

Readiness Completion Report / UNDP

Section 1: General Information - v1 (Draft) 2024-11-29 22:34 +09:00

RPSP SECTION 1: GENERAL INFORMATION - CR

Please note that the report will be considered valid only after all the sections and attachments are filled with relevant details.

[The GCF Readiness and Preparatory Support Programme guidebook](#)
For more information, please refer to the GCF Readiness and Preparatory Support Programme guidebook

[Approved Readiness Proposals](#)
Please refer to the approved proposal published in the GCF Website if needed.

Please label deliverable files using the same titles as in the approved proposa

Submission date *	Submission title *
	2023 Annual Progress Report
Initial submission date (no need to revise for resubmission)	Insert the report title, e.g. 2023 Annual Progress Report, IPR 2, etc.

1.1 DP's confirmation of sharing the report with NDA(s)

By providing this information, Delivery Partner confirms that the report submitted has been shared with the NDA prior to the submission for GCF's review. Please select the name and contact e-mail of the NDA focal point(s) who have received the report.

Please indicate if this report has been shared with the relevant NDA(s)	Please indicate the date of submission to NDA(s)	NDA contact
Yes	2024-03-19	Tshering Dorji (tsheringdorji@mof.gov.bt) NDA Contact Fullname Tshering Choden NDA Contact Email tsheringchoden@mof.gov.bt Description Others (not listed above) Please provide the NDA contact information in this field in case you cannot find it in the above dropdown.

DP authorized representative	Name 	Signature
NDA / Focal Point authorized representative	Name Tshering Dorji
Director, DMDF
Ministry of Finance	Signature 

1.2 General Information of the Grant

Grant Agreement Number The grant reference number as stated in the approved grant proposal	BTN-RS-002	Country The country(s) where the grant is being implemented	Bhutan	Delivery Partner The name of the Delivery Partner	United Nations Development Programme (UNDP)	
Activity Area The activity area targeted (NAP, Non-NAP)	NAP	Approved Duration (months) As stated in the grant legal agreement, taking into account any approved extensions	48	Total Amount Approved Total approved amount in USD as stated in the grant legal agreement/proposal	2,999,859	USD
Grant Start Date for GCF-managed grants Grant Effectiveness Date	2019-01-14	Grant Start Date for UNOPS-managed grants 1st Disbursement Date	2019-02-25T00:00:00	Grant End Date As stated in the grant legal agreement, taking into account any approved extensions	2024-05-11	
Total Amount Disbursed Total amounts received from the GCF from the grant start date and up to date	2,999,859	USD	First Disbursement Date The date on which the first tranche was paid to the grant			

1.3 Reporting Period Details

From: *	To: *
2023-01-01	2023-12-31
The beginning of the reporting period	The end of the reporting period

1.4 Executive Summary

*

Bhutan submitted the first NAP to UNFCCC with the support of this project, in September 2023 after being endorsed by the Government. Bhutan’s NAP identifies medium-and-long-term adaptation priorities—a much-needed shift from ad hoc, project-based adaptation interventions focused on addressing short-term threats towards more strategic and programmatic approaches to adaptation. The NAP will guide the implementation of these priorities through integration into national, sectoral, and local development plans. The NAP aligns with Bhutan’s Gross National Happiness Index and the national vision for climate change which is, “A prosperous, resilient and carbon neutral Bhutan where the pursuit of Gross National Happiness for the present and future generations is secure under a changing climate”.

The Project successfully advocated the Government to use climate vulnerability as a criterion in the draft Resource Allocation Formula for the 13th Five- year plan. This is a step towards mainstreaming climate change in the development planning process- one of the key objectives of National Adaptation Planning process. It ensures climate change is factored into development planning and therefore sustainability of adaptation efforts.

The UNDP Bhutan Country Office has been able to utilize the NAP to successfully mobilize resources for the following projects: Advancing Climate Resilience of Water Sector (ACREWAS (GEF-LDCF), Japan Supplementary Budget Agriculture project and supported the concept note formulation for the GEF-LDCF Urban Resilience Project.

In terms of building a robust climate information system, the project supported the set up of the Flood Forecast Early Warning System (FFEWS) for Amochhu Basin and web-based met services, both of which will help reduce impacts from climate-induced disasters on lives, livelihood and livelihood assets. The FFEWS will be a template for establishing FFEWS for other major river basins. The pilot briefing service that was one of the investment areas helps improve the climate resilience of Paro international airport and also contributes to the Get Airport Ready for Disasters (GARD).

The Project supported the preparation of the Green Infrastructure and open spaces masterplan for Thimphu City and its peripheral areas. The masterplan

envisages the following benefits: 1. Provide-social benefits to the people that visit, live and work in Thimphu through the provision of high quality, multifunctional public open space with amenity and recreational value; 2. Protect- people from natural hazards, including landslides, flooding and earthquakes, and ensure future resilience and 3. Connect-people, through improved walkability, shaded and safe active travel routes.

As the project moves toward closure, an emerging need has arisen to commit the US\$25,732 miscellaneous budget line to support the National Emergency Operations Centre to enhance its disaster risk preparedness and response capability, based on government request. The country intends to apply this and other identified savings accumulated during the NAP Readiness project to upgrade the National Emergency Operation Centre (NEOC) and improve critical emergency communication equipment. A modernized NEOC equipped with state-of-the-art communication tools will ensure efficient coordination, rapid response, and effective management of disaster situations. The investment is justified because the upgraded Emergency Operation Centre builds on UNDP's ongoing support to integrate climate risk advisories and early warning systems that are being instituted at the National Centre for Hydrology and Meteorology. The upgraded Centre and its enhanced capabilities will enable timely information sharing and informed decision-making by the National Disaster Management Authority in adapting and preparing for critical climate-related extremes. UNDP would therefore like to request GCF's approval to utilise the Miscellaneous budget of US\$ 25,732 for this purpose and also reallocate an additional \$24,000 to the IT Equipment budget for the purchase of Emergency Communication System equipment, comprising of Radio Sets and rooftop solar power.

Please highlight key achievements during the reporting period.

1.5 Challenges and lessons

Challenges encountered *

Operational, Other (e.g. COVID-19, cyber security risks)

Challenges and lessons learned *

- Issues and challenges due to repeated lockdowns and stringent restrictions on mobility and therefore conduct of workshops, consultations and travel.

- Getting the right number of participants for the training was a challenge throughout much of the project. At various times throughout the project, numerous TWG members and other civil servants were engaged in emergency covid duties, making them unavailable for training.

- Travel restrictions imposed by the government, which meant that the only choice available to the project was to do online trainings. Online trainings, especially to civil servants already engaged in emergency covid duties further compounded the issue as there were continued scheduling and availability issues, and civil servants took on additional responsibilities during the pandemic.

- Unwillingness from the Planning Commission initially to integrate Gender, Environment, Climate, Development and Poverty (GECDP) within the overall national monitoring and evaluation system.

- Initial confusion on where the Climate Platform should be hosted- NEC or National Center for Hydrology and Meteorology. The platform has been communicated as a platform that is much more than just plain archival of climate information. It also is about non climatic drivers of climate change, what Bhutan has done on climate change adaptation front in the past, archival of national communications. Therefore, it was decided to be hosted at the UNFCCC Focal point that is the Department of Environment and Climate Change.

- Challenges in bringing the different sectors together to feed information/data into the platform due to covid situation.

Lessons learned and other remarks

1. It is critical to adopt consultative process in preparation of the NAP. The draft NAP should be presented to all sections of the society so inputs can be obtained to make the document relevant. This also ensures a 'whole of society' approach in NAP preparation.

2. Since the preparation of NAP is highly dependent on people it is equally important to ensure adequate time is provided for providing inputs; all inputs must be recorded for future iterations and all sectors must be made 'in charge' of their sectorial priorities.

3. It is equally important to ensure that the climate risks are identified based on 'best available science' and supported by socio-economic data as well.

4. Given the above, delays due to COVID-19 related lockdowns and travel restrictions were unavoidable

5. Proper planning is important while preparing for providing trainings.

6. The ToT was initially planned for 5 days. However, since it had to be provided online- we made it 10 days with half day sessions. This ensured audience attention and made the training more flexible at a time when civil servants were heavily engaged in pandemic response.

7. It is critical to keep pushing governments to integrate climate change adaptation into development planning process. Integrating GECDP concerns means integrating Climate change adaptation in planning process plus addressing the other key drivers of climate change- Environment, gender, development and poverty.

8. Through repeated dialogues with the Office of the Prime Minister (PMO) the project and the Country office was successful in convincing Government to integrate GECDP in the revised national M&E system. The revision is ongoing. However, a climate change adaptation specific M&E framework is being developed and will be completed by mid February 2024.

9. It is important to have a dedicated person at the Department of Environment and Climate Change (formerly the National Environment Commission) to manage the Bhutan Climate Platform.

10. Critical for DECC to understand the value of the Platform as a tool to share climate related information, tool for decision-making vis-à-vis climate change planning, policy making and monitoring of progress on climate action.

Describe the challenge faced during the reporting period of implementation and critical risks that may result in a change to the scope and/or timing of the project; please provide a description and how they have impacted the implementation period and could impact other activities and final targets. N.B. Choose the most relevant type if the challenge is related to multiple types.

1.6 Upload the signed Completion Report

Please upload the signed Completion Report *

Section 5: Challenges, lessons learned and way forward - v1 (Draft) 2024-11-29 22:34 +09:00

RPSP SECTION 5: CHALLENGES, LESSONS LEARNED AND WAY FORWARD

Please note that the report will be considered valid only after all the sections and attachments are filled with relevant details.

Please describe the challenges encountered, the solutions applied, and the lessons learned. Please also highlight any knowledge products developed or accessed, or any novel partnerships developed that have helped implementation.

5.1 Lessons learned

Are you able to identify anything that has worked particularly well for you and could be used by others as a learning or example of good practice at any phase of the project? *

- ☒ Yes
- ☐ No

Indicate which phase(s) of the project the good practice relates to: * Adaptive management	Please explain * The project was responsive to feedback and able to make the necessary changes to both the budget and the work plan when confronted with challenges such as travel restrictions due to COVID 19. This enabled the project to achieve its ultimate goal of producing Bhutan's First National Adaptation Plan.
Indicate which phase(s) of the project the good practice relates to: * Other, please specify below Please specify the other project phase Staffing/procurement	Please explain * Use of national experts as effective as international experts. Originally, more international experts were included in the project design, however, due to challenges from travel restrictions, the search for qualified national experts resulted in a strong network of local experts who now have the expertise and knowledge to assist with future NAP iterations, at significantly lower cost.
Indicate which phase(s) of the project the good practice relates to: * Adaptive management	Please explain * Importance of the extensive engagement and highly inclusive participatory approach for NAP formulation, ensuring the ownership and adoption by the government, meaning that it was country driven and country owned.

Indicate which phase(s) of the project the good practice relates to: *	Please explain *
Adaptive management	1. Numerous capacity building trainings from NAP has achieved its intended goals of strengthening the capacity of the participants to estimate climate risk and contribute to adaptation to climate change. Participants have even conducted climate vulnerability assessments for their communities and started adaptation plans or have included them in their 13th Five Year Plan activities. According to one participant from the local government, they never used to think about the impact of climate change and adaptation plans when discussing and formulating development plans for their community. Their focus was on infrastructure development but now they view their plans through the climate change impact glasses and focus on development plans that can address any risk that climate change may bring. 2. Partnerships really worked well in NAP. This is as shown by the effectiveness of the multi-stakeholder TWG and Project Board. Such partnerships need to be strengthened and broadened to include additional departments, the private sector including the technology sector and civil society. 3. The multi-stakeholders represented in the Board, the NAP PMU and TWG provided an avenue to network and learn from one another (face to face and through social media groups). The TWG members were part of the NAP Drafting Committee which provided a clear and logical link between the vulnerability assessments and the NAP document and can be considered a factor that underpinned the success in the development of the NAP. 4. The training program on climate change adaptation for the district planners and Local Government leaders was offered using a 'blended mode' comprising theoretical and practical aspects to provide an overview and exposure to conceptual and methodological aspects related to vulnerability and risk analysis, climate change adaptation planning and implementation, gender mainstreaming and adaptation financing. Herein, the project leveraged on the partnership with the Royal University of Bhutan lecturers and the practitioners from the climate sensitive sectors. The application of such approaches and methods in the various sectors helped in evolving appropriate adaptation strategies. 5. The climate projection update for Bhutan is done in partnership with the National Institute for Environmental Studies, Japan, UNESCAP and the National Center for Hydrology and Meteorology helped utilize the latest climate datasets from CMIP6. The benefit of this was that a more granular impact analysis on a 1 square kilometer resolution could be done for understanding the impact of temperature and precipitation changes under various socio-economic pathways (SSPs).

Indicate which phase(s) of the project the good practice relates to: *	Please explain *
Legal arrangements	The project was responsive to feedback and able to make the necessary changes to both the budget and the work plan when confronted with challenges such as travel restrictions due to COVID 19. This enabled the project to achieve its goal of producing Bhutan's First National Adaptation Plan.

Indicate which phase(s) of the project the good practice relates to: *	Please explain *
Monitoring for performance and compliance	Partnerships developed using the 'whole of government and society' approach helped leverage on resources within the country for effective and transformational adaptation planning, vertical and horizontal integration of adaptation and capacity strengthening across all levels for effective planning, implementation and monitoring, evaluation and learning (MEL).

5.2 Challenges in the project implementation

Are you able to identify any challenges that you have experienced at any phase of the project and that could be considered by others? *

- ☒ Yes
- ☐ No

Indicate which phase(s) of the project the challenge relates to: *	Please explain *
Adaptive management Description	COVID-19 related restrictions on mobility hampered effective one-on-one consultations

Section 3: Budget & Expenditure - v1 (Draft) 2024-10-18 11:36 +09:00

RPSP/UNDP SECTION 3: BUDGET AND EXPENDITURE

Please note that the report will be considered valid only after all the sections and attachments are filled with relevant details.

To add expenses: choose "Add row", select from the dropdown menu relevant Outcome, Output and Cost category and provide numeric value for expense. If cost category is missing, add own cost category simply by typing it into the "Cost Category" field.

To see the summary of costs added, after providing numeric values for each Outcome, Output, and Cost Category, click on the "Fill" slide button to see calculated totals. Please make sure that you choose "contingency" and "delivery partner fee" in all columns to return the correct totals.

In the remark column, you can provide justification or a note at each budget line. Please be advised that this is the only column where you can type text.

3.1 Budget and Expenditure reporting

3.1.1 Resources

	Fund Cumulative Prior Period		Fund Received Current Period		Total Fund Received	Remarks
a. Fund Received from GCF	a1		a2		a1+a2	
	2,999,859 USD		USD			
b. Interest Income	b1		b2		b1+b2	
	USD		USD			
c. Other Resources	c1		c2		c1+c2	
	USD		USD			
TOTAL RESOURCES	Sum of fund cumulative prior period		Sum of fund received current period		Sum of total fund received	

Note: Please enter "0 (zero)" without leaving any data fields blank to get the sum.

3.1.2 Budget & Expenditure

Please, select relevant Outcomes, Outputs and Cost categories. If relevant Cost Category was not found, type in the field own name for the cost category.

This component can't be displayed in printable format. Please refer to the online version.

Note: Any reallocation of the approved budget among the cost categories resulting in a variation of more than 20% must seek prior approval from the GCF Secretariat in writing. This method may not be used to increase project management costs.

You may submit a budget change request using the template here: www.greenclimate.fund/document/letter-request-change-approved-readiness-and-preparatory-support-programme-proposal

In addition to the above, please provide the the budget and expenditure report including outcome and output sub-totals in the MS Excel template.

PIMS 6076 NAP-GCF Readiness APR_rev 25.09.2024_mpsa cleared.xlsx

Use the template provided here: www.greenclimate.fund/sites/default/files/document/readiness-budget-and-expenditure-report-template.xlsx

Accepted formats: MS Excel (.xlsx, .xls)

Please provide any supporting documents as attachment below when requested.

This may include supporting documents to justify the committed amounts when the DP is requested to provide them additionally during the review.

3.2 Project Total

Budget

Approved budget	Budget re-allocation	Budget after re-allocation	Change in %
2999859.28	0	2999859.28	0
Expenditure			
Cumulative Prior period Expenditure	Expenditure for this reporting period	Commitment	Total Expenditure
2468250.51	523451.12	0	2991701.63
Budget utilisation rate in %	Available budget		
99.73	8157.65		

3.3 Reporting on the disbursement schedule

Please provide the updated disbursement schedule. You may refer to the initial disbursement schedule planned at the proposal approval stage. Add as many rows as needed to list all the tranches planned. Please make sure that the sum of disbursed and scheduled amounts is in line with the total approved amount and the sum of disbursed amount is in line with the total disbursed amount.

REFERENCE ONLY:	Total approved amount	Total disbursed amount
	2,999,859USD	2,999,859USD

Tranche No. *	Amount * ?	Date * ?	Status *
1st disbursement	340,000USD	2019-02-26	Paid

Tranche No. *	Amount * ?	Date * ?	Status *
2nd disbursement	785,760USD	2020-07-17	Paid

Tranche No. *	Amount * ?	Date * ?	Status *
3rd disbursement	948,709.90USD	2021-11-23	Paid

Tranche No. *	Amount * ?	Date * ?	Status *
4th disbursement	925,389.10USD	2023-01-31	Paid

3.4 Reporting on changes in the budget plan

3.4.1 Are there significant changes in the budget plan reported in this section? *

- ☐ Yes
- ☒ No

Section 4: Procurement Plan - v1 (Draft) 2024-10-18 11:36 +09:00
