

MCA Field Guide Worksheets

Phase 1 Sub-step 1.1: MCA Contractual Arrangements Worksheet

MCA Category	Contractual Arrangement		Responsible Entity	Existing Conservation Application
Acquisitions				
Trades				
Concessions				
Management agreements and contracts				
Trust Agreements				

Phase 1 Sub-step 1.6: Conservation-oriented Entity Identification

Criteria	Entity #1	Entity #2	Entity #3	Entity #4		
Entity Name						
Entity Type						
Entity Mission - Objectives						
Locally established?						
Locally respected?						
Locally staffed?						
Relationships?						
Stability						
Site Commitment						
Funding						
Expertise						
Project Champion						
Project Lead?						
Other:						

Phase 1 Sub-step 1.7: Connecting Conservation Commitments and Economic Incentives

Right-holders or other Stakeholders	Conservation Commitments	Economic Incentives and Values		Potential Uses
		Direct	Indirect	
Total Value of Economic Incentives				

Phase 1 Summary Worksheet: MCA Feasibility Analysis

MCA Phase	MCA Sub-step	Observations and Recommendations	Favorable	Issue
Phase 1: Feasibility Analysis	1.1 Contractual Arrangements			
	1.2 Conservation Goals ➤ Targets ➤ Effects			
	1.3 Right-holder and other stakeholders ➤ Issues			
	1.4 Conservation Commitments			
	1.5 Exchange Options			
	1.6 Conservation-oriented Entities			
	1.7 Economic Incentives and other Project Costs			
	1.8 Reporting			

Phase 2 Summary Worksheet: MCA Right-holder and other Stakeholder Engagement

MCA Phase	MCA Sub-step	Observations and Recommendations
Phase 2: Right-holder and other Stakeholder Engagement	2.1 Team Selection	
	2.2 Plan Development	
	2.3 Ideas Exchange	
	2.4 Agreement Verification	

Phase 3 Summary Worksheet: MCA Agreement Design

MCA Phase	MCA Sub-step	Observations and Recommendations
Phase 3: Agreement Design	3.1 Legal Framework	
	3.2 Conservation Goals	
	3.3 Roles and Responsibilities of Parties	
	3.4 Conservation Actions and Commitments	
	3.5 Duration	
	3.6 Economic Incentives Package	
	3.7 Biological and Socioeconomic Monitoring	
	3.8 Compliance Monitoring and Enforcement	
	3.9 Regulatory Permits	
	3.10 Final Actions	

Phase 4 Summary Worksheet: MCA Implementation

MCA Phase	MCA Sub-step	Observations and Recommendations
Phase 4: Implementation	4.1 Administration	
	4.2 Outreach	
	4.3 Funding	
	4.4 Livelihoods	
	4.5 Compliance Monitoring and Enforcement	
	4.6 Science	
	4.7 Public Uses	

MCA Phase	MCA Sub-step	Observations and Recommendations
	4.8 Habitat Management	
	4.9 Planning	
	4.10 Community Development	
	4.11 Maintenance	
	4.12 Other Activities	
	4.13 Close-out	