



Meeting Report on the development of the
MPA Management Planning Training

Yap, Federated States of Micronesia

May 1-4, 2006

OVERVIEW:

From May 1-4, 2006, several MPA managers and practitioners came together in Yap, Federated States of Micronesia, for a PIMPAC meeting to develop a regional training module on MPA management planning. The Yap Community Action Program requested to host the meeting to bring MPA experts to the island and utilize those experts to work with two local communities after the meeting.

The meeting objectives were:

- Discuss and agree upon a simple approach for management planning training (provided by PIMPAC or others) that incorporates the basic components of management plans and approach to carrying out management planning process at appropriate levels, depending on site need
- Develop Regional Management Planning Training Module including:
 - Develop Criteria for participants
 - Identification of location potentials
 - Draft agenda & presenters/trainers
 - Draft materials or list of materials to be developed for workshop
- Discuss “Capacity Assessment Tool” development to gathered detailed information on jurisdiction needs
 - This will include a review of the assessments done in FSM and Palau and plan to gather this information in other PIMPAC jurisdictions.
- Refine “Components of an Effective MPA” paper; suggest components to highlight within PIMPAC activities.
- Refine PIMPAC year one documents to be sent to all members and to seek approval from Steering Committee. These documents include:
 - Communications doc
 - Workplan
 - Timeline
 - Website
 - Steering Committee Terms of Reference

MEETING DISCUSSION:

- Objective 1: Discuss and agree upon a simple approach for management planning training (provided by PIMPAC or others) that incorporates the basic components of management plans and approach to carrying out management planning process at appropriate levels, depending on site need
- Objective 4: Refine “Components of an Effective MPA” paper; suggest components to highlight within PIMPAC activities.

The meeting began with a review of two documents “Components of an Effective MPA” and the “Ten Steps to a Community MPA”. The group discussed the need for these documents at the

regional training and general reference for MPA managers. They listed the need to combine the documents and to make them simple to understand and retrieve information. They also discussed and agreed upon the steps in the process to develop an MPA with a community. At this point the group reviewed overall where each islands MPAs were in the process establishing/implementing MPAs to determine if MPA management planning was the right focus for the workshop or if a broader scope was needed. The group acknowledged that many sites are just beginning in discussions with communities and others are being implemented but in some cases do not carry out best management practices. From that point, it was decided that this group would develop the agenda for the regional workshop to include three things: 1) MPA management planning, 2) Stakeholder engagement, and 3) putting management planning in the larger context of an MPA process.

- Objective 2: Develop Regional Management Planning Training Module including:
 - Develop Criteria for participants
 - Identification of location potentials
 - Draft agenda & presenters/trainers
 - Draft materials or list of materials to be developed for workshop

The overview agenda (Appendix A) for the regional meeting was then developed based on these discussions. Additional criteria for participants and site selections (Appendix B & C) were drafted. It was agreed that the materials for the workshop would be developed based on existing materials on management planning but should be based on the discussions for something to be thorough but simple to use at the community level.

- Discuss “Capacity Assessment Tool” development to gathered detailed information on jurisdiction needs
 - This will include a review of the assessments done in FSM and Palau and plan to gather this information in other PIMPAC jurisdictions.

The development of a Capacity Assessment Tool was discussed. It was agreed that it would be better to gather this information in the form of a “Homework” document for workshop participants to fill out prior to the workshop. The homework document (Appendix D) was developed at this time to assess a programs capacity to carry out “best management practices” at their site. From this document, it was assumed, capacity could be more easily determined.

- Refine PIMPAC year one documents to be sent to all members and to seek approval from Steering Committee. These documents include:
 - Communications doc
 - Workplan
 - Timeline
 - Website
 - Steering Committee Terms of Reference

The group did not have time to thoroughly go through these documents as the main focus was to work on the MPA management planning workshop.

Appendix A

PIMPAC Management Plan Training Process Agenda

Location, TBA

Date TBA, 2006

Workshop Goals:

- To provide MPA practitioners with the priority skills/tools/resources they need to improve MPA management
- To strengthen the PIMPAC community, relationships between PIMPAC members, and to improve peer-to-peer learning opportunities.
- To gain insight into the PIMPAC members' needs in order to aid with Year 2 PIMPAC strategic planning

Workshop Objectives:

Stakeholder Engagement:

- Participants will understand and discuss multi-stakeholder engagement strategies.
- Participants will gain an understanding of the characteristics of an effective MPA process and will begin to evaluate where their own site(s) stands in relation to this process.
- Participants will gain an understanding of how to engage communities and other stakeholders in the MPA planning process.

Management Planning:

- Participants will gain an understanding of the key components to a well-designed management plan and the skills needed to improve their existing management plans.
- Participants will begin to identify and address areas requiring improvement in their own management plans.

Community Engagement:

PIMPAC Planning:

- PIMPAC will be able to identify priority needs of PIMPAC members
- Develop a plan to address specific training and tech assistance needs through expert site visits or exchanges, ID next years workplan process
- Identify key leaders in each of the PIMPAC member communities.

Overview Agenda

Day 1:	Morning Session	<ul style="list-style-type: none">• Introductions/Expectations• Report out on capacity assessment/ homework from island participants
	Afternoon Session	<ul style="list-style-type: none">• Overview of Effective Components of an MPA and MPA planning process/ Case Studies• Community/Stakeholder Engagement

Day 2:	Morning Session	<ul style="list-style-type: none">• Intro to Management Planning
	Afternoon Session	<ul style="list-style-type: none">• Management Planning Part I
Day 3:		<ul style="list-style-type: none">• Field Trip
Day 4:	Morning Session	<ul style="list-style-type: none">• Management Planning Part II
	Afternoon Session	<ul style="list-style-type: none">• Management Planning Part II
Day 5:	Morning Session	<ul style="list-style-type: none">• Wrap Up/Next Steps

APPENDIX B

PIMPAC Workshop Participant Criteria/Requirements

With the large scope of the PIMPAC region and limited funding it is critical that participants who attend workshops will be the ones most likely to utilize and share skills and lessons learned from the workshop. The following criteria were developed to help island jurisdictions and coordinators to select the most appropriate candidates for participation in PIMPAC workshops.

Participants who are nominated to attend PIMPAC workshops, specifically year one management planning workshop should be able to meet all of the following criteria/requirements.

Pre-workshop selection criteria/requirements:

- Candidates should be able to thoroughly fill out pre-workshop information requests and provide this information to PIMPAC coordinators on a timely basis.
- Candidates should be currently doing the work that the workshop is focused on. For example, the year one workshop is focused on management planning and multi-stakeholder engagement. Therefore candidates should be currently working with communities or MPAs or in a position that they are able to develop management plans for MPAs.
- Candidates should have the endorsement from their local jurisdiction (resource management group/agencies)
- Candidates should be committed to sharing their experience with other PIMPAC members
- Candidates should have the capacity and ability to transfer knowledge and skills
- Candidates should have the endorsement from their immediate supervisor to attend workshop *and* assist with follow up on-site training or sharing of information from the workshop

Workshop and post-workshop criteria/requirements:

- Candidates should be committed to developing a work plan at the workshop that includes plans for follow up activities and coordination of on-site training (this will be supported by PIMPAC coordinators)
- Candidates should be able to contribute time from their program to assist coordination of follow up on-site training and act as a trainer in on-site trainings (PIMPAC will coordinate and fund follow-up training from experts)

***Participants that fail to meet these pre or post workshop criteria/ requirements will not be selected for further PIMPAC activities.

PIMPAC Workshop Nomination Process:

There is limited capacity for workshop attendance. We anticipate no more than 25 participants to allow for effective discussions and working sessions. PIMPAC will sponsor up to two participants per island jurisdiction. We are asking MPA managers within each jurisdiction to collectively decide on nominations based the criteria. If we receive more than two nominations per jurisdiction we will ask that the nominees collectively decide who should come and we may make a recommendation based on workshop planning team input.

APPENDIX C

PIMPAC Workshop Criteria

PIMPAC is a regional initiative and therefore has many options for holding regional meetings/workshops. It is understood that sites that are selected to host workshops will have certain advantages (more attendance by locals, opportunity for follow up by regional experts etc). There are also constraints or responsibilities that are required of host jurisdictions (coordination support, in-kind expenses or cost shares). The following criteria were developed to help the year one PIMPAC workshop planning group with site selection for year one PIMPAC workshop activities. These criteria can also be used to guide future activities.

To be selected for regional PIMPAC activities islands should:

- Have the potential to spark local activity. Holding PIMPAC workshops should be able to support or catalyze local action and have a significant impact to local work
- Have good examples of the workshop focus topic (e.g. year one focus is management planning & multi-stakeholder engagement)
- Minimize cost either through cost share/ in kind support
- Be able to provide local coordination support to PIMPAC coordinators to prepare for workshop specifically with logistics
- NOT have held a previous PIMPAC meeting unless all other options are exhausted or it is agreed upon by PIMPAC members
- Have the infrastructure to support a large group (adequate hotel and meeting space)

Based on these criteria the workshop planning group examined all jurisdictions and recommends Chuuk to host the management planning regional workshop for the following reasons:

- Chuuk meets most of the above criteria
- Chuuk is only in the beginning stages of their MPA planning process and PIMPAC could bring some attention to the MPA issue (at the community and governmental level). This meeting could provide a forum for further discussions after the meeting with folks from other islands who have lessons to share with Chuuk. This was a very valuable aspect of the Yap meeting that we would like to replicate. In this light, we feel PIMPAC could have a significant impact on local work in Chuuk.

APPENDIX D

Pre Workshop Homework

Do you focus on one site or multiple sites?

Initial Consultation

Explanation

1. Do you feel you have an effective community and stakeholder consultation/engagement process? Please explain your process.

Who are the kinds of people that are involved in your consultations and why were they involved?

Do you feel that there important individuals or entities that were not part of your consultation but should have been?

Does your process enable you to understand the interests of communities and other stakeholders?

Preliminary Assessment

Explanation

2. Do you undertake preliminary assessments of candidate MPAs? Please explain your process.

Design:

Description includes: Goals, Objectives, Activities, Rules, Regulations, Zones,

2. Do you feel your MPAs are designed with adequate consideration of community and stakeholder interests? Please explain

3. Do you have a clear goal(s) for each of your MPAs?

4. Do you have measurable objectives for each of your MPAs

5. Are your MPAs designed to achieve their objectives?

6. Are your MPAs designed to achieve their socioeconomic objectives?

7. Are you implementing activities that are linked to your objectives? Please explain
8. Do you have a feedback system to enable you to update your Goals, Objectives, Activities, Rules, etc. based on changes and/or new information (monitoring results) in your MPA?

Outside Review

Has the design of your MPA been reviewed by outside experts?

IMPACT

Monitoring

8. Are you measuring the impact of your management activities?
8. Are you monitoring progress toward your objectives?
9. What methods are you using to monitor your MPAs?
10. Do your MPAs provide a Balanced Distribution of Benefits to key stakeholders:

Governance:

1. Do your MPAs have an effective Governance Structure? Please explain
2. Do you have people who help to guide the MPA and help to make sure it is making progress toward its objectives.
3. Do the people who are responsible for managing have sufficient authority to make decisions?
4. Do you have a written management plan for your MPA?
5. Is there a system in place to ensure programmatic and financial accountability?

Champion

2. Do your MPAs have a champion or champions who are motivated to work to make it successful?

Financing

Do you raise sufficient funds annually for the costs of operation of your MPAs?

Are your fundraising sources diversified?

Do you have a plan for sustainable financing?

Communications

1. Do you feel you have an adequate system to share information with stakeholders and learn of their opinions/concerns?

2. Do you have an effective communications strategy for your MPA that includes a way to share information and learn from key stakeholders?

Now that you have complete this assessment, please prioritize areas where you feel you need skills development?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

APPENDIX E

Meeting Host & Participants:

Host: Charles Chieng – Yap Community Action Program

On-Island Participants:

Vanessa Fread – Yap Community Action Program

Marjorie Falanruw – Yap Institute of Natural Sciences

Off- Island Participants:

Wayne Andrew – Helen Reef Resource Management Project

Alissa Takesy – PAN Coordinator, FSM Government

Willy Kostka – Micronesia Conservation Trust

Albon Ishoda – Marshall Islands Marine Resource Authority

Greg Moretti – CNMI Division of Fish and Wildlife

Tarita Holm – PAN Coordinator, Palau Government

Meghan Gombos – NOAA Office of Ocean and Coastal Resource Management

Mike Guilbeaux - Community Conservation Network

Scott Atkinson – Community Conservation Network