methods regarding agri-environmental measures;
• Working out co-operation mechanisms for agriculture adviser centres and local institutions (boards of national and landscape parks, representatives of local authorities and non-governmental organisations), in order to increase efficiency of agri-environmental and afforestation programmes implementation in regions.

2. 3. Accession Partnership and NPAA priority
The Accession Partnership accompanying measures including raising public awareness on agri-environment and afforestation as a part of implementation of the rural development plan are short-term and medium-term priorities. The Accession Partnership stresses the need to “further elaborate and implement a rural development plan on a sustainable future for Polish rural economy including measures dealing with the modernisation of farming related industries, administration of agricultural lands including the issue of leasing, accompanying social measures, and raising public awareness on the future of farming rural communities” In regards to medium-term priorities in agriculture the Accession Partnership focuses on “implementation of rural development plan” as well as on reinforcement of Common Agriculture Policy management mechanisms and administration structures.

NPAA: PRIORITY 7.5: ENVIRONMENTAL ASPECTS OF AGRICULTURE. In the National Programme of Preparation for Membership in the EU of 1999 agri-environmental issues and afforestation were treated as medium term priorities. Within the short term priority formulated in the Accession Partnership’99 on the implementation of development of rural areas policy (elaboration of a strategic document) a preliminary analysis was drafted on the environmental impact of this policy.

3. Description
3. 1. Background and justification
The low input farming systems predominate in Poland. Nevertheless a lot of agricultural area of high nature value continues to decrease as a result of loss through abandonment, natural afforestation and in some region intensification of food production. So far, none of the instruments for compensating farmers for environmental services, as those applied in the Accompanying Measures of the Common Agricultural Policy, has been implemented in Poland. Moreover, the current system of afforestation of agricultural private land not sufficient both in terms of afforestation skills among farmers as well as in terms of the level of financial support. A lack of implementation mechanism of good agricultural practices is a cause of a low general level of ecological awareness among advisory staff and farmers.
At the moment of accession to the European Union, Poland will need to prove its full readiness to implement agri-environmental and afforestation programmes in horizontal dimension. Therefore, there is a strong need
to increase the knowledge of the core team of agricultural advisers that will be ready to take responsibility for:

- Running of seasonal training;
- Providing of stakeholders with necessary information;
- Preparing of agri-environmental and afforestation plans on farm level by means of activities schemes;
- Calculation of payments;
- Monitoring of environmental impact (on- and off-farm);
- Establishing and running of control (strictly connected with IACS);
- Running of reporting and programmes evaluation.

The most difficult problem to solve in terms of Polish agri-environmental scheme is an adoption of a proper methodology for payments calculations. This issue is even more crucial taking into account the lack of baseline data, which should be acquired, from regular bookkeeping on farm level.

The main objectives of this project is to prepare staff of extension service network in co-operation with governmental and local institutions to implement agri-environmental and afforestation programmes according to Council Regulation 1257/99 and Nitrate Directive (MARD is responsible for implementation of the Code of Good Agricultural Practices). The programmes mentioned are new for the Polish agricultural sector. Therefore there is a need to start the preparatory activities covering the network of advisory services in Poland as a whole.

The Agricultural Extension Services are best prepared for these tasks. They have specialised for years in running of informational and training activities in rural areas. The most important topics, with regard to which advice is given to farmers, include: cultivation regime, technological and economic advice with a particular reference to farm effectiveness and economic productivity. The National Centre for Extension, Agriculture and Rural Area Development has been set up in order to play a role of a responsible unit for training co-ordination. A new unit reports directly to the Minister of Agriculture and Rural Development. The National Centre for Extension, Agriculture and Rural Area Development will be Polish twinning partner organisation.

3.2 Linked activities

The project is related to programme planned under Phare 99 “Regional development (component 2)” and with two pilot projects planned under Operational Programme for SAPARD. The realisation of projects mentioned above is limited to small regions of Poland (Warminsko-mazurski and Podkarpacki – agri-environmental programmes and Swietokrzyski and Podlaski regions – afforestation programmes). The main aim of these projects is to testify agri-environmental and afforestation schemes assumptions by implementation on farm level.

The task of the project under discussion is to disseminate the results of the projects mentioned above throughout the whole country among advisory staff. Moreover the project should support farmers in their preparation for signing of multi-annual agreements with regional implementing agencies. It is also foreseen to include an information on institutional development and control and monitoring tasks to educational programmes.

The submitted project is also indirectly related with the following undertakings:

- Institutional buildings from Phare’98 resources (special programme of preparing for structural funds - Activity 2.5) - „Creation of Administrative and Legal Capacities for the Implementation of SAPARD Programme and EAGGF Structural Funds”.
- Two twinning projects Phare’98 - ‘Strengthening of Institutional Capacities of the Ministry of Agriculture and Rural Development (MARD) for the purpose of implementation of the Integrated Administration and Control System (IACS) and implementation of the System of Animal Identification and Registration

3.3 Results

- Trainers in field of Code of Good Agricultural Practices, agri-environmental issues, organic farming, integrated pest management, afforestation issue prepared;
- Extension service is able to support the implementation of agri-environmental and afforestation programmes;
- Control staff of regional implementing agencies prepared;
- Training programmes and informational materials (audio-visual cassettes, brochures, leaflets, manuals, etc.) produced and disseminated;
- Methodology of payment calculation and agri-environmental schemes design on farm level improved;
- A manual for agri-environmental and afforestation plans preparation ready;
• Equipment and computers provided for training and supporting the implementation of agrienvironmental and afforestation programmes delivered;
• Code of Good Agricultural Practices, agri-environmental and afforestation programmes disseminated amongst farmers;
• First hand experience in the implementation of agri-environmental programmes in European Union gained during study visits and field work;
• Project’s experience disseminated within network of different institution involved in the implementation of agri-environmental and afforestation programmes all round Poland.

3.4. Activities/Outputs
The main activities implemented under this project component are:

Twinning – contract 1 (0.9 MEUR) will cover:
1. Management support and professional (technical) assistance to the National Centre for Extension, Agriculture and Rural Areas Development to develop training programmes for 16 regional and local agricultural adviser centres
2. Organisation of the Project Steering Committee.
3. Supporting research activities contributing to new training materials and elaborate promotion strategy of Code of Good Agricultural Practices;
4. Research assistance to adopt proper methodology for payment calculation in different regions
5. Organisation of study visits.

The future tasks of PAA will include:
- To supervise all the activities within the project, including setting up of selection’s criteria and trainees selection, to decide upon a number of study visits and appropriate countries of destination
- to accelerate the training activities at a local, regional, national level
- to built a sustainable training program at Polish voivodship level for the regional agricultural advisory centres.
- to plan and arrange of study visits and traineeship in particular Member States
- guiding project implementation.

The realisation of these tasks needs participation of long-term expert EU with following experience:
- accompanying measures,
- terms of application of various training techniques and facilitation skills,
- identify and analyse training needs,
- design training programme,
- backstopping of the project.

The assistance of short-term experts (500 expert-days), which have deep practical knowledge in agri-environment and afforestation, will be particularly directed to:
- preparation of manuals,
- training of trainers and farmers,
- verification of payment calculation system developed in Polish agri-environmental scheme.

Organisation of study visits in Member States with the participation of 50 trainees (trainers, farmers, NGOs) in order to familiarise with experience of extension and advisory service in EU (best practice exchange).

Twinning will serve as a background preparation for further training activities and project's implementation that will be fully supervised by PAA.

Training – contract 2 (1.1 MEUR)
(a) For local experts
• Training of 250 trainers to improve both teaching skills and professional skills in agri-environmental and afforestation schemes;
• Training of 50 staff of regional implementing agencies to improve monitoring and control skills;
• Organise one-month traineeships for 20 trainers in EU Member States;

Basic training courses should last at least 4 weeks, in different seasons. Those, organised for agri-environmental advisors, should be completed by diploma. Training of 300 people is planned in all the provinces. 20 trainers should involved in field work during one-month practice in twinning organisation.

(b) For farmers and others organisations
• Basic training of approximately 500 farmers, boards of national and landscape parks, regional boards of State Forests, teachers of agricultural schools, administrative staff in the field of: afforestation and agri-
environmental programmes taking into account agri-biodiversity issues, integrated production methods in agriculture, fertilisation and management on grasslands plans, implementation of methodology for agri-environmental plans preparation on farm level;

(c) preparation of training materials
- Develop and distribute standard training materials for local workshops and seminars;
- Develop and distribute training modules for trainers;
- Production of a variety of information and promotion materials (audio-visual and publications) adjusted to the target audience;

(d) Audio-visual equipment for demo rooms
- To provide equipment for advisory centres
All these detailed activities, which are important for solid base of agri-environmental and afforestation programmes implementation, will be reached with the assistance of twinning consortium, under the strict guidance from twinning, namely PAA. The person responsible for implementation of the project will be the Secretary of State in charge of rural development from the Ministry of Agriculture and Rural Development.

4. Institutional framework
Leading organisation: Ministry of Agriculture and Rural Development playing a key role as a co-ordinator of the implementation of rural areas development programmes related to the National Strategy for Rural Areas and Agriculture. It has competencies in the area of monitoring according to the Polish law-PAA and the short and medium term EU experts; Project Steering Committee will be set up by MARD, consisting of beneficiaries’ representatives and relevant organisations.
Other partner institutions (beneficiaries):
- National and regional advisory centres for agriculture and rural development - provide farmers and local administration with information as well as advisory services medium, short-term experts and local experts. Pre-Accession Adviser will be located in National Advisory Centre for Agriculture and Rural Development in Brwinów (10 km from Warsaw).
- Boards of National Parks and Landscape Parks are responsible for implementation of nature protection plan for protected areas and advisory services medium, short-term experts and local experts.
- Non-governmental institutions (e.g. National Society for Birds Protection) which are responsible for co-operation in nature protection area and influence on decision-making process as well as advisory services medium, short-term experts and local experts.
- Agency for Restructuring and Modernisation of Agriculture (ARMA) together with regional branches - paying agency and also implementing agencies for programmes related for example to improvement of the methodology of monitoring and evaluation systems.

5. Detailed Budget (MEUR)

<table>
<thead>
<tr>
<th>Contract 1</th>
<th>Phare Support</th>
<th>Phare Support</th>
<th>Polish co-financing</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twinning</td>
<td>0,90</td>
<td>0,90</td>
<td>0,20</td>
<td>1,1</td>
</tr>
<tr>
<td>Contract 2</td>
<td>0,17</td>
<td>0,93</td>
<td>1,10</td>
<td>0,34</td>
</tr>
<tr>
<td>Training</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>0,17</td>
<td>1,83</td>
<td>2,00</td>
<td>0,54</td>
</tr>
</tbody>
</table>

The Polish authorities have assured that the Government cofinancing is available either through the reserve budget foreseen specifically by the Ministry of Finance for this purpose each year, or directly through the budget of the relevant Ministry.

6. Implementation arrangements
6.1. Implementing Agency
PAO: P. Samecki, Undersecretary of State at the Office of the Committee for European Integration Al. Ujazdowskie 9, Warsaw. Tel.: 4822 694 75 42, 4822 694 7195, 4822 694 6064. FAX: 4822 694 7194, 4822 625 0380. CFCU: Foundation “Cooperation Fund”, 6/12 Nowy Swiat St., 00-400 Warsaw.
The CFCU is responsible for handling tendering, contracting and payments of contracts on behalf of the Ministry of Agriculture and Rural Development which itself shall be responsible for preparing projects and managing their technical implementation.

04.02 Institution building for agri-environment and afforestation / 4
The supervising person in this Project will be the Secretary of State in charge of rural development from the Ministry of Agriculture and Rural Development. Project Steering Committee (PSC) will be established under the auspices of the Secretary of State to co-ordinate actions at national level with respect to the project.

**6.2. PAA and Polish twinning partner - National Advisory Centre**

Long-term Advisor (PAA) will assist The National Advisory Centre for Agriculture and Rural Development for one and half years. During his stay he will be placed in Headquarters of National Advisory Centre in Brwinów. It has to be underlined that all the project activities, including training process, will take place under the guidance from the twinning.

The National Advisory Centre for Agriculture and Rural Development - Polish twinning partner will co-ordinate horizontal activities in Poland as follows: recruitment of candidates for training and study visits, training for trainers and farmers running, dissemination of information, elaboration of promotion and educational materials, translation.

The contact person will be the director of The National Advisory Centre for Agriculture and Rural Development (address: 05-840 Brwinów, 99 Pszczelinska St. Phone: 0-22 7296634, fax: 0-227297291). Brwinów is located 10 km from Warsaw, it has a very good connections by train (15-20 minutes) or bus with the City.

**6. 3. Non-standards aspects:** n.a.

**6. 4. Contracts**

- Twinning agreement (1 for twinning consortium)- contract for PAA and short-term TA, study visit and traineeship co-ordination (0,90 MEUR)
- Contracts for training, employment and service for experts, preparation of informational and educational materials, materials distribution, hardware and software for extension centres – DIS Manual procedure; short-list tendering (1,1 MEUR)

**7. Implementation schedule**


7. 2. Start of project activities: Commencement of first contract: I quarter of 2001

7. 3. Project Completion: Expected date of last payment under last contract - IV quarter of 2002

**8. Equal opportunity**

Candidates’ selection for training will be led according to the rule of equality of chances. The participation of female local experts will be measured in %-wise of number of persons performing training, running seminars and taking part in study trips.

**9. Investment criteria:** n.a.

**10. Conditionality and sequencing:**

Sequencing: to implement the Project it is necessary to complete works on elaboration of a draft of national agri-environmental and afforestation programmes, including schemes of activities, calculation of payments methods, conditions of participation. Initial experiences resulting from Phare’99 Region development as well as pilot projects connected with Operational Programme for SAPARD have to be successfully utilised. This action must be competed before the first Phare contract can start. The activities of the entire project will be led under the guidance from the twinning arrangement, particularly with supervision of PAA.

The planned reform of the national network of agricultural extension services must be prepared in that way to retain or enlarge staff with the highest skills referring to environmental aspects in agriculture.

**Benchmarks**

<table>
<thead>
<tr>
<th>No</th>
<th>Items</th>
<th>2001</th>
<th>2002</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>I q</td>
<td>II q</td>
</tr>
<tr>
<td>1</td>
<td>Signing of Twinning Agreement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Setting up a Project Steering Committee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Selection of local and foreign experts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Organisation of initial seminar with a participation of all the involved bodies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Elaboration of a detailed training programme, training materials, preparation of centres</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>selection of candidates for training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Training of advisors and control staff completed with an exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Information seminars for farmers and</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

04.02 Institution building for agri-environment and afforestation / 5
<table>
<thead>
<tr>
<th></th>
<th>representatives of others institutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Final report elaboration, analyses of results, corrections.</td>
</tr>
</tbody>
</table>
Annex 1: LOGFRAME PLANNING MATRIX FOR PROJECT

<table>
<thead>
<tr>
<th>Overall Objectives</th>
<th>Immediate Objectives</th>
<th>Outputs of Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development of advisory service network and adjustment of knowledge to implementation of policy of rural areas development in scope of AE and afforestation programmes</td>
<td>Strengthening the advisory service in Poland in the area of the EU legislation on agricultural production methods according to environmental and landscape conservation requirements; Preparation of extension centres in order to provide system of training and professional advice in the areas of: agri-environmental and afforestation issues, a code of good agricultural practices, preparation of individual applications for programmes, audit assessment; Strengthening the agri-economic capacity to establish payment calculation methods regarding agri-environmental measures; Working out co-operation mechanisms for agriculture adviser centres and local institution, in order to increase efficiency of agri-environmental and afforestation programmes implementation in regions.</td>
<td>Trainers in field of Code of Good Agricultural Practice, agri-environmental issues, organic farming, integrated pest management, afforestation prepared; Extension service able to support the implementation</td>
</tr>
<tr>
<td>Indicators of Achievement</td>
<td>Indicators of Achievement</td>
<td>Indicators of Achievement</td>
</tr>
<tr>
<td>(1)</td>
<td>(5)</td>
<td>(9)</td>
</tr>
<tr>
<td>(2)</td>
<td>(6)</td>
<td>(10)</td>
</tr>
<tr>
<td>(3)</td>
<td>(7)</td>
<td>(11)</td>
</tr>
<tr>
<td>(4)</td>
<td>(8)</td>
<td>(12)</td>
</tr>
<tr>
<td>Sources of Information</td>
<td>Sources of Information</td>
<td>Sources of Information</td>
</tr>
<tr>
<td>RP government documentation; MARD documents; Ministry of Environment documents; EU-Expert’s analysis, reports and evaluations; Documents and reports of European Commission and other European institutions; Research institutes expertise</td>
<td>RP government documents; EU-expertise (analysis and assessments); Documents and reports of European Commission and other European institutions; Newly established or modified legal acts; Local expert works, scientific publications, statistical data, data bases of research sector institutes</td>
<td>RP government documents; Reports and evaluations of a long-term Expert; Assessment of training programmes</td>
</tr>
<tr>
<td>Assumptions and Risks</td>
<td>Assumptions and Risks</td>
<td>Assumptions and Risks</td>
</tr>
<tr>
<td>A: Commitment of government to preparation of administration and advisory system for EU integration, Allocation of appropriate financial and human resources for that purpose by RP government • R : Delays in preparation of full agri-environmental and afforestation programmes, that are the subject of legislative efforts; Identification of twinning partner</td>
<td>A: Deep knowledge of legal and organisational conditions binding in EU • Adjustment of Community examples to national conditions • Creation of co-operation system between extension centres, research units, NGOs, etc R: Farmer’s willingness to adopt proposed instruments</td>
<td>A: Deep knowledge of agri-environmental and afforestation programmes binding in EU; Appropriate utilisation of Member States of EU</td>
</tr>
</tbody>
</table>

**Date of drafting**: November, 1999

**Planning Period**: January, 2001 - December, 2002

**Total Budget**: Total: 2.54 MEUR

**Phare**: 2.00 MEUR
of agri-environmental and afforestation programmes; Control staff of regional implementing agencies prepared; Training programmes and informational materials (audio-visual cassettes, brochures, leaflets, manuals, etc.) produced and disseminated; Methodology of payment calculation and agri-environmental schemes design on farm level improved; A manual for agri-environmental and afforestation plans preparation ready; Equipment and computers provided for training and supporting the implementation of agri-environmental and afforestation programmes; Code of Good Agricultural Practice, agri-environmental and afforestation programmes disseminated amongst farmers. First hand experience in the implementation of A-E programmes in European Union gained during study visits and field work; Project’s experience disseminated within network of different institution involved in the implementation of agri-environmental and afforestation programmes round Poland.

<table>
<thead>
<tr>
<th>Inputs</th>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>(17)</td>
<td>(18)</td>
<td>(19)</td>
<td>(20)</td>
</tr>
<tr>
<td>Creation of human resources as a result of running of training by TA (short- and long-term), study visits and traineeships in UE Member States Logistics and administrative background for training activities Promotion of agri-environmental and afforestation schemes, including preparation of publications, information materials, etc. Setting up of discussion forum and system of information exchange on implementation problems Purchase of hardware and software for regional centres of agricultural extension service Elaboration of technical methods of programmes implementation</td>
<td>• Twinning agreements effective; • Training activities in Poland for 800 persons run; • Study visits to selected countries for 50 persons done; • Traineeships for 20 persons done; • Assistance of local and foreign experts contracted; • Necessary equipment purchased in accordance with technical specification; • Necessary software purchased/prepared;</td>
<td>• Reports from programmes implementation • Reports and assessments of EU experts • Analysis and assessments of MARD and PSC</td>
<td>A: • Appropriate, of high quality educational programmes, • Appropriate selection of Member States • Appropriate selection of experts. R: • Human resources of high qualifications in institutions concerned not sufficient; • Financial resources in institutions concerned not sufficient • Twinning contracts delayed</td>
</tr>
</tbody>
</table>
### Annex 2-4: Implementation, contracting and disbursement schedules

<table>
<thead>
<tr>
<th>Date Drafting</th>
<th>05/2000</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>II</td>
<td>III</td>
<td>IV</td>
<td>V</td>
<td>VI</td>
<td>VII</td>
<td>VIII</td>
<td>IX</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Implementation schedule</strong></td>
<td>D</td>
<td>C</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td><strong>Contracting schedule</strong></td>
<td>0.9</td>
<td>2.0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Disbursement schedule</strong></td>
<td>0.1</td>
<td>0.33</td>
<td>0.6</td>
<td>0.9</td>
<td>1.2</td>
<td>1.5</td>
<td>1.8</td>
<td>2.0</td>
<td></td>
</tr>
</tbody>
</table>

2.0 MEURO

2.0 MEURO