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United Nations Development Programme

Project Document

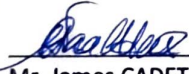
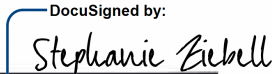
Project title: Strengthening National Institutions in Haiti to meet the Transparency Requirements of the Paris Agreement.		
Country(ies): Haiti	Implementing Partner (GEF Executing Entity): Ministry of Environment (MOE)	Execution Modality: National Implementation Modality (Full NIM)
Contributing Outcome (UNDAF/CPD, RPD, GPD) Haiti CDP 2017-2021: The Strategic Plan for the Development of Haiti (PNSDH), designed to make Haiti an emerging country by 2030, aims to achieve the Sustainable Development Goals (SDGs) linked to ending poverty, combating inequality and injustice, and addressing climate change. Haiti UNDAF 2017-2021, outcome 4: National, regional and local institutions, along with civil society strengthen sustainable management of natural resources and environment, territorial and population resilience, especially for the most vulnerable, to respond to natural disasters, to climate change and humanitarian crisis while ensuring continued sustainable development. Haiti Country Strategic Plan 2019 – 2023: Strategic outcome 4: Vulnerable communities in areas with fragile ecosystems can rely on resilient food systems to mitigate, adapt, and recover from shocks and manage climate-related risks by 2023.		
UNDP Social and Environmental Screening Category: EXEMPT http://www.undp.org/content/undp/en/home/operations/social-and-environmental-sustainability-in-undp/SES.html		UNDP Gender Marker: GEN2
Atlas Award ID: 00128389		Atlas Project/Output ID: 00122406
UNDP-NCE PIMS ID number: 6446		GEF Project ID number: 10318
LPAC meeting date: 29 October 2021		
Latest possible date to submit to GEF: 31 December 2020		
Latest possible CEO endorsement date: 30 August 2021		
Planned duration in months: 48		
Planned start date: 30 December 2021		Planned end date: 29 December 2025
Expected date of Mid-Term Review: 30 August 2024		Expected date of Terminal evaluation: 30 October 2025
Brief project description: To establish a national Measurement/Monitoring, Reporting, and Verification system to track GHG emissions and the impact of mitigation actions, as well as indicators as part of the M&E system on		

adaptation. These systems will serve to track the NDC according to the requirements of the transparency framework under the Paris Agreement on Climate Change.

FINANCING PLAN

GEF Trust Fund	1,320,000 USD
UNDP TRAC resources (cash)	20,000 USD
(1) Total Budget administered by UNDP	1,340,000 USD
CONFIRMED CO-FINANCING	
<i>Ministry of Environment (in kind)</i>	20,000 USD
(2) Total confirmed co-financing (cash and in kind)	20,000 USD
(3) Grand-Total Project Financing (1)+(2)	1,360,000 USD

SIGNATURES:

Signature:  Mr. James CADET Minister of Environment	 Agreed by Government Development Coordination Authority¹	Date/Month/Year: within 6 months after CEO Endorsement/Approval 30 decembre 2021
Signature:  Mr. James CADET Minister of Environment	 Agreed by Implementing Partner²	Date/Month/Year: within 6 months after CEO Endorsement/Approval 30 decembre 2021
Signature: DocuSigned by:  Mr. Fernando MIRALDO UNDP Resident Representative	Agreed by UNDP	Date/Month/Year: within 6 months after CEO Endorsement/Approval 30 decembre 2021

1 Other evidence of government agreement may be accepted in lieu of a signature, unless the programme country government requires a signature.

2 Not required when UNDP is the implementing partner (i.e. DIM implementation modality). If a UN Agency is the implementing partner, and has signed a SBEAA with UNDP, then the Government Development Coordination Authority, UNDP and UN Agency sign the project document. If an IGO is the implementing partner, and has signed a SBEAA with UNDP, then the Government Development Coordination Authority, UNDP and IGO sign the project document. If a CSO/NGO is the implementing partner, the Government Development Coordination Authority and UNDP sign the project document and attached it to the Project Cooperation Agreement to be signed by the CSO/NGO and UNDP.

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ACRONYMS

AFD	French international development agency
AFOLU	Agriculture, Forestry and Other Land Use
AP3C	Appui à la Prise en Compte du Changement Climatique dans le Développement d'Haïti
BAC	Communal Agricultural Offices (BAC in French)
BAU	Business as usual
BME	Bureau of Mines and Energy
BTR	Biennial Transparency Report
BUR	Biennial Update Report
CBIT	Capacity Building Initiative for Transparency
CDM	Clean Development Mechanism
CHIRPS	Climate Hazards group Infrared Precipitation with Stations
CRED	Centre for Research on the Epidemiology of Disasters
CRF	Common Reporting Format
DCC	Climate Change Directorate
DNA	Designated National Authority
DRM	Disaster risk management
DRR	Disaster risk reduction
EIS	Environmental information system
ESMF	Environmental Social Management Framework
ETF	Enhanced transparency framework
EU	European Union
EX-ACT	FAO EX-Ante Carbon-balance Tool for Estimating and Targeting Greenhouse Gas Mitigation in Agriculture, Livestock, Forestry and Land Use Projects
FAMV	Faculty of Agronomy and Veterinary Medicine
FAO	Food and Agriculture Organisation
FSP	Full Sized Project
GBV	Gender-based violence
GCF	Green Climate Fund
GCP	Global Coordination Platform
GDP	Gross domestic product
GEF	Global Environment Facility
GEFSEC	Global Environment Facility Secretariat
GHG	Greenhouse gas
GSP	Global Support Programme of the UNDP
IDB	Inter-American Development Bank
INC	Initial National Communication
IPCC	Intergovernmental Panel of Experts on Climate Change
KCA	Key Category Analysis
LDC	Least Developed Country
LDCF	Least Developed Countries Fund
LEAP	Long-range Energy Alternatives Planning System, software tool for energy policy analysis and climate change mitigation assessment

M&E	Monitoring and Evaluation
MARNDR	Ministry of Agriculture, Natural Resources and Rural Development
MEF	Ministry of Economy and Finance
MENJS	Ministry for National Education, Youth and Sports
MICT	Ministry for the Interior and the Local Authorities
MOE	Ministry of Environment
MPCE	Ministry of Planning and the External Co-operation
MPGs	Modalities, Procedures and Guidelines
MRV	Measurement, Reporting and Verification
MSP	Medium Sized Project
MTPTC	Ministry of Public Works, Transportation and Communications
NC	National Communication
NCCC	National Committee on Climate Change
NCCP	National Climate Change Policy
NDC	Nationally Determined Contribution
NGO	Non-governmental organizations
NIM	National implementation modality
NIR	National Inventory Report
NMVOC	Non-methanic volatile organic compounds
OECD	Organization for Economic Co-operation and Development
ONPES	National Observatory on Poverty and Social Exclusion
PA	Paris Agreement
P&Ms	Policies & Measures
PANA	National Action Plan for Adaptation
PIF	Project Identification Form
PIR	GEF Project Implementation Report
POPP	Programme and Operations Policies and Procedures
PPG	Project Preparation Grant
PSDH	Haiti's Strategic Development Plan
QA	Quality Assurance
QC	Quality Control
SBAA	Standard Basic Assistance Agreement
SCCF	Special Climate Change Fund
SDG	Sustainable Development Goal
SESP	Social and Environmental Screening Procedure
SIDS	Small island developing state
SIGI	Social Institutions and Gender Equality Index
SNC	Second National Communication
STAP	GEF Scientific Technical Advisory Panel
TE	Terminal Evaluation
TNC	Third national Communication
TOR	Terms of Reference
TWG	Technical Working Group
UN	United Nations
UNDP	United Nations Development Programme

UNEP	United Nations Environment Programme
UNDP-NCE	UNDP Nature, Climate and Energy Unit
UNFCCC	United Nations Convention on Climate Change
USAID	United States international development agency
V&A	Vulnerability and Adaptation Assessment
WFP	World Food Programme

II. DEVELOPMENT CHALLENGE

Context

Effective since 2016, the Paris Agreement aims to limit the increase in temperature below 2°C compared to pre-industrial levels by 2100 and to combine efforts to the extent possible to limit the rise at 1.5°C. The achievement of this agreement involves the implementation of the Nationally Determined Contributions (NDCs), updated regularly according to the existing reality for Parties and the progress accomplished.

The NDCs respond to the Paris Agreement obligations of each Party to implement adaptation and mitigation measures to reduce greenhouse gas (GHG) emissions over a defined period. They consider the common but differentiated responsibility of Parties, according to their national circumstances. In accordance with the principle of “common but differentiated responsibility and respective capabilities” set out in the Convention, developed country Parties are to provide financial resources to assist developing country Parties in implementing the objectives of the UNFCCC. The Paris Agreement reaffirms the obligations of developed countries, while for the first time also encouraging voluntary contributions by other Parties. Developed country Parties should also continue to take the lead in mobilizing climate finance from a wide variety of sources, instruments and channels, noting the significant role of public funds, through a variety of actions, including supporting country-driven strategies, and taking into account the needs and priorities of developing country Parties. Such mobilization of climate finance should represent a progression beyond previous efforts. It is important for all governments and stakeholders to understand and assess the financial needs of developing countries, as well as to understand how these financial resources can be mobilized. Provision of resources should also aim to achieve a balance between adaptation and mitigation. Overall, efforts under the Paris Agreement are guided by its aim of making finance flows consistent with a pathway towards low greenhouse gas emissions and climate-resilient development. Assessing progress in provision and mobilization of support is also part of the global stock-take under the Agreement. The Paris Agreement also places emphasis on the transparency and enhanced predictability of financial support.

A strengthened Transparency Framework is created and clarified through article 13 of the Paris Agreement, which aims to enhance mutual trust and promote effective implementation of measures foreseen in the NDCs. Through this transparency framework, the Parties must provide regularly: a national inventory report (NIR) of anthropogenic emissions; related information to monitor progress in implementing and delivering the NDC; and information on financial support, technology transfer, and capacity building in a report called biennial transparency report (BTR) which will supersede the current Biennial Update Reports (BURs).

This Transparency Framework must involve considerable measures in Measurement, Reporting and Verification (MRV) systems. It is essential for effective NDC implementation. Parties under the Paris Agreement are required to submit a biennial transparency report every two years and may continue to report a separate national communication (NC) every four years or may choose to submit a single BTR/NC report in the years a NC is submitted, including supplemental chapters on research and systematic observations and education/training and public awareness. In addition, Parties that have not reported information on adaptation in section IV of the BTR must also include an additional chapter on adaptation. If the BTR/NC is submitted as a single report, the additional chapters in the NC (research and systematic observation, education/training/awareness, adaptation) will not be reviewed. If a separate NC is submitted, it will not undergo any review. However, the capacity of developing countries including Haiti to implement their national MRV system is very weak and therefore concrete actions are needed to strengthen the capacities of national institutions in setting up processes and procedures for the collection, treatment and reporting of climate information, and their evaluation and verification to determine the level of achievement of objectives.

Despite some efforts being made through national institutions and initiatives such as the Biennial Update Report (BUR) and the Third National Communication (TNC) supported by GEF funding, and the first and second National Communications (NCs) submitted in 2002 and 2013 respectively to the UNFCCC, Haiti does not currently have an MRV system meeting the requirements of the Paris Agreement. To assist the country with the Enhanced Transparency Framework and the implementation of an operational national MRV system, the support of the Capacity Building Initiative for Transparency (CBIT) is requested.

To that end, this project was developed to meet the requirements of the Paris Agreement on Transparency in Haiti. It aims to contribute to the implementation of all actions submitted by Haiti through its NDC by strengthening the capacity of state and university institutions in the implementation of the MRV and Monitoring and Evaluation (M&E) systems.

This CBIT project aligns with the priorities of Haiti's Strategic Development Plan (PSDH), the National Action Plan for Adaptation (PANA), the Second National Communication and the national strategy on Gender. Through this project, the availability and accessibility of data will be improved contributing to the submission of reports (NIR, BURs, NCs, Biennial Transparency Reports - BTR) with greater transparency and precision.

Current situation in Haiti

Climate profile

The Republic of Haiti is located on the island of Hispaniola, shared with the Dominican Republic. With an estimated 10.6 million people living over 27,750 km², Haiti has the highest population density in the Caribbean Community. Sixty per cent of the population lives in rural areas and over half of the population is younger than 21 years old. Haiti is the Least Developed Country (LDC) in the Americas.

Haiti is ranked as one of the most vulnerable countries in the world to climate change. As a small island developing state (SIDS), Haiti is exposed to the threat of sea level rise, and to increasingly intense hurricanes and frequent tropical storms. Haiti is also particularly vulnerable to droughts, coastal erosion and landslides. These disasters can jeopardise the country's food security, infrastructure, and the safety of the population. Haiti's vulnerability to climate change is due to a combination of factors, ranging from its geographical location, high levels of deforestation and land degradation, to high poverty rates and weak institutional capacity. In 2008 alone, hurricanes and cyclones accounted for a 15% loss to the country's gross domestic product (GDP). The earthquake on January 12, 2010, killed 220,000 people, displaced 1.5 million people, and destroyed the equivalent of 120 percent of GDP. In 2016 Hurricane Matthew was responsible for 473 deaths and 339 injuries. The hurricane destroyed or severely damaged around 200 000 homes, leaving 1.4 million people in need of humanitarian aid. It was the most damaging disaster in the country since the 2010 earthquake. The damages caused by the latter class 4 cyclone, with winds in the order of 200 –250 km/h, were catastrophic. Haiti is making an effort to tackle climate change in a systematic way, even in a context of very limited financial resources.

Haiti's 30 watersheds are considered very fragile ecosystems and in critical state: 25 of the 30 watersheds are severely deforested, while 6% soils are currently at the stage of irreversible erosion. Climate change has affected the agriculture sector through the increases in mean annual temperature which affect flowering and photosynthesis for all crops; storms, hurricanes and strong winds which destroy harvest and plantations, damage rural infrastructure and market access, and cause further damage to degraded forests and watersheds; precipitation regime changes which impact crop with some decreases of yields (e.g yam and banana) during the production cycle, as well as encourage the appearance of diseases and pests.

The government of Haiti has made progress in terms of planning for climate change mitigation and adaptation, with the ratification of the Paris Agreement in February 2017. In the same year, the government also introduced the National Climate Change Policy (NCCP), aligned to the country's Nationally Determined Contribution (NDC, 2015). The NCCP has a vision to significantly reduce the vulnerability to climate change of Haiti's population and its sectors by 2030, by adopting and implementing appropriate and effective adaptation and mitigation measures, in line with the Sustainable Development Goals (SDGs) and the Strategic Development Plan of Haiti 2010-2030 (PSDH 2010). However, the PSDH itself does not focus on climate change.

Some of the country's notable climate resilient plans include the 2005 Framework Decree, designed as a regulatory and guidance framework for the environmental sector. This plan prioritises climate change and natural disasters. The Government and Ministry of Environment's (MOE) road map (2017) streamlines the MOE's actions in line with the Government's policies, and contains a section entirely focused on climate change.

Haiti's NDC highlights measures taken and envisaged to reduce emissions and adapt to impacts of climate change. The NDC will guide the country's adaptation aspirations. The National Adaptation Programme of Action (PANA, 2006, revised in 2017) proposes a number of projects, as well as institutional mechanisms to facilitate their implementation on a country-driven and participatory basis.

There are various climate change-related projects and programmes which are being supported and/or implemented by development partners. In addition to international actors, the Ministry of Economy and Finance, universities and civil society groups have been active in climate change financing, research, capacity building and awareness raising. However, these initiatives are not well established or mature enough to sustain climate action processes on their own.

To date, Haiti has submitted two National Communications to the United Nations Convention on Climate Change (UNFCCC) in 2001 and 2013 respectively. A Third National Communication is currently being prepared as well as the first BUR Political

instability has caused important delay to this process. TNC and BUR1 are at 25% of completion. The Ministry plan to finalize the TNC and the BUR by the end of 2022.

Institutional framework for Climate change and MRV

The MOE, through its Climate Change Directorate (DCC) created in 2004, is mandated to develop climate change adaptation programs, mitigation measures and monitor related progress. DCC is operational with three national staff members including the director.

The MOE and the Ministry of Agriculture, Natural Resources and Rural Development (MARNDR) are the apex institutions on environmental matters in Haiti. However, since environment is a transversal issue, several other national institutions intervene in this field, such as: the Ministry of Planning and the External Co-operation (MPCE) responsible for integrating all programs and projects into National Planning Development, the Ministry of Public Works, Transportation and Communications (MTPTC) in charge of water policies relating to water, mines and energy; the Ministry for the Interior and the Local Authorities (MICT) for the application of the techniques and the policy of environmental management of proximity through the local county councilors, the Ministry for National Education, Youth and Sports (MENJS) for the integration and the application of the environmental questions in the national policy of education and the Ministry for the Trade, Industry and Tourism for the implementation of the environmental policies in these sub-sectors.

The National Committee on Climate Change (NCCC) chaired by the Director of the MOE, oversees work on national climate change reporting. It includes representatives of ministries, the private sector, non-governmental organizations (NGOs), and academia. The Technical Working Group (TWG) created in 2015, is led by the MOE and is comprised of members from sectoral ministries, international partners, universities, civil society, among others. The TWG plays a key role in advising the NCCC to enable an active and participatory approach to advance adaptation planning and to contribute to the definition and implementation of actions in Haiti's NDC and adaptation activities, and eventually inform the Council with regular, reliable and continuously improved information on Haiti's progress with its NDC and adaptation activities. It comprises members from MOE; MPCE; MCFDF, Ministry of Economy and Finance (MEF); MARNDR; MTPTC; MICT; private sector/civil society, and academia. Focal points of relevant projects, such as the Green Climate Fund (GCF) Readiness projects, the NAP, GEF projects, EU, World Bank, IDB, UN Agencies, will also be invited to the advisory group to foster synergies. The TWG plays a key role in providing technical recommendations to the NCCC. However, this group currently lacks the capacity to fulfill this role and needs further support and trainings.

Legislative and regulatory framework

Haiti was one of the signatories to the UNFCCC at the United Nations Conference on Environment and Development in Rio de Janeiro, Brazil in June 1992. Haiti is also a Party to many other UN conventions, including biological diversity, ozone depleting substances and combating desertification.

Haiti became a Party to the UNFCCC in 1996 and to the Kyoto Protocol in July 2005. The Ministry of Environment was established in 1994 and is the national focal point to the Convention and Protocol. Within the Ministry of Environment, the Climate Change Directorate has been operational since 2004. Recently in 2015, a Climate Change Advisory Committee was also established to guide the implementation of climate change activities nationally. Additionally, the Designated National Authority (DNA) for the Clean Development Mechanism (CDM) has been created by presidential Decree on May 31st, 2010 within the Ministry of Environment. The DNA contributes to the achievement of targets and objectives of sustainable development of the country due to implementation of projects on GHG emissions reductions as provided in the CDM at the national level.

Haiti has identified its national priorities through the National Policy on Climate Change and relies on an extensive educational campaign to increase awareness on Climate Change.

Alignment of the project with identified national strategies and plans:

This CBIT project aligns with the priorities of Haiti's Strategic Development Plan (PSDH), the National Action Plan for Adaptation (PANA) and the Second NC. Through this project, the availability and accessibility of data will be improved contributing to the submission of reports (NIR, BURs, NCs, Biennial Transparency Reports - BTR) with greater transparency and precision. Alignment and coordination with other relevant strategies, plans and projects is presented in previous section.

The CBIT project will build on the reports submitted to the UNFCCC as follows:

- The NDC implementation plan and MRV will be used to identify the stakeholders involved and formalize the institutional arrangements for its implementation under output 1.1.1. It will be extremely important that these

stakeholders participate in the trainings at least on cross-sectoral aspects of the GHG inventory (output 1.2.1) and/or in the trainings on their respective sector (output 1.2.2.). These stakeholders will be also users of the national online information platform (output 1.2.3.) both as data providers, QA experts and users of the information generated. They will also be the key stakeholders to target under the outputs 1.3.2, 1.3.3., 2.1.1., 2.1.3 and 2.1.4 to receive trainings and validate the detailed sectoral guidelines to ensure progress tracking of the NDC and the M&E adaptation system to monitor and update policies on mitigation and adaptation. Conversely, all outputs of the CBIT project will contribute to the update of the NDC.

- The TNA documents will provide the baseline information for mitigation and adaptation assessments, projections and for developing sectoral tools to undertake these assessments (output 1.3.1.).
- The NAP and NAPA will be key documents to elaborate the M&E Guidelines, procedures, and indicators for priority vulnerable sectors (output 2.1.1.).

Some notable national development strategies and climate resilient plans and programmes from recent years and of interest for effective adaptation planning include:

- The 2005 Framework Decree for the Environment: designed as a regulatory and guidance framework for the environmental sector, the Decree includes climate change along with natural disasters as a national priority. Among the nine priorities described in the framework decree, climate change is included as the sixth and stipulates: prevention and mitigation of risks related to meteorological, climatic, and seismic phenomena.
- Haiti's National Adaptation Programme of Action (NAPA) concluded in 2006, indicates environmental degradation and climate change as undermining the country's economic development by affecting many of its productive sectors, such as agriculture, livestock, fisheries, energy, coastal zones, human health, habitat and infrastructure related sectors, and tourism. These are in addition to observed impacts of climate change in a) increase in periods of drought, b) change in water regime, c) loss of human lives, d) reduction in available freshwater and e) increase in soil erosion. During the revision and assessment of the NAPA, lack of funding, weak capacity of public institutions and lack of coordination have been identified as major obstacles to adaptation planning. Haiti's National Adaptation Programme of Action Revision was undertaken in 2017 with the support of FAO. It proposes programmes, projects, and institutional mechanisms to facilitate their implementation on a country-driven and participatory basis. Among the whole programme, agriculture, food security and water management are considered as priorities. The programme implementation strategy is expected to be used as an entry point for the implementation of the NAP. It is noted that gender differences in climate change vulnerabilities and capacities have not yet been addressed in either iteration of the NAPA.
- Haiti's Strategic Development Plan (PSDH): In 2010 the government of Haiti began working on the PSDH, whose end goal is to make Haiti an emerging country by 2030. The PSDH presents the vision and strategic guidelines for the country's long-term development, the four major areas of work for the recovery and development of Haiti, which comprise development and reorganization of the territory and the economic, social, and institutional reform of the country, as well as the programs and subprograms to be implemented within a development framework. To achieve these objectives the national authorities have decided to give the highest priority to the following: (i) job creation, as this is the prime vehicle of economic growth and social integration, and a way to alleviate pressures on the environment; it requires equipment and infrastructure that will in turn generate a large number of jobs, (ii) protection and improvement of the environment, to ensure its sustainability, increase its attractions, improve the quality of life, and reduce vulnerability, (iii) strengthening the rule of law, to improve governance of public services, bring the services to the citizens, and increase local capacity and autonomy. In order to eliminate hunger, food insecurity and malnutrition, a number of key strategies will be implemented in order to improve food security conditions among others: (i) increase volume of agricultural and animal production, (ii) decrease volume of imported agricultural, (iii) increased volume of fish products consumed. Regarding the reduction of the rural poverty, the government planned to implement the following strategies: (i) increase in collective wealth, increased participation in economic life, and a reduction in pressures on the environment, (ii) promotion of the participation of women in development, (iii) increase in school attendance and citizen involvement, as well as increased participation in economic activity on the part of women, youth, and persons with disabilities, (iv) improvement housing conditions and increase use of modern domestic facilities, (v) increase number of persons with disabilities in the labor market. To increase the resilience of livelihoods to disasters, the government planned among others the following strategies: (i) increased plant and forest coverage, (ii) development of watersheds, (iii) improving land management. In the context of governance, Haiti will have to: (i) establish new mechanisms for implementing the PSDH, (ii) accelerate the implementation of the program approach in certain ministries, (iii) make significant investments

in the major projects promising development, (iv) maximize the participation of the private sector, (v) develop models for equipment and infrastructure projects to be established, (vi) strengthen the quality and reliability of the needed management data.

- In 2014, the Government of Haiti formulated its Gender Equality Policy (2014-2030) and its National Gender Action Plan (2014-2020) elaborated with USAID support was elaborated and separated into sector-specific tables: 1) food and economic security; 2) basic services (health and education); 3) democracy and governance; 4) WASH, energy, climate change and disaster risk reduction; and 4) safety and security.
- Nationally Determined Contribution (September 2015): the NDC highlights measures taken and those envisaged to reduce emissions and adapt to impacts of climate change and will guide the country's adaptation aspirations. The NDC lists the priorities for climate change adaptation as: 1) integrated management of water resources and watersheds; 2) integrated coastal areas management and infrastructures; 3) preservation and strengthening food security; 4) enhanced information, education, and awareness. It further aims to integrate the effects of climate change into sectoral development strategies by 2030. To maintain the temperature below 2 °C or 1.5 °C, and to respect the various commitments resulting from international initiatives related to climate change, the NDC states it is essential to carry out a reinforced action for adaptation and mitigation, doubling of funding, technology transfer and human and institutional capacity building.
- The Government and MOE's road map (2017): the roadmap align MOE's actions with the Government's policies and contains a section entirely on climate change.
- Ratification of the Paris Agreement (February 2017): Parliament ratified the international agreement, signaling the government's continued commitment to combat climate change.
- National Climate Change Policy (NCCP) (2017): the NCCP preparation process started in 2016 and was supported by UNDP and EU/AP3C. Drafted in 2017, with a vision to reduce the vulnerability of Haiti's population and economic sectors to the effects of climate change by 2030, in line with PSDH, the policy includes: a) a political response to adaptation to help increase resilience of its population and sectors, b) guidance for low-carbon development pathway, and c) preparation for Haiti to access technology transfer and benefit from different climate funds. However, due to political instability and Minister turnover, the NCCP has not yet been validated and further sensitization is required.
- The 2017-2021 Sustainable Development framework: it was signed between the Haiti Government and the UN Country Team on June 30, 2017 and will steer the partnership between the UN and the Government to reach the Sustainable Development Goals and for Haiti to become an emerging country by 2030.
- The Organic Law of the Ministry of Environment (February 2018): recently finalized, the organic law provides an opportunity to integrate adaptation concerns into the MOE's functioning, including the structures of extension services at the sub-national levels.
- Haiti is currently developing its NAP and other Readiness activities that aim to strengthen institutional and technical capacities for iterative development of NAP for an effective integration of climate change adaptation into national and sub-national coordination, planning, and budgeting process.
- Haiti has joined the Least Developed Countries Expert Group (LEG) which is one of the primary pillars under the UNFCCC to support the least developed countries (LDCs) in addressing the adverse impacts of climate change. LEG provides technical guidance, advice and support to the LDCs on the preparation and implementation of national adaptation programmes of action (NAPAs), the process to formulate and implement national adaptation plans (NAPs), the implementation of NAPAs and the LDC work programme, revision and update of NAPAs, the identification and integration of medium- and long-term adaptation into development planning, and strengthening gender considerations regarding vulnerable communities in adaptation. Within this framework Haiti participates with other LDCs in sharing experiences, best practices and lessons learned. Haiti, however, has difficulties accessing directly and absorbing climate change finance due to complicated application and implementation procedures, as well as limited data, and institutional capacity. These challenges will need to be addressed by the CBIT project, in order to better support Haiti in implementing the Paris Agreement.
- Haiti has submitted two National Communications (2001 and 2013) to the UNFCCC, and is in the preparation for its Third National Communication (the latter is supported by UN Environment Programme (UNEP) and focuses on greenhouse gas inventory, vulnerability assessment, adaptation, mitigation and gender) and a Biennial Update Report for 2022 (also supported by UNEP and focusing on financial and technical gaps and constraints, including institutional arrangements

for preparation of national communications in addition to the GHG inventory and information on mitigation actions). More detailed information on this reporting is presented in the following section.

Current reporting to the UNFCCC

Haiti submitted its Initial National Communication (INC) and Second National Communication (SNC) to the UNFCCC in August 2001 and October 2013, respectively.

The SNC presents the GHG inventory for the time-series from 1994 to 2000. 1994 was a landmark year due to the economic embargo, GHG emissions increased by 56% between 1994 and 2000 and by 22% from 1995 and 2000. Agriculture is the main sector in terms of GHG emissions followed by Energy and Waste. Only non-methanic volatile organic compounds (NMVOC) emissions are estimated for Industrial Processes. Methodologies applied are only quickly explained for the Energy sector. Methods applied are mainly Tier 1 methods based on 1996 IPCC Guidelines. Concerning mitigation actions, a brief overview of mitigation actions foreseen is provided for the different sectors together with technological barriers to apply them. However, no scenario nor projections are provided and impact of actions in terms of GHG emission mitigation are not given.

The process used for the preparation of the SNC was based on a participatory, dynamic and interactive approach. An inception workshop was organized before the start of the work with ten institutions representing several ministerial departments. The objectives of the required studies and the relevant variables that can provide information on the national circumstances were defined at the workshop. A first step in the process leading to the development of the SNC was to carry out the various studies and data collection. This was done by Haitian experts operating in both the public and private sectors. To facilitate data collection, focal points belonging to the national structures represented were appointed. Various working teams were formed in relation to the different chapters of the SNC. A steering committee responsible for coordinating the work was also set up. The second step consisted in the revision and validation of the various chapters first by committees of local actors and secondly by the National Communications Support Program (NCSP) for international standardization and validation.

In recent years, two projects related to reporting have been launched: the preparation of the TNC and the first BUR. These projects have been delayed due to political instability and gaps in institutional arrangements; however, they should progress in the coming months and be finalized by end of 2022.

The activities within the TNC are a continuation, update and improvement of the previous National Communications. The project will pay special attention in addressing identified gaps and constraints during the TNC stocktaking exercise, making good use of the information derived from such exercises, and utilizing the results of relevant previous or ongoing national or international activities relating to climate change issues.

In current projects, data collection is carried out by consultants, who may come from public administration positions or academia. Consultants assist in obtaining data and these experts may develop and possess some data themselves, as well as having extensive networks. As an official system of data collection and exchange is not officially adopted, the process remains slow and impedes improving data quality over time.

Following the preparation of its INC and SNC, the country is continuing its efforts to strengthen the institutional framework that seeks to integrate climate change issues into national legal frameworks

Following the preparation of its INC and SNC, the country is continuing its efforts to strengthen the institutional framework that seeks to integrate climate change issues into national legal frameworks. However, the political instability impacting the current institutional framework, uncoordinated and not formalized mandates, an ad-hoc basis implemented MRV framework and limited technical capacity are the root causes of the country in meeting the requirements for national reporting to the UNFCCC. This ad hoc approach makes it difficult to develop capacity in a sustainable way. The institutions and stakeholders involved in the preparation of the SNC are not mandated by law to provide data/information on a regular basis for national reporting to UNFCCC. The preparation of the national GHG inventory is currently done through task-specific short-term contracted consultants/ studies and lacks a formalized QA/QC plan. There is also a need to develop a data and information management system for all climate change related data used for the preparation of the NCs and future BTRs. To ensure robust and continuous participation in the implementation of Article 13 of the Paris Agreement, the country requires support to develop its long-term institutional and technical capacity.

In recent years, two projects related to reporting have been launched: the preparation of the TNC and the first BUR. These projects have been delayed due to political instability and gaps in institutional arrangements; however, they could be relaunched last quarter of 2021 and be ongoing in parallel to CBIT project implementation. In this case, coordination will be

ensured. The activities proposed are presented below. Table 1 provides an overview of the TNC project and Table 2 describes the scope of the first BUR project.

Table 1: Planned content of the TNC

Items covered	Expected outcomes
GHG inventory	Strengthening institutional capacity for greenhouse gas inventories: identification and mobilization of national experts in targeted sectors including Agriculture, Energy and Waste
	The work will cover the time-series 2000-2010 based on Decision 17/CP.8
	No country-specific emission factor will be developed but project proposals should be provided for developing EF.
	Direct and indirect GHG emissions will be estimated
	Gap filling
	No specific training is foreseen in this context: only participation to sub-regional/regional/international training workshops on GHG inventory
	Preparation of the National inventory Report (NIR) including follow-up activities
Mitigation	Projection of GHG emission trends up to 2030 will be provided
Adaptation	As a Least Developed Country (LDC), the Vulnerability and Adaptation Assessment (V&A) component of this TNC is extremely important, as it will help in providing measures to facilitate adaptation to climate change for Haiti. From the review of the SNC a few areas have been highlighted for further work, these include Coastal, Water, Agricultural, and Tourism Sectors.

The activities within the TNC are a continuation, update and improvement of the previous National Communications. The project will pay special attention in addressing identified gaps and constraints during the TNC stocktaking exercise, making good use of the information derived from such exercises, and utilizing the results of relevant previous or ongoing national or international activities relating to climate change issues.

Table 2: Planned content of the 1st BUR

Items covered	Expected outcomes
GHG inventory	National institutional capacities for GHG preparation strengthened
	Data collection for the time-series 2011-2015 using the IPCC 2006 Guidelines
	Incorporation of good practices for improving sustainability of the process including KCA, QA/QC, uncertainty assessment
	A training workshop for national staff on GHG inventory tools, approaches and methodologies will be organized
	Archive of data will be organized
	Preparation of the NIR for the entire time-series: 1990-2015
Mitigation	Mitigation actions and their effects described in accordance with reporting guidelines, including associated methodologies and assumptions

In current projects, data collection is carried out by consultants, who may come from public administration positions or academia. Consultants will assist in obtaining data and these experts may develop and possess some data themselves, as well as having extensive networks. As an official system of data collection and exchange is not officially adopted, the process remains slow and impedes improving data quality over time.

Country commitments through the NDC

Concerning adaptation, through its NDC, Haiti intends to:

- (i) improve its resilience in the face of climate change-related disasters.
- (ii) respond to losses and damage caused by extreme climatic phenomena and
- (iii) contribute to the global effort to limit the increase in the temperature of the planet below 2°C.

Table 3 below shows the principal information on the country engagement in mitigation through its NDC.

Table 3: Overview of Country Commitments on mitigation under the NDC

Period	2016- 2030
Contribution	▪ Reduce the country's vulnerability to the impacts of climate change through adaptation measures while improving the socio-economic conditions of the population. ▪ Reduce GHG emissions compared to the trend development scenario through, among other things, renewable energy and carbon sequestration projects.
Scope	National
Reference year	2000
Emissions (2000)	7 832.32 Gg CO ₂ eq.
GHGs and precursors	CO ₂ , CH ₄ , N ₂ O, CO
Sectors	Energy, Forestry, Agriculture, Waste, Transportation
Emission reduction Target in 2030	By 31% (5% unconditional and 26% conditional) compared to BAU, representing an absolute value of 45.24 Mt CO ₂ eq (10 Mt CO ₂ eq unconditional and 35.24 Mt CO ₂ eq conditional).

The coverage, methodologies and metrics used to elaborate the emission estimates are those recommended by the Intergovernmental Panel of Experts on Climate Change (IPCC) according to decision 17/CP.8 of the UNFCCC for the preparation of national GHG inventories. Projections are based on the use of two models: LEAP for energy and EX-ACT for AFOLU.

In terms of mitigation, the Republic of Haiti intends to reduce its emissions by 31% compared to the business as usual (BAU) scenario, representing an absolute value of 45.24 Mt CO₂ eq.

This objective is split into two parts: an unconditional objective of 5% reduction in emissions compared to the Reference to the horizon 2030; i.e., a cumulation of 10 Mt of CO₂ eq; and a conditional target, which is an additional 26% reduction in emissions compared to the BAU scenario on the horizon 2030; i.e., a cumulative total of 35.24 Mt CO₂ eq.

In terms of adaptation, Haiti commits to:

- Integrate effects of climatic changes into sectoral development strategies.
- Develop the 15 most vulnerable watersheds according to the territory planning scheme.
- Protect coastal areas from the impacts of climate change.
- Develop bio-economics, climate-smart agriculture, and organic farming.

This Small Island State (SID) in the Caribbean region is the only LDC of the American continent. The country is very vulnerable to the effects of climate change exacerbated by the strong environmental degradation and its low capacity of response. The extreme weather events include hurricanes, droughts, and floods as major brakes on country's development efforts. As a result, the priority of the INDC is Haiti adaptation to climate change and response to loss and damage.

Haiti's INDC is the result of a strong consensus between government, civil society, and the private sector objectives. Many stakeholders contributed to the development of this INDC that meets the needs and interests of the Haitian people and is in line with the Strategic Development Plan of Haiti (PSDH), the National Action Plan for Adaptation (NAPA) and the SNC. The head of the Haitian government asserted its leadership for its implementation and coordination will be provided by the Ministry of Environment in direct and continuous collaboration with the National Committee on Climate Change (CNCC) which needed to be set up. This committee will be comprised of representatives of line ministries, local authorities, the civil society, and the private sector and has the mandate to ensure the control, monitoring and reporting of Haiti UNFCCC commitments.

Gaps and barriers

Different needs have been expressed and identified on institutional arrangements, availability of good quality data, and reinforcement of technical capacities of the teams involved in climate change activities in terms of methodologies and reporting in a transparent manner.

There is a lack of institutional arrangements explaining the delays in launching the projects on the TNC and the first BUR. This lack is clearly identified in Chapter 6 of the SNC which notes that: *"A legal framework must be created to:*

- *ensure the delegation of GHG data collection tasks to different levels of government administrative organization, most likely at the departmental level.*
- *define, if necessary, the legal framework for GHG emission inventory per sector of activity.*
- *lay the institutional foundations for the creation of a permanent structure responsible for the compilation of the national GHG inventory".*

This lack of official national scheme defining the responsibilities of each stakeholder also slows down the exchange of reliable data amongst stakeholders as the role of each expert is not yet clearly defined and adopted. This is essential in organizing the national system to be sustainable, archive all data, reports and information and be able to track the NDC.

Another gap identified is the lack of complete and reliable datasets. Gap filling activities are essential to report GHG inventories and projections according to the five pillars: Transparency, Accuracy, Completeness, Comparability and Consistency. The development of country-specific activity data, emission factors or other parameters is also essential to be able to elaborate the emission estimates and to track the impacts in terms of GHG emission reduction of mitigation actions implemented.

Currently, there is no national measurement/monitoring, review, and verification (MRV) system, and a lack of or low participation by technical sectoral teams in provision of GHG data, trainings and operationalization of MRV system will hinder achievement of target results. As a result, producing reliable indicators and data to contribute to informed decision-making is difficult or impossible.

There are insufficient technical capacities to effectively track GHG emissions and implement climate change mitigation and adaptation actions, including limited awareness of impacts of climate change at sub-national levels. All stakeholders from the national system to be put in place must be trained and accompanied to avoid relying on few consultants. Some tools and standard procedures and templates are also needed to guarantee the sustainability of the system.

During the consultation processes implemented to elaborate the National Adaptation Plan, the following challenges were identified:

- Weak coordination between various line ministries, as well as between donors, was identified as a key issue.
- The communication and dissemination of climate-related hazards and risks at national and sub-national levels remains ineffective.
- Although certain universities are engaged in climate studies and research, the majority are project-funded by international donors and are therefore not sustainable beyond the lifespan of the projects. The same happens with the preparation of the reports to be submitted to the UNFCCC (GHG inventory, NCs and BUR).
- The government budgets do not currently support climate action and reporting on climate action and support.
- There is a lack of systematic coordination and sharing of climate-related data and information. Numerous institutions are involved in climate data across the nation at various levels. In most cases, these institutions are unaware of each other's research and information.

Haiti has increased its capacity for disaster risk management (DRM), including the development of disaster risk reduction (DRR) plans and early warning systems. However, there is little synergy between DRM and climate change adaptation efforts and virtually no sharing of information between responsible ministries.

In addition to the country's difficult economic situation, there is also a need to tackle: (i) enormous deficiencies in terms of qualified human resources and (ii) institutional weaknesses, despite capacity building efforts of the National Government and international partners. Such efforts are yet, however, to be directed at providing Haiti with adequate support to strengthen its capacities on reporting on climate action. The financial needs for Haiti to be able to effectively mitigate and adapt to climate change are still substantial. Further, despite the ongoing experience in developing and managing projects, there are still

institutional capacity gaps to ensure that the Government of Haiti can systematically access, sequence, manage, and monitor climate finance.

For the preparation of this ProDoc, a consultation of main gaps and barriers to meet the future reporting requirements under the enhanced transparency framework of the Paris agreement was undertaken through a survey and interviews of the most relevant stakeholders involved in the reporting to the UNFCCC on climate action and support. The conclusions obtained through this consultation confirm previous barriers, bottlenecks and gaps identified during the elaboration of the SNC or the development of the NAP.

Results show that the current institutional structure in place or planned for the compilation and submission of reports such as national reports on GHG inventories or the BUR present a set of challenges such as:

- An excessive dependence on external consultants.
- A huge administrative burden to ensure contracting consultants for a project.
- Difficulties linked to the establishment of sustainable national technical teams and maintenance of capacities and expertise.
- Difficulties in collecting data that is either inaccessible for procedural reasons or unavailable.
- A need for an improved statistical system to guarantee better input data.
- Insufficient documentation of methods and data sources to maintain a stable process and institutional memory.
- A problem of archiving and maintaining institutional memory.
- Lack of human and financial resources.

The gaps identified by the consulted people can be subdivided into two groups: institutional and technical gaps.

At the institutional level, the survey revealed that the emphasis of the CBIT project should be placed in particular on the establishment of clear institutional mechanisms that can facilitate access to the data to be mobilized in the reports and the institutionalization of the national measurement, reporting and verification (MRV) system.

The complete list of institutional gaps in order of priority is presented in the following figure. The order of priority has been established according to the number of experts consulted that mentioned the gap.

The complete list of the institutional gaps is, in order of priority:

- Lack of a true national inventory and MRV system.
- Lack of a clear institutional mechanism that can facilitate access to data.
- Difficulties linked to the establishment of sustainable national technical teams and maintenance of capacities and expertise (teams often small, multiplying responsibilities and operating with limited resources).
- Insufficient documentation and archiving of methods and data sources to maintain a stable process and institutional memory.
- Current inability to capture all the information on climate actions carried out by actors on the ground.
- The institutional set-up for the preparation of reports.
- Problem of qualified human resources and coordination.

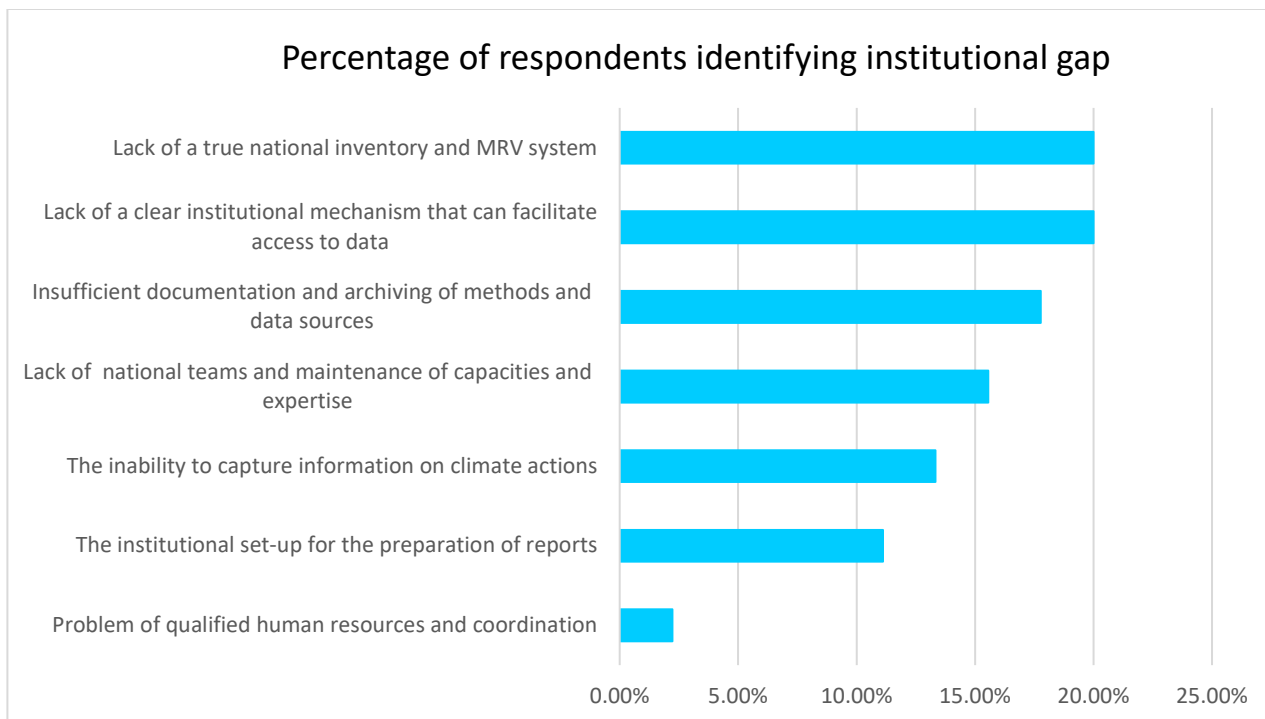


Figure 1: Identified institutional gaps

At the technical level, the experts targeted the absence of a functional quality assurance and control (QA/QC) system, the insufficiency of qualified experts for the conduct of works, the low availability and quality of data, and the insufficient mastery of standard methods and tools by national experts.

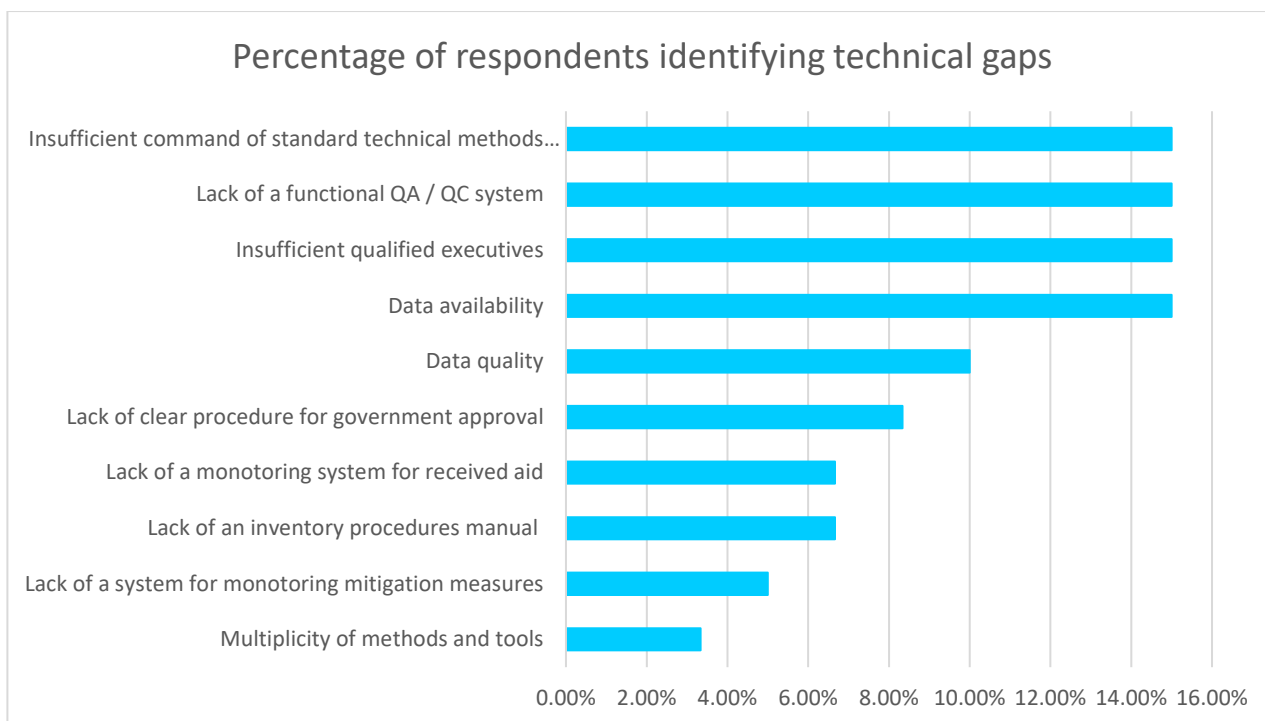


Figure 2: Identified technical gaps

The complete list of technical gaps in order of priority is presented in the following figure and are:

- Insufficient command of standard technical methods and tools (IPCC 2006 software, mitigation assessments software, etc.)
- Lack of a functional QA / QC system
- Insufficient qualified executives to conduct this work
- Data availability
- Data quality
- Lack of clear procedures for government approval
- Lack of a system including processes and methods for monitoring support received
- Lack of an inventory procedures manual adapted to national circumstances
- Lack of a system with processes and methods for monitoring mitigation measures
- Multiplicity of methods and tools used by stakeholders for measurements

III. STRATEGY

Baseline scenario

Highly vulnerable to climate change and natural disasters, Haiti remains one of the countries with the lowest GHG emissions in the world. Nevertheless, it embarked on its responsibilities early by gradually planning the outlines of its vision through its National Policy on Climate Change, while complying with the decisions undertaken at the global level. Through its NDC, Haiti sets out its actions over the next fifteen years to adapt to climate change and to reduce its GHG emissions by 31% by 2030 compared to a BAU scenario. With this effort, Haiti must take the necessary steps to both propel its development, adapt to climate change and contribute to the reduction of GHG emissions. While the country is moving forward with its first BUR (preliminary studies have been launched for the GHG inventory) and its TNC, it continues to make efforts in developing other important tools, strategies, and policies such as the NAP to support the fight against climate change. Haiti has not yet finalized any formal MRV system for gathering data and monitoring or reporting on progress and gaps in implementation of mitigation and adaptation actions, nor climate finance. Previous and existing NCs have been implemented by the Ministry of Environment including work completed by national consultants supporting the Ministry. The current information sharing system is still largely based on informal exchanges between sectoral experts and corresponding administrations, which slows down the process and represents a risk for the sustainability of the process.

Strategy

Theory of Change

Based on the baseline scenario description and the gaps and needs identified, the proposed alternative scenario aims at strengthening or developing the current national institutional framework to allow Haiti to meet enhanced transparency requirements as defined in Article 13 of the Paris Agreement in terms of mitigation and adaptation.

In order to build and strengthen capacities in national institutions to enhance transparency and overcome the gaps identified in the reporting on climate action and support to the UNFCCC, the project is structured in three components as illustrated in the figure below.

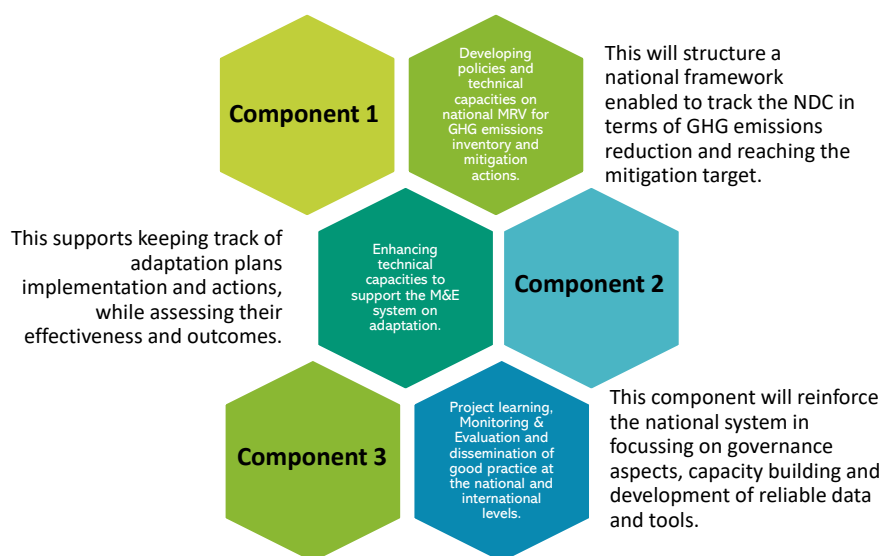


Figure 3: Main components of the CBIT project

As mentioned before, the CBIT proposal has been designed to establish a solid and sustainable national MRV and M&E system to track the main aspects of the NDC, while also reinforcing the national system in focusing on governance aspects, capacity building and development of reliable data and tools.

Capacity building will be done at institutional, individual and policy levels. Active involvement of technical sectoral teams (gender balanced) in project implementation will ensure delivery of project results due to availability of GHG sectoral data for

the Green House Gas Inventory (GHGI); built technical capacity to operationalise the MRV System and project ownership hence project sustainability.

Without the support of the GEF, Haiti will continue to rely on slow and partial data collection processes which present a risk for the sustainability of the process.

The following figure illustrates the strategy and the theory of change of the project, including assumptions and identified risks to the chosen approach.

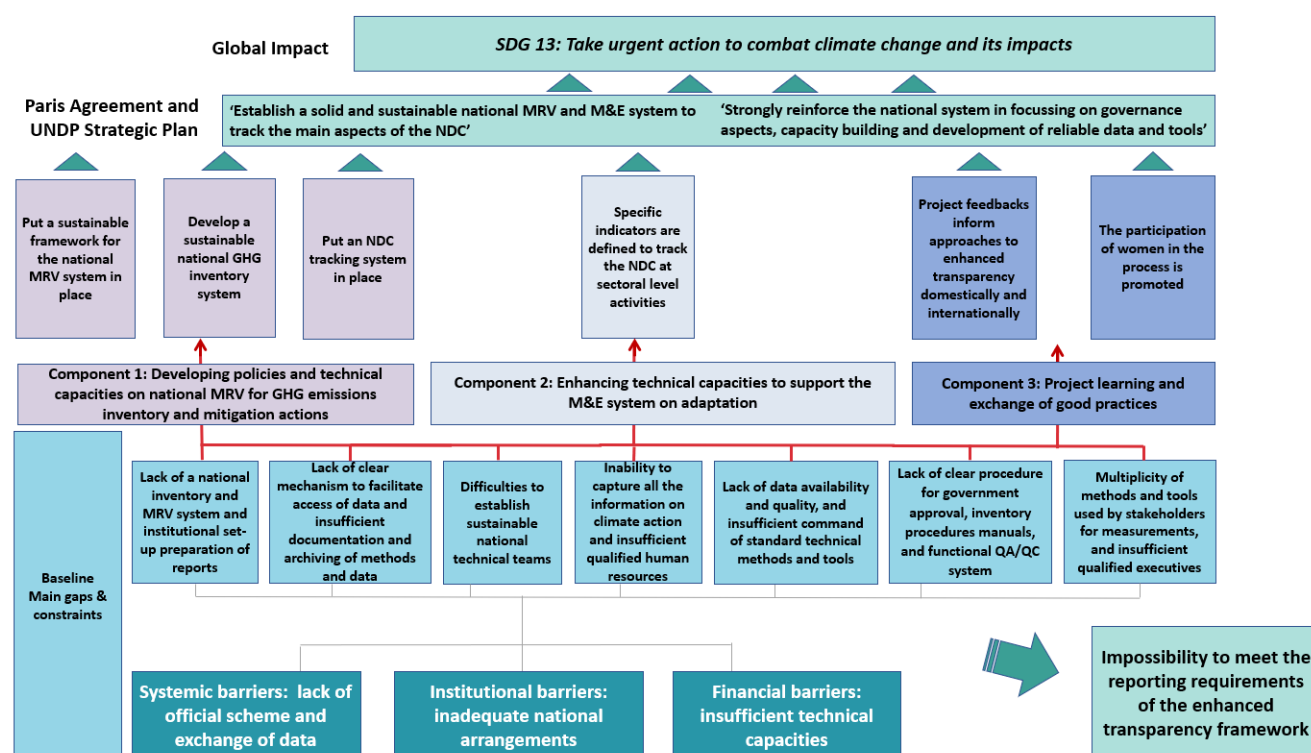


Figure 4: Illustration on the theory of change of the project

Transparency and NDC activities under implementation or recently implemented

A recent Global Support Programme (GSP) survey identified nine donor activities in climate change MRV in Haiti. These activities can be as diverse as the participation to the workshops from the Cluster francophone of the Partnership on Transparency in the Paris Agreement or the organization of a workshop on MRV. However, no major ongoing, or planned activities that would support Article 13 implementation of the Paris Agreement have been identified, which reinforces the importance of the CBIT project.

The project will exploit the complementarities and synergies and will build on other ongoing projects, in particular on tracking and reporting on climate action and support (Components 1 and 2).

It is proposed that Haiti collaborate with experts from Annex I and Non-Annex I francophone countries (ex. Belgium, France, Morocco) in the framework of the CBIT project (Component 3) to exchange good practices.

Gender and climate change³

Women and girls are exposed to specific climate-related vulnerabilities in Haiti due to their disproportionate burden of domestic labor that depends on climate-sensitive natural resources, coupled with the significant obstacles they face in terms of access to health services and employable skill training, accumulation of financial assets, and participation in public decision-making. At the same time, given their significant role in natural resource management, women possess valuable knowledge and skills that can render them key drivers of climate change adaptation. The significance of gender responsive strategies and interventions

³ For more detailed analysis, please refer to the Project Gender Action Plan

in the tackling climate change is reaffirmed with COP 22 that stated the need to give gender issues visibility from the composition of the COP teams, staffing of the national institutions, and local actions, with emphasis on analysis and disaggregation of impacts, beneficiaries, and interventions by gender. The GEF also believes that more systematic inclusion of gender aspects in their projects could create positive synergies between improved environmental management and greater gender equality.

Thus, investing in women's empowerment in decision-making and implementation of adaptation strategies can strengthen the effectiveness of those strategies, while contributing to reduced gender inequalities, considering the number of gender-based violence (GBV) in the countries that worsen the level of gender inequalities. Moreover, climate change adaptation interventions that are based on knowledge and consideration of diverse adaptation priorities of other disadvantaged groups, including youth and people living with disabilities, are better prepared to respond more inclusively to the needs of the entire population. The report "Taking into account the gender dimension in the initiatives to fight climate change" related to capacity building of coastal communities in Haiti serves as a great baseline.

Knowledge Management

Knowledge management to capture, document, and share the broad variety of data, information, and knowledge generated by project activities will be coordinated by the PMU with the MoE and the NCCC. A comprehensive communication plan/strategy for disseminating project results is annexed to the Prodoc to ensure the high visibility, accessibility of materials and tools produced and promotion of the project and its results. This communication plan for disseminating project results will be further developed during Inception phase as a reference framework for evaluating the impact of communication and dissemination activities and will be updated and adjusted as the project progresses. The roadmap to reach the dissemination and communication objectives in a timely and adequate manner consists of:

1. PLANNING OF ACTIVITIES (M1 – M3): Identify the dissemination strategy and plan to ensure the best impact of CBIT project outcomes.
2. IMPLEMENTATION PHASE (M3 – M48): Produce a comprehensive set of tools (supports and channels) to diffuse key messages extracted from project results to the identified targeted groups in a way that encourages them to factor them into their work.
3. MONITORING ACTIVITIES (M3 – M48): Carefully analyze and assess the impact and success of dissemination activities.
4. SUSTAINABILITY (M36 – M48): Identify and set up the mechanisms needed to ensure persistent and long-lasting visibility of CBIT project outcomes.

The plan is structured to address a full range of potential actors playing different roles in climate data and transparency, including policymaking authorities, various ministries and climate change institutions, international cooperation agencies, academia, private sector and CSO. The project will document and disseminate lessons learned and systematization of experiences, processes, results, considered relevant for sharing locally and/or globally. The project team will ensure the extraction and dissemination of lessons learned and good practices to enable adaptive management and scaling up or replication at the local, regional, and global levels. The results will be disseminated to all stakeholders and interested parties, through websites, national and scientific networks related to climate change.

The objective is to generate materials for awareness-raising and capacity building in the areas of methodologies, manuals, guides, lessons learned, experiences, case studies, among others, with a special focus on capacity building for project beneficiaries at both national and sub-national levels and to enhance coordination and knowledge exchange among them as well as the exchange of experiences and South-South cooperation. This will allow the country to generate a knowledge base that can be shared among the climate mitigation, adaptation and financing sectors, maximizing learning opportunities and improving professional and institutional capacities.

The project will enable Haiti to contribute and be an active partner of the CBIT Global Coordination Platform. By sharing lessons learned and experiences through the global platform and in the framework of LEG, the project will ensure alignment with other national, regional, and global transparency initiatives. Additionally, members of the project staff will participate in international peer-to-peer exchanges events and will share experiences and lessons learned gathered during the CBIT project implementation through the CBIT Global Coordination Platform. Also, inversely, the project staff will select relevant experiences and lessons learnt from other CBIT projects shared thorough the Platform and other fora such as LEG and making it applicable for Haiti.

To improve institutional memory and avoid loss of capacities and knowledge due to staff turnover, a capacity building retention mechanism for operating the GHG inventory and compiling related data, for NDC tracking and M&E system on adaptation, will be developed and formalized by involving national experts in the design and delivery of all training activities and capacity building materials and tools to implement a training of trainers' approach. The national experts will be appointed by the NCCC according to their current capacities, knowledge, and experience.

The capacity of the selected national trainers will be built through "train-the trainer" sessions delivered with the support of international consultants, and the trained experts will enter a long-term agreement with the Ministry of Environment.

The CBIT project will build from the results of the projects previously developed and under implementation in the country. The PMU of the CBIT project will work under the MoE, which oversee directly or indirectly climate change projects implemented in the country. The involvement of the MoE in the project will allow the information flow between projects.

The core focus of transparency is the exchange of climate change-related information and knowledge. At the country level, this includes enhanced coordination among existing databases of ministries, agencies, and individual projects, collect and manage climate change data.

Knowledge management will be a key component of the project. All the data gathered will create an important quantity of knowledge. It will be managed in a way that makes it accessible to scientists and digestible to decision-makers. Archiving the data will also be critical to ensure the best use of the information generated and the sustainability of the mechanism.

The national online information system for the compilation of GHG emissions developed in the framework of the project will facilitate the display of GHG trends to allow the NDC tracking by national and international stakeholders.

Moreover, through the current project Haiti will contribute to the CBIT global coordination platform providing and receiving inputs. National CBIT information will be shared and updated on the global coordination platform. Haiti will build on existing national, regional, and global transparency initiatives, contributing to the global alignment of the information shared on the platform. This knowledge management component will enhance the effectiveness of the National Committee on Climate Change.

The project will explore opportunities for meaningful participation in specific events where UNDP could support engagement with the global development discourse on transparency-related issues. The project will furthermore provide opportunities for regional cooperation with countries that are implementing CBIT initiatives in geopolitical, social, and environmental contexts relevant to the proposed project in Haiti.

Key Knowledge Products		Timeline
Project Component 1: <i>Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions</i>	- Roadmap to strengthen the national institutions to meet enhanced transparency requirements of the Paris Agreement - Sectoral Training modules for GHG inventories developed and/or adapted on Energy, Industrial Processes and Product Use, AFOLU and Waste - Sectoral and QA/QC procedures documented - Sectoral guidelines to ensure progress tracking of the NDC - Workshop reports for the capacity building exercises developed under component 1	Work plans: Y1-Y4 Roadmap: Y1 Documentation: Y1-Y4 Capacity building: Y1-Y4 Budget: 18,000 USD over 4 years
Project Component 2: <i>Enhancing technical capacities to support the M&E system on adaptation</i>	- M&E Guidelines on Adaptation and procedures including indicators developed for priority sectors - Workshop reports for the capacity building exercises developed under component 2	Work plans: Y1-Y4 Documentation: Y2 Capacity building: Y1-Y4 Budget: 20,000 USD over 4 years

Key Knowledge Products		Timeline
Project component 3: <i>Project learning, exchange of good practices and M&E</i>	• Inception report, Project Implementation Reports, Midterm Evaluation, Terminal evaluation, • A comprehensive communication plan/strategy to disseminate project results • Good practices and Lessons learnt from the CBIT Haiti • Reports on training participation by gender and gender mainstreaming in other activities.	<i>M&E reports:</i> see Section 9 of the CEO endorsement request and Section 6 of the accompanying UNDP ProDoc Communication and dissemination plan : Q1 Y1 Lessons Learnt: Y3-Y4 Capacity building: Y1-Y4 Budget: 90,500 USD (+10,000 USD of co-financing) over 4 years Note: This amount includes US\$ 47,500 for M&E activities

IV. RESULTS AND PARTNERSHIPS

This project focuses on three main components, namely:

- 1) Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions.
- 2) Enhancing technical capacities to support the M&E system on adaptation;
- 3) Project learning, Monitoring & Evaluation and dissemination of good practice at the national and international levels.

These components will establish a solid and sustainable national MRV and M&E system to track the main aspects of the NDC.

Together with activities carried out in the framework of the TNC and first BUR, this project will strongly reinforce the national system in focusing on governance aspects, capacity building and development of reliable data and tools.

The three components are further described below:

Component 1: Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions

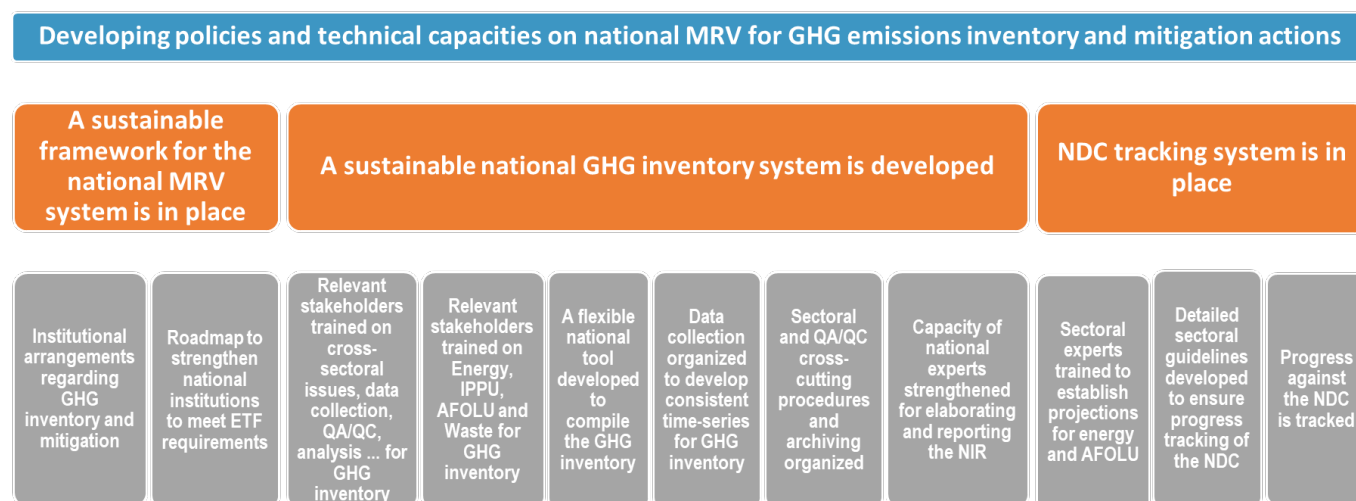


Figure 5: Outcomes and outputs of developing policies and technical capacities on MRV for GHG emissions inventory and mitigation

Component 1 aims at structuring a national framework enabled to elaborate the GHG inventory on a continuous basis and track the NDC in terms of GHG emissions reduction and reaching the mitigation target.

National MRV system of GHG emission inventory and projections will be significantly improved in this context, enabling Haiti to increase confidence and attract international funds to limit and mitigate GHG emissions.

This component will provide the institutional framework (outcome 1.1), capacity building and tools to elaborate the GHG inventory (outcome 1.2) and track progress in the implementation of the NDC (outcome 1.3) as described in the following paragraphs.

Outcome 1.1: A sustainable framework for the national MRV system is in place

To transfer from a project-based approach to an institutionalized and regular approach, the gap analysis carried out provided the suggestions to fill the gaps identified and recommendations for the design and implementation of a MRV system adapted to the national circumstances.

Possible solutions to fill the gaps identified are for the most part obvious, especially for all aspects deemed absent.

However, the surveyed experts provided a whole set of recommendations, with the main suggestions being the following:

- Establish inter-institutional memoranda of understanding to facilitate access to available data. For instance, establish a memorandum of understanding with the statistical services of MARNDR to produce data on the AFOLU and waste sectors by involving the Communal Agricultural Offices (BAC in French) in order to meet the needs of the GHG inventory.

- Set up an archiving system including an electronic component with a server and hard copies distributed in at least three different places. As such, it is deemed important to have a central server at the Bureau of Mines and Energy (BME in French) and satellite servers at the Faculty of Agronomy and Veterinary Medicine (FAMV in French) and the Directorate of Climate Change
- Establishment of a work team on these issues at the level of sectoral ministries with designated focal points whose role is to coordinate the documentation and archiving of these data.
- Reinforcement of inter-intra-institutional coordination mechanisms, incentives to maintain the capacities developed and increase in the number of qualified personnel.
- Use the Environmental Information System being implemented.
- Revitalization of sectoral concertation tables.
- Activation and operationalization of the NCCC.
- Establishment of the National MVR System.
- Establishment and operationalization of institutional platforms (Sectoral Tables and Thematic Groups, etc.).
- Establishment / recruitment of competent managers capable of ensuring and maintaining a viable electronic system/tool.
- Strengthen and improve the sectoral statistical systems of the various institutions of the country in order to produce activity data of good quality according to the needs of national GHG inventories.
- Introduce new courses into the curriculum, across schools and universities across the country, to train new technical national experts who will have climate change and inventory accounting skills and expertise.

This outcome will result in the development and implementation of the required institutional arrangements (output 1.1.1.) and a roadmap for the implementation of the MRV system on GHG inventory and mitigation actions (output 1.1.2.).

Output 1.1.1. Institutional arrangements regarding the national GHG inventory and mitigation system developed

Based on the gap-analysis and barriers identified, a plan will be developed and proposed to different stakeholders for high level validation and engagement. This plan will entail the analysis of the existing legal framework in the country and the key entities currently involved in the MRV system.

The roles and responsibilities of all entities needed by the MRV system, such as the entity responsible for the compilation of the inventory or the coordination of mitigation and adaptation measures as well as financial support received for climate action, need to be clearly described. Therefore, institutional arrangements regarding the GHG emission inventory as well as monitoring and reporting of mitigation actions and modifications will be specified in a legally binding text to be endorsed by the government (such as a Ministerial decree). This will include a precise description of the role of each actor and relationships among actors to ease the work and the transmission of data amongst them.

To establish institutional arrangement with responsibilities suiting the different actors, the legally binding text will be completed in collaboration with the National Committee on Climate Change (NCCC), which oversees work on national climate change reporting in Haiti. This will ensure that the different sectoral ministries and other stakeholders will be assigned responsibilities which fit their role.

Additionally, Universities could play an important role in this new institutional framework to assure the sustainability of the inventory compilation as well as the elaboration of mitigation assessments. It would guarantee long-term capacity by educating young professionals on the fundamentals of climate change MRV systems, who will replace the current staff at national institutions in the future.

The updated institutional arrangements for the MRV system will require agreement and validation by all the stakeholders. While awaiting the adoption of the decree, Memorandums of Understanding (MoUs) will be signed among stakeholders to operationalize the national GHG inventory and projections system and improve the efficiency of data exchange. Once signed, the enhanced institutional arrangements will result in improved collaborations on MRV and data management within the National Committee on Climate Change and with other relevant stakeholders entrusted with the elaboration of GHG inventories.

Proposed Activities:

- Analysis of the institutional and technical gaps and barriers which currently impede high level verification and engagement. This analysis will aim to examine if the needs on institutional arrangements, availability of good quality data, and reinforcement of technical capacities of the teams involved in climate change activities in terms of methodologies and reporting in a transparent manner, are met.

- Based on the identified gaps and barriers from the analysis, a plan will be developed and proposed to the different involved stakeholders. The plan will include the analysis of the existing legal framework in the country and key entities currently involved in the MRV system and their roles and responsibilities such as the entity responsible for the compilation of the inventory or the entity accountable for the coordination of the mitigation actions. To ensure this, the institutional arrangements regarding the GHG emission inventory as well as monitoring and reporting of mitigation actions and modifications will be specified in a legally binding text to be endorsed by the government (such as a Ministerial decree).
- Development of clear and precise description of the Terms of Reference and the role of each actor and relationships among actors to ease the work and the transmission of data amongst them.
- Collaboration and participation of key national stakeholders to establish sound institutional arrangements with responsibilities suiting the appropriate actors to ensure that the different sectoral Ministries and other relevant stakeholders will be assigned responsibilities fitting their role in the country. The main entity which will oversee this process will be the National Committee on Climate Change (NCCC), which manages work on climate change reporting in Haiti. To assure the sustainability of the inventory compilation in the long run, as well as the elaboration of mitigation assessments, the participation of universities could play an important role in this new institutional framework. It would guarantee long-term capacity by educating young professionals on the fundamentals of climate change MRV systems, who will replace the current staff at national institutions in the future.
- Ensure the agreement and validation by all the stakeholders on the updated institutional arrangements for the MRV system.
- While awaiting the adoption of the decree, Memorandums of Understanding (MoUs) will be signed among stakeholders to operationalize the national GHG inventory and projections system and improve the efficiency of data exchange.
- Guarantee that the enhanced institutional arrangements will result in improved collaboration on MRV and data management within the National Committee on Climate Change and with other relevant stakeholders entrusted with the elaboration of GHG inventories and monitoring of mitigation actions.

Output 1.1.2. Roadmap to strengthen the national institutions to meet enhanced transparency requirements of the Paris Agreement in place

The aim of this output is to develop a roadmap to allow institutions to enhance transparency of national reporting over time and to propose an improvement plan considering priorities and resources to support actions to be carried out. The improvement plan will be based on transparency gap-analysis and the current identified gaps. By integrating this gradually within the different institutions and ministries, it allows each stakeholder to implement the new improvements properly. The roadmap will be signed off by the Director of the MOE, who chairs the National Committee on Climate Change, in collaboration with representatives of ministries, private sector, non-governmental organizations and academia. This will allow input from all the different sectors and institutions on the feasibility of the proposed roadmap and suggested improvements.

The roadmap and proposed improvement plan will allow the improvement of the quality and the transparency of information produced and reported every two years, in terms of GHG inventory and mitigation actions, according to the new Enhanced Transparency Framework and the requirements of the Decision 18/CMA.1 adopted at COP-24.

The Modalities, Procedures and Guidelines (MPGs) specify the flexibility that is available to developing countries Parties due to their unique capacities. The roadmap will include considerations of which aspects Haiti will apply flexibility to be able to provide a self-determined estimated time frame for improvements in relation to national capacity constraints.

Proposed Activities:

- Based on the transparency gap-analysis and the results of the activities described under output 1.1.1, a roadmap will be developed to allow institutions to enhance transparency of national reporting over time and to propose an improvement plan considering priorities and resources to support actions to be carried out.
- Supporting a gradual integration of the roadmap by the different institutions and Ministries to ensure proper implementation of the new improvements.
- Validation of the roadmap by the Director of the MOE, who chairs the National Committee on Climate Change, in collaboration with representatives of Ministries, private sectors, non-governmental organizations and academia. This

will allow input from all the different sectors and institutions on the feasibility of the proposed roadmap and suggested improvements.

- Allow the improvement of the quality and the transparency of information produced and reported every two years, in terms of GHG inventory and mitigation actions, according to the new Enhanced Transparency Framework and the requirements of the Decision 18/CMA.1 adopted at COP-24.
- Specify the flexibility through the Modalities, Procedures and Guidelines (MPGs) that is available to developing Parties due to their unique capacities. The roadmap will include considerations of which aspects Haiti will apply flexibility to be able to provide a self-determined estimated time frame for improvements in relation to national capacity constraints.

Outcome 1.2: A sustainable national GHG inventory system is developed

The project will closely coordinate with the work carried out in the framework of the TNC/BUR 1, to avoid any overlap in terms of expert training and other activities. The project will build on the work of the TNC/BUR 1 to complete the training sessions and go further in terms of accuracy, completeness, consistency, comparability and transparency. The project will also allow capacitating the relevant stakeholders for applying actions from the improvement plan developed in the TNC/BUR 1 framework. The fact that the same stakeholders should be involved in the different projects will simplify the coordination amongst them.

This outcome will result in the capacity building of relevant stakeholders on cross-sectoral issues (output 1.2.1.) and sectoral issues (output 1.2.2.) of the GHG inventory, a GHG inventory online information system (output 1.2.3.), GHG inventory compilation (output 1.2.4.), GHG inventory management (output 1.2.5.) and capacity building on GHG inventory report preparation and reporting (output 1.2.6.).

Output 1.2.1. Relevant stakeholders, including Universities, trained on cross-sectoral aspects, data collection, QA/QC, and analysis for the national GHG inventory, based on gender-sensitive approach.

The current national GHG inventory is compiled following revised IPCC 1996 guidelines applying Tier 1 methodologies on the scarce data available or compiled for the GHG inventory estimation which makes it almost impossible to consider impacts of national mitigation actions and track progress in implementing and achieving the NDC.

To integrate the compilation of the GHG inventory in the new national framework, it is essential to train all actors including data providers, inventory compilers, national coordinator, experts from the different institutions and universities, while taking into account the participation of women. The trainings will be given by international experts with substantial experience in the use of the latest applicable IPCC Guidelines (in particular the Tier 2 and Tier 3 methodologies for compiling GHG inventories). This will provide an equal playing field where the different actors possess the same compilation standards which in turn will allow exchange of data and improved quality of the results.

The contents of training sessions will be based on the application of 2006 IPCC methodologies and new requirements adopted in Decision 18/CMA.1. Cross-sectoral aspects such as the QA/QC plan, the key category analysis or the uncertainty assessment are of major importance to assure the compilation of a good quality, transparent, robust, and sustainable GHG inventory.

The national experts should be trained to compile the national GHG inventory following latest IPCC guidelines, to assess the impacts of national mitigation actions and to track progress in implementing and achieving the NDC.

Proposed Activities:

- Develop a complete theoretical and practical training including innovative didactic materials to assure capacity building and autonomy of national experts for elaborating the GHG inventory using the most recent IPCC Guidelines. Develop training workshops on cross-sectoral aspects such as data collection, QA/QC, and analysis for the national GHG inventory, with the contents of the training sessions based on the application of 2006 IPCC methodologies and new requirements adopted in Decision 18/CMA.1. Cross-sectoral aspects such as the national inventory system, approaches for data collection, methodological choices, time-series consistency and gap-filling techniques, QA/QC plan, QA/QC procedures, the key category analysis, the uncertainty assessment, metrics and reporting tables are of major importance to assure the compilation of a good quality, transparent, robust, and sustainable GHG inventory. Trainings will be given by international experts with substantial experience in compiling GHG inventories. This will provide an equal playing field where the different actors possess the same compilation standards which in turn will allow exchange of data and improved quality. National GHG inventory lead experts will support international consultants in the preparation of the trainings with the aim to progressively implement a training of trainers' approach.

- Integrate the compilation of the GHG inventory in the new national inventory system and train all actors including data providers, inventory compilers, national coordinator, experts from the different institutions and universities. National lead GHG inventory experts will support international consultants in the delivery of the trainings with the aim to progressively implement a training of trainers' approach, a transfer of knowledge and a capacity retention mechanism.

Output 1.2.2. Sectoral Training modules for GHG inventories developed and/or adapted on Energy, Industrial Processes and Product Use, AFOLU and Waste, with gender-sensitive approach, to train relevant stakeholders, including universities

Sectoral experts, including stakeholders from the line Ministries, universities and private sector will be trained on 2006 IPCC sectoral methodologies on the different sectors: energy, industrial processes and product use (IPPU), AFOLU and waste. These training modules will predominantly target the Ministry of the Environment, the Ministry of Agriculture, Natural Resources and Rural Development, the Ministry of Public Works, Transportation and Communications and the Ministry of Commerce and Industry, which are the predominant Ministries concerning GHG inventory data. It will be assured that the training modules are designed for the needs of each relevant stakeholder in the specific sector to guarantee proper training in the correct field. The suggested approach is learning by doing with real practical exercises which could help to elaborate directly the GHG inventory.

The approach of 2006 IPCC guidelines is completely different from previous methodologies for a few sectors, so a complete theoretical and practical training is required to assure capacity building and autonomy of national experts for elaborating the GHG inventory using the most recent IPCC Guidelines. Such a training plan and approach will be a steppingstone towards creating sustained capacities within sectoral experts and institutions for upcoming GHG inventory reporting.

Proposed Activities:

- Building on the developed training workshops from output 1.2.1, sectoral experts, including stakeholders from the line Ministries, universities and private sector, while taking into account women participation, will be trained on the 2006 IPCC sectoral methodologies on the different sectors (Energy, IPCC, AFOLU and Waste). For the energy sector a specific training on how to elaborate regularly energy balances for the reference approach of the GHG inventory will be implemented. Training modules will also target the Ministry of the Environment, the Ministry of Agriculture, Natural Resources and Rural Development, the Ministry of Public Works, Transportation and Communications and the Ministry of Commerce and Industry, which are the predominant Ministries concerning sectoral data and relevant knowledge for quality checks.
- Design trainings for the needs and requirements of each relevant stakeholder in the specific sector to guarantee proper instructions in the correct field. Complete theoretical and practical training is required to assure capacity building and autonomy of national experts for elaborating the GHG inventory using the most recent 2006 IPCC Guidelines.
- Create sustained capacities within sectoral experts and institutions for upcoming GHG inventory reporting. National sectoral experts involved in the GHG inventory compilation will support international consultants in the preparation and delivery of innovative didactic materials and the trainings with the aim to progressively implement a training of trainers approach, a transfer of knowledge and a capacity retention mechanism.

Output 1.2.3. A flexible national online information system is developed to compile the national GHG emission inventory according to IPCC Guidelines

The development of a robust national online information system consisting of a series of linked databases and supporting interfaces and software to support archiving, analysis, and reporting is also necessary to compile the GHG emission inventory as it allows system flexibility and can evolve according to new international requirements (Modalities, Procedures and Guidelines) or even national circumstances. Such a system also reinforces the use and implementation of Quality Control and Quality Assurance procedures (visual and automatic checks, keeping track of recalculation between two inventory editions, etc.) and eases the central management of the national coordinator compiling the inventory from sectoral inventory compilers. It also allows to archive data used (Activity Data, Emission Factors, parameters and resulting estimates) over time and centralize errors detected or improvements implemented from the annual improvement plans.

In the context of the new Enhanced Transparency Framework, a national online information system will be very valuable to comply with international requirements. Such an online information system will be used by stakeholders involved in the GHG inventory team including data providers and inventory compilers. Data providers will be asked to complete sectoral templates

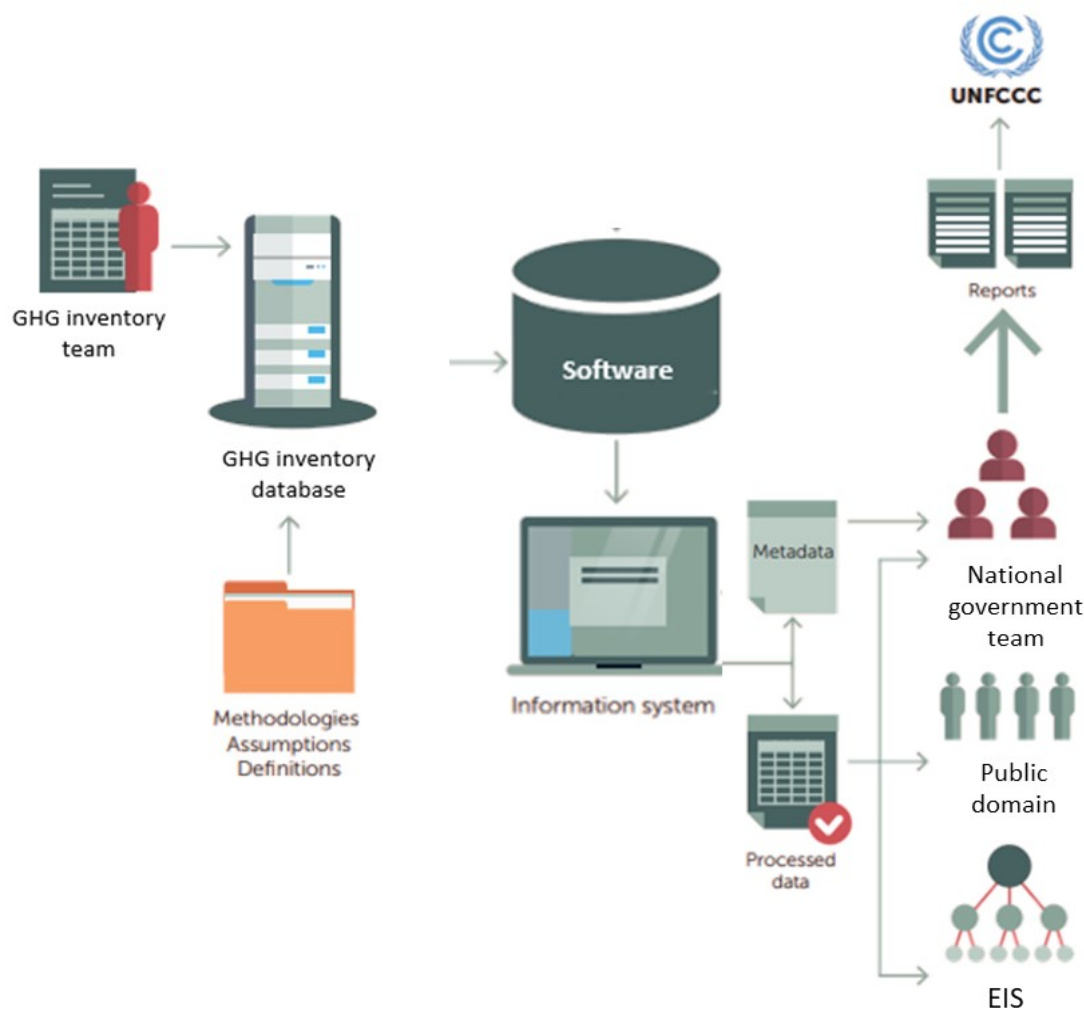
for each new inventory edition. These data will be used by sectoral inventory compilers to establish the methodologies and improve upon them over time. To remain transparent and evolved, methodologies will be developed on Excel. Afterwards, they will be compiled in an Access database (or web-based database) to facilitate checks, the archiving and reporting of data according to different possible formats.

If a unique reporting platform must be used by all countries (ex. current CRF Reporter for Annex I countries), the national inventory online information system will be able to transfer the data from the national online information system to the international platform in the proper format. This is a technical tool dedicated to inventory compiler work. It will also ease the preparation of the National Inventory report as tables and charts will be prepared automatically.

Private and public sector stakeholders and academia will insert the raw relevant primary data on their respective sectors and climate actions into the online information system which will be under the control of the Ministry of Environment. The online information system will include the methodologies to process the raw data and the assumptions, data definitions and software that processes raw data (including automated quality control operations). Data will thus be processed, aggregated at the national level, and provided to:

- The national government team responsible for preparing national reports that are submitted to the UNFCCC in the appropriate formats.
- National government actors responsible for national policy development, planning and decision-making; public, private and academia stakeholders tracking the implementation and progress of commitments and climate actions of the NDC; and, the general public, which wants to know about the country's efforts on climate action in the public domain.
- The EIS.

The online information system development is illustrated in the figure below.



The development of such a national online information system is not planned in the framework of the TNC/BUR 1 project. However, it is essential for the country to increase the overall quality of the GHG inventory and NDC tracking, and a national online information system would greatly contribute to improve the implementation of these activities on a continuous basis.

Additionally, it can also be envisaged to link to the environmental information system (EIS), which Haiti will soon start developing so that the GHG inventory results are displayed to the public nationally and internationally. This project aligns with Haiti's commitments to global environmental management and action plans in response to Multilateral Agreements, in particular the Rio Conventions (Climate Change, Biodiversity, Desertification) to which the country is a signatory party. Through the EIS, alphanumeric and geospatial environment information will be collected, validated, processed, and stored and eventually made available through an online platform.

Proposed Activities:

- Analysis of the activities described in the 2006 IPCC Guidelines concerning the compilation of the national GHG emission inventory which take place in the country, analysis of the EIS and design of excels and GHG inventory database. The definitions, assumptions and methodologies will be compiled in an Access database (or web-based database) to facilitate checks and to promote the archiving and reporting of data according to different possible formats. This activity will be undertaken by international MRV consultants with the national GHG inventory compilation team who will determine the platform's content (data sharing templates to collect the data, definitions/assumptions/methodologies to elaborate the estimates based on the excel prototypes feeding an access database and reporting formats based on the outcomes of COP decision on reporting the GHG inventory) and functionalities (automatic checks). Links with the EIS will be analyzed and proposed for inclusion in the online information system.
- Based on this analysis, a robust national online information system will be designed consisting of a series of linked databases and supporting interfaces and software to support archiving, analysis and reporting to allow system flexibility and evolvement according to new international requirements and national circumstances.
- The software will then be developed by a national IT expert who will make proposals according to the desired functionalities, available resources, and operating conditions. The centralized platform will allow multiple users with different roles and types of permissions to insert data into the system, to manipulate that data and to extract the transformed data into different customized reports. The centralized platform will ensure an open-source data, data integrity, data consistency, data accessibility and proper security and storage, while avoiding data redundancy and preventing and signaling accidental data errors. Procedures and protocols will enable the standardization of data submissions, automated sense checks on data entry and the cross-checking of different datasets, contributing to better data quality and data integrity. The core functions of the online information system will be to collect, store, share, process and present data on GHG inventory and NDC progress tracking indicators. The development of the online information system will be accomplished in close collaboration with the Ministry of Environment, the National Committee on Climate Change and the Ministry of Agriculture, Natural Resources and Rural Development. These institutions are the apex on environmental matters in Haiti and it is imperative that they are consulted and integrated in the development of the online information system.

Output 1.2.4. Data collection is organized to develop a consistent time-series inventory

This output will be implemented in parallel to output 1.2.3. For the GHG inventory team to be able to develop the excels worksheets and the database of the online national information system, activity data has to be collected and a sustainable data collection system implemented in the country.

The quality of data collected is essential to assure the quality of the inventory and, consequently, also the quality of the progress assessment of the NDC. Therefore, proper data collection is necessary in all key areas of GHG inventory and mitigation actions. The data will be centrally collected by the National Committee on Climate Change, which oversees the work on national climate change reporting. Collecting the data at one central location will contribute to clear oversight of the assembled data and of the adherence to the sharing obligations.

Sectoral data collection will be organized to assure a consistent and robust time-series for the different sectors with the priority sectors including: Agriculture, Energy and Waste. According to the sector, or categories, different situations might be encountered: data are already available, data exist but are of poor quality or are not available for all years and data do not exist at all. A multi-annual workplan will be developed for all these cases in the form of an improvement plan and data collection will

be organized to complete and centralize the datasets for the GHG inventory sectors which will be populated to the online information system. This will support the transition to a continuous data collection process and effective reporting.

Proposed Activities:

- Trainings will be provided to collect the most appropriate data, fill the gaps and use the recommended techniques to ensure time series consistency under output 1.2.1. Based on the trainings the national GHG inventory compilation team will develop forms, surveys and the survey population by sector and will implement the survey under the coordination of the National Committee on Climate Change who will be in charge of the QA of the collected time-series.
- Development of a multi-year workplan for the implementation of an improvement plan to improve the completeness, consistency, accuracy, and transparency of the activity data required to elaborate the GHG inventory estimates and data collection process. This will support the transition to a continuous data collection process and effective reporting.
- Based on the results obtained from the surveys, workshops will be organized by the National Committee on Climate Change with the data providers on the data requirements, improvements needed, proposed arrangements under output 1.1.1 and future reporting through the national online information system.
- After the QA undertaken by the National Committee on Climate Change on the activity data collected, the national GHG inventory compilation team will develop sectoral excel workbooks with the methodologies, assumptions, and definitions to elaborate the GHG estimates which will be centralized in a database. This GHG inventory database will be the basis of the software developed under output 1.2.3.
- The online information system developed under output 1.2.3. will be tested by all stakeholders involved in the GHG inventory, including data providers surveyed and the inventory compilers. Data providers will be asked to complete sectoral templates for each new inventory edition. These data will be used by sectoral inventory compilers to refine the methodologies and improve upon them over time. The automatic reporting formats will be also tested by the national inventory compilation team by using the online information system to prepare the National Inventory Report. Such a national online information system will be essential for the country to increase the overall quality of the GHG inventory and NDC tracking.

Output 1.2.5. Sectoral and QA/QC procedures are written and archiving of all relevant documents, tools and results is organized

To guarantee system sustainability all procedures and national methodologies including a multi-annual improvement plan will be written and archived as a national reference.

The QA/QC procedures will be developed in line with the 2006 IPCC Guidelines. The QA/QC activities in the Guidelines will be analyzed and will be specified for the needs and current circumstances in Haiti. The proposed roles and responsibilities for the QA/QC system for Haiti will require to be in line with the institutional arrangements, as described in Output 1.1.1. This will conclude in a QA/QC plan with all the roles, responsibilities, procedures, and timeline, which will be validated by the Director of the MOE and other relevant stakeholders involved in the QA/QC system to enhance inter-sectoral institutional coordination.

To ensure an organized archiving method of all the relevant documents, tools, and results, the National Committee on Climate Change will operate as the centralized institution that will coordinate and manage the online information system. It will be responsible for ensuring the implementation of the QA/QC plan and the archiving of all supporting documents which are not contained in the online information system (e.g., Documentation on expert judgement, on QA procedures, improvement plan of the GHG inventory, national inventory report, etc.).

Proposed Activities:

- Analyze the QA/QC activities described in the 2006 IPCC Guidelines and develop adjustments to the specific needs and current circumstances in Haiti.
- Develop a QA/QC plan with all the roles, responsibilities, procedures, and timelines. The QA/QC system will be in line with the institutional arrangements described in output 1.1.1.
- Validation of the QA/QC plan by the Director of the MOE and other relevant stakeholders involved in the QA/QC system to enhance inter-sectoral institutional coordination.

- Ensuring an organized archiving method of all the relevant documents, tools, and results, the National Committee on Climate Change will operate as the centralized institution that will coordinate and perform this task. It will be responsible for archiving all relevant supporting information for the GHG emission inventories which is not included in the online information system (e.g., QA/QC plan and manual of procedures, results of QA/QC, documentation of expert judgement, documentation on data quality, improvement plan of the GHG inventory, national inventory report...).

Output 1.2.6. Capacity of national experts, based on gender-sensitive approach, strengthened for implementing and reporting the NIRs of Haiti

The Modalities, Procedures and Guidelines (MPGs) adopted, as part of the Katowice climate package (decision 18/CMA.1), provide the rules for the implementation of the ETF under the Paris Agreement. Decision 18/CMA.1, para. 12(a), requested the SBSTA to develop, for consideration and adoption at CMA 3, and pursuant to the MPGs Common Reporting Tables (CRT) for the electronic reporting of the information in the NIRs of anthropogenic emissions by sources and removals by sinks of GHGs. The GHG inventory presented in the CRTs should be accompanied by a NIR (which is being called national document report NDC under the ETF current negotiations and NIR will be the CRTs with the NDR). Section II of the MPGs contains guidance for National inventory reports (NIR) of anthropogenic emissions by sources and removals by sinks of greenhouse gases (GHGs). The elaboration of the NIR in Haiti is done on ad-hoc studies performed by external consultants hired for the preparation of the National Communications. By developing national guidelines (a NIR structure with descriptions of the reporting requirements from MPGs and the institutions responsible for their update and QC/QA) will allow the sustainability of NIR elaboration and reporting and will enhance its quality).

Capacity from Ministry of Environment (MOE) experts and other stakeholders participating in the GHG inventory compilation will be reinforced to elaborate and quality check the NIR with transparency and sustainability. This report will be based on work completed under Outcomes 1.1 to 1.3 to comply with the highest standards as presented in Decision 18/CMA.1. The increased capacity of the MOE and national experts will enhance capabilities to lead, plan, coordinate, implement and evaluate policies, strategies and programmes. The lack of formal authorization to national agencies and experts to generate, verify, and validate information can hinder implementing and reporting the NIRs of Haiti.

National guidelines, including international requirements and national circumstances, will also be written to standardize NIR elaboration for regular updates. This situation differs from the current one under work on the TNC and first BUR, in which Inventory chapters are written by external consultants on a project basis. The centralized information will be coordinated by the MOE and oversight will be ensured by the National Committee on Climate Change.

Proposed Activities:

- Reinforce the capacity from the Ministry of Environment experts and other stakeholders participating in the GHG inventory compilation to elaborate and quality check the NIR. This will enhance capabilities to elaborate good quality GHG inventories and lead, plan, coordinate, implement, and evaluate policies, strategies, and programmes.
- Develop a report structure and national guidelines (what to report, who, how and when), including international requirements (MPGs and other reporting requirements such as the eventual CRTs agreed at the COP) and national circumstances (use and justification of flexibility provisions) to centralize and standardize relevant information for regular updates. This report will be based on work completed under outcomes 1.1 to 1.3 to comply with the highest standards as presented in Decision 18/CMA.1. This will change the current situation under which work on the TNC and BUR1 are written by external consultants on a project basis when studies are relaunched from scratch from information available in the national institutions.
- Coordinate the information in a centralized fashion by applying the national guidelines developed in collaboration with the National Committee on Climate Change during preparation of a NIR.

Outcome 1.3: NDC tracking system is in place

The capacity building activities and the development of methodologies and guidelines will be essential to develop the NDC tracking system. This outcome will entail the training of experts on projections (output 1.3.1.), the development of detailed guidelines (output 1.3.2.) and the implementation of a system that will allow Haiti to track the progress and update its NDC (output 1.3.3.).

Output 1.3.1. Sectoral experts trained on methodologies to establish projections and sectoral tools for energy and AFOLU

There are no projections presented in the SNC and experts remain untrained on methodologies. This is of major importance as the NDC is based on the projections of two scenarios (BAU and with measure scenarios). In addition, projections regularly updated might help to check if the Party is on track with its NDC. All experts participating in the new national system will be trained to GHG emissions projections on principles, obligations and methodological aspects (sectoral experts, including stakeholders from the line Ministries, Universities and private sectors). These training modules will predominantly target the Ministry of the Environment, the Ministry of Agriculture, Natural Resources and Rural Development, the Ministry of Public Works, Transportation and Communications and the Ministry of Commerce and Industry, which are the predominant Ministries concerning climate issues. It will be assured that the training modules are designed for the needs of each relevant stakeholder in the specific sector to guarantee proper training in the correct field.

On methodological aspects, they will be trained on sectoral methodologies, the use of existing models (on energy and AFOLU for instance) and underlying aspects and drivers to estimate activity data and emission projections, taking into account Policies & Measures (PAMs) adopted or the impact of additional PAMs. Training sessions will cover tracking of both GHG targets and non-GHG targets as GHG emissions trends are interlinked with the achievement of national objectives in different sectors. NDC tracking and reporting at the sectoral level will support the tracking of objectives set at national level in the unconditional and the conditional scenarios compared to the BAU. Tracking emissions and variables at sectoral levels is the only way to understand the global emission trend and to track non-GHGs objectives as defined in the NDC Annex (i.e., indicators in terms of renewable energy shares, reduction of biomass energy consumption, energy efficiency, reforestation, National waste Management plan application, etc.).

Proposed Activities:

- Assess capacity gaps to ensure that the training modules are designed for the needs of each relevant stakeholder in the specific sector to guarantee proper training in the correct field, design the training approach and develop innovative didactic materials.
- Train all experts participating in the new national system (sectoral experts, including stakeholders from the line Ministries, Universities and private sectors) on GHG emission projections in particular on principles, obligations and methodological aspects, addressing the training modules to the Ministry of the Environment, the Ministry of Agriculture, Natural Resources and Rural Development, the Ministry of Public Works, Transportation and Communications and the Ministry of Commerce and Industry, which are the predominant Ministries concerning climate issues. The training will cover the tracking of both GHG targets and non-GHG targets as GHG emissions trends are interlinked with the achievement of national objectives in different sectors. On methodological aspects, they will be trained on sectoral methodologies, the use of existing models (on energy and AFOLU for instance) and underlying aspects and drivers to estimate activity data and emission projections, taking into account Policies & Measures (PAMs) adopted and planned and the impact of additional PAMs.

These activities will be undertaken by international experts with the support of the most appropriate national experts or academia to ensure a training of trainers' approach and a capacity retention mechanism.

Output 1.3.2. Detailed sectoral guidelines are developed to ensure progress tracking of the NDC based on gender-sensitive approach.

Sectoral guidelines will be developed by the Ministry of Environment and archived to assure projection system sustainability and methodologies to track the progress of the NDC. The sectoral guidelines will be developed in line with the 2006 IPCC Guidelines which separates the GHG emissions in Energy, IPPU, AFOLU and Waste.

These guidelines will present the sectoral methodological aspects but also cross-sectoral issues and QA/QC aspects as a significant amount of information must be reported to maintain transparency on NDC tracking. Furthermore, the guidelines will include a manual on how to ensure proper progress tracking of the NDC, such as the templates for data gathering and reporting. These templates, which will be used by different stakeholders to collect activity data in a homogenous way, will be developed and distributed to actors involved in the MRV system, with the objective of enhancing the quality and quantity of data and thus ultimately to improve the quality of the national reporting from various sources as well as the tracking of the NDC.

Information on the NDC (targets, progress, implementation plan, mitigation actions) will be available in the national online information system and the GHG inventory included in the national information system will form the basis to develop the sectoral guidelines for projections but the assessments and the tracking of the NDC will not need to be done with the help of an information system as the assessments will develop or use own tools.

Proposed Activities:

- Develop sectoral guidelines in line with the 2006 IPCC Guidelines by sector (Energy, IPPU, AFOLU and Waste) and archive the guidelines on projections and methodologies to track the progress of the NDC. The guidelines will be developed by the Ministry of Environment and will be the base of the trainings discussed in output 1.3.1.
- Include a manual on how to ensure proper progress tracking of the NDC, such as the templates for data gathering and reporting which will allow different stakeholders to collect activity data in a homogenous way, methodologies, indicators and responsibilities and timelines by mitigation action of the NDC.
- Develop and distribute the templates to actors involved in the MRV system, with the objective to enhance the quality and quantity of data and improve the quality of the national reporting from various sources on mitigation actions, their contribution to the NDC and the tracking of the NDC.

Output 1.3.3. Progress against the NDC is tracked based on the methodologies developed

The developed methodologies under the CBIT project will allow the progress on the implementation of the NDC to be tracked. This is a result of increased capacity building on the use of the methodologies. National trained experts within the relevant Ministries and institutions will be able to update the NDC with more robust and transparent assumptions allowing the international community to trust the NDC and finance the PAMs considered in the conditional scenario to reach the committed reduction of emissions compared to the reference scenario.

Proposed Activities:

- Track the implementation of the NDC with the developed methodologies under the CBIT project at least on a biennial basis and report the results in the BTR.
- Update the NDC with more robust and transparent assumptions every 5 years, allowing the international community to trust the NDC and finance the PAMs.

Output 1.1.1. will formalize the roles and mandates of the institutions responsible to track and update the NDC with the assessment of policies they implement under the coordination of the NCCC.

Component 2: Enhancing technical capacities to support the M&E system on adaptation

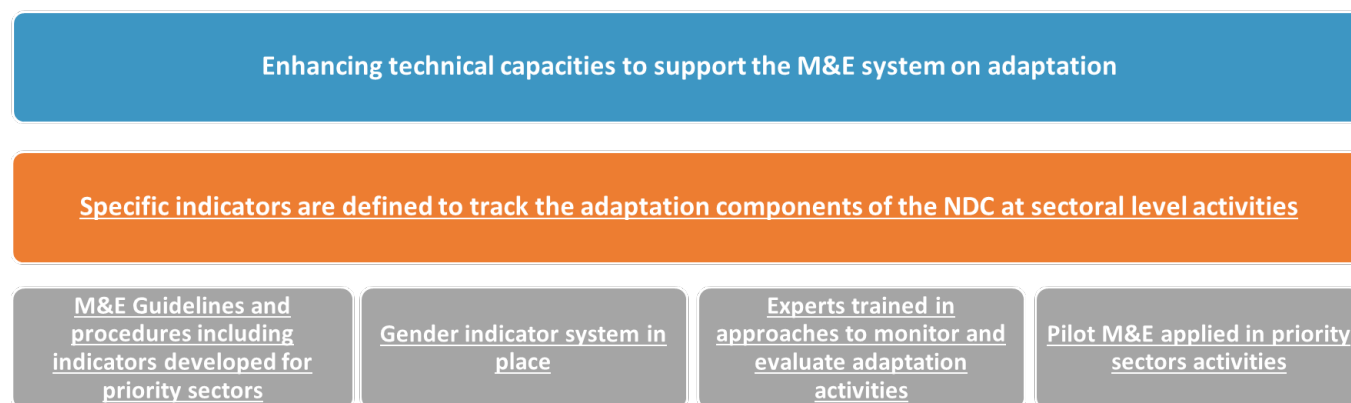


Figure 6: Outcomes and outputs of enhancing technical capacities to support the M&E system on adaptation

Adaptation to climate change impacts is a priority for Haiti, which is very exposed to major natural risks. According to the NDC, the cumulative costs of climate change impacts without taking preventive measures are estimated at 1.8 billion USD, and at \$77 million by taking adaptation measures by 2025.

M&E of adaptation supports keeping track of adaptation plans implementation and actions, while assessing their effectiveness and outcomes. Adaptation M&E can focus on the process of adaptation (is implementation taking place) as well as on its outcomes, i.e., whether the objectives of adaptation actions are achieved.

This component will develop indicators to track the progress in the implementation of the adaptation commitments of the NDC.

Climate change, biological diversity, desertification, land degradation and drought are intricately related on the social, economic, and environmental fronts. Because these issues are closely linked, this component will be implemented through collaborative actions to solve these challenges at all levels.

Synergies caused by climate change, biodiversity conservation, desertification, land degradation and drought will be addressed under this component, such as:

- Forestry, sustainable land management (SLM), rural development, other land use sectors and agricultural production; reducing emissions from deforestation and forest degradation (REDD+).
- Adaptation through ecosystem approach, resilience capacities; and
- Training and education, awareness raising, information and science.

The national action programmes (NAPs), national biodiversity strategies and action plans (NBSAPs) and national adaptation programmes of action (NAPAs) are the implementation tools. Action at the national level represents an important opportunity to establish synergy, coherent policy instruments and cost-effective ways for implementation.

This component will be completed in close coordination with the NAP process which will facilitate the Institutional coordination carried out by the same Ministry (Ministry of Environment) and the same implementing agency (UNDP).

Outcome 2.1: Specific indicators are defined to track the NDC at sectoral level activities

Needs in terms of adaptation are clearly identified in the NDC Annex. Given the importance of agriculture and water resources, it is essential that appropriate and sustainable adaptation activities and strategies are implemented to reduce vulnerability to climate change combined with other sources of pressure. Management of water resources is also key in terms of adaptation.

The increasing focus on adaptation finance, planning and implementation leads to a growing need for robust monitoring and evaluation (M&E) in order to ensure that investment in adaptation to climate change contributes to climate resilient sustainable development.

Four outputs are defined under this outcome for establishing monitoring and evaluation guidelines, procedures and indicators (output 2.1.1.), for implementing a gender indicator system to monitor and evaluate gender-inclusive actions and interventions (output 2.1.2.), for capacity building (output 2.1.3.) and for testing the developed M&E framework (output 2.1.4.).

Output 2.1.1. M&E Guidelines and procedures including indicators developed for priority sectors

National guidelines will be developed under the Ministry of Environment based on existing literature and toolkits to provide direction for the development of (sub)national adaptation M&E systems for priority sectors. These guidelines will be based on a step-by-step approach, providing reference to existing approaches and practical examples at each step and will include indicators to analyze the progress in the implementation of adaptation commitments of the NDC. Indicators will be defined for two priority sectors: agriculture and water. These sectors are clearly identified as priority sectors in the NDC.

To define the indicators for these two priority sectors in the NDC, Output 2.1.1. will be developed closely with the Ministry of Agriculture, Natural Resources and Rural Development and with the Ministry of Public Works, Transportation and Communications, which oversees water policies relating to water, mines, and energy.

Proposed Activities:

- Stakeholder consultations will be organized by the NCCC to determine a common understanding of what a M&E system should be for adaptation in Haiti, existing frameworks that the M&E system can build on, its use and purpose as well as to identify barriers such as data availability for tracking adaptation, lack of coordination mechanisms, overlaps in mandates and capacity building needs, and agree on solutions.
- Develop national M&E guidelines to provide direction for the development of (sub)national adaptation M&E systems for priority sectors basing the guidelines on the outcomes of the consultation workshops, existing literature and

toolkits and on a step-by-step approach, providing reference to existing approaches and practical examples at each step, exploiting synergies with the requirements of the Convention on Biological Diversity (CBD) and the United Nations Convention to Combat Desertification (UNCCD) and the information available in the EIS and including indicators to analyze the progress in the implementation of adaptation commitments of the NDC. These indicators will be defined for two priority sectors: agriculture and water as these sectors are identified as priority sectors in the NDC, in collaboration with the Ministry of Agriculture, Natural Resources and Rural Development and with the Ministry of Public Works, Transportation and Communications.

Output 2.1.2. Gender indicator system is in place

Gender-based indicators which are objective verifiable will be developed to measure and report involvement of each gender and/or impact of adaptation actions on each gender category. This system will be developed in collaboration with the Ministry of Women's Affairs and Women's Rights, which mainstream a gender perspective in all spheres of government activity and aims to ensure that gender considerations are integrated into all environmental policies and initiatives. The indicators will be based on the carried-out gender analysis and the established gender gaps that still exist in the M&E system in Haiti.

The developed indicators will be tested in the framework of the pilot M&E for priority sectors (output 2.1.4.) and will produce performance indicators. If needed, adjustments will be made with the Ministry of Women's Affairs and Women's Rights to produce substantiated gender-based indicators for the M&E system.

Proposed Activities:

- Develop gender-based indicators which are objective verifiable to measure and report involvement of each gender and/or impact of adaptation actions on each gender category.
- Work closely with the Ministry of Women's Affairs and Women's Rights to mainstream to ensure that gender considerations are integrated, and a gender indicator system is developed.
- Base the gender-based indicators on the carried-out gender analysis and established gender gaps that still exist in the M&E system.
- Test the developed indicators in the framework of the pilot M&E system for priority sectors, described in output 2.1.4., and produce performance indicators.
- Make adjustments according to the pilot phase, in collaboration with the Ministry of Women's Affairs and Women's Rights, to produce substantiated gender-based indicators for the M&E system.

Output 2.1.3. Experts trained in approaches to monitor and evaluate adaptation activities

National experts from line Ministries, agencies and local authorities will be trained on the concepts of M&E and its practical applications on both M&E of the process to track the implementation of the actions and M&E of the objectives achievement for developing project- and national-level adaptation systems. These trainings will also be based on products delivered through Outputs 2.1.1 and 2.1.2 to ensure that the proper guidelines and procedures are being used and that the generated gender indicators are being taken into account.

These training modules will predominantly target the Ministry of the Environment, the Ministry of Agriculture, Natural Resources and Rural Development, the Ministry of Public Works, Transportation and Communications and the Ministry of Commerce and Industry, which are the predominant Ministries concerning climate issues.

Proposed Activities:

- Train national experts from line Ministries, agencies and local authorities on the concepts of M&E and its practical applications on both M&E of the process to track the implementation of the actions and M&E of the objectives achievement for developing project- and national-level adaptation systems, basing the trainings on products delivered through outputs 2.1.1 and 2.1.2 to ensure that the proper guidelines and procedures focusing on the priority sectors, including Agriculture, Energy and Waste, are being used and that the generated gender indicators are being taken into account and targeting in particular the Ministry of the Environment, the Ministry of Agriculture, Natural Resources and Rural Development, the Ministry of Public Works, Transportation and Communications and the Ministry of Commerce and Industry with the training modules, as these are the predominant Ministries concerning adaptation.

Output 2.1.4. Pilot M&E applied in priority sectors activities

Capacity building activities will then be provided to apply the M&E system developed at national level, as pilot phase, to agriculture and water management to apply indicators developed in the guidelines. The two Ministries who this pilot M&E scheme relates to are the Ministry of Agriculture, Natural Resources and Rural Development and the Ministry of Public Works, Transportation and Communications, which oversees water policies relating to water, mines, and energy. Feedback from this phase will inform the national M&E system for potential future evolution and dissemination to other sectors.

If it appears that Guidelines or indicators adopted should evolve during this process, they will be completed in the framework of the CBIT-project.

At a minimum, Guidelines developed should state which data will be shared by whom and how often through which format. This should apply to all stakeholders that own relevant data, including non-governmental actors if necessary.

Indicators chosen should allow to track the implementation of the adaptation measures as well as the results of these actions.

Proposed Activities:

- Provide capacity building activities to apply the M&E system developed at national level, as pilot phase, to agriculture and water management to apply indicators developed in the guidelines.
- Aim the pilot scheme to the Ministry of Agriculture, Natural Resources and Rural Development and the Ministry of Public Works, Transportation and Communications.
- Generate indicators which allow to track the implementation of the adaptation measures as well as the results of these actions.
- Integrate the feedback from this pilot phase into the national M&E system for potential future evolution and dissemination to other sectors.
- Describe which data will be shared by whom and how often through which format in the developed guidelines. This will apply to all stakeholders that own relevant data, including non-governmental actors if necessary.

Component 3: Project learning, exchange of good practices and M&E

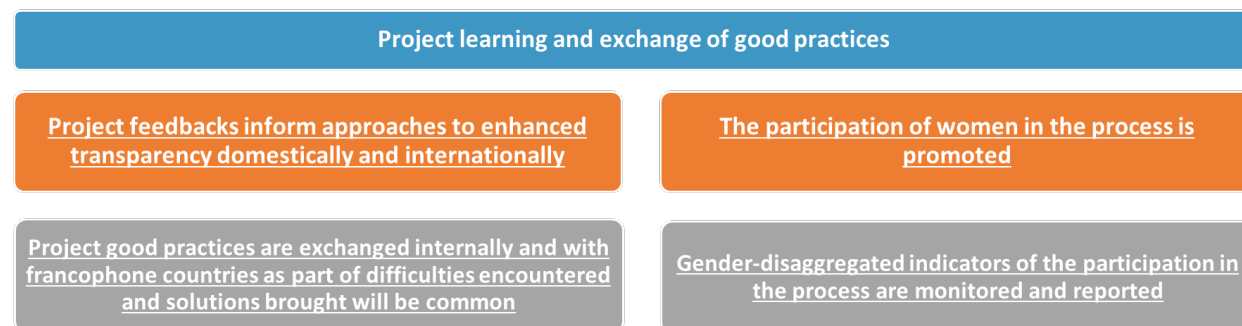


Figure 7: Outcomes and outputs of project learning and exchange of good practices

This component will provide feedback and lessons learned (outcome 3.1), ensure UNDP-GEF Monitoring, and Evaluation is undertaken and will monitor and report on women participation in the project and its outcomes and outputs (outcome 3.2).

Outcome 3.1: Project feedbacks inform approaches to enhanced transparency domestically and internationally

The dissemination of information will entail the previous exchange of good practices examples, difficulties and solutions at both national and international levels.

Output 3.1.1. Project good practices are exchanged internally and with francophone countries as part of difficulties encountered and solutions brought will be common

Good practices and results of the different phases will be exchanged internally at national level during workshops organized with stakeholders. Domestically, the knowledge gained by national experts and the tools developed in terms of MRV and M&E systems, will allow Haiti to regularly track the implementation of mitigation and adaptation plans and the progress compared to scenarios envisaged in the NDC.

The results from the different components will allow Haiti to follow on a regular basis and correct, if necessary, the trajectory observed against scenarios published.

At international level, ten countries from the Caribbean region have launched the Caribbean Measurement, Reporting and Verification MRV Hub. However, this MRV Hub being composed of English-speaking countries only, it is rather proposed that experts from Haiti will participate in exchanges of good practices with French speaking experts from Annex I and Non-Annex I countries such as Belgium, France, or Morocco to facilitate exchanges.

Haiti will also participate in the CBIT Global Coordination Platform (GCP) which brings together practitioners from countries and agencies in order to share lessons learned through regional and global meetings and to enable knowledge sharing to facilitate transparency enhancements.

This output will also include the organization of workshops on good practices related to gender equity so knowledge can be shared among a large audience.

Proposed Activities:

- Organize workshops where good practices and results of the different phases of the CBIT project will be exchanged internally at national level with relevant stakeholders.
- Participate in exchanges of good practices with French speaking experts from Annex I and Non-Annex I countries such as Belgium, France, or Morocco to facilitate exchanges.
- Participate in the CBIT Global Coordination Platform (GCP), which brings together practitioners from countries and agencies in order to share lessons learned through regional and global meetings and to enable knowledge sharing to facilitate transparency enhancements.
- Organize workshops on good practices related to gender equity in order to share knowledge among a large audience.

Outcome 3.2: The participation of women in the process is promoted, and Monitoring and Evaluation undertaken

To promote and monitor women participation, gender-disaggregated indicators will be needed.

Output 3.2.1. Gender-disaggregated indicators of the participation in the process are monitored and reported

Gender-balance and gender-expertise of stakeholders and staff involved in the different training and capacity building activities will be monitored and reported to ensure that gender equality principles are integrated in the organization and development of the project. Additionally, the adherence to the gender indicators for the M&E system will be monitored. All the gender-related activities will be carried out in collaboration with the Ministry of Women's Affairs and Women's Rights. Findings of the participation of women will be discussed with this Ministry to identify possible problematic areas and suggested modifications.

Proposed Activities:

- Monitor and report gender-balance and gender-expertise of stakeholders and staff involved in the different training and capacity building activities to ensure that gender equality principles are integrated in the organization and development of the project.
- Monitor the adherence to the gender indicators for the M&E system, as is described in output 2.1.2.
- Carry out the gender-related activities in collaboration with the Ministry of Women's Affairs and Women's Rights to identify possible problematic areas and suggested modifications.

Outcome 3.3: Monitoring and Evaluation undertaken

Output 3.3.1. Project results and outcomes monitored and evaluated

This output focuses on standard GEF and UNDP M&E activities, which are described in detail in Section VI.

Proposed activities:

- Conduct inception workshop and confirm project baseline and indicators.
- Monitor project implementation and results as they affect both women and men on an ongoing basis.
- Present project status and lessons learned to the Project Manager and Project Steering Committee and to the GEF in the form of a Project Implementation Report (PIR) annually in order to inform management decision-making.
- Conduct a mid-term evaluation beginning of year3.
- Conduct an independent terminal evaluation approximately six months prior to the completion of project.

Expected Results

Compliance with the new Enhanced Transparency Framework is a challenge for many LDCs and Developing countries. Tracking of actions implemented and results of actions require a robust and sustainable national system. This CBIT project will support the Republic of Haiti to establish a favorable national environment allowing to track its NDC in a transparent and autonomous manner through strengthening institutional arrangements, building capacities to identify, monitor, estimate and report GHG emissions and removals as well as elaborate projections. The support will also include the setting of the national adaptation framework.

As national capacities are currently almost nonexistent, this project is essential and will build on the two starting projects on the preparation of the TNC and the BUR: methodologies developed, strengths and weaknesses of these projects will be very valuable inputs for the CBIT project and will allow to rely on positive and recent feedbacks.

Additionally, organized and improved national capacities will allow Haiti to measure, monitor and report indicators over time, to prioritize actions, among the ones presented in the NDC, to update the NDC and to report to the UNFCCC in line with the Paris Agreement (PA) and requirements under the enhanced transparency framework (ETF). The country will be organized to enhance the transparency in reporting and identify long-term national mitigation potential and relevant adaptation actions.

The global environmental benefits targeted by the project will benefit from improved coordination and capacity to monitor and report good quality data according to international standards and to inform decision making plans, not only in Haiti but also in the region by strengthening national system and capacities.

The improvements of national MRV and M&E systems will allow Haiti to take on more robust and transparent commitments over time and have the capacity to track the implementation of actions and their impacts on GHG emissions mitigation and adaptation.

Active involvement of technical sectoral teams (gender balanced) in project implementation will ensure delivery of project results due to availability of GHG sectoral data for the Green House Gas Inventory (GHGI); built technical capacity to operationalise the MRV System and project ownership hence project sustainability.

Partnerships

The following tables present the initiatives with which the CBIT project presents synergies and complementarities as well as a set of projects on which the CBIT project will build on due to their contribution to the development change addressed by this project.

Table 4: GEF financed projects in Haiti

Title and Number of Countries involved	Implementing Agencies	Type/Status	GEF Grant (USD) and Co-financing (USD)	Expected coordination with the CBIT project
Managing the Human-Biodiversity Interface in the Southern Marine Protected Areas of Haiti - MHBI	Inter-American Development Bank	Medium-size Project/ Project Approved	1,826,485 10,600,000	Coordination is needed for the component 2, Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector

Title and Number of Countries involved	Implementing Agencies	Type/Status	GEF Grant (USD) and Co-financing (USD)	Expected coordination with the CBIT project
Sustainable Management of Wooded Production Landscapes for Biodiversity Conservation	UNDP	Full-size Project/ Concept Approved	6,186,964 83,979,305	Coordination is needed for the component 2, Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Developing Core Capacity for MEA Implementation in Haiti	UNEP	Medium-size Project/ Project Approved	1,298,000 2,750,000	Coordination is needed for the component 2, adaptation in water resources sector
Ecosystem Approach to Haiti	UNEP	Full-size Project/ Project Approved	6,216,000 42,669,700	Coordination is needed for the component 2, Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Increasing Resilience of Ecosystems and Vulnerable Communities to CC and Anthropic Threats Through a Ridge to Reef Approach to BD Conservation and Watershed Management	UNDP	Full-size Project/ Project Approved	9,135,068 42,500,000	Coordination is needed for the component 2, Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Emergency Program for Solar power Generation and Lighting for Haiti	The World Bank	Medium-size Project/ Completed	1,000,000 2,000,000	Results should be taken into account in the GHG emissions accounting and in adaptation actions in the energy sector
Establishing Financially Sustainable National Protected Areas System	UNDP	Full-size Project/ Completed	2,627,273 5,850,000	Results should be taken into account for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
LDC/SIDS Portfolio Project: Capacity Building for Sustainable Land Management	UNDP	Medium-size Project/ Project Approved	500,000 1,980,000	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
SFM Sustainable Land Management of the Upper Watersheds of Southwestern Haiti	Inter-American Development Bank	Full-size Project/ Completed	3,436,364 17,650,000	Results should be taken into account for the component 2, adaptation in water resources sector
National Capacity Self-Assessment (NCSA) for Global Environment Management	UNEP	Enabling Activity/ Completed	185,000	Results should be taken into account for all components. CBIT project will address capacity gaps in the field of measuring, reporting, evaluation and verification of climate change action and support
Small Scale Hydro Power Development in Haiti	UNDP	Medium-size Project/ Completed	975,000 2,000,000	Results should be taken into account in the GHG emissions accounting and in adaptation actions in the energy and infrastructure sectors
Enabling Activities for the Stockholm Convention on Persistent Organic Pollutants (POPs): National Implementation Plan for the Republic of Haiti	UNEP	Enabling Activity/ Completed	383,500 56,020	The institutions implementing the Stockholm Convention should be contacted and an assessment of the data available should be undertaken for its potential inclusion as activity data in the

Title and Number of Countries involved	Implementing Agencies	Type/Status	GEF Grant (USD) and Co-financing (USD)	Expected coordination with the CBIT project
				Outcome 1.2: A sustainable national GHG inventory system
Expedited Financing for (interim) Measures for Capacity Building in priority Areas (Phase II)	UNEP	Enabling Activity / Completed	90,000	The CBIT project should build on the programs prepared under this initiative to address climate change
Enabling Activities for the Preparation of Initial National Communications Related to the UNFCCC	UNEP	Enabling Activity/ Completed	350,000	The CBIT project should build on the developments performed under the INC
National Biodiversity Strategy and Action Plan and First National Report to the CBD and Clearing House Mechanism	The World Bank	Enabling Activity/ Completed	262,000	Results should be taken into account for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
GEF Support to UNCCD 2018 National Reporting Process – Umbrella III Multiple Countries-31	UNEP	Enabling Activity/ Project Approved	1,981,735 372,000	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Support to Eligible Parties to Produce the Sixth National Report to the CBD (6MR-LAC-II) Multiple Countries-13	UNDP	Medium-size Project/ Project Approved	1,501,500 691,000	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Technology Needs Assessments – Phase III (TNA Phase III) Multiple Countries-21	UNEP	Full-size Project/ Project Approved	6,210,000 2,745,000	Coordination is needed for the component 1, in particular Outcome 1.3: NDC tracking system is in place
Umbrella Programme for Biennial Update Report to the UNFCCC Multiple Countries-38	UNEP	Full-size Project/ Project Approved	14,414,400 1,393,400	The CBIT project should build on the developments performed under the first BUR project, BURs should be elaborated using the capacity building activities and tools developed under the CBIT project
Catalyzing Implementation of the Strategic Action Programme for the Sustainable Management of Shared Living Marine Resources in the Caribbean and North Brazil Shelf Large Marine Ecosystems (CMLE+) Multiple Countries-21	UNDP	Full-size Project/ Project Approved	12,500,000 134,153,695	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Support to GEF Eligible Parties for Alignment of National Action Programs and Reporting Process under UNCCD Multiple Countries-52	UNEP	Full-size Project/ Project Approved	2,830,000 2,750,000	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector
Support to GEF Eligible Parties (LDCs & SIDs) for the Revision of the NBSAPs and Development of Fifth National Report to the CBD – Phase II Multiple Countries-27	UNEP	Full-size Project/ Project Approved	6,118,200 5,513,637	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector

Title and Number of Countries involved	Implementing Agencies	Type/Status	GEF Grant (USD) and Co-financing (USD)	Expected coordination with the CBIT project
Umbrella Programme for National Communication to the UNFCCC Multiple Countries-22	UNEP	Full-size Project/ Project Approved	11,330,000 2,013,500	The CBIT project should build on the developments performed under the NCs projects, NCs should be elaborated using the capacity building activities and tools developed under the CBIT project
4th Operational Phase of the GEF Small Grants Programme (RAF 2) Multiple Countries-60	UNDP	Full-size Project/ Project Approved	45,211,963 44,500,000	Coordination is needed for the component 2, adaptation in vulnerable sectors
4th Operational Phase of the GEF Small Grants Programme (RAF 1) Multiple Countries-38	UNDP	Full-size Project/ Completed	13,647,498	Results should be taken into account for the component 2, adaptation in water resources sector
Reducing Conflicting Water Uses in the Artibonite River Basin through Development and Adoption of a Multi-Focal Area Strategic Action Programme Dominican Republic, Haiti	UNDP	Full-size Project/ Project Approved	3,080,000 7,180,000	Coordination is needed for the component 2, adaptation in water resources sector
Integrating Watershed and Coastal Area Management (IWCAM) in the Small Developing States of the Caribbean Multiple Countries-13	UNEP	Full-size Project/ Completed	13,782,691 98,269,493	Results should be taken into account for the component 2, adaptation in water resources sector and replication in ecosystems and infrastructure sectors
Sustainable Management of the Shared Marine Resources of the Caribbean Large Marine Ecosystem (CLME) and Adjacent Regions Multiple Countries-21	UNDP	Full-size Project/ Completed	7,008,116 47,591,111	Results should be taken into account for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems sector

Table 5: LDCF financed projects in Haiti

Title and number of countries involved	Implementing Agencies	Type/status	LDCF Grant (USD) and Co-financing (USD)	Expected coordination with the CBIT project
National				
Resilient Productive Landscapes in Haiti	The World Bank	Full-size Project/ Project Approved	6,210,046 20,000,000	Coordination is needed for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems and built environment sectors
Strengthening Climate Resilience and Reducing Disaster Risk in Agriculture to Improve Food Security in Haiti Post Earthquake	FAO	Full-size Project/ Completed	2,727,000 9,329,724	Results should be taken into account for the component 2, adaptation in agriculture sector

Title and number of countries involved	Implementing Agencies	Type/status	LDCF Grant (USD) and Co-financing (USD)	Expected coordination with the CBIT project
Strengthening Adaptive Capacities to Address Climate Change Threats on Sustainable Development Strategies for Coastal Communities in Haiti	UNDP	Full-size Project/ Completed	3,500,000 9,780,000	Results should be taken into account for the component 2, in particular Output 2.1.4. Pilot M&E applied in priority sectors activities for the replication of the outputs in the ecosystems and infrastructure sectors
Enabling Activities to Facilitate the Preparation of a National Adaptation Plan of Action (NAPA)	UNEP	Enabling Activity/ Completed	198,665	Results should be taken into account for the component 2, adaptation in all vulnerable sectors
Global/Regional				
Technical Assistance to Francophone LDCs to Implement the UNFCCC8/CP8 Decision Multiple Countries-21	UNDP	Medium-size Project/ Project Approved	211,126 38,000	Results should be taken into account for the component 2, adaptation in all vulnerable sectors

Table 6: GCF financed projects in Haiti

Title and number of countries involved	Status	Implementing Agencies	GCF (USD) and Co-financing (USD)	Expected coordination with the CBIT project
National				
Adaptation Planning Support for Haiti	Approved Readiness Proposal	UNDP	2,856,957	Coordination is needed for the component 2, adaptation in all vulnerable sectors
Programme Ak-Klima-Tansyon (AKT)	Concept Note	Agence Française de Développement	24,000 6,000	Coordination is needed for component 1, in particular GHG emissions accounting of the AFOLU sector and component 2, in particular for the adaptation measures in priority sectors.
Increasing Resilience of Vulnerable Farmers in Southern Haiti	Concept Note	FAO	17,000,000 5,000,000	Coordination is needed for the component 2, adaptation in agriculture sector
NDA Strengthening and Country Programming Support for Haiti	Approved Readiness Proposal	Caribbean Community Climate Change Centre	403,390	Coordination is needed mainly for the component 2 in particular with the proposed activities which will pave the way for the successful implementation of the Nationally Determined Contribution (NDC) (2016) which identifies adaptation priorities in integrated water resource management, coastal zone management and rehabilitation of infrastructure, food security, and, information, education and awareness.

Title and number of countries involved	Status	Implementing Agencies	GCF (USD) and Co-financing (USD)	Expected coordination with the CBIT project
Enhance Climate Resilience in the Trois-Rivieres Region of Haiti through Integrated Flood Management	Concept Note	UNDP	34,335,000 37,200,000	Coordination is needed for the component 2, adaptation in water resources sector
NDA Strengthening and Country Programming Support for Haiti	Approved Readiness Proposal	UNDP	430,000	Trained experts and all stakeholders involved in the CBIT project should participate in the preparation of the country GCF framework and the country programme directly or indirectly through consultations and validation workshops
Strategic Frameworks Support for Haiti	Approved Readiness Proposal	UNDP	350,000	Coordination is needed to inform private sector and involved it further in the transparency framework of the country.
Global/Regional				
Strategic Frameworks Support for Antigua and Barbuda, Belize, Dominica, Grenada, Guyana, Haiti, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname Multiple Countries-9	Approved Readiness Proposal	CDEMA	1,747,223	Coordination is needed for the component 2, in particular in the area of vulnerability assessments and M&E of adaptation actions
GEREEF NeXt Multiple Countries-35	Approved Funding Proposal	European Investment Bank	265,000,000 500,000,000	Coordination is needed to inform private sector and involved it further in the transparency framework of the country.
Entity Support for Belize, Dominica, Haiti, Jamaica, Saint Lucia, Saint Vincent and the Grenadines Multiple Countries-6	Approved Readiness Proposal	Caribbean Community Climate Change Centre	1,802,657	Coordination is needed for component 3 and reinforce regional exchanges with CARICOM Member States on lessons learned, good practices, difficulties and solutions adopted in the implementation of the enhanced transparency framework and CBIT projects.

Climate change vulnerability assessments have been conducted through PANA in 2006 and through a survey conducted during its revision in 2017. Vulnerability to climate change at the local level is ascertained through the use of a vulnerability index, with various indicators. Vulnerability studies were conducted from 2009 until 2014. This variability of indicators makes it difficult to compare the assessments over time. Many multi-and-bilateral organizations (CHIRPS, CRED, OECD, FAO, UNDP) are collecting data, through a European Union (EU) funded initiative (MPCE and National Observatory on Poverty and Social Exclusion – ONPES – Minimum Statistics Program) and work is currently underway to check the applicability of a vulnerability index to climate change using routinely collected open data. Such a system will provide an ideal setup to regularly apply openly available data and update vulnerability assessments as and when required.

Close coordination will exist with other initiatives including the BUR and the NAP to enable knowledge and experience sharing and avoid duplicating efforts. The proposed project builds on these existing processes and cooperates with ongoing initiatives to strengthen the Government of Haiti's capacity to effectively respond to climate change threats while avoiding duplication of efforts.

The GCF-NAP project aims to advance Haiti's adaptation planning process through the following three outcomes: 1) the coordination mechanism for multi-sectoral adaptation planning and implementation at different levels is strengthened; 2) the NAP is compiled with strong evidence base for adaptation planning and priorities are integrated into the PSDH and PNGRD; and 3) a financing framework for climate change adaptation action in the medium-to long-term is established. This will be reinforced by the CBIT focus to support the government on designing its adaptation plan, this is in addition to the current project that will focus on mitigation and accounting of GHG. Moreover, the accounting of the existing adaptation project will significantly gain from the NAPs project. The accounting system created in the current project will allow support to NAP objectives.

The BUR project will help respond to Haiti's international obligation on reporting, including on its progress on mitigation and adaptation. However, national organization and capacity will be strengthened in the framework of the CBIT project. Therefore, both initiatives will feed each other. The frameworks of both projects are well defined and unique, although complementary.

This CBIT project also envisages to develop partnerships with French speaking countries to exchange good practices examples, difficulties encountered and solutions adopted for the proper implementation of the enhanced transparency framework in these countries.

Risks

The main identified risks to the successful implementation of the project are identified in the table below, with a more detailed version in Annex 5.

Table 7: Main identified risks

Risk	Rating	Measures to address these risks
Risk 1: Institutional arrangements: political instability	Medium	Until recently, this item has stalled development of the national MRV and M&E system. Development-specific institutional arrangements are addressed in activities and should allow organization of future work at a technical level. The higher participation of universities should also ease the process and make it more sustainable.
Risk 2: Political and governance issues	Medium	In light of recent security events in Haiti, the political situation and governance of the country remain of concern. Recent assassination of the President of Haiti might lead to delays in electoral process and turmoil in the country that might result in additional turnover in the government staff, thus delays. This could impact the implementation of certain project activities. In terms of mitigation: - Regular meetings with counterparts will be held to reduce risks of discontinuity and increase effectiveness of project oversight and monitoring - Sensitization activities will be organized with all relevant actors involved in the project - A high level of ownership of the project by the technical directorates concerned will be achieved in order to reduce the impact of political instability on the implementation of the project. - Continuous update on the progress and engagement with a broad range of stakeholders throughout the project inception and implementation process will further minimise impacts of any political changes on the project
Risk 3: Lack of technical capacities and memories	Medium	Experts from different public and private institutions will be trained and accompanied during the whole project. Methodological guidelines will be archived and made available to make the system sustainable.
Risk 4: Access to good quality data and information	Medium	Data gap-filling and data collection are fully part of this project which will improve the data collection process in the future. The exchange of data amongst stakeholders will be treated in institutional arrangement development, which will organize the process, data confidentiality, data flows and the sharing of sectoral results among partners so they are capable to apply specific mitigation actions. This is essential to organize the exchange of data between data providers and inventory compilers so that each stakeholder finds interest in sharing information.

Covid-19 risk analysis, response measures and opportunities

The current Covid-19 pandemic is affecting all regions of the world and has created an unprecedented scenario with measures being enforced to prevent the spread of the virus. This poses a risk to several aspects of the CBIT project design and implementation. The main risks are related to the health of stakeholders, capacity building, training, and the engagement of stakeholders, the changes in the timelines and the implementation plan, and the availability of both national and international expertise. These main identified risks, including lower-level project related risks, and the corresponding response measures in the CBIT project design are presented in the following table.

Figure 8. Main identified Covid-19 risks

Risk		Measures to address these risks
Health related risks	Risk of exposure to infection and spreading of disease between national consultants	Clear communication on the health-related risks of the virus will be ensured and during the project, regular updates will be provided on the national and international circumstances to the relevant stakeholders. Ensure up-to-date information on symptoms to detect Covid-19 and ensure spreading prevention measures are in place such as social distancing, wearing masks, and washing hands on a regular basis.
	Risk of exposure to infection and spreading of disease to counterparts and international consultants	
Capacity building and training	Training and capacity building activities cannot be held due to restrictions	To ensure the implementation of the capacity building activities in the CBIT project, a combination of remote and digital-based guidance by international experts' utilization of national experts will be used. The project will develop virtual or on-line activities to replace in-person capacity building activities in case these cannot take place due to the global travel precautions.
Stakeholder engagement	Limited capacity and experience by stakeholders for remote working and online interactions	To prevent the limited capacity of the stakeholders in virtual capacity building activities hamper the effectiveness of said activities, guidelines, templates, and manuals for each training output will be developed within the project.
	Mobility of stakeholders and staff is affected	The project has included protocols to minimize the risks of Covid-19 contagion for face-to-face activities. This includes protocols for regular hand washing, social distancing, and wearing masks.
	Highly vulnerable actors and typically marginalized groups are not involved in project implementation	
Timelines of the implementation plan	Delays in project implementation	The design of the project will be focused on conducting most activities using virtual platforms to ensure that any Covid-19 related limitations will not affect the timelines of the implementation plan. Contracts with national and international consultants will be completed in a timely manner to limit risks associated with uncertain schedules. Lessons-learned will be compiled during the project implementation in order for them to be applied to the project while it is moving forward.
		An assessment will be conducted throughout the project what activities can be continued to limit delays in the implementation plan. In case one activity endures delay due to the Covid-19 pandemic, other activities will continue.
Availability of technical expertise	Limited availability of international and national consultants to support project implementation.	National and international consultants might be affected by the travel restrictions of the pandemic or might suddenly endure the virus themselves, deterring them from participating in the project activities. Additionally, the availability in general of possible national and international consultations might be limited. To ensure the project contains the necessary national and international expertise, the project will maintain a list of consultants with expertise for the different project components, guaranteeing there are potential backups if one consultant can no longer participate.
Financing	Co-financing availability	The contribution by the Ministry of Environment of the Government of Haiti is provided in-kind, in the form of M&E Guidelines and procedures including indicators developed for priority sectors, developed gender indicator system, trained experts on overall approaches to monitor and evaluate adaptation activities, and the application of a Pilot M&E in priority sectors. The co-finance for the project is therefore not affected.

A positive impact from the Covid-19 pandemic is the opportunity to increase e-governance (online public service provision and delivery without physical interactions) over time, enabling service provisions in both rural and urban

areas. Given the long-term need of practicing social distancing, Covid-19 is likely to introduce policy changes to many global meetings and conferences including those of the UNFCCC, GEF, UNCBD, UNCCD to enable innovative and digital modalities to be fully employed, applied and rolled out to countries. This is likely to change the modalities (currently travel heavy and posing risks of exposure through physical contact) of conducting Convention businesses and contribute to the long-term desired outcome of the Convention.

Main identified climate risks

Description	Likelihood	Prevention and/or Mitigation Strategy
Potential climate change impact beyond the project intervention period	Low	The main outcome of the CBIT project is the strengthening of Haiti's enabling environment and capacity for implementing the Paris Agreement. One of the reporting obligations under the Paris Agreement are the Nationally Determined Contributions (NDC). Haiti's NDC also includes adaptation actions and building resilience through adaptation is one of the primary objectives for the country. Improving capacity and transparency in the country will subsequently lead to more climate change adaptation experts working towards building resilience of the country.
The project potentially involves areas that are now or are projected to be subject to natural hazards such as extreme temperatures and changing rainfall patterns. The effects and fears of these natural hazards can affect the data collection and data storage, it can affect the equipment and movement of people and prevent capacity building activities.	Low	When activities need to be postponed due to warnings, the safety and integrity of the people will always be a priority, and the project will only return in its course when safety can be mentally and physically assured. For the data systems generated by the project, and the storage of this data, the project will design resilient systems able to withstand the threats posed by climate change. The CBIT project will build a cloud web-based IT infrastructure for data collection and storage of the GHG inventory as well as an archiving system managed by the NCCC. For capacity building activities, online options will be preferred, when possible, to save resources for travel as a default position in the project. The 4 years' project duration and the e-learning innovative didactic material and courses developed under the CBIT project will allow to implement the training and capacity building activities during project duration. For those capacity building activities which need to take place in person, they will be planned outside the adverse effect's seasons.
The project potentially involves local communities vulnerable to the impacts of climate change and disaster risks considering level of exposure and adaptive capacity	Low	The outputs and outcomes of the CBIT project are related to establishing institutional arrangements, strengthening transparency activities, training relevant stakeholders and overall capacity building. Any climate disaster will therefore not affect local communities due to possible failure or collapse of infrastructure and its structural elements.
The project potentially involves or leads to increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change	Low	The CBIT project outcomes and outputs are not related to increasing GHG emissions associated with energy, transport, industry, product use, waste, agriculture, and changes in land use and ecosystems. Neither will the project require significant travel or freight transport. For the implementation of the trainings and workshops preference is given to local entities and experts, which will keep the travel requirements to a minimum. There might be a need for an international consultant to provide a training or workshop, but this will result in minimal increases of greenhouse gas emissions which means that the potential of the CBIT project to increase greenhouse gas emissions is therefore low. The project will additionally improve the GHG inventory process leading to the development of better-quality data and train technical staff on the 2006 IPCC Guidelines. This will not directly lead to reductions of GHG emissions but will eventually result in more climate change experts in the country developing resource-efficient and low carbon development policies and other measures for mitigating climate change in Haiti.

Stakeholder engagement and south-south cooperation

Public and private stakeholders will be involved in different activities throughout the project. Involvement of universities is key in the Republic of Haiti to assure the sustainability of the system in terms of data gap filling, methods improvement over time, data archiving, knowledge memory, etc. They have a major role to play in the national system. They are also involved in the development of Country-Specific parameters allowing to adapt decision makers decisions to national circumstances. The private sector will also be involved to fill-in data gaps in different sectors. They are also key to reach the objectives defined in the NDC. Local authorities and civil society are also very important to be involved for the definition of action plans in terms of mitigation and adaptation and to allow their appropriation and acceptance by the population. Key stakeholders involved in this project are presented below:

Table 8: Key Stakeholders and their Proposed Role in the Project

Stakeholder	Key functions	Project engagement and specified roles
Coordination		
Ministry of Environment (MOE in English and MDE in French)	The Ministry of Environment is the focal point for implementing the United Nations Framework Convention on Climate Change and its related instruments such as the Paris Agreement. As such (i) it coordinates the preparation of reports to be submitted to the Convention such as National Communications, national GHG inventories, Biennial Update Reports, Assessment of needs in technology transfer and in the near future the Biennial Transparency Report (BTR); (ii) it develops and monitors the implementation of national planning documents such as national adaptation plans and the National Determined Contribution (NDC). The MOE also plays the role of focal point for other Multilateral Environmental Agreements such as the Convention on Biological Diversity and the Convention on Desertification.	The project will be hosted by the Ministry of the Environment who will designate a project coordinator, recruit technical assistance and chair the advisory board. The MOE will be responsible for ensuring the preparation and regular submission of biennial transparency reports and for this will have to lay the necessary foundations to play its role of coordination and supervision of the preparation of reports and hosting of the archiving system. It will also ensure that the answers to the questions during the International Consultation and Assessment (ICA) process are provided.
Data production and collection		
Ministry of Public Works, Transport and Communications (MTPTC / CE/ EDH/ SNGRS in French)	The Ministry of Public Works, Transport and Communications is the central body responsible for designing, defining and implementing the country's policy in the fields of Public Works, Transport, Communications, Drinking Water, and Energy. As such, this ministry has a crucial role to play in the implementation of the national strategy in the fight against climate change, in particular the mitigation priorities expressed in the NDC relating to renewable energy, energy efficiency, transport, waste, etc. The MTPTC has under its responsibilities a set of other key institutions namely the Electricity of	The MTPTC and its decentralized entities must continue their collaboration to: - Providing activity data in the preparation of national GHG inventories. - Providing information and data on their respective policies and programs having an impact on climate change mitigation and adaptation as well as progress made in the implementation of the NDC.

Stakeholder	Key functions	Project engagement and specified roles
	Haiti, the Bureau of Mines and Energy and the National Service for Solid Waste Management.	Associated ministries/ departments /institutions will support the implementation of mitigation and adaptation activities linked to capacity building in order to improve monitoring, reporting and verification of information.
Ministry of Agriculture, Natural Resources and Rural Development / statistical services (MARNDNR/ services statistiques in French)	The Ministry of Agriculture, Natural Resources and Rural Development is the state body responsible for defining the economic sector policy of the Haitian government in the fields of agriculture, livestock, renewable natural resources and rural development. It has a statistical service which regularly conducts agricultural surveys and censuses.	The MARNDNR should continue to play an important role in providing data for the Agriculture, Forestry and Other Land Uses (AFOLU) sector. For this, it will have to designate two focal points, one on statistics and the other for monitoring and evaluation of the implementation of adaptation and mitigation measures relating to the sector. In addition, the involvement of the Bureau of Communal Agriculture (BAC in French) in the collection of climate data and information is also envisaged.
The Ministry of Planning and External Cooperation (MPCE/CNIGS in French)	The Ministry of Planning and External Cooperation is responsible for designing, steering, leading the development planning process and coordinating external support for the national development effort. It is the supervisory ministry of the Ministry of Planning and External Cooperation (CNIGS in French) which has the mission of producing and disseminating updated and reliable geographic information throughout the national territory by the use of appropriate modern technologies, guaranteeing the provision of methods, tools, products and training to support the planning of the country's sustainable development actions.	The CNIGS will have to play an important role in the production of data to improve the accuracy of the GHG inventories, especially for the land-use change aspect (AFOLU sector). This should also concern the monitoring of the impacts of the implementation of adaptation and mitigation projects.
The Haitian Institute of Statistics and Information Technology (MEF/IHSI/Douanes in French)	The Haitian Institute of Statistics and Information Technology (IHSI in French) is a specialized institution, responsible for producing figures on all aspects of economic, social, demographic phenomena, etc., and making them available to government authorities, national, international and general public organizations. As the centre of the National Statistics System, the IHSI collaborates with the statistical services of other ministries and maintains privileged relationships with national and international institutions that are both producers and users of statistical information. Customs (Douanes in French) collect all information on the country's imports and exports.	The IHSI should continue to play an important role in providing data for key sectors of the country's economy and population. Like the Ministry of Agriculture, Natural Resources and Rural Development (MARNDNR in French), it will have to designate two focal points to work with the project on adjustment and collaboration mechanisms in order to allow national statistics to meet the transparency needs of the Paris agreement.

Stakeholder	Key functions	Project engagement and specified roles
		A customs focal point is also envisaged from the same perspective.
Technical and financial partners	Technical and financial partners play a crucial role in the implementation of development actions in the country. As such, they should make a significant contribution to the implementation of adaptation and mitigation measures. Without being exhaustive, technical and financial partners are: - UN agencies: FAO, UNDP, UNEP, WFP; - Bilateral cooperation agencies: USAID, AFD, Canadian cooperation; Swiss cooperation. - Multilateral banks such as the World Bank, the IDB. - NGOs.	These actors are mainly members of the sectoral climate change sub-table. The role in this project will mainly concern participation in the sectoral climate change sub-table. We mainly expect a harmonization of their methods and tools to meet the need for transparency. They will also have to provide all the data concerning climate change projects.
Private sector/ Association of Industries of Haiti (ADIH in French) / Chamber of Commerce and Industry of Haiti (CCIH in French)/ National Society of Industrial Parks (SONAPI in French)/ Industrial Park Caracol (PIC in French)	The actors of the private sector constitute the basis of industrial production in Haiti. They are mainly found in associations such as the Chamber of Commerce and Industry of Haiti, the Association of Industry of Haiti. In addition, Industrial Parks such as the National Society of Industrial Parks and the Industrial Parks of Caracol include most of the country's subcontracting industries.	These actors should continue to play a crucial role in providing activity data for national GHG inventories. The environmental specialists of these structures will have to play the role of focal point to facilitate access to the data and the adjustment of the nature of the data to meet the needs for transparency.
Analysis-management and use of data		
Bureau of Mines and Energy (BME in French)	The main mission of the Bureau of Mines and Energy is the promotion of research and exploitation of mineral and energy resources in Haiti, as well as the relevant techniques. It works with the Faculty of Science at the State University of Haiti (FDS in French) to certify improved stoves in Haiti and promotes clean cooking fuels in the country. The BME is also conducting studies on the use and penetration of cooking technologies in the country.	The BME will continue to play a leading role in coordinating the GHG inventory team in the Energy and industrial processes and product use (IPPU) sectors. Its experience in the field is crucial for building the new system to be implemented, of which it will constitute one of the pillars.
Faculty of Agronomy and Veterinary	The Faculty of Agronomy and Veterinary Medicine is one of the entities of the State University of Haiti dedicated to university training, research and services to the community. Research and teaching	FAMV will continue to play a crucial role in coordinating the GHG inventory team in the Agriculture, Forest and Other Land Use (AFOLU)

Stakeholder	Key functions	Project engagement and specified roles
Medicine (FAMV in French)	are organized around seven departments and a few teaching laboratories.	sector. Its experience is also a guarantee of success for the implementation of the system.
Faculty of Sciences (FDS in French)	The Faculty of Sciences is an entity of the State University of Haiti which is dedicated to university training, research and services to the community. It conducts a master's degree in water and the environment and, in addition to engineering and architectural degrees, delivers a master's degree in databases and systems integration (MBDS in French) in collaboration with the University of Nice Sophia Antipolis. The university maintains a laboratory with the BME for the certification of biomass stoves and conducts research in the fields of energy.	The FDS could play the role of pivotal institution for the evaluation of mitigation in areas of its competence such as energy and industrial processes and product use (IPPU) sectors.
Quisqueya University (UniQ)	UniQ is one of the country's most prestigious private higher education and research institutions. It offers training degrees from undergraduate to doctorate. It has five research laboratories associated with its faculties, including one on water quality and the environment.	UniQ could play the role of pivotal institution for the evaluation of mitigation in areas of its competence such as energy and industrial processes
Pool of Consultants	Very often the lack of qualified human resources in the country to work on certain themes is pointed out. There are a significant number of Haitian professionals with doctorate and master's degrees who can play a key role in the implementation of actions related to transparency.	National consultants will participate in the capacity building sessions and a register will be compiled describing the existing skills and the themes on which they may possibly intervene.

Line ministries and international partners have participated in consultations during the project identification. Other partners such as private sector entities and civil society organizations have been involved during the PPG phase and the project organization.

The private sector will be engaged and trained during the project as industrial operators will be relevant stakeholders as data providers and private operators might be large energy consumers and/or emit high amounts of GHGs. The project will focus on the key categories in terms of GHG emissions to improve the quality and the transparency of data collected and used in the framework of the GHG inventory but also in the framework of mitigation actions.

The success of the project requires collaboration of all stakeholders' actors. Selection of trainees for capacity building activities will be transparent and will ensure all stakeholders are represented (including both men and women).

MoE will forge stakeholder partnerships to ensure project ownership.

Gender-sensitive actions

The significance of gender responsive strategies and interventions in the tackling climate change is reaffirmed with COP 22 that stated the need to give gender issues visibility from the composition of the COP teams, staffing of the national institutions, and local actions, with emphasis on analysis and disaggregation of impacts, beneficiaries and interventions by gender. The GEF also believes that more systematic inclusion of gender aspects in their projects could create positive synergies between improved environmental management and greater gender equality.

Aware of the fact that climate change does not affect women in the same way as it does men, and of the need to integrate women into the various strategies to combat climate change, the Haitian government is committed to integrating women's vulnerability through the various policies, frameworks developed, and actions implemented in the area of climate change.

Haiti, in order to assess the effectiveness of actions in relation to financing, progress made in reducing emissions and to report on emission reductions, must put in place an operational MRV system that will allow better decisions to be made in the fight against climate change in Haiti.

There are few links between Haiti's climate change governance structures and the established frameworks for gender equality and women's empowerment (ie., MCFDF, National Gender Equality Policy)⁴. The National Adaptation Programme of Action (NAPA, 2006, revised 2017) and the National Climate change policy (PNCC, 2017) – both aligned with the UNFCCC Paris Agreement – promise gender integration in all aspects of its implementation, however details on specific measures to address gender inequalities are lacking⁵. In the Second National Communication on Climate Change (DCNCC), gender considerations were taken into account in four priority areas linked to climate change adaptation: agriculture and food security, water resources management, disaster and risk management, and health.

To meet its climate ambitions, three main climate change policy documents have been developed, including the Haiti Nationally Determined Contribution (CDN) developed in September 2015, the revised National Adaptation Action Plan (NAPA) updated in 2017, and the Haiti National Policy on Climate Change (PNCC) published in 2019.

The PNCC of Haiti stipulates that the strategies, plans, programs and projects contained in its implementation must take into account the following principles: Decentralization; Participation and consultation; Integrated and holistic approach; Transparency and accountability; Equity; The principle of common but differentiated responsibilities; The use of precautionary principles.

During the PPG, the project gathered information in the table below. Gathering of information was done through desktop/literature review, and consultations.

Description of resource users/group (group can be formal or informal)	Roles, Capacities, Knowledge and Expertise, Rights of Access and Control, and Responsibilities	Project impact on the users/group	Influence of users/group on the project
Technical <u>sectoral</u> teams from sector-based institutions operating in key GHG emission sectors (agriculture, forestry and land use, energy, transport, industries and waste sectors)	The Technical <u>sectoral</u> teams are government officials based in institutions operating in key GHG emission sectors (agriculture, forestry and land use, energy, transport, industries and waste sectors). During the PPG Phase, it was established that currently, there are few and/or no women with technical expertise in the GHG emission sectors from government sector- based institutions.	This project will strengthen technical capacity of both women and men regarding GHG reporting and operationalization of the MRV System	Lack of or low participation by technical <u>sectoral</u> teams in provision of GHG data, trainings and operationalization of MRV system will hinder achievement of target results. Active involvement of technical <u>sectoral</u> teams in project implementation will ensure delivery of project results due to availability of GHG sectoral data for the Green House Gas Inventory (GHGI); built technical capacity to operationalise the MRV System and project

⁴ USAID (2016)

⁵ USAID 2016

Description of resource users/group (group can be formal or informal)	Roles, Capacities, Knowledge and Expertise, Rights of Access and Control, and Responsibilities	Project impact on the users/group	Influence of users/group on the project
			ownership hence project sustainability.
Project management team : Project Management Unit (PMU) Project Steering Committee (PSC)	Haiti's constitution requires that women occupy 30% of positions in decision making organs Recruitment of PMU and PSC members will ensure gender balance	This project will create employment opportunity to both women and men.	The PMU staff will be recruited based on their qualifications and technical capacity to deliver results. The recruitment process will be transparent and provide equal opportunity for both men and women. PSC members will be selected transparently and both men and women will be given an opportunity. Technically capable project staff (PMU) and PSC will ensure efficient and effective project management hence delivery of timely quality target results and vice versa.
Target sectoral stakeholders for capacity building - to collect, process and feed data into the GHG emissions inventory system	During the PPG Phase, it was established that currently, there are few women with technical expertise in the GHG emission sectors as a whole	This project will strengthen technical capacity of both women and men regarding GHG reporting and operationalization of the MRV System	The success of the project requires collaboration of all stakeholders' actors. Selection of trainees for capacity building activities will be transparent and will ensure all stakeholders are represented (including both men and women) Lack of or low involvement of stakeholders in project implementation (including capacity building activities) will impede achievement of target results and project sustainability. For instance, if stakeholders are not adequately involved, there will be challenges obtaining GHG sectoral data hence the Green House Gas Inventory (GHGI) will not be developed which will also impede development of the MRV System.

Description of resource users/group (group can be formal or informal)	Roles, Capacities, Knowledge and Expertise, Rights of Access and Control, and Responsibilities	Project impact on the users/group	Influence of users/group on the project
			MoE will forge stakeholder partnerships to ensure project ownership.

Gender Action Plan

This action plan for gender mainstreaming in the implementation of the project "Strengthening the capacity of national institutions in Haiti to meet the transparency requirements of the Paris Agreement" provides specific indicators proposed to measure and monitor the progress of these actions at the activity level. This can be integrated into the detailed Monitoring and Evaluation plan that will be developed at the beginning of implementation and provides concrete recommendations on how to ensure that gender (including disaggregated data) continues to be collected and measured throughout implementation.

	Action	Indicator
Component 1: Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions (GEN2)		
Outcome 1.1: A sustainable framework for the national MRV system is in place	- Standardize gender mainstreaming across all MRV systems - Establish accountability systems to measure gender equality in the MRV system - Prioritize the equal representation of men and women in newly developed national MRV system - Integrate gender-specific indicators into relevant monitoring and reporting systems - Invite gender-focused NGO's to participate in the MRV process - Regulatory attendance of the UNDP gender course by Ministerial staff	- Gender disaggregated data in order to identify gaps and improve women's participation - Adherence to at least 40% of women in the MRV system - One action plan from the concerning Ministries on their identified gender weaknesses is developed
Outcome 1.2: A sustainable national GHG inventory system is developed	• Training of men and women on cross-sectoral framework, data collection, QA/QC and analysis for the national GHG inventory • Development of gender-sensitive national tools • Prioritize the equal representation of men and women in newly developed GHG inventory system • Integrate international gender experts for engendering the national GHG inventory process	- Number of women trained - Number of gender-sensitive tools developed - Examples of gender gaps during the inventory process - At least 40% of the people involved in the GHG inventory system are women - One action plan from the concerning Ministries on their identified gender weaknesses is developed

	Action	Indicator
	Create a “how-to” checklist on engendering the inventory process	
Outcome 1.3: NDC tracking system is in place	- Training for sectoral experts on methodologies to establish projections and sectoral tools for energy and AFOLU - Development of Guidelines for sex-specific data collection - Prioritize the equal representation of men and women in newly developed NDC tracking system	Number of women experts trained Number of guidelines developed At least 40% of the people involved in the NDC tracking system are women
Component 2: Enhancing technical capacities to support the M&E system on adaptation (GEN3)		
Outcome 2.1: Specific indicators are defined to track the NDC at sectoral level	- Development of gender-sensitive M&E Guidelines and procedures - Development of a gender indicator system	Number of gender-sensitive M&E guidelines developed A Gender indicator system is developed
Component 3: Project learning, exchange of good practices and M&E (GEN2)		
Outcome 3.1: Project feedbacks inform approaches to enhanced transparency domestically and internationally	Elaboration of a gender-sensitive project good practices Conduct a stocktaking exercise to identify key lessons learned and develop a roadmap on gender-responsive systems Creating a platform managed by women to share issues on gender issues and knowledge and information towards prevention Establish a gender baseline	A gender-sensitive project good practices is elaborated Collaboration with the Ministry of Women’s Affairs and Women’s Rights to enhance transparency domestically and internationally on gender equality established
Outcome 3.2: The participation of women in the process is promoted, and M&E undertaken	Development of a strategy to promote women participation in the process Integrate comprehensive gender equality principles into all the developed systems Engage women as equal partners in the process Implement job training to enable women to broaden their skills and increase participation Perform gender needs assessments Build capacity of trainers to address gender equality and women’s empowerment Attendance of refresher courses on gender analysis and gender mainstreaming on a regular basis	At least 30% of women leaders in decision-making roles trainings, planning, implementation, and evaluation work are gender-sensitive At least 20% of women represented in all vocations of the CBIT project At least a 40% participation of women in all the project processes

Innovativeness, Sustainability and Potential for Scaling Up

Innovativeness

This project will be innovative for Haiti as it will establish the process for data collection, treatment and analysis improving the quality of the GHG inventory and allowing for the reporting of annual GHG emissions and projections on a regular basis. Currently no system exists, transparent and complete information is lacking in the National Communications. A national online information system will be developed to compile the GHG inventory according to national specificities. The innovation of this project lies in the establishment of an operational MRV system for the GHG inventory and an online information system for centralization and data management. This will allow transparency in efforts to estimate and to reduce GHG emissions and strengthen the capacity of institutions to implement this system. These data collected across all GHG emitting sectors will facilitate timely submission of the various national reports.

Adaptation tracking, Modalities, Procedures and Guidelines (MPG) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement will be adopted at the international level. Their application will be innovative for most countries, Haiti being no exception.

Sustainability

The project will lay the foundation for a sustainable institutionalized organization aimed at reporting required information every two years and allowing the country to track its NDC achievement over time. For the moment, the absence of institutional arrangements has delayed the preparation of several national reporting to the international community. The new organization established under the CBIT project will allow improvements to the national MRV system on a regular basis and to shift from a project-based model toward an institutionalized system supporting the engagement of all stakeholders in the new ETF framework. The sustainability of the new system relies on the national organization set up, the knowledge gained by experts, as well as on the tools developed aimed at centralizing and archiving knowledge and institutional memory to avoid knowledge losses over time.

Potential for Scaling Up

The project specifically embeds opportunities to scale up the sharing of knowledge, expertise, methodologies, and tools generated during the project. On the GHG emission mitigation, it is foreseen that the Republic of Haiti will exchange with other territories from the Caribbean Region and with other French-speaking countries.

On adaptation, the aim of the pilot phase on a few sectors will be to scale-up activities and methods developed to all priority sectors and at different geographical scales: national, regional and sub-regional levels.

V. PROJECT RESULTS FRAMEWORK

This project will contribute to the following Sustainable Development Goal (s):

SDG 13: Take urgent action to combat climate change and its impacts

This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD):

Haiti CDP 2017-2021: The Strategic Plan for the Development of Haiti (PNSDH), designed to make Haiti an emerging country by 2030, aims to achieve the Sustainable Development Goals (SDGs) linked to ending poverty, combating inequality and injustice, and addressing climate change.

Haiti UNDAF 2017-2021, outcome 4: National, regional and local institutions, along with civil society strengthen sustainable management of natural resources and environment, territorial and population resilience, especially for the most vulnerable, to respond to natural disasters, to climate change and humanitarian crisis while ensuring continued sustainable development.

Haiti Country Strategic Plan 2019 – 2023: Strategic outcome 4: Vulnerable communities in areas with fragile ecosystems can rely on resilient food systems to mitigate, adapt, and recover from shocks and manage climate-related risks by 2023.

	Objective and Outcome Indicators	Baseline	Mid-term Target Expected level of progress	End of Project Target
Project Objective: To enable transparent reporting following the enhanced transparency framework (ETF) guidelines prescribed by the Paris Agreement (PA) through capacity building activities, development of tools and exchange of information. More specifically, this CBIT project will assist Haiti in meeting ETF requirements as defined in Article 13 of PA by strengthening institutional and technical capacities for measuring, verifying and reporting on GHG emissions, NDC progress achieved, mitigation and adaptation activities and assessments and support needed and received for the implementation of the NDC, ensuring continuity in institutional and technical capacity and sustaining the ETF with a system for GHG inventory and mitigation measurement/monitoring, reporting and verification (MRV) and for adaptation monitoring and evaluation (M&E).	<u>Indicator 1:</u> Direct project beneficiaries disaggregated by gender (individual people)	15 (Men: Women): 2:1	90 (Men: Women): 5:4	153 over a period of 4 years Ideal ratio (Men: Women): 1:1 Minimum to be achieved (Men: Women): 5:4
	<u>Indicator 2:</u> (Indicator 3 of CBIT tracking tool): Quality of MRV Systems	2	5	9
	<u>Indicator 3:</u> (Indicator 4 of CBIT tracking tool): Meeting Convention reporting requirements and including mitigation contributions	Initial NDC, Initial National Communication and Second National Communication submitted to UNFCCC Planning of Third National Communication and First Biennial Update Report delayed	Updated 2020 NDC, Third National Communication and First BUR ongoing	Third National Communication and First BUR submitted to UNFCCC and planning endorsed by government for preparation and submission of First BTR and 2025 NDC
	<u>Indicator 4:</u> (Indicator 5 of CBIT tracking tool): Qualitative assessment of institutional capacity for transparency-related activities	2	3	4

	Objective and Outcome Indicators	Baseline	Mid-term Target Expected level of progress	End of Project Target
Project Component 1	Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions.			
Outcome 1.1 A sustainable framework for the national MRV system is in place.	<u>Indicator 5:</u> Number of different stakeholders coordinated under a new MRV framework and transmitting data amongst them for the GHG inventory and on mitigation actions	0	At least 10 governmental agencies have transmitted data according to a roadmap to strengthen institutional arrangements regarding the GHG emission inventory and mitigation actions	At least 20 governmental agencies, all the universities and key stakeholders from the private sector have transmitted data according to institutional arrangements regarding the GHG emission inventory and mitigation actions
	<u>Indicator 6:</u> Formalization of institutional arrangements	Institutional arrangements for the elaboration of the GHG inventory and tracking of NDC are not formalized	Memorandums of understanding have been implemented with the key stakeholders presented in the engagement plan	A Decree or similar legislative instrument with clear responsibilities and roles has been implemented
Outputs to achieve Outcome 1.1	1.1.1. Institutional arrangements regarding the national GHG inventory and mitigation system developed. 1.1.2. Roadmap to strengthen the national institutions to meet enhanced transparency requirements of the Paris Agreement in place.			
Outcome 1.2 A sustainable national GHG inventory system is developed.	<u>Indicator 7:</u> Number of trained experts on elaboration of GHG inventory (CRF tables and NIR) using the most recent and applicable IPCC Guidelines (including cross-sectoral aspects such as data collection, methods to ensure time series consistency, key category analysis, uncertainties, QA/QC and documentation and archiving as well as sectoral modules on energy, IPPU, AFOLU and waste)	0	The training sessions are designed, the content has been established and all actors have been divided into different sessions & around 20 national experts directly involved in the GHG inventory compilation have been participating in the trainings	All 30 key actors including data providers, inventory compilers, national coordinator, experts from different institutions and universities are trained
	<u>Indicator 8:</u> Implementation of a robust national online GHG inventory online information system consisting in a database that could be linked to the future environmental information system (EIS)	There is no robust online national online information system consisting of a GHG inventory database	The development of the online information system is approved by the MOE and the design is finished	The national online GHG inventory information system consisting in a database is used to compile, analyze, report and archive the GHG emission inventory
Outputs to achieve Outcome 1.2	1.2.1. Relevant stakeholders, including Universities, trained on cross-sectoral framework, data collection, QA/QC and analysis for the national GHG inventory. 1.2.2. Sectoral Training modules for GHG inventories developed and or adapted on Energy, Industrial Processes, AFOLU and Wastes and used to train relevant stakeholders, including universities. 1.2.3. A flexible national online information system is developed to compile the national GHG emission inventory according to IPCC Guidelines. 1.2.4. Data collection is organized, and experts are accompanied to develop a consistent time-series inventory. 1.2.5. Sectoral and QA/QC procedures are written and archiving of all relevant documents, tools and results is organized. 1.2.6. Capacity of national experts strengthened for implementing and reporting of Haiti's NIRs.			

	Objective and Outcome Indicators	Baseline	Mid-term Target Expected level of progress	End of Project Target
Outcome 1.3 NDC tracking system is in place.	<u>Indicator 9:</u> Number of trained experts in projections and NDC tracking and updating	0	At least 15 trained experts in updating the projections and tracking the progress of the NDC based on the BAU and policies and measures scenarios.	All national experts participating in mitigation assessments and reporting to the UNFCCC (at least 20 experts) will be trained to GHG emissions projections on principles, obligations and methodological aspects (both the use of existing models and underlying aspects and drivers to estimate activity data and emission projections) as well as in the use of the methodologies and guidelines developed under this project to track, revise and update the NDC.
	<u>Indicator 10:</u> Development of sectoral guidelines and methodologies to track the implementation of the NDC	Currently, the NDC cannot be updated due to the lack of capacitated experts in developing and using robust and transparent assumptions, methodologies and guidelines	Two Sectoral guidelines for energy and AFOLU will be developed and archived and will present sectoral methodological aspects, cross-sectoral issues and QA/QC aspects	Four sectoral guidelines are in place (Energy, AFOLU, IPPU and waste) which will allow national trained experts to update the 2025 NDC with more robust and transparent assumptions and methodologies
Outputs to achieve Outcome 1.3	1.3.1. Sectoral experts trained on methodologies to establish projections and sectoral tools for energy and AFOLU. 1.3.2. Detailed sectoral guidelines are developed to ensure progress tracking of the NDC. 1.3.3. Progress against the NDC is tracked based on the methodologies developed.			
Project Component 2	Enhancing technical capacities to support the M&E system on adaptation.			
Outcome 2.1 Specific indicators are defined to track the NDC at sectoral level.	<u>Indicator 11:</u> Implementation of national adaptation M&E system	There are no national guidelines, procedures or indicators to monitor and evaluate adaptation measures in vulnerable sectors	Development of guidelines, procedures and indicators at a pilot phase for two priority sectors	Adopting the (sub)national adaptation M&E systems in at least the two priority sectors (agriculture and water)
	<u>Indicator 12:</u> Number of trained experts on M&E of adaptation actions in vulnerable sectors	0	At least 20 experts involved in adaptation actions in the country participate in the trainings. The training sessions are designed using the newly	All relevant national experts from ministries, agencies and local authorities (at least 30) will be trained on M&E using the new M&E system developed under this project

	Objective and Outcome Indicators	Baseline	Mid-term Target Expected level of progress	End of Project Target
			developed and adopted guidelines, procedures and indicators (including gender indicators).	
Outputs to achieve Outcome 2.1	2.1.1. M&E Guidelines and procedures including indicators developed for priority sectors. 2.1.2. Gender indicator system is in place. 2.1.3. Experts trained on overall approaches to monitor and evaluate adaptation activities. 2.1.4. Pilot M&E applied in priority sectors.			
Project Component 3	Project learning, exchange of good practices and M&E.			
Outcome 3.1 Project feedbacks inform approaches to enhanced transparency domestically and internationally.	<u>Indicator 13</u> : Dissemination of good practices and lessons learned	Not applicable	An intermediate update will be created on the knowledge gained and lessons learned through international, national and sub-national meetings and the CBIT platform in a draft good practices document	Good practices and results of the different phases of the CBIT project will be exchanged internally at national level and internationally at least through the CBIT platform and documented in a good practices document
	<u>Indicator 14</u> : Organization of workshops on good practices and exchange of experiences on the implementation of the ETF	No workshops on ETF at both national and international level have been organized.	Some workshops on good practices and exchange of experiences have been held (at least 3) and some others planned (at least 3)	At least 6 workshops have been organized and completed on knowledge sharing, good practices, difficulties and solutions to implement the ETF with other countries (CARICOM member states and francophone countries)
Outputs to achieve Outcome 3.1	3.1.1. Project good practices are exchanged internally and with francophone countries as part of difficulties encountered and solutions brought will be common.			
Outcome 3.2 The participation of women in the process is promoted, and Monitoring and Evaluation undertaken.	<u>Indicator 15</u> : Number of women involved in the different training and capacity building activities	Gender is not mainstreamed into the training and capacity building activities	At least 35% of the people involved in the training and capacity building activities are women	At least 40% of the people involved in the training and capacity building activities are women
	<u>Indicator 16</u> : Adopting a gender monitoring and reporting system for the CBIT project	Not applicable	Designing a gender monitoring and reporting system and ensure the participation of women in the process. Monitor and report the gender-balance and gender-expertise of stakeholder staff involved and increase the share of women	The implementation of a gender monitoring and reporting system to ensure the integration and development of gender equality

	Objective and Outcome Indicators	Baseline	Mid-term Target Expected level of progress	End of Project Target
Outputs to achieve Outcome 3.2	3.2.1. Gender-disaggregated indicators of the participation in the process are monitored and reported.			
Outcome 3.3 Monitoring and Evaluation undertaken.	<u>Indicator 17</u> : Number of key recommendations from the MTR that are incorporated into project management and activities.	Not applicable	MTR	All key recommendations from the MTR are addressed by the end of the project/TE
Outputs to achieve Outcome 3.3	3.3.1 Project results and outcomes monitored and evaluated			

Guidance for indicator 1: Direct beneficiaries from the proposed activities are estimated to be around 90 professionals over a period of four years. MOE encourages a gender balanced approach and aspire for an ideal ratio of 1:1 between trained men and women at universities and all decision-making levels. However, considering a huge lack of awareness, opportunities and encouragement within women professionals, the project will commit to at least maintain the actual ratio of 5:4 of direct participants in the transparency framework to be achieved across the board as a lowest benchmark.

Guidance for Ratings for Indicator 2 (Indicator 3 of CBIT tracking tool) (scale 1-10):

1. Very little measurement is done; reporting is partial and irregular, and verification is not there
2. Measurement systems are in place, but data is of poor quality and/or methodologies are not very robust; reporting is done only on request or to limited audience or partially; verification is not there
3. Measurement systems are in place for a few activities, improved data quality and methodologies, but not cost or time efficient; wider access to reporting is still limited and information is partial; verification is rudimentary/non-standardized
4. Measurement systems are strong in a limited set of activities; however, analyses still need improvement; periodic monitoring and reporting although not yet cost/time efficient; verification is only upon specific request and limited
5. Measurement systems are strong for a limited set of activities and periodically report on key GHG related indicators i.e., mainstreamed into the activity implementation; reporting is improved through few pathways but limited audience and formats; verification limited
6. Measurement systems are strong and cover a greater percentage of activities – feedback loops exist even if they are not fully functioning; reporting is available through multiple pathways and formats but may not be complete/transparent; verification is done through standard methodologies but only partially (i.e., not all data is verifiable)
7. Measurement regarding GHG is broadly done (with widely acceptable methodologies), need for more sophisticated analyses to improve policy; Reporting is periodic with improvements in transparency; verification is done through more sophisticated methods even if partially
8. Strong standardized measurements processes established for key indicators and mainstreamed into institutional policy implementation; reporting is widely available in multiple formats; verification is done for a larger set of information
9. Strong Monitoring and Reporting systems – robust methodologies, cost effective and efficient, periodic; verification done to a significant degree
10. Strong MRV systems that provide quality GHG related information in a transparent, accurate and accessible to a wide audience, with feedback of information from MRV flowing into policy design and implementation

Guidance for Ratings for indicator 4 (Indicator 5 of CBIT tracking tool) (scale 1-4):

1. No designated transparency institution to support and coordinate the planning and implementation of transparency activities under Article 13 of the Paris Agreement exists.
2. Designated transparency institution exists, but with limited staff and capacity to support and coordinate implementation of transparency activities under Article 13 of Paris Agreement. Institution lacks authority or mandate to coordinate transparency activities under Article 13.
3. Designated transparency institution has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities under Article 13 of the Paris Agreement. Institution has authority or mandate to coordinate transparency activities under Article 13. Activities are not integrated into national planning or budgeting activities.
4. Designated transparency institution(s) has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities. Institution(s) has clear mandate or authority to coordinate activities under Article 13 of the Paris Agreement, and activities are integrated into national planning and budgeting activities.

VI. MONITORING AND EVALUATION (M&E) PLAN

The project results, corresponding indicators and mid-term and end-of-project targets in the project results framework will be monitored annually and evaluated periodically during project implementation. If baseline data for some of the results indicators is not yet available, it will be collected during the first year of project implementation. The Monitoring Plan included in Annex 3 details the roles, responsibilities, and frequency of monitoring project results.

Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the [UNDP POPP](#) and [UNDP Evaluation Policy](#). The UNDP Country Office is responsible for ensuring full compliance with all UNDP project monitoring, quality assurance, risk management, and evaluation requirements.

Additional mandatory GEF-specific M&E requirements will be undertaken in accordance with the [GEF Monitoring Policy](#) and the [GEF Evaluation Policy](#) and other [relevant GEF policies](#)⁶. The costed M&E plan included below, and the Monitoring plan in Annex 3, will guide the GEF-specific M&E activities to be undertaken by this project.

In addition to these mandatory UNDP and GEF M&E requirements, other M&E activities deemed necessary to support project-level adaptive management will be agreed during the Project Inception Workshop and will be detailed in the Inception Report.

Additional GEF monitoring and reporting requirements:

Inception Workshop and Report: A project inception workshop will be held within 2 months from the date First Disbursement for this project, with the aim to:

- a. Familiarize key stakeholders with the detailed project strategy and discuss any changes that may have taken place in the overall context since the project idea was initially conceptualized that may influence its strategy and implementation.
- b. Discuss the roles and responsibilities of the project team, including reporting lines, stakeholder engagement strategies and conflict resolution mechanisms.
- c. Review the results framework and monitoring plan.
- d. Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFP and other stakeholders in project-level M&E.
- e. Update and review responsibilities for monitoring project strategies, including the risk log; SESP report, Social and Environmental Management Framework and other safeguard requirements; project grievance mechanisms; gender strategy; knowledge management strategy, and other relevant management strategies.
- f. Review financial reporting procedures and budget monitoring and other mandatory requirements and agree on the arrangements for the annual audit.
- g. Plan and schedule Project Board meetings and finalize the first-year annual work plan.
- h. Formally launch the Project.

GEF Project Implementation Report (PIR):

The annual GEF PIR covering the reporting period July (previous year) to June (current year) will be completed for each year of project implementation. Any environmental and social risks and related management plans will be monitored regularly, and progress will be reported in the PIR. The PIR submitted to the GEF will be shared with the Project Board. The quality rating of the previous year's PIR will be used to inform the preparation of the subsequent PIR.

⁶ See https://www.thegef.org/gef/policies_guidelines

GEF Core Indicators:

The GEF and/or LDCF/SCCF Core indicators included as Annex will be used to monitor global environmental benefits and will be updated for reporting to the GEF prior to TE. Note that the project team is responsible for updating the indicator status. The updated monitoring data should be shared with TE consultants prior to required evaluation missions, so these can be used for subsequent ground-truthing. The methodologies to be used in data collection have been defined by the GEF and are available on the GEF [website](#).

Independent Mid-term Review (MTR):

The terms of reference, the review process and the final MTR report will follow the standard templates and guidance for GEF-financed projects available on the [UNDP Evaluation Resource Center](#).

The evaluation will be 'independent, impartial and rigorous. The evaluators that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing or advising on the project to be evaluated. Equally, the evaluators should not be in a position where there may be the possibility of future contracts regarding the project under review.

The GEF Operational Focal Point and other stakeholders will be actively involved and consulted during the evaluation process. Additional quality assurance support is available from the BPPS/GEF Directorate.

The final MTR report and MTR TOR will be publicly available in English and will be posted on the UNDP ERC by 30 August 2024. A management response to MTR recommendations will be posted in the ERC within six weeks of the MTR report's completion.

Terminal Evaluation (TE):

An independent terminal evaluation (TE) will take place upon completion of all major project outputs and activities. The terms of reference, the evaluation process and the final TE report will follow the standard templates and guidance for GEF-financed projects available on the [UNDP Evaluation Resource Center](#).

The evaluation will be 'independent, impartial and rigorous. The evaluators that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing or advising on the project to be evaluated. Equally, the evaluators should not be in a position where there may be the possibility of future contracts regarding the project being evaluated.

The GEF Operational Focal Point and other stakeholders will be actively involved and consulted during the terminal evaluation process. Additional quality assurance support is available from the BPPS/GEF Directorate.

The final TE report and TE TOR will be publicly available in English and posted on the UNDP ERC by 30 October 2025. A management response to the TE recommendations will be posted to the ERC within six weeks of the TE report's completion.

Final Report:

The project's terminal GEF PIR along with the terminal evaluation (TE) report and corresponding management response will serve as the final project report package. The final project report package shall be discussed with the Project Board during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

Agreement on intellectual property rights and use of logo on the project's deliverables and disclosure of information:

To accord proper acknowledgement to the GEF for providing grant funding, the GEF logo will appear together with the UNDP logo on all promotional materials, other written materials like publications developed by the project, and project hardware. Any citation on publications regarding projects funded by the GEF will also accord proper

acknowledgement to the GEF. Information will be disclosed in accordance with relevant policies notably the UNDP Disclosure Policy⁷ and the GEF policy on public involvement⁸.

Table 10. Monitoring and Evaluation Plan and Budget

Monitoring and Evaluation Plan and Budget:			
GEF M&E requirements	Responsible Parties	Indicative costs (US\$)	Time frame
Inception Workshop	Implementing Partner and Project Manager	USD 3,000 ⁹	Within 2 months from the date of First Disbursement
Inception Report	Project Manager	None	Within 1 month after the Inception Workshop.
Monitoring of indicators in project results framework	Project Manager	None	Annually prior to GEF PIR. This will include GEF core indicators
GEF Project Implementation Report (PIR)	Regional Technical Advisor, UNDP Country Office and Project Manager	None	Annually typically between June-August
Monitoring all risks (UNDP risk register)	UNDP Country Office and Project Manager	None	On-going
Monitoring of stakeholder engagement plan	Project Stakeholder Engagement Officer – DCC	None	On-going
Monitoring of gender action plan	Project Gender Officer - MCFDF	None	On-going
Supervision missions	UNDP Country Office	None	Annually
Oversight missions	Regional Technical Advisor and BPPS/NCE	None	Troubleshooting as needed
Mid-term GEF Core indicators and other required Tracking Tools	Project Manager	None	Before mid-term review mission takes place.
Independent Mid-term Review (MTR) and management response	UNDP Evaluation Specialists and independent evaluation consultants.	USD 21,350	30 August 2024
Terminal GEF Core indicators and other required Tracking Tools	Project Manager	None	Before terminal evaluation mission takes place
Independent Terminal Evaluation (TE)	Independent evaluators and M&E experts	USD 21,350	30 October 2025
TOTAL indicative COST		USD 45,700	

⁷ See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/

⁸ See https://www.thegef.org/gef/policies_guidelines

⁹ US\$ 3,000 for Inception Workshop budgeted under UNDP cash co-financing)

VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The project will be implemented following the **national implementation modality (NIM)**, according to the Standard Basic Assistance Agreement (SBAA) signed between UNDP and the Government of Haiti on June 28, 1973

Implementing Partner: The Implementing Partner for this project is the Ministry of Environment. The Ministry of the Environment is the main beneficiary of the project. To this end, it has full responsibility for the coordination and implementation of the project through the Administrative Management Unit for fiduciary aspects and the Climate Change Directorate for technical aspects.

The Implementing Partner is the entity to which the UNDP Administrator has entrusted the implementation of UNDP assistance specified in this signed project document along with the assumption of full responsibility and accountability for the effective use of UNDP resources and the delivery of outputs, as set forth in this document.

The Implementing Partner is responsible for executing this project. Specific tasks include:

- Project planning, coordination, management, monitoring, evaluation and reporting. This includes providing all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes and is aligned with national systems so that the data used and generated by the project supports national systems.
- Risk management as outlined in this Project Document.
- Procurement of goods and services, including human resources.
- Financial management, including overseeing financial expenditures against project budgets.
- Approving and signing the multiyear workplan.
- Approving and signing the combined delivery report at the end of the year; and,
- Signing the financial report or the funding authorization and certificate of expenditures.

Responsible Parties: n/a

Project stakeholders and target groups:

The primary project stakeholders are government agencies that collect, process, and report on climate change data and analysis. Key government agencies will be represented on the project steering committee, and all relevant agencies will be involved in project governance through the Advisory Council and also via technical groups and thus increase effective and efficient implementation of planned project activities.

The Project Management Unit (PMU) is composed of a Project Manager and Project Assistants. The PMU will be recruited by MOE in coordination with UNDP. The PMU has the responsibility to run the project on a day-to-day basis on behalf of the MOE within the constraints laid down by the Steering Committee. The PMU members will be selected through competitive selection procedure and will be different from the MOE's representative in the Steering Committee.

The PMU will ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The PMU will inform the Steering Committee and in particular the UNDP in its Project Assurance role of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted. The Project Manager will remain on contract until the Terminal Evaluation report and the corresponding management response have been finalized and the required tasks for operational closure and transfer of assets are fully completed.

Specific responsibilities include:

- Manage the overall conduct of the project.
- Plan the activities of the project and monitor progress against the approved workplan.
- Execute activities by managing personnel, goods and services, training and low-value grants, including drafting terms of reference and work specifications, and overseeing all contractors' work.
- Monitor events as determined in the project monitoring plan and update the plan as required.

- Provide support for completion of assessments required by UNDP, spot checks and audits.
- Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form.
- Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.
- Monitor progress watch for plan deviations and make course corrections when needed within Project Steering Committee/Project Board-agreed tolerances to achieve results.
- Ensure that changes are controlled, and problems addressed.
- Perform regular progress reporting to the Steering Committee as agreed with it, including measures to address challenges and opportunities.
- Prepare and submit financial reports to UNDP on a quarterly basis.
- Manage and monitor the project risks – including social and environmental risks - initially identified and submit new risks to the Steering Committee for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log.
- Capture lessons learned during project implementation.
- Prepare revisions to the multi-year workplan, as needed, as well as annual and quarterly plans if required.
- Prepare the inception report no later than one month after the inception workshop.
- Ensure that the indicators included in the project results framework are monitored annually in advance of the GEF PIR submission deadline so that progress can be reported in the GEF PIR.
- Prepare the GEF PIR.
- Assess major and minor amendments to the project within the parameters set by UNDP-NCE.
- Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and social management plans.
- Monitor and track progress against the GEF Core indicators.
- Support the Mid-Term and Terminal Evaluation processes.

Technical Assistance Body: It is composed by team leaders and thematic working groups (TWGs) on GHG inventory, mitigation and adaptation as described in annex 7 including a technical team from MOE, national focal points of Rio Conventions, CBIT focal point, data providers and Ministry of Women representative. The primary members of the working groups are government agencies that collect, process, and report on climate change data and analysis. Key government agencies presented in annex 7 will be represented through the Technical Body and thematic working groups, as they have valuable knowledge and experience related to the data collection process and procedures, thus increasing effective and efficient implementation of planned project activities. The establishment of thematic working groups will be based on existing TWGs created under the National Adaptation Plan (NAP) but will incorporate other frameworks to address other aspects of transparency.

Advisory Council: Relevant sectoral stakeholders as presented in annex 7 will be represented in the advisory council, and all relevant actors will be involved in project advice through their representatives' focal points, as they have valuable knowledge and experience related to the data and achievable commitments. The Advisory Council will include Universities and NGOs.

UNDP: UNDP is accountable to the GEF for the implementation of this project. This includes oversight of project execution to ensure that the project is being carried out in accordance with agreed standards and provisions. UNDP is responsible for delivering GEF project cycle management services, comprising project approval and start-up, project supervision and oversight, and project completion and evaluation. UNDP is also the development partner and will be responsible for the Project Assurance role of the Project Board/Steering Committee.

Project organisation structure

The following table describes the organizational structure proposed for the implementation of the project and how each project group will be engaged in decision making for the project.

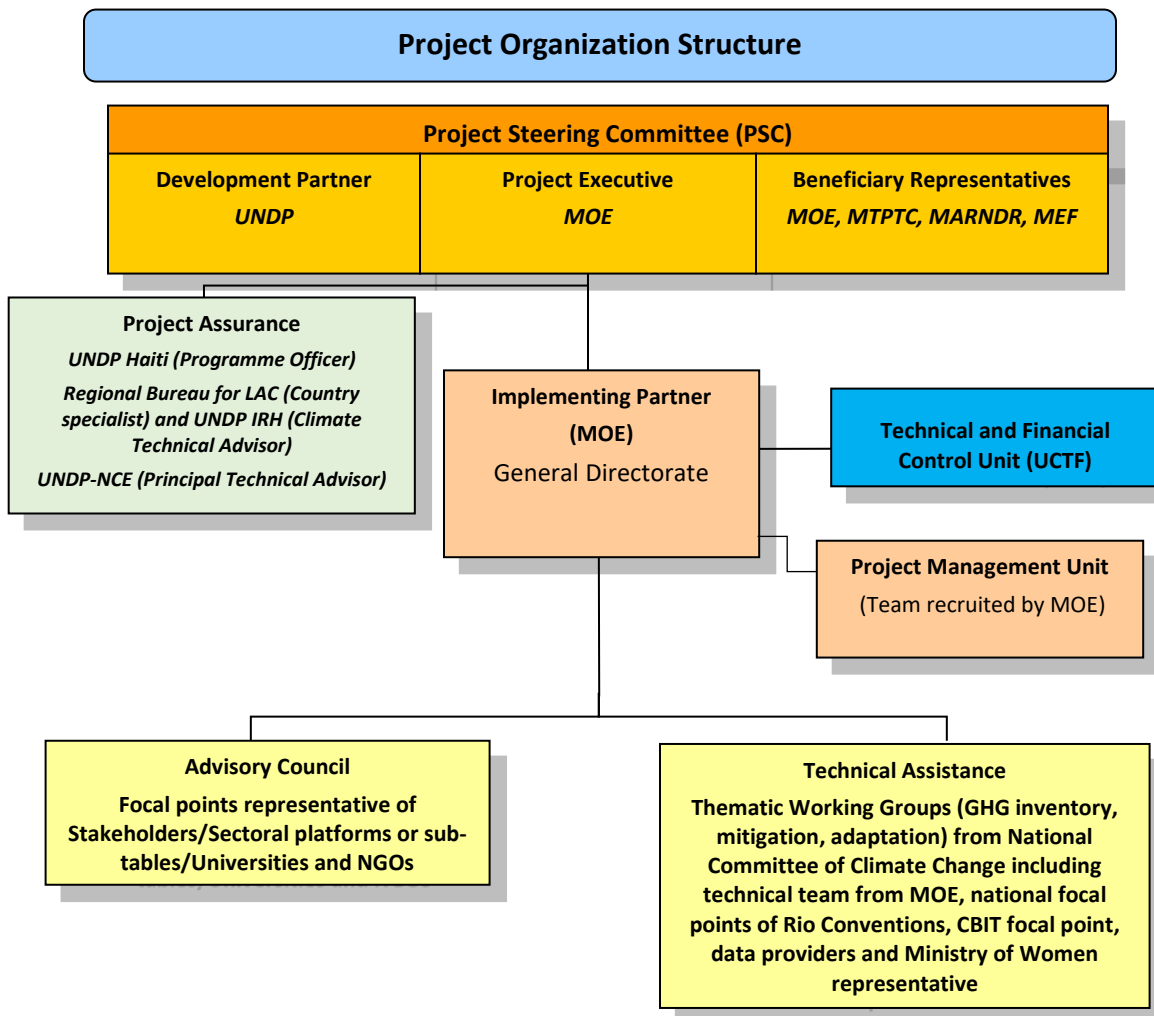


Figure 9: Project organization structure

The Project Steering Committee (PSC) is responsible for taking corrective action as needed to ensure the project achieves the desired results. In order to ensure UNDP's ultimate accountability, Steering Committee decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition.

In case consensus cannot be reached within the Steering Committee, the UNDP Resident Representative (or their designate) will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.

Specific responsibilities of the Steering Committee include:

- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints.
- Address project issues as raised by the PMU.
- Provide guidance on new project risks and agree on possible mitigation and management actions to address specific risks.
- Agree on PMU's tolerances as required, within the parameters set by UNDP-NCE, and provide direction and advice for exceptional situations when the PMU's tolerances are exceeded.
- Advise on major and minor amendments to the project within the parameters set by UNDP-NCE.
- Ensure coordination between various donor and government-funded projects and programmes.
- Ensure coordination with various government agencies and their participation in project activities.

- Track and monitor co-financing for this project.
- Review the project progress, assess performance, and appraise the Annual Work Plan for the following year.
- Appraise the annual project implementation report, including the quality assessment rating report.
- Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.
- Review combined delivery reports prior to certification by the implementing partner.
- Provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans.
- Address project-level grievances.
- Approve the project Inception Report and Mid-Term and Terminal Evaluation reports and corresponding management responses.
- Review the final project report package during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

The composition of the **Steering Committee** includes the following roles:

- a. **Project Executive:** Is an individual who represents ownership of the project and chairs the Steering Committee. The Project Executive is **the Ministry of Environment (MOE)**.
- b. **Beneficiary Representative(s):** Individuals or groups representing the interests of those who will ultimately benefit from the project. Their primary function within the Steering Committee is to ensure the realization of project results from the perspective of project beneficiaries. The Beneficiary representative is **the Ministry of Environment (MOE), the Ministry of Agriculture of Natural Resources and Rural Development (MARNDR), the Ministry of Public Works Transport and Communication (MTPTC) and the Ministry of Economy and Finance (MEF)**. The presence of the MEF should mainly help with the finance aspect. To this end, the MRV finance carried out by UNDP in the Readiness 1 project for access to the Green Climate Fund should be valued.
- c. **Development Partner:** Individuals or groups representing the interests of the parties concerned that provide funding and/or technical expertise to the project. The Development Partner is **UNDP**.
- d. **Project Assurance:** **UNDP** performs the quality assurance role and supports the Steering Committee and Project Management Unit by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Project Board cannot delegate any of its quality assurance responsibilities to the Project Manager. UNDP provides a three – tier oversight services involving the UNDP Country Offices and UNDP at regional and headquarters levels. Project assurance is totally independent of the Project Execution.

Project extensions: The UNDP-NCE Executive Coordinator must approve all project extension requests. Note that all extensions incur costs and the GEF project budget cannot be increased. A single extension may be granted on an exceptional basis and only if the following conditions are met: one extension only for a project for a maximum of six months; the project management costs during the extension period must remain within the originally approved amount, and any increase in PMC costs will be covered by non-GEF resources; the UNDP Country Office oversight costs during the extension period must be covered by non-GEF resources.

Gender Mainstreaming: The PMU staff will be recruited based on their qualifications and technical capacity to deliver results. The recruitment process will be transparent and provide equal opportunity for both men and women.

PSC members will be selected transparently and both men and women will be given an opportunity.

Technically capable project staff (PMU) and Project Steering Committee (PSC) will ensure efficient and effective project management hence delivery of timely quality target results and vice versa.

VIII. FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is USD1,360,000. This is financed through a GEF grant of USD1,320,000, USD20,000 in cash co-financing to be administered by UNDP and USD20,000 in co-financing in-kind by the MOE. UNDP, as the GEF Implementing Agency, is responsible for the oversight of the GEF resources and the cash co-financing transferred to UNDP bank account only.

Confirmed Co-financing: The actual realization of project co-financing will be monitored during the terminal evaluation process and will be reported to the GEF. All project activities included in the project results framework that will be delivered by co-financing partners (even if the funds do not pass-through UNDP accounts) must comply with UNDP's social and environmental standards.

Co-financing will be used for the following project activities/outputs:

Table 9: Planned co-financing by output.

Co-financing source	Co-financing type	Co-financing amount	Planned Co-financing Activities/Outputs	Risks	Risk Mitigation Measures
Government of Haiti - Ministry of Environment	In-kind	20,000 USD	M&E Guidelines and procedures including indicators developed for priority sectors. Gender indicator system developed. Experts trained on overall approaches to monitor and evaluate adaptation activities. Pilot M&E applied in priority sectors.	Changes in the Implementing Partner (IP) might affect delivery (risk level = low)	Project design is based on several successful projects with the IP
UNDP	Cash	20,000 USD	Gender-disaggregated indicators of participation in the process are monitored and reported.	No risks identified here	UNDP ensures the gender related activities will be fulfilled properly.

Budget Revision and Tolerance: As per UNDP requirements outlined in the UNDP POPP, the project board will agree on a budget tolerance level for each plan under the overall annual work plan allowing the project manager to expend up to the tolerance level beyond the approved project budget amount for the year without requiring a revision from the Project Board.

Should the following deviations occur, the Project Manager and UNDP Country Office will seek the approval of the BPPS/GEF team to ensure accurate reporting to the GEF:

- a) Budget re-allocations among components in the project budget with amounts involving 10% of the total project grant or more.
- b) Introduction of new budget items that exceed 5% of original GEF allocation.

Any over expenditure incurred beyond the available GEF grant amount will be absorbed by non-GEF resources (e.g., UNDP TRAC or cash co-financing).

Audit: The project will be audited as per UNDP Financial Regulations and Rules and applicable audit policies. Audit cycle and process must be discussed during the Inception workshop.

Project Closure: Project closure will be conducted as per UNDP requirements outlined in the UNDP POPP. All costs incurred to close the project must be included in the project closure budget and reported as final project commitments presented to the Project Board during the final project review. The only costs a project may incur following the final project review are those included in the project closure budget.

Operational completion: The project will be operationally completed when the last UNDP-financed inputs have been provided and the related activities have been completed. This includes the final clearance of the Terminal Evaluation Report (that will be available in English) and the corresponding management response, and the end-of-project review Project Board meeting. **Operational closure must happen at the end date calculated by the approved duration after the Project Document signature or at the revised operational closure date as approved in the project extension. Any expected activity after the operational date requires project extension approval.** The Implementing Partner through a Project Board decision will notify the UNDP Country Office when operational closure has been completed. At this time, the relevant parties will have already agreed and confirmed in writing on the arrangements for the disposal of any equipment that is still the property of UNDP.

Transfer or disposal of assets: In consultation with the Implementing Partner and other parties of the project, UNDP is responsible for deciding on the transfer or other disposal of assets. Transfer or disposal of assets is recommended to be reviewed and endorsed by the project board following UNDP rules and regulations. Assets may be transferred to the government for project activities managed by a national institution at any time during the life of a project. In all cases of transfer, a transfer document must be prepared and kept on file⁹. The transfer should be done before Project Management Unit complete their assignments.

Financial completion (closure): The project will be financially closed when the following conditions have been met: a) the project is operationally completed or has been cancelled; b) the Implementing Partner has reported all financial transactions to UNDP; c) UNDP has closed the accounts for the project; d) UNDP and the Implementing Partner have certified a final Combined Delivery Report (which serves as final budget revision).

The project will be financially completed **within 6 months of operational closure or after the date of cancellation**. Between operational and financial closure, the implementing partner will identify and settle all financial obligations and prepare a final expenditure report. The UNDP Country Office will send the final signed closure documents including confirmation of final cumulative expenditure and unspent balance to the BPPS/GEF Unit for confirmation before the project will be financially closed in Atlas by the UNDP Country Office.

Refund to GEF: Should a refund of unspent funds to the GEF be necessary, this will be managed directly by the BPPS/GEF Directorate in New York. No action is required by the UNDP Country Office on the actual refund from UNDP project to the GEF Trustee.

⁹ See

https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PPM_Project%20Management_Closing.docx&action=default.

IX. TOTAL BUDGET AND WORK PLAN

Total Budget and Work Plan			
Atlas Award ID:	00128389	Atlas Output Project ID:	00122406
Atlas Proposal or Award Title:	Capacity Building Initiative for Transparency (CBIT)		
Atlas Business Unit	HTI10		
Atlas Primary Output Project Title	Capacity Building Initiative for Transparency (CBIT)		
UNDP-NCE PIMS No.	6446		
Implementing Partner	Ministry of Environment		

The project will be implemented in 48 months, and it is expected it will start in January 2022 and end in January 2026.

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Atlas Activity (GEF Component)	Atlas Implementing Agent	Atlas Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Account Description	Amount Year 1 (USD)	Amount Year 2 (USD)	Amount Year 3 (USD)	Amount year 4 USD	Total (USD)	See Budget Note:
COMPONENT 1: Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions	MOE	62000	GEF	71200	International Consultants	60,000	75,000	75,000	55,000	265,000	[1]
				71300	Local Consultants	23,000	34,000	35,000	23,000	115,000	[2]
				71600	Travel	3,000	4,000	4,000	4,000	15,000	[3]
				72100	Contractual Services-Companies	70,000	75,000	75,000	70,000	290,000	[4]
				72400	Communic & Audio Visual Equip	4,000	4,000	4,000	4,000	16,000	[5]
				72800	Information Technology Equipmt	4,000	9,000	9,000	4,000	26,000	[6]
				74200	Audio Visual&Print Prod Costs	3,000	3,000	3,000	3,000	12,000	[7]
				72500	Supplies	2,500	2,500	2,500	2,000	9,500	[8]
				75700	Training, Workshops and Confer	6,000	12,000	12,000	6,000	36,000	[9]
					Total Component 1	175,500	218,500	219,500	171,000	784,500	
COMPONENT 2: Enhancing technical capacities to support the M&E system on adaptation	MOE	62000	GEF	71200	International Consultants	22,000	22,000	22,000	22,000	88,000	[10]
				71300	Local Consultants	18,125	18,125	18,125	18,125	72,500	[11]
				71600	Travel	2,000	2,000	2,000	2,000	8,000	[12]
				72100	Contractual Services-Companies	20,000	24,000	25,000	20,000	89,000	[13]
				72400	Communic & Audio Visual Equip	2,000	2,000	2,000	2,000	8,000	[14]
				74200	Audio Visual&Print Prod Costs	1,000	1,000	1,000	1,000	4,000	[15]
				71800	Contractual Services-Impl Partn	10,800	10,800	10,800	10,800	43,200	[16]
				75700	Training, Workshops and Confer	3,000	3,000	3,000	3,300	12,300	[17]
					Total Component 2	78,925	82,925	83,925	79,225	325,000	

Atlas Activity (GEF Component)	Atlas Implementing Agent	Atlas Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Account Description	Amount Year 1 (USD)	Amount Year 2 (USD)	Amount Year 3 (USD)	Amount year 4 USD	Total (USD)	See Budget Note:
COMPONENT 3: Project learning and exchange of good practices + Monitoring and Evaluation	UNDP MOE	62000	GEF	71200	International Consultants	0	21,350	0	21,350	42,700	[18]
				71300	Local Consultants	5,000	5,000	5,000	5,000	20,000	[19]
				71600	Travel	500	500	1,000	1,000	3,000	[20]
				72400	Communic & Audio Visual Equip		500	500		1,000	[21]
				71800	Contractual Services – Impl Partn	5,825	5,825	5,825	6,325	23,800	[22]
			Sub-total GEF	11,325	33,175	12,325	33,675	90,500			
		04000	UNDP	75700	Training, Workshops and Confer	2,500	2,500	2,500	2,500	10,000	[23]
					Sub-total UNDP	2,500	2,500	2,500	2,500	10,000	
			Total Component 3	13,825	35,675	14,825	36,175	100,500			
PROJECT MANAGEMENT UNIT	MOE	62000	GEF	71800	Contractual Services – Impl Partn	25,375	25,375	25,375	24,875	101,000	[24]
				72200	Equipment and Furniture	2,000	3,500	3,500	2,000	11,000	[25]
				74100	Professional Services	2,000	2,000	2,000	2,000	8,000	[26]
					Sub-total GEF	29,375	30,875	30,875	28,875	120,000	
		04000	UNDP	75700	Training, Workshops and Confer	2,500	2,500	2,500	2,500	10,000	[27]
					Sub-total UNDP	2,500	2,500	2,500	2,500	10,000	
					Total Management	31,875	33,375	33,375	31,375	130,000	
Total GEF						295,125	365,475	346,625	312,775	1,320,000	
Total UNDP						5,000	5,000	5,000	5,000	20,000	
PROJECT TOTAL						300,125	370,475	351,625	317,775	1,340,000	

Summary of Funds

	Amount Year 1	Amount Year 2	Amount Year 3	Amount Year 4	Total
GEF	\$295,125	\$365,475	\$346,625	\$312,775	\$1,320,000
UNDP (cash)	\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Ministry of Environment (in-kind)		\$10,000	\$10,000		\$20,000
TOTAL	\$300,125	\$380,475	\$361,625	\$317,775	\$1,360,000

Budget note number	Description
[1]	International Consultants (approximately 424 days in total) as follows: MRV specialist for developing a proposal of the national online information system on GHG inventory and NDC (44 days; USD 625/day) MRV specialists to provide capacity building on enhanced transparency framework requirements and corresponding institutional arrangements (mandates and procedures) and MPGs for accountability and transparency including the elaboration of the GHG inventory using the most recent applicable IPCC Guidelines, mitigation assessments, projections and Guidelines and indicators for the revision, update and tracking of the NDC, with the following estimated breakdown (380 days ; USD 625/day): • GHG emissions cross-cutting specialist for providing technical support in the elaboration and implementation of the QA/QC system and cross-cutting issues such as data collection, ensuring time-series consistency and performing recalculations, key category analysis, uncertainty analysis, improvement plans and the management of the GHG national inventory (60 days; USD 625/day) • GHG emissions inventory sectoral experts to provide technical support and training on 2006 IPCC Guidelines and latest Guidelines and the elaboration of the four sectors of the GHG inventory (200 days; USD 625/day) • Mitigation specialists to provide technical support and training on projections, scenarios, mitigation assessment, indicators, revision and update of the mitigation actions and targets of the NDC and how to measure and report on progress of the NDC (120 days; USD 625/day)
[2]	National Consultants (approximately 230 days in total) as follows: MRV specialist to develop ToRs for the working groups/tables and provide support to the international MRV specialist in the capacity building activities (100 days; USD 500/day) Information system consultants to develop specifications for the design and implementation of the database or the web-based National System with the front office, back office and interfaces (30 days; USD 500/day). MRV specialists to develop a roadmap to strengthen the national institutions to meet enhanced transparency requirements as well as standard operating procedures for the National System and train the data providers and compilers to follow the procedures (100 days; USD 500/day)
[3]	Travel expenses to attend relevant workshops. Travel and DSA of international consultants.
[4]	Contract for the design of an integrated MRV flexible national tool including the GHG inventory, projections, mitigation actions and guidelines and indicators for tracking the NDC as well as to integrate this IT information system with the EIS - MRV specialists for the design of the system and IT specialists for its development (the workload is estimated at around 0,5 expert.day during the 4-years duration of the project)
[5]	Communication and AV equipment in support of trainings and meetings
[6]	Servers and software for supporting the MRV system.
[7]	Production of printed Project information sheets and other outreach material
[8]	Supplies and stationary cost for dissemination of results, workshops and capacity building activities
[9]	Stakeholder engagement meetings and events. Meetings for discussing the proposal of the MRV tool. Workshop for validation of the proposal of the MRV online information system . Capacity building workshops on enhanced transparency framework requirements, MPGs, IPCC Guidelines, projections, scenarios, mitigation assessments and NDC tracking, revision and update and corresponding institutional arrangements. Capacity building workshops in the use of the MRV online information system .
[10]	International Consultants (approximately 160 days in total) as follows: Adaptation specialists to provide capacity building on vulnerability assessments; the design and implementation of adaptation measures, approaches for monitoring and evaluation of adaptation measures in the most vulnerable sectors, tracking adaptation actions in the NDC and reporting on adaptation under the ETF (160 days; USD 550/day).
[11]	National Consultants (approximately 145 days in total) as follows: National consultant for the development of M&E Guidelines (55 days; USD 500/day)

Budget note number	Description
	1 Adaptation expert to support international experts in the capacity building activities and the development of M&E Guidelines and procedures (90 days; USD 500/day).
[12]	Travel expenses to attend relevant workshops. Travel and DSA of international consultants
[13]	Contract for developing a pilot M&E system for priority sectors and extending it to all vulnerable sectors building the required indicators by sector, the reporting formats and the institutional arrangements for monitoring, evaluation and reporting on adaptation (around 250 expert days will be needed)
[14]	Communication and AV equipment in support of the trainings and background materials
[15]	Production of printed Project information sheets and other outreach material
[16]	60% of salary of the Project Manager - Adaptation and M&E specialist outputs
[17]	Capacity building workshops on vulnerability assessments and impacts; the design and implementation of adaptation measures, approaches for monitoring and evaluation of adaptation measures in the most vulnerable sectors, tracking adaptation actions in the NDC and reporting on adaptation under the ETF
[18]	International or national independent consultant for mid-term and terminal evaluations (approximately 40-60 working days)
[19]	National Gender specialist to monitor and report Gender-disaggregated indicators of the participation in the process (40 days; USD 500/day).
[20]	Travel expenses to attend relevant workshops. Travel and DSA of participants to the events.
[21]	Production of printed Project information sheets and other outreach material
[22]	50% Salary of the Project Monitoring and Evaluation Officer (USD 12,000/year over 4 years)
[23]	Inception workshop, Workshops on lessons learned, best practices examples, difficulties and solutions adopted in the implementation of the ETF, for capacity building on gender and safeguards
[24]	Salary of Financial and Administrative Assistant (USD 8,400/year over 4 years) 40% of the salary of Project Manager (USD18,000 / year over 4 years) Salary of the Project assistant (USD 3,600 / year over 4 years) 50% Salary of the Project Monitoring and Evaluation Officer (USD 12,000/year over 4 years)
[25]	Office material for the PMU
[26]	Financial audits as per UNDP Financial Regulations and Rules and applicable audit policies
[27]	Workshops for capacity building on project management and UNDP Procedures

X. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Haiti and UNDP, signed on 28 June 1973. All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

This project will be implemented by Ministry of Environment (MOE) (“Implementing Partner”) in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

The designations employed and the presentation of material on this map do not imply the expression of any opinion whatsoever on the part of the Secretariat of the United Nations or UNDP concerning the legal status of any country, territory, city or area or its authorities, or concerning the delimitation of its frontiers or boundaries.

XI. RISK MANAGEMENT

1. Consistent with the Article III of the SBAA *[or the Supplemental Provisions to the Project Document]*, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:
 - a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried.
 - b) assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.
2. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner's obligations under this Project Document.
3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml.
4. The Implementing Partner acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse of anyone by the Implementing Partner, and each of its responsible parties, their respective sub-recipients and other entities involved in Project implementation, either as contractors or subcontractors and their personnel, and any individuals performing services for them under the Project Document.
 - (a) In the implementation of the activities under this Project Document, the Implementing Partner, and each of its sub-parties referred to above, shall comply with the standards of conduct set forth in the Secretary General's Bulletin ST/SGB/2003/13 of 9 October 2003, concerning "Special measures for protection from sexual exploitation and sexual abuse" ("SEA").
 - (b) Moreover, and without limitation to the application of other regulations, rules, policies and procedures bearing upon the performance of the activities under this Project Document, in the implementation of activities, the Implementing Partner, and each of its sub-parties referred to above, shall not engage in any form of sexual harassment ("SH"). SH is defined as any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment.
5. a) In the performance of the activities under this Project Document, the Implementing Partner shall (with respect to its own activities) and shall require from its sub-parties referred to in paragraph 4 (with respect to their activities) that they, have minimum standards and procedures in place, or a plan to develop and/or improve such standards and procedures in order to be able to take effective preventive and investigative action. These should include: policies on sexual harassment and sexual exploitation and abuse; policies on whistleblowing/protection against retaliation; and complaints, disciplinary and investigative mechanisms. In line with this, the Implementing Partner will and will require that such sub-parties will take all appropriate measures to:
 - i. Prevent its employees, agents or any other persons engaged to perform any services under this Project Document, from engaging in SH or SEA;
 - ii. Offer employees and associated personnel training on prevention and response to SH and SEA, where the Implementing Partner and its sub-parties referred to in paragraph 4 have not put in

place its own training regarding the prevention of SH and SEA, the Implementing Partner and its sub-parties may use the training material available at UNDP;

- iii. Report and monitor allegations of SH and SEA of which the Implementing Partner and its sub-parties referred to in paragraph 4 have been informed or have otherwise become aware, and status thereof;
 - iv. Refer victims/survivors of SH and SEA to safe and confidential victim assistance; and
 - v. Promptly and confidentially record and investigate any allegations credible enough to warrant an investigation of SH or SEA. The Implementing Partner shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties referred to in paragraph 4 with respect to their activities under the Project Document, and shall keep UNDP informed during the investigation by it or any of such sub-parties, to the extent that such notification (i) does not jeopardize the conduct of the investigation, including but not limited to the safety or security of persons, and/or (ii) is not in contravention of any laws applicable to it. Following the investigation, the Implementing Partner shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.
- b) The Implementing Partner shall establish that it has complied with the foregoing, to the satisfaction of UNDP, when requested by UNDP or any party acting on its behalf to provide such confirmation. Failure of the Implementing Partner, and each of its sub-parties referred to in paragraph 4, to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.
6. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
 7. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
 8. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
 9. The Implementing Partner will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, responsible parties, subcontractors and sub-recipients in implementing the project or using UNDP funds. The Implementing Partner will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.
 10. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to the Implementing Partner: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. The Implementing Partner agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
 11. In the event that an investigation is required, UNDP has the obligation to conduct investigations relating to any aspect of UNDP projects and programmes in accordance with UNDP's regulations, rules, policies and procedures. The Implementing Partner shall provide its full cooperation, including making available personnel, relevant documentation, and granting access to the Implementing Partner's (and its consultants', responsible parties', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with the Implementing Partner to find a solution.

12. The signatories to this Project Document will promptly inform one another in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where the Implementing Partner becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, the Implementing Partner will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). The Implementing Partner shall provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

13. UNDP shall be entitled to a refund from the Implementing Partner of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document. Such amount may be deducted by UNDP from any payment due to the Implementing Partner under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail the Implementing Partner's obligations under this Project Document.

Where such funds have not been refunded to UNDP, the Implementing Partner agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to the Implementing Partner for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

Note: The term "Project Document" as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.

14. Each contract issued by the Implementing Partner in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from the Implementing Partner shall cooperate with any and all investigations and post-payment audits.
15. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
16. The Implementing Partner shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to each responsible party, subcontractor and sub-recipient and that all the clauses under this section entitled "Risk Management Standard Clauses" are included, *mutatis mutandis*, in all sub-contracts or sub-agreements entered into further to this Project Document.

XII. MANDATORY ANNEXES

1. Project Map and geospatial coordinates of the project area
2. Multiyear Workplan
3. Monitoring Plan
4. Social and Environmental Screening Procedure (SESP)
5. UNDP Atlas Risk Register
6. Overview of technical consultancies/subcontracts
7. Stakeholder Engagement Plan
8. Gender Analysis and Gender Action Plan
9. Procurement Plan – for first year of implementation especially
10. GEF focal area specific annex - CBIT Tracking Tool
11. Letters of financial commitment
12. GEF and/or LDCF/SCCF Core indicators (see template below)
13. GEF Taxonomy
14. Partners Capacity Assessment Tool and HACT assessment
15. UNDP Project Quality Assurance Report (to be completed in UNDP online corporate planning system)
16. GEF budget table

Annex 1: Project map and Geospatial Coordinates of project sites

In general, the project is not specifically focused on regions or sites in Haiti. Most of the outputs of the project, such as developing and strengthening institutional arrangements and national data tools, have no spatial dimensions. Some outputs, such as the training of experts in monitoring and evaluation activities, do take place in a specific place, but this geography does not have a bearing on the project's impacts or benefits. Therefore, the CBIT project includes all the regions in Haiti as illustrated in the map.



Annex 2: Multi Year Work Plan

Outcomes	Outputs	Year 1				Year 2				Year 3				Year 4			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Outcome 1.1: A sustainable framework for the national MRV system is in place	1.1.1. Institutional arrangements regarding the national GHG inventory and mitigation system developed																
	1.1.2. Roadmap to strengthen the national institutions to meet enhanced transparency requirements of the Paris Agreement in place																
Outcome 1.2: A sustainable national GHG inventory system is developed	1.2.1. Relevant stakeholders, including Universities, trained on cross-sectoral framework, data collection, QA/QC and analysis for the national GHG inventory.																
	1.2.2. Sectoral Training modules for GHG inventories developed and or adapted on Energy, Industrial Processes, AFOLU and Wastes and used to train relevant stakeholders, including universities																
	1.2.3. A flexible national online information system is developed to compile the national GHG emission inventory according to IPCC Guidelines																
	1.2.4. Data collection is organized and experts are accompanied to develop a consistent time-series inventory																
	1.2.5. Sectoral and QA/QC procedures are written and archiving of all relevant documents, tools and results is organized																
	1.2.6. Capacity of national experts strengthened for implementing and reporting of Haiti's NIRs																

Outcomes	Outputs	Year 1				Year 2				Year 3				Year 4			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Outcome 1.3: NDC tracking system is in place	1.3.1. Sectoral experts trained on methodologies to establish projections and sectoral tools for energy and AFOLU																
	1.3.2. Detailed sectoral guidelines are developed to ensure progress tracking of the NDC																
	1.3.3. Progress against the NDC is tracked based on the methodologies developed																
Outcome 2.1: Specific indicators are defined to track the NDC at sectoral level	2.1.1. M&E Guidelines and procedures including indicators developed for priority sectors																
	2.1.2. Gender indicator system is in place																
	2.1.3. Experts trained on overall approaches to monitor and evaluate adaptation activities																
	2.1.4. Pilot M&E applied in priority sectors																
Outcome 3.1: Project feedbacks inform approaches to enhanced transparency domestically and internationally	3.1.1. Project good practices are exchanged internally and with francophone countries as part of difficulties encountered and solutions brought will be common																
Outcome 3.2: The participation of women in the process is promoted	3.2.1. Gender-disaggregated indicators of the participation in the process are monitored and reported																

Annex 3: Monitoring Plan

This Monitoring Plan and the M&E Plan and Budget in Section VI of this project document will both guide monitoring and evaluation at the project level for the duration of project implementation.

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
Project objective from the results framework This CBIT project will assist Haiti in meeting enhanced transparency framework (ETF) requirements as defined in Article 13 of Paris Agreement by strengthening institutional and technical capacities for measuring, verifying and reporting on GHG emissions, NDC progress achieved, mitigation and adaptation activities and assessments and support needed and received, ensuring continuity in institutional and technical capacity building, and sustaining	Indicator 1 Direct project beneficiaries disaggregated by gender (individual people)	Baseline: 15 Mid-term target: 90 End of project target: 153	Direct beneficiaries from the proposed activities are estimated to be around 90 professionals over a period of four years. MOE encourages a gender balanced approach and aspire for an ideal ratio of 1:1 between beneficiaries' men and women at all decision-making levels. However, considering a huge lack of awareness, opportunities and encouragement within women professionals, the project will commit to at least achieve a ratio of 5:4 men/women of direct participants in the transparency framework to be achieved across the directly involved stakeholders as a lowest benchmark.	<i>Interviews, list of participants and reports to estimate the number of trained individuals as well as the number of individuals having participated in the revision and update of the NDC (2020 and 2025), the elaboration of the TNC and 4NC, the second and third BURs and the first BTR</i>	Annually Reported in DO tab of the GEF PIR	<i>Project Manager annually and consultant(s) in charge of the mid-term and terminal evaluations</i>	<i>List of participants in the workshops Number of people involved in the reporting to the UNFCCC (e.g. Number of people mentioned in the reports submitted to the UNFCCC) disaggregated by gender</i>	<i>Technical staff trained will not change independently of changes in government officials</i>
	Indicator 2: Quality of MRV Systems (Indicator 3 of CBIT tracking tool)	Baseline: 2 Mid-term target: 5 End of project target: 9	(scale 1-10): 1. Very little measurement is done, reporting is partial and irregular and verification is not there 2. Measurement systems are in place, but data is of poor quality and/or methodologies are not	<i>Mid-Term and Terminal Evaluation consultant will evaluate the success in the implementation of the project as well as the quality of the reports submitted to the UNFCCC and</i>	Biannually	<i>Project Manager annually and consultant(s) in charge of the mid-term and terminal evaluation at least 4 months</i>	<i>Summary reports elaborated by the technical team of experts during the technical analysis of BURs and published by the UNFCCC, national studies, stakeholders'</i>	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
the ETF with a routine mechanism and tool for climate change monitoring, reporting and verification.			very robust; reporting is done only on request or to limited audience or partially; verification is not there 3. Measurement systems are in place for a few activities, improved data quality and methodologies, but not cost or time efficient; wider access to reporting is still limited and information is partial; verification is rudimentary/non-standardized 4. Measurement systems are strong in a limited set of activities however, analyses still need improvement; periodic monitoring and reporting although not yet cost/time efficient; verification is only upon specific request and limited 5. Measurement systems are strong for a limited set of activities and periodically report on key GHG related indicators i.e. mainstreamed into the activity implementation; reporting is improved through few pathways but limited audience and formats; verification limited	<i>the summary reports received from UNFCCC with the outcomes of the technical analysis of the first and second BURs.</i> <i>Interviews with all relevant stakeholders will also ascertain their level of involvement.</i> <i>CSOs, NGOs and central institutions should also be interviewed to assess their knowledge and roles.</i> <i>The level of operation of the new MRV system should be assessed as well as the degree of implementation of legal instruments on the field.</i>		<i>before project closure.</i>	<i>feedback and content of framework formalised.</i>	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
			6. Measurement systems are strong and cover a greater percentage of activities – feedback loops exist even if they are not fully functioning; reporting is available through multiple pathways and formats but may not be complete/transparent; verification is done through standard methodologies but only partially (i.e. not all data is verifiable) 7. Measurement regarding GHG is broadly done (with widely acceptable methodologies), need for more sophisticated analyses to improve policy; Reporting is periodic with improvements in transparency; verification is done through more sophisticated methods even if partially 8. Strong standardized measurements processes established for key indicators and mainstreamed into institutional policy implementation; reporting is widely available in multiple formats; verification is done for a larger set of					

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
			information 9. Strong Monitoring and Reporting systems – robust methodologies, cost effective and efficient, periodic; verification done to a significant degree 10. Strong MRV systems that provide quality GHG related information in a transparent, accurate and accessible to a wide audience, with feedback of information from MRV flowing into policy design and implementation					
	Indicator 3 Meeting Convention reporting requirements and including mitigation contributions (Indicator 4 of CBIT tracking tool)	Baseline: Initial NDC, Initial and Second National Communications submitted to UNFCCC Third National Communication and First Biennial Update Report in preparation Mid-term target: Updated 2020 NDC, Third National Communication and First BUR submitted to UNFCCC End of project target: Second BUR submitted to UNFCCC	Developing country Parties have to send to the UNFCCC an update of their NDCs (the first one in 2020) every five years, National Communications every four years and BURs every two years till 2024. From 2024 the BTRs will be submitted biannually and will replace the BURs. Currently (March 2020) Haiti is updating its first NDC and preparing the TNC and the first BUR and has already submitted to the UNFCCC two NCs.	UNFCCC website and interviews	Biannually	Project manager in charge of M&E Plan biannually and Consultant(s) in charge of the mid-term and terminal evaluations beginning of third year of the project and four months prior to project closure respectively	UNFCCC website	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		Fourth National Communication, First BTR and update of NDC 2025 endorsed by the Government						
	Indicator 4 Qualitative assessment of institutional capacity for transparency-related activities (Indicator 5 of CBIT tracking tool)	Baseline: 2 Mid-term target: 3 End of project target: 4	(scale 1-4): 1. No designated transparency institution to support and coordinate the planning and implementation of transparency activities under Article 13 of the Paris Agreement exists. 2. Designated transparency institution exists, but with limited staff and capacity to support and coordinate implementation of transparency activities under Article 13 of Paris Agreement. Institution lacks authority or mandate to coordinate transparency activities under Article 13. 3. Designated transparency institution has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities under Article 13 of the Paris Agreement. Institution has authority or mandate to coordinate transparency activities	<i>Project manager will evaluate the progress of the project in particular concerning the formalization of institutional arrangements and the participation of national institutions in the capacity building activities.</i> <i>Interviews with the central institutions.</i>	Biannually	<i>Project manager biannually and Consultant(s) in charge of mid-term and terminal evaluation beginning of third year of project implementation and four months prior to project closure respectively.</i>	<i>Reports submitted to the UNFCCC (sections on institutional arrangements) and national publications and working papers</i>	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
			under Article 13. Activities are not integrated into national planning or budgeting activities. 4. Designated transparency institution(s) has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities. Institution(s) has clear mandate or authority to coordinate activities under Article 13 of the Paris Agreement, and activities are integrated into national planning and budgeting activities					
Project Outcome 1 A sustainable framework for the national MRV system is in place	Indicator 5 Number of different stakeholders coordinated under a new MRV framework and transmitting data amongst them for the GHG inventory and on mitigation actions	Baseline: 0 Mid-term target: At least 10 governmental agencies have transmitted data according to a roadmap to strengthen institutional arrangements regarding the GHG emission inventory and mitigation actions End of project target:	This indicator aims to measure the participation of stakeholders in the transmission of data regarding the GHG inventory and mitigation actions and the degree of implementation of a roadmap to allow institutions enhance transparency of national reporting.	Evaluation of the progress of the project and in particular the roadmap to strengthen the national institutions to meet enhanced transparency requirements of the Paris Agreement	Annual	Project Manager	Qualitative assessment of the MRV and M&E systems MRV framework developed, reports elaborated for submission to the UNFCCC and degree of implementation of the proposed roadmap	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		At least 20 governmental agencies, all the universities and key stakeholders from the private sector have transmitted data according to institutional arrangements regarding the GHG emission inventory and mitigation actions						
	Indicator 6 Formalization of institutional arrangements	Baseline: Institutional arrangements for the elaboration of the GHG inventory and tracking of NDC are not formalised Mid-term target: Memorandums of understanding have been implemented with the key stakeholders End of project target: A Decree or similar legislative instrument with clear responsibilities and roles has been implemented	This objective of this indicator is to measure the degree of formalization of the institutional arrangements for the implementation of the MRV framework	Evaluation of the progress of the project in particular the studies and proposals by legal experts to implement the required instruments for the formalization of the national system of GHG inventory and NDC	Annual	Project Manager annually and consultants of the mid-term and terminal evaluation beginning of third year and four months prior to project closure	Legal instruments implemented Stakeholders acknowledge their respective responsibilities and roles Work Plan for compilation of GHG inventory and required information for NDC tracking and update	
Project Outcome 2 A sustainable national GHG	Indicator 7 Number of trained experts on elaboration of GHG	Baseline: 0 Mid-term target:	This indicator aims to measure the activities carried out within the project to improve the	Workshop reports Capacity building activities minutes	Annual	Project Manager annually and mid-term and	Qualitative assessment of the GHG inventory	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
inventory system is developed	inventory (CRF tables and NIR) using the most recent and applicable IPCC Guidelines (including cross-sectoral aspects such as data collection, methods to ensure time series consistency, key category analysis, uncertainties, QA/QC and documentation and archiving as well as sectoral modules on energy, IPPU, AFOLU and waste)	The training sessions are designed, the content has been established and all actors have been divided into different sessions & around 20 national experts directly involved in the GHG inventory compilation have been participating in the trainings End of project target: All 30 key actors including data provides, inventory compilers, national coordinator, experts from different institutions and universities are trained	technical capacity and expertise of the stakeholders for the elaboration of the GHG inventory.			terminal evaluation consultants beginning of third year and four months prior to project closure		
	Indicator 8 Implementation of a robust national online GHG inventory online information system consisting in a database that could be linked to the future environmental information system (EIS)	Baseline: There is no robust online national online information system consisting of a GHG inventory database Mid-term target: The development of the online information system is approved by the MOE and the design is finished End of project target:	The objective of this indicator is to measure the implementation of an online national online information system consisting of a GHG inventory database	Evaluation of the progress of the project in particular the design of templates and IT development of a GHG inventory database	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure	Assessment of the operationalization of the GHG inventory database	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		The national online GHG inventory online information system consisting in a database is used to compile, analyse, report and archive the GHG emission inventory						
Project Outcome 3 NDC tracking system is in place	Indicator 9 Number of trained experts in projections and NDC tracking and updating	Baseline: 0 Mid-term target: At least 15 trained experts in updating the projections and tracking the progress of the NDC based on the BAU and policies and measures scenarios. End of project target: All national experts participating in mitigation assessments and reporting to the UNFCCC (at least 20 experts) will be trained to GHG emissions projections on principles, obligations and methodological aspects (both the use of existing models and	This indicator will monitor the number of stakeholders trained on projections and the NDC tracking and update.	Capacity building workshop reports and interviews	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure	Degree of knowledge of the interviewed stakeholders on projections and NDC tracking and their specific roles and contribution Qualitative assessment of the information presented in the reports submitted to the UNFCCC (NDC, NCs and BURs) on projections, mitigation assessments and progress in NDC implementation	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		underlying aspects and drivers to estimate activity data and emission projections) as well as in the use of the methodologies and guidelines developed under this project to track, revise and update the NDC.						
	Indicator 10 Development of sectoral guidelines and methodologies to track the progress of the NDC	Baseline: Currently, the NDC cannot be updated due to the lack of capacitated experts in developing and using robust and transparent assumptions, methodologies and guidelines Mid-term target: Sectoral guidelines will be developed and archived and will present sectoral methodological aspects, cross-sectoral issues and QA/QC aspects End of project target: The guidelines are in place which will allow national trained experts to update the NDC with more robust and transparent	This indicator will monitor the development of sectoral guidelines to track the implementation of the NDC.	Sectoral guidelines developed under the project	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure	Sectoral guidelines	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		assumptions and methodologies to maintain transparency on NDC tracking						
Project Outcome 4 Specific indicators are defined to track the NDC at sectoral level	Indicator 11 Implementation of national adaptation M&E systems	Baseline: There are no national guidelines, procedures or indicators to monitor and evaluate adaptation measures in vulnerable sectors Mid-term target: Development of guidelines, procedures and indicators at a pilot phase for priority sectors End of project target: Adopting the (sub)national adaptation M&E system in all sectors	The objective of this indicator is to monitor the development and implementation of national adaptation M&S systems.	Evaluation of the progress of the project in the development of the M&E system of adaptation actions in vulnerable sectors	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure	Adaptation action proposed in the NDC is tracked Progress on the implementation of adaptation measures is included in the reports submitted to the UNFCCC (NCs and BTR)	
	Indicator 12 Number of trained experts on M&E of adaptation actions in vulnerable sectors	Baseline: 0 Mid-term target: At least 20 experts involved in adaptation actions in the country participate in the trainings. The training sessions are designed using the newly developed and adopted	This indicator will monitor the degree of knowledge gained by the relevant stakeholders on the concepts of M&E and its practical applications.	Capacity building workshop reports and interviews	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure	Degree of knowledge of the interviewed stakeholders on the concepts of M&E Quality of the information reported on adaptation in the reports submitted to the UNFCCC Evolution in the number of trained	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		guidelines, procedures and indicators (including gender indicators). End of project target: All relevant national experts from ministries, agencies and local authorities (at least 30) will be trained on M&E using the new M&E system developed under this project					stakeholders involved in the implementation of the adaptation measures of the NDC	
Project Outcome 5 Project feedbacks inform approaches to enhanced transparency domestically and internationally	Indicator 13 Dissemination of good practices and lessons learned	Baseline: Not applicable Mid-term target: An intermediate update will be created on the knowledge gained and lessons learned through international, national and sub-national meetings and the CBIT platform End of project target: Good practices and results of the different phases of the CBIT project will be exchanged internally at national level and internationally at	The objective of this indicator is to monitor if the country has developed and implemented a dissemination plan for the project on lessons learned.	Interviews with the Project Manager and other relevant stakeholders	Two last years of the project	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure respectively	Information available online, in meetings minutes and in the GEF CBIT platform	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		least through the CBIT platform						
	Indicator 14 Organization of workshops on good practices and exchange of experiences on the implementation of the ETF	Baseline: No workshops on ETF at both national and international level have been organized. Mid-term target: Some workshops on good practices and exchange of experiences have been held (at least 3) and some others planned (at least 3) End of project target: At least 6 workshops have been organized and completed on knowledge sharing, good practices, difficulties and solutions to implement the ETF with other countries (CARICOM member states and francophone countries)	This indicator aims to monitor the exchange of good practices and lessons learned nationally and internationally on the implementation of the ETF.	Workshop reports, interviews, CBIT platform	Two last years of the project	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure	Degree of knowledge of the interviewed stakeholders on good practices related to ETF	
Project Outcome 6 The participation of women in the process is promoted	Indicator 15 Number of women involved in the different training and capacity building activities	Baseline: Gender is not mainstreamed into the training and capacity building activities. Mid-term target:	This indicator measures the involvement of women in training and capacity building activities	Training and capacity building workshop reports	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of	Degree of women participation in the training and capacity building activities	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		At least 35% of the people involved in the training and capacity building activities are women End of project target: At least 40% of the people involved in the training and capacity building activities are women				third year and four months prior to project closure respectively		
	Indicator 16 Adopting a gender monitoring and reporting system for the CBIT project	Baseline: Not applicable Mid-term target: Designing a gender monitoring and reporting system and ensure the participation of women in the process. Monitor and report the gender-balance and gender-expertise of stakeholder staff involved and increase the share of women End of project target: The implementation of a gender monitoring and reporting system to ensure the integration and	This indicator aims to monitor the implementation of a gender monitoring and reporting system.	Evaluation of the progress of the project in the design, development and implementation of this system	Annual	Project Manager annually and mid-term and terminal evaluation consultants beginning of third year and four months prior to project closure respectively	Quality of the monitoring and reporting system on gender equality	

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/ Assumptions
		development of gender equality						

Annex 4: UNDP Social and Environmental Screening Procedure (SESP)

Justification for the SESP exemption – CBIT Haiti

Capacity Building Initiative for Transparency (CBIT) is an initiative that supports developing countries to build institutional and technical capacity to meet the new requirements of the enhanced transparency framework defined in Article 13 of the Paris Agreement.

The CBIT has three broad aims:

- Strengthen national institutions for transparency-related activities in line with national priorities.
- Provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13 of the Agreement.
- Assist in the improvement of transparency over time.

The focus of this CBIT project is to assist the Government of Haiti in providing support for building institutional and technical capacities to meet these enhanced transparency requirements as defined in Article 13 of the Paris Agreement. It will use a capacity strengthening approach to shift from ad hoc reporting to a continuous process of monitoring, reporting, and verification (MRV) that will capture transparency activities and allow the country to track its progress against its commitments under its National Determined Contribution (NDC). The project has indeed two components and outcomes:

1. Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions.
2. Enhancing technical capacities to support the M&E system on adaptation.
3. Project learning, Monitoring & Evaluation and dissemination of good practice at the national and international levels.

All project activities fall under SESP exemption criteria as broadly shown here:

- Preparation and dissemination of reports, documents, and communication material (National Communication and Biennial Update Reports: project component 1 and 2)
- Organization of an event, workshop, training (creating capacities for climate reporting: all project components)
- Strengthening capacities of partners to participate in international negotiations and conferences (supporting and enforcing a technical baseline for UNFCCC negotiations: all project components)
- Partnership coordination (including UN coordination) and management of networks (specially a coordination with other GEF projects and activities in the country on climate mitigation and adaptation: all project components)

The combined implementation of the outcomes will allow Haiti to be able to better prepare its climate reporting and tracking documents to be submitted through Biennial Transparency Reports and National Communications (both EAs) to the UNFCCC and it is in line with the exemption criteria presented above.

Based on the exemption criteria, this project is considered exempted from the SESP screening

Annex 5: UNDP Atlas Risk Register

#	Description	Risk Category	Impact & Probability	Risk Treatment / Management Measures	Risk Owner
1	Institutional arrangements: political instability	Political	L = 2-3 I = 2-3	Until recently, this item has stalled development of the national MRV and M&E system. Development-specific institutional arrangements are addressed in activities and should allow organization of future work at a technical level. The higher participation of universities should also ease the process and make it more sustainable.	National Committee on Climate Change (NCCC) + Technical Working Group
2	Political and governance issues	Political	L = 2-3 I = 2-3	Recent assassination of the President of Haiti might lead to delays in electoral process and turmoil in the country that might result in additional turnover in the government staff, thus delays. In terms of mitigation: - Regular meetings with counterparts will be held to reduce risks of discontinuity and increase effectiveness of project monitoring - Sensitization activities will be organized with all relevant actors involved in the project - A high level of ownership of the project by the technical directorates concerned will be achieved in order to reduce the impact of political instability on the implementation of the project - Continuous update on the progress and engagement with a broad range of stakeholders throughout the project inception and implementation process will further minimise impacts of any political changes on the project	National Committee on Climate Change (NCCC) + Technical Working Group
3	Lack of technical capacities and memories	Institutional	L = 2-3 I = 2-3	Experts from different public and private institutions will be trained and accompanied during the whole project. Methodological guidelines will be archived and made available to make the system sustainable.	National Committee on Climate Change (NCCC) + Technical Working Group
4	Access to good quality data and information	Operational	L = 2-3 I = 2-3	Data gap-filling and data collection are fully part of this project which will improve the data collection process in the future. The exchange of data amongst stakeholders will be treated in institutional arrangement development, which will organize the process, data confidentiality, data flows and the sharing of sectoral results among partners so they are capable to apply specific mitigation actions. This is essential to organize the exchange of data between data providers and inventory compilers so that each stakeholder finds interest in sharing information.	National Committee on Climate Change (NCCC) + Technical Working Group
5	Face to face capacity building trainings and workshops,	Operational	L=2-3 I=2	To ensure the implementation of the capacity building activities in the CBIT project, a combination of remote and digital-based	National Committee on Climate Change (NCCC)

#	Description	Risk Category	Impact & Probability	Risk Treatment / Management Measures	Risk Owner
	stakeholder meetings and site visits cannot be held due to potential restrictions (such as those due to the Coronavirus outbreak), leading to delays in project implementation and/or unavailability of international/national consultants.			guidance by international experts' utilization of national experts will be used. The project will develop virtual or on-line activities to replace in-person capacity building activities in case these cannot take place due to the global travel precautions. National and international consultants might be affected by the travel restrictions of the pandemic or might suddenly endure the virus themselves, deterring them from participating in the project activities. Additionally, the availability in general of possible national and international consultations might be limited. To ensure the project contains the necessary national and international expertise, the project will maintain a list of consultants with expertise for the different project components, guaranteeing there are potential backups if one consultant can no longer participate.	+ Technical Working Group

Annex 6: Overview of Technical Consultancies

Consultant	Time Input	Tasks, Inputs and Outputs
For Technical Assistance		
Component 1: Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions		
Local / National contracting		
MRV specialists Rate: USD 500/day	200 working days/ over 4 years	MRV specialists to develop ToRs for the working groups/tables (30 days) and provide support to the international MRV specialists in the capacity building activities (100 days) MRV specialists to develop a roadmap to strengthen the national institutions to meet enhanced transparency requirements as well as standard operating procedures for the National System and train the data providers and compilers to follow the procedures (100 days)
Information system consultant Rate: USD 500/day	30 days/over 0.5 year at the beginning of the project	Information system consultants to develop specifications for the design and implementation of the database or the web-based National System with the front office, back office and interfaces (30 days).
IT company	580 days/ over 4 years	Contract for the design of an integrated MRV flexible national online information system including the GHG inventory, projections, mitigation actions and guidelines and indicators for tracking the NDC as well as to integrate this IT information system with the EIS - MRV specialists for the design of the system and IT specialists for its development.

Consultant	Time Input	Tasks, Inputs and Outputs
International / Regional and global contracting		
MRV specialists Rate: USD 625/day	424 days/over 4 years	MRV specialist for developing a proposal of the national online information system design and content on GHG inventory and NDC (44 days) MRV specialists to provide capacity building on enhanced transparency framework requirements and corresponding institutional arrangements (mandates and procedures) and MPGs for accountability and transparency including the elaboration of the GHG inventory using the most recent applicable IPCC Guidelines, mitigation assessments, projections and Guidelines and indicators for the revision, update and tracking of the NDC, with the following estimated breakdown (380 days): · GHG emissions cross-cutting specialist for providing technical support in the elaboration and implementation of the QA/QC system and cross-cutting issues such as data collection, ensuring time-series consistency and performing recalculations, key category analysis, uncertainty analysis, improvement plans and the management of the GHG national inventory (60 days) · GHG emissions inventory sectoral experts to provide technical support and training on 2006 IPCC Guidelines and latest Guidelines and the elaboration of the four sectors of the GHG inventory (200 days) · Mitigation specialists to provide technical support and training on projections, scenarios, mitigation assessment, indicators, revision and update of the mitigation actions and targets of the NDC and how to measure and report on progress of the NDC (120 days)
Component 2: Enhancing technical capacities to support the M&E system on adaptation		
Local / National contracting		
Adaptation and M&E specialists/ Project Manager Rate: USD 500/day	145 days/over 4 years (60%)	National Consultants (approximately 160 days in total) as follows: National consultant for the development of M&E Guidelines and procedures (55 days). 1 Adaptation expert to support international experts in the capacity building activities and the national expert in the development of M&E Guidelines and procedures (90 days).
Adaptation and M&E company/research institution	250 days/ over 4 years	Contract for developing a pilot M&E system for priority sectors and extending it to all vulnerable sectors building the required indicators by sector, the reporting formats and the institutional arrangements for monitoring, evaluation and reporting on adaptation.
International / Regional and global contracting		
Adaptation and M&E specialists Rate: USD 550/day	160 days/over 4 years	Adaptation specialists to provide capacity building on vulnerability assessments and impacts; the design and implementation of adaptation measures, approaches for monitoring and evaluation of adaptation measures in the most vulnerable sectors, tracking adaptation actions in the NDC and reporting on adaptation under the ETF (160 days).
Component 3: Project learning and exchange of good practices and Monitoring and Evaluation		
International / Regional and global contracting		

Consultant	Time Input	Tasks, Inputs and Outputs
M&E specialist Rate: USD 500-625/day	40-60 days/beginning third year and over 4 months prior project closure	The Mid-Term and Terminal Evaluation specialists will perform the Mid-Term and Terminal evaluation in line with the M&E plan of the project and monitoring plan specified in Annex 3 and the stakeholder engagement plan specified in Annex 7 of the ProDoc.
Local / National contracting		
Gender specialist Rate: USD 500/day	40 days/over last year of the project	Gender specialist to monitor and report Gender-disaggregated indicators of the participation in the process (40 days).

Terms of Reference of Technical Services

Terms of Reference for Key Project Staff

Project Manager & Adaptation and M&E specialist

Background

The Project Manager (PM) will be recruited by the project implementing partner. The PM will be responsible for the overall management of the Project, including the mobilisation of all project inputs, supervision over project staff, consultants and sub-contractors, quality assurance of all milestones and deliverables and technical support in particular for the component related to the evaluation and monitoring of adaptation of the CBIT project.

Core values

- Integrity: Demonstrate consistency in upholding and promoting the values of UN Women in actions and decisions, in line with the UN Code of Conduct;
- Professionalism: Demonstrate professional competence and expert knowledge of the pertinent substantive areas of work;
- Respect for Diversity: i) Demonstrate an appreciation of the multicultural nature of the organization and the diversity of its staff and ii) Demonstrate an international outlook, appreciating difference in values and learning from cultural diversity.

Core competencies

- Ethics and Values: Demonstrate and safeguard ethics and integrity.
- Organizational Awareness: Demonstrate corporate knowledge and sound judgment.
- Development and Innovation: Take charge of self-development and take initiative.
- Work in teams: Demonstrate ability to work in a multicultural, multi ethnic environment and to maintain effective working relations with people of different national and cultural backgrounds.
- Communicating and Information Sharing: Facilitate and encourage open communication and strive for effective communication.
- Self-management and Emotional Intelligence: Stay composed and positive even in difficult moments, handle tense situations with diplomacy and tact, and have a consistent behavior towards others.
- Conflict Management: Surface conflicts and address them proactively acknowledging different feelings and views and directing energy towards a mutually acceptable solution.
- Continuous Learning and Knowledge Sharing: Encourage learning and sharing of knowledge.
- Appropriate and Transparent Decision Making: Demonstrate informed and transparent decision-making.
- Strong leadership, managerial and coordination skills, with a demonstrated ability to effectively coordinate the implementation of large multi-stakeholder projects, including financial and technical aspects.
- Ability to effectively manage technical and administrative teams, work with a wide range of stakeholders across various sectors and at all levels, to develop durable partnerships with collaborating agencies.
- Ability to administer budgets, train and work effectively with counterpart staff at all levels and with all groups involved in the project.

- Ability to coordinate and supervise multiple Project Implementation Units in their implementation of technical activities in partnership with a variety of subnational stakeholder groups, including community and government.
- Strong drafting, presentation and reporting skills.
- Strong communication skills, especially in timely and accurate responses to emails.
- Strong computer skills, in particular mastery of all applications of the MS Office package and internet search.
- Strong knowledge about the political and socio-economic context related to the vulnerable sectors and adaptation in Haiti.
- Excellent command of English and French.
- Knowledge of climate change adaptation concepts, principles and policies and ability to apply to strategic and/or practical situations.
- Ability to provide guidance on climate change adaptation especially as it relates to livelihoods, early warning systems, agriculture and coastal risk management.
- Knowledge of economics concepts, principles and policies and ability to apply to strategic and/or practical situations.
- Knowledge of development planning processes and the ability to apply to strategic and/or practical situations.
- Develop programmes through a process.
- Ability to identify and organize programmes and projects to implement solutions and generate resources.
- Ability to manage programmes and projects with a strategy aimed at improved performance and demonstrable results.
- Ability to productively share UNDP knowledge and activities (at UN and other venues).
- Knowledge of methodologies, tools, systems and apply practical experience in planning, monitoring, evaluating and reporting.
- Ability to efficiently handle and share information and knowledge.
- Ability to plan, organize, motivate, and control resources, procedures and protocols to achieve specific goals.
- Ability to guide the design and implementation of multi-sectoral and sectoral programmes and projects at different scales.
- Ability to develop, maintain, and strengthen partnerships with others inside (programmes/ projects) or outside the organization and across a wide range of disciplines who can provide information, assistance, and support. Sets overall direction for the formation and management of strategic relationships contributing to the overall positioning of UNDP.
- Ability to manage and empower people to work effectively together in reaching results;
- Ability to make new and useful ideas work.
- Knowledge of programme management and results-based management.
- Outstanding negotiation, writing, advocacy and interpersonal skills.
- Ability to establish and maintain broad strategic networks and partnerships with UN agencies and other international partners to promote partnership and build alliances to advance organizational interests and competencies;
- Ability to go beyond established procedures and practices, introduce new approaches and strategic innovations.

Duties and Responsibilities

- Responsible for the development of M&E Guidelines and procedures for the operation of the M&E system on adaptation.
- Manage the overall conduct of the project.
- Plan the activities of the project and monitor progress against the approved workplan.
- Execute activities by managing personnel, goods and services, training and low-value grants, including drafting terms of reference and work specifications, and overseeing all contractors' work.
- Monitor events as determined in the project monitoring plan, and update the plan as required.
- Provide support for completion of assessments required by UNDP, spot checks and audits.
- Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form.
- Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.
- Monitor progress watch for plan deviations and make course corrections when needed within project board-agreed tolerances to achieve results.
- Ensure that changes are controlled, and problems addressed.
- Perform regular progress reporting to the project board as agreed with the board, including measures to address challenges and opportunities.
- Prepare and submit financial reports to UNDP on a quarterly basis.
- Manage and monitor the project risks – including social and environmental risks - initially identified and submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log;
- Capture lessons learned during project implementation.
- Prepare revisions to the multi-year workplan, as needed, as well as annual and quarterly plans if required.
- Prepare the inception report no later than one month after the inception workshop.
- Ensure that the indicators included in the project results framework are monitored annually in advance of the GEF PIR submission deadline so that progress can be reported in the GEF PIR.
- Prepare the GEF PIR;
- Assess major and minor amendments to the project within the parameters set by UNDP-NCE;
- Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and social management plans;
- Monitor and track progress against the GEF Core indicators.
- Support the Mid-Term and Terminal Evaluation processes.
- Participate in the development and implementation of the adaptation component of the CBIT project in Haiti;
- To provide technical guidance in the development of tools and technical studies;
- Provide policy development support and guidance in this field;
- Facilitate policy analysis and the development of technical tools and guidance;
- Maintain a trusted leadership role;
- Keep the technical team informed of good practices and lessons learned with respect to the vulnerable sectors in Haiti;
- Contribute to a strategic understanding of, and engagement with, the substantive technical issues, institutions, and processes within the country, including establishing contact and developing strategic partnerships with other agencies, donors, NGOs, the private sector, scientific institutions and the like in the implementation of the adaptation measures implementation, monitoring and evaluation in Haiti;
- Assist with inception, contracting and start-up of the adaptation component of the CBIT project including establishment of indicators, benchmarks and work plans;
- Responsible for supervision, implementation, monitoring, evaluation, troubleshooting, adaptive management and quality assurance of the outputs of the adaptation component of the CBIT project;

- Prepare reports and communications pieces effectively showcasing benefits as well as results;
- Evaluating, capturing, codifying, synthesizing lessons and stimulating the uptake of best practices and knowledge, including the development of knowledge materials;
- Peer reviewing, commenting on, and seeking to improve the technical quality of proposed milestones and deliverables on M&E of adaptation in Haiti;
- Supporting the preparation and delivering of capacity building activities;
- Responding to queries on project progress, impacts and lessons.

Required skills and expertise

- A university degree (MSc or PhD) in a subject related to natural resource management or environmental sciences or other closely related field of relevance to climate change adaptation.
- At least 7 years of demonstrable project/programme implementation and management experience.
- Minimum of 7 years' experience working with developing countries on climate change adaptation.
- At least 7 years of demonstrable experience conducting research and analysis in the area of climate change.
- At least 5 years of experience working with ministries, national or provincial institutions that are concerned with natural resource and/or environmental management in Haiti.
- At least 5 years in an international development project context working on issues of climate change and related themes including gender equality, environment, and sustainable development.
- Experience in the policy development processes in adaptation in Haiti.
- Experience in cross-sectoral program coordination and facilitation.
- Excellent planning, goal-setting and prioritization skills.
- Ability to prepare succinct, analytical publications and reports, including technical reports.
- Outstanding writing skills.
- Focuses on impact and results for the client and responds positively to critical feedback.
- Strong analytical, communication, and advocacy skills.
- Fluency in oral and written English and French.
- Excellent Microsoft Office skills.
- Strong ability to build and maintain relationships with people at all levels from a variety of organizations.
- Familiarity with GEF- and GCF-financed adaptation projects is an advantage.
- Experience working in the UN system and knowledge of relevant processes of UNDP-GEF; UNDP gender priorities; and UNDP policies, procedures, practices and communications requirements is an asset.

Project Monitoring and Evaluation Officer

Duties and Responsibilities

Under the overall supervision and guidance of the Project Manager, the M&E Officer will have the responsibility for project monitoring and evaluation. The M&E Officer will work closely with the Communications Officer on knowledge management aspects of the project. Specific responsibilities will include:

- Monitor project progress and participate in the production of progress reports ensuring that they meet the necessary reporting requirements and standards;
- Ensure project's M&E meets the requirements of the Government, the UNDP Country Office, and UNDP-GEF; develop project-specific M&E tools as necessary;
- Oversee and ensure the implementation of the project's M&E plan, including periodic appraisal of the Project's Theory of Change and Results Framework with reference to actual and potential project progress and results;
- Oversee/develop/coordinate the implementation of the stakeholder engagement plan;
- Oversee and guide the design of surveys/ assessments commissioned for monitoring and evaluating project results;
- Facilitate mid-term and terminal evaluations of the project; including management responses;
- Facilitate annual reviews of the project and produce analytical reports from these annual reviews, including learning and other knowledge management products;
- Support project site M&E and learning missions;
- Visit project sites as and when required to appraise project progress on the ground and validate written progress reports.

Required skills, competences and expertise

The Project M& E Officer will be recruited based on the following qualifications

- Masters degree, preferably in the field of environmental or natural resources management;
- At least five years of relevant work experience preferably in a project management setting involving multi-lateral/ international funding agency. Previous experience with UN project will be a definite asset;
- Significant experience in collating, analyzing and writing up results for reporting purposes;
- Very good knowledge of results-based management and project cycle management, particularly with regards to M&E approach and methods. Formal training in RBM/ PCM will be a definite asset;
- Knowledge and working experience of the application of gender mainstreaming in international projects;
- Understanding of biodiversity conservation, law enforcement, sustainable livelihoods and associated issues;
- Very good inter-personal skills;
- Proficiency in computer application and information technology.
- Excellent language skills in English (writing, speaking and reading) and in local languages.

Project Assistant

Duties and Responsibilities

Under the guidance and supervision of the Project Manager, the Project Assistant will carry out the following tasks:

- Assist the Project Manager in day-to-day management and oversight of project activities;
- Assist the M&E officer in matters related to M&E and knowledge resources management;
- Assist in the preparation of progress reports;
- Ensure all project documentation (progress reports, consulting and other technical reports, minutes of meetings, etc.) are properly maintained in hard and electronic copies in an efficient and readily accessible filing system, for when required by PB, TAC, UNDP, project consultants and other PMU staff;
- Provide PMU-related administrative and logistical assistance.

Required skills, competences and expertise

The Project Assistant will be recruited based on the following qualifications:

- A Bachelors degree or an equivalent qualification;
- At least three years of work experience preferably in a project involving biodiversity conservation, natural resource management and/or sustainable livelihoods. Previous experience with UN project will be a definite asset;
- Very good inter-personal skills;
- Proficiency in the use of computer software applications especially MS Word and MS Excel.
- Excellent language skills in English (writing, speaking and reading) and in local languages

Project Accountant/Finance Assistant/Finance officer

Duties and Responsibilities

Under the guidance and supervision of the Project Manager, the Project Accountant will have the following specific responsibilities:

- Keep records of project funds and expenditures, and ensure all project-related financial documentation are well maintained and readily available when required by the Project Manager;
- Review project expenditures and ensure that project funds are used in compliance with the Project Document and GoI financial rules and procedures;
- Validate and certify FACE forms before submission to UNDP;
- Provide necessary financial information as and when required for project management decisions;
- Provide necessary financial information during project audit(s);
- Review annual budgets and project expenditure reports, and notify the Project Manager if there are any discrepancies or issues;
- Consolidate financial progress reports submitted by the responsible parties for implementation of project activities;
- Liaise and follow up with the responsible parties for implementation of project activities in matters related to project funds and financial progress reports.

Required skills, competences and expertise

The Project Accountant will be recruited based on the following qualifications:

- A Bachelors degree or an advanced diploma in accounting/ financial management;
- At least five years of relevant work experience preferably in a project management setting involving multi-lateral/ international funding agency. Previous experience with UNDP or UN project will be a definite asset;
- Proficiency in the use of computer software applications particularly MS Excel;
- Excellent language skills in English (writing, speaking and reading) and in local languages.

Annex 7: Stakeholder Engagement Plan

Stakeholder Consultation Process

Prior stakeholder consultation

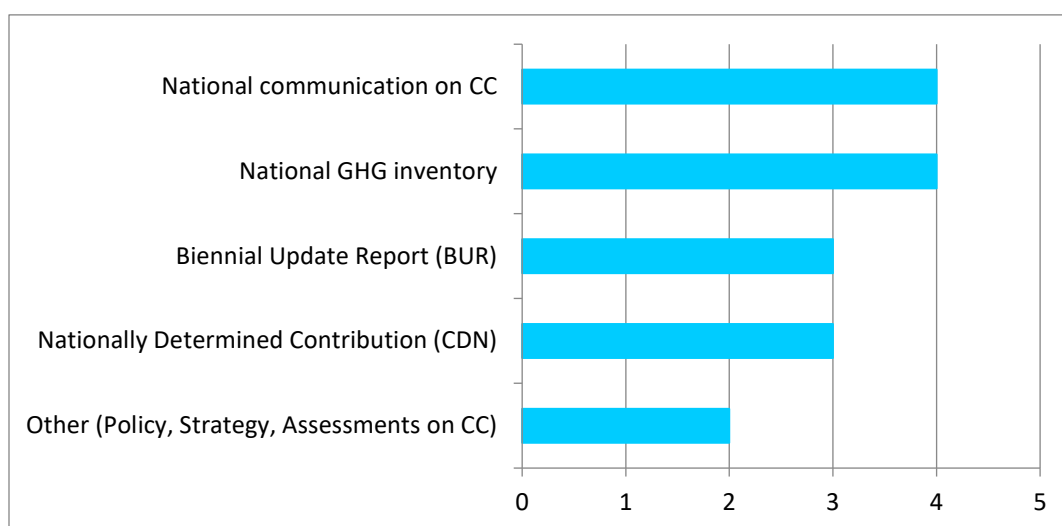
The first stakeholder consultation preparation took place in multiple parts:

- 1) A meeting to take stock of overall content of the consultation, define each person's responsibility and specify the required information to be collected by the national consultant for the development of the project. By doing so, synergies between everyone's actions (international consultant, national consultant and UNDP staff) were developed;
- 2) A second Skype meeting to discuss the difficulties collecting information in the context of everyone being confined at home to prevent the spread of the corona virus.
- 3) A literature review, emphasizing the following aspects:
 - National priorities for mitigation and adaptation;
 - Institutional arrangements, tools in place for national GHG inventories, vulnerability and mitigation assessments;
 - Capacity building needs for measures and reporting to the United Nations Framework Convention on Climate Change;
 - Models of institutional arrangements tested in the implementation of projects involving the Ministry of Environment (MOE) and other partners.
- 4) A survey of 22 experts by questionnaire and telephone interviews. These people are in one way or another either involved in the coordination of the GHG inventory or national communication work, biennial update reports, development of the National Determined Contribution, and vulnerability assessments/climate change impacts or mitigation scenarios and assessments. The list of participants of the first consultation process are provided below.

First Stakeholder Consultation Participants

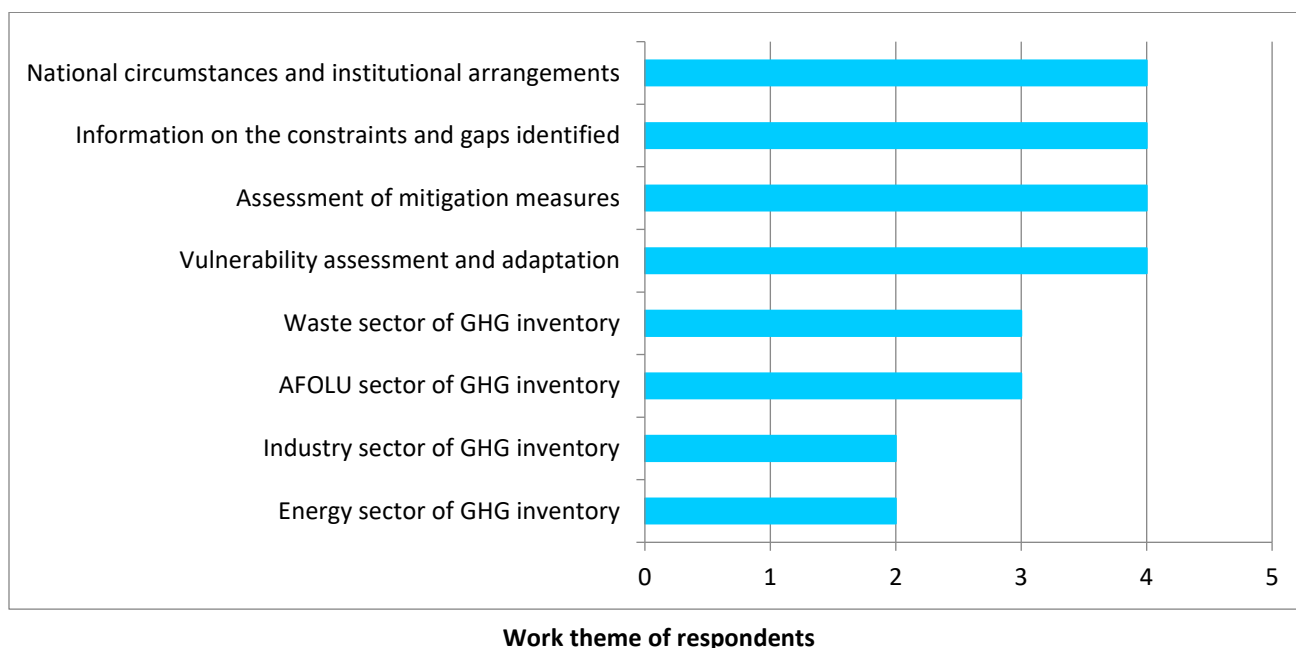
N	Name	Function
1	Mr. Bétonus Pierre	Technical Advisor to the General Management of the Bureau of Mines (BME in French)
2	Mr. Jean Philippe Ira	Independent consultant
3	Moise Jean-Pierre	Global Environmental Facility (GEF) Operational Focal Point
4	Kenel Delusca	IPCC Focal Point - Team Leader Technical Assistance to the project Support for taking climate change into account in the development of Haiti (AP3C)
5	Pachuco Jean-Baptiste	Program Manager at GOAL Haiti
6	Samuel Jean Jacques	The Faculty of Agronomy and Veterinary Medicine (FAMV in French) inventory team member
7	Steevensen Alcuis	Teacher-Researcher, Faculty of Agronomy and Veterinary Medicine of the State University of Haiti

N	Name	Function
8	Jean Robert Rival	Consultant National Principal – FAO Haiti
9	Edmond Vovener de Verlands	Independent consultant
10	Neudy Jean-Baptiste	Teacher-Researcher
11	Alix Innocent	Technical Assistant to the project Support for taking climate change into account in the development of Haiti (AP3C)
12	Chelton Desarmes	The Faculty of Agronomy and Veterinary Medicine (FAMV in French) inventory team member



Profile of respondents in the expert survey

Specifically, the experts have contributed to the preparation of the following information and assessments:



Results showed that the current institutional structure in place or planned for the compilation and submission of reports such as national reports on greenhouse gas inventories or the Biennial Update Report (BUR) present a set of challenges such as:

- An excessive dependence on external consultants;
- A huge administrative burden to ensure contracting consultants for a project;
- Difficulties linked to the establishment of sustainable national technical teams and maintenance of capacities and expertise;
- Difficulties in collecting data that is either inaccessible for procedural reasons or unavailable;
- A need for an improved statistical system to guarantee better input data;
- Insufficient documentation of methods and data sources to maintain a stable process and institutional memory;
- A problem of archiving and maintaining institutional memory;
- Lack of human and financial resources.

Reflections to date within the Climate Change Department (CCD) call for the establishment of a sustainable National Measurement, Reporting and Verification System (MRV), including a National Inventory Subsystem (NIS). This proposal revolves around the setup of a key institution which is the National Climate Change Committee (NCCC). Such a committee has been in place in the past, but soon proved to be ineffective for administrative, procedural and political reasons. Since 2018, there has been a draft presidential decree as the legal basis for setting up such a committee. According to this text, the National Committee on Climate Change (NCCC) is the competent body to define national policy and strategies on climate change. It will be made up of a network of environmental management bodies from other competent ministries considering the United Nations Framework Convention on Climate Change (UNFCCC) and all the national and international legal instruments related to this convention, with a view to:

- Provide recommendations on Policy documents related to climate change or official positions that will be adopted by the country in the context of Haiti's participation in international summits on climate change, including the Conference of the Parties on climate change (COP);
- Propose any measure deemed necessary to ensure the implementation of the commitments entered into by the country under the UNFCCC, the Paris Agreement or decisions taken by the government on these questions;
- Guide the actions of the Haitian Government in the context of the implementation of the UNFCCC and its Kyoto Protocol and the Paris Agreement, in accordance with the National Policy on Climate Change (NPCC) and Nationally Determined Contribution (NDC);

- Ensure the consistency of government action in the context of the fight against climate change and seek synergies between the actions of the various government entities;
- Support the implementation of policies, programs and national action plans adopted by the government on climate change and promote their application at sectoral level.

The National Committee on Climate Change (NCCC) should be composed of the ministries responsible for the themes listed below:

- Ministry of Environment (MDE in French)
- Ministry of Planning and External Cooperation (MPCE/CNIGS in French)
- Ministry of Agriculture, Natural Resources and Rural Development / statistical services (MARNDNR/ services statistiques in French)
- Ministry of Public Works, Transportation and Communications (MTPTC in French)
- Bureau of Mining and Energy (BME in French)
- Ministry of National Education (MENFP in French)
- Inter-ministerial Committee for Regional Planning (CIAT in French)

The NCCC should set up the following bodies:

1. The executive body for decisions by the NCCC;
2. The technical and competent ministerial bodies (OCT in French);
3. The Regional Climate Change Committees (RCCC);
4. Civil society on climate change who play an observer role.

The body responsible for executing decisions of the NCCC is the Department of Climate Change (DCC in French) within the Ministry of Environment (MDE in French) which plays the role of office of the Permanent Secretariat with the mission of:

- 1) To organize the technical and competent bodies designated by the ministries constituting the NCCC;
- 2) Coordinate the activities of the technical and competent bodies;
- 3) Ensure the reporting (report) of the works and activities carried out by the Technical and Competent Bodies (OTC in French) to the NCCC.

Final Validation

The methodological approach for the validation of the Prodoc was carried out in three stages:

- 1) A presentation session of the project to the General Directorate of the Ministry of the Environment, followed by recommendations;
- 2) A validation session with all stakeholders of the project, followed by recommendations and;
- 3) Three bilateral consultation sessions with key players such as the Bureau of Mining and Energy (BME in French), Faculty of Agricultural and Veterinary Medicine (FAMV in French) and Ministry of Environment (MDE in French). Recommendations, as long as they are not contradictory, were taken into account in producing a revised final version of the Prodoc.

Consultation with the Ministry of Environment (LPAC MEETING)

Date and time: 3 July 2020, 13:00 – 15:00 PM CET

Location: Virtual meeting (via Zoom)

Names of participants:

- **Astrel Joseph**, Director General, MOE
- **Régine Abraham**, Director of the Unit for the Coordination of International Environmental Conventions (UCCIE), MOE
- **Dorine Jn Paul**, Head of Resilience Unit, UNDP
- **Sendy Augustin Salomon**, Technical Assistant, UNDP
- **Odré Valbrun**, National Consultant
- **Maria Jose Lopez Blanco**, International Consultant

The consultation process to develop the project began in 2018 with the Climate Change Directorate of the MOE. However, in 2019, countries were asked to adopt a new approach on CBIT that is more transversal, multisectoral and strategic, which led the MOE to designate a CBIT focal point who will also coordinate this project.

The consultations which started in 2018 involved several stakeholders, particularly the Faculty of Agronomy and Veterinary Medicine (FAMV) and the Office of Mines and Energy (BME).

A draft of the project document was shared with the Ministry of Environment (MOE), more specifically with the General Director of the Ministry of Environment and the Director of the UCCIE. Thus, a pre-validation meeting was organized to present the project document and obtain the opinion and recommendations of the MOE. During this consultation, the operational framework and institutional arrangements for this project were discussed.

The following points were addressed, and conclusions formulated during the consultation:

1. The project must ensure synergy between the different conventions: CDB, UNFCCC and CNULCD.

The CBIT project aims to adopt a transversal approach and also aims to ensure synergy between the 3 conventions, namely: CDB, UNFCCC and CNULCD. Building, for example, on the issue of adaptation, the project will contribute to the implementation of the other conventions since adaptation to climate change cuts across all the conventions relating to the environment. In addition, the data collected during the implementation of this project will be used in the context of reports for the other conventions.

The ProDoc will more clearly integrate this aspect relating to the synergies between the 3 conventions. Component 2 of the project including the budget were reviewed to reflect the recommendations of the MOE on this subject.

2. Financial support for capacity building

As stipulated in the objective of the project, it aims to develop the capacities of national institutions to meet the transparency requirements of the Paris Agreement on climate change and improve the timeliness in the submission of reports. To this end, the project budget will take this aspect of capacity building into account through the training of managers, production of materials and tools, and the provision of technical assistance. Based on the experience of the AP3C project, in addition to the national consultants, two technical assistants will be hired to support the UCCIE and the project. These technical assistants will be supported by national and international expert consultants throughout the implementation of the project.

A team of technical assistants will be recruited by the MOE and paid from project funds, taking into account the MOE salary scale. This decision is based on the lessons learned from the AP3C project. Junior executives (technical assistants) hired to support management are to be appointed by the Department to continue to support management after the project has closed. It must be ensured that the salary paid by the project to the Technical Assistants is sustainable by the MOE. Thus, the MOE wishes that this aspect be taken into consideration when recruiting Technical Assistants within the framework of this project.

3. Establishment of the project advisory board

In order to allow full participation and integration of stakeholders, it was suggested that the advisory board will be set up from the start of the project.

4. Project office and quality assurance

Given that the implementation of the project will be done by the MOE according to the support to National Implementation Method (support to NIM) and to facilitate the appropriation of the project by the national counterpart, the project will be housed at the Ministry of the Environment. As mentioned in the diagram of the institutional arrangements, quality assurance will be provided by the UNDP Haiti through the Resilience Unit and the regional office.

5. Integration of other departments in the implementation of the project

The project aims to integrate a wide range of actors into the implementation process. The different departments of the MOE will be part of the thematic groups in order to benefit from their expertise and participate in decision-making. Other actors will also be involved, namely: Statistical Unit of the Ministry of Agriculture, Natural Resources and Rural Development (MARNDP), SNGRD, Universities, IHSI, BME, MCFDF etc.

The involvement of the focal points of the other conventions in the discussions to facilitate their integration and greater ownership of the project was also recommended. The institutional arrangements scheme will integrate the technical directorates of the MOE and the other stakeholders.

6. Steering committee and thematic group

The project steering committee is made up of an MOE representative and the official representatives of the stakeholders including working groups team leaders. It has been proposed, in order to allow the involvement of the private sector and greater openness to research, to include a representative of Universities and a representative of ecological associations which have recently signed a memorandum of understanding with the Ministry of Environment. With regard to thematic groups, a representative of women's groups through the

MCFDF will be designated to be part of these groups. This will allow greater integration of the gender issue in the implementation of the project.

7. Project budget

The MOE will also review the project budget to ensure that capacity building needs can be adequately addressed without modifying the budget envelope by component.

Validation workshop with all stakeholders

Date and time: 17 August 2020, 9:00 – 11:00 AM EDT

Location: Virtual meeting (via Zoom)

Names of participants:

N	Name	Function
1	Mr. Bétonus Pierre	Technical Advisor to the General Management of the Bureau of Mines (BME in French)
2	Mr. Jean Philippe Ira	Independant consultant
3	Pachuco Jean-Baptiste	Program Manager at GOAL Haiti
4	Jean Robert Rival	National Consultant– FAO Haiti
5	Vovener de V. EDMOND	UNDP /MOE Consultant
6	Judex EDOURAZIN	UNEP, Programme Sepcialist
7	Joaneson LACOUR	QUISQUEYA, Professor
8	Walter DeOliveira	FAO, Deputy Res. Rep.
9	Yvio Georges	UNDP, Project Manager
10	Dorine Jn Paul	UNDP, Programme Manager
11	Sendy Augustin Salomon	UNDP, Technical Assistant
12	Carlo DESTOUCHES	Sciences Faculty (FDS in French)
13	Eder AUDATE	MOE/Desertification Convention Focal Point

N	Name	Function
14	Michelet LOUIS	MOE/Biodiversity Convention Focal Point
15	James CADET	MOE/Climate Change Convention Focal Point
16	Pierre ARMAND	IHSI, technical Staff
17	Abner SEPTEMBRE	MOE Minister
18	Kismide PIERRE	IHSI technical Staff
19	Wesly Charitable	BME technical Staff
20	Jacques Washington JOSEPH	UNDP, project manager
21	Regine Abraham	MOE chief of Minister's Cabinet
22	Pierre Clavens Jean Marie	UNEP technical Staff
23	Gerty PIERRE	MOE, ONQEV Director
24	Astrel JOSEPH	MOE, General Director

Key items on the **agenda** were:

- Opening by the Minister of the Environment to confirm the political endorsement of the project.
- The context of the project by the CBIT focal point.
- The presentation of the rationale and outline of the project.
- Discussion on the issues raised by participants.

Environment Minister's Opening

The Minister, in his speech, stressed the importance of this working session in order to improve the Prodoc. He gave full support to the initiative, which is expected to overcome barriers to transparent reporting within a reasonable time frame. It regrets the fact that the government's efforts in renewable energy, mangrove management, solar pumps, etc., and non-governmental organizations, which are at the heart of the Nationally Determined Contribution (NDC) strategy, are not listed anywhere in the current reporting. In addition, the Minister denounced the lengthy delays in submitting reports to the secretariat of the United Nations Framework Convention on Climate Change (UNFCCC). The country's last submission was in 2013 and presents data for 2000. He expressed the hope that this project will effectively overcome these problems.

Context (CBIT Focal Point)

The focal point of the CBIT, in its speech, explained that this initiative to strengthen capacity for transparency in the Paris Agreement, is fundamentally designed for developing countries that wish to develop their institutional and technical capacities before 2020 and after that date, in order to meet in a timely manner the transparency requirements

established by Article 13 of the Paris Agreement. The objectives are to: (i) strengthening national institutions responsible for transparency-related activities in line with national priorities; (ii) provide the necessary tools, training and assistance to comply with the provisions of Article 13 of the agreement; (iii) gradually contribute to greater transparency.

The document being prepared has been informed in particular by various reflections discussed since 2017, notably on improving the reporting of national communications. The current context dominated by COVID19 has limited some consultations using traditional methods in favour of innovative online consultations. In addition, the implementation approach for this project is intended to be a paradigm shift from what has been done so far. All stakeholders involved in the transparency of the Paris Agreement will be integral to the process since the project was defined and will either intervene in the thematic working groups or the advisory council represented by the sectoral climate change groups.

Presentation of the outlines of the project (national consultant)

In his presentation, the national consultant highlighted the pivotal role of the Paris Agreement in the fight against climate change from 2020. The enhanced transparency framework established by Article 13 implies a homogenization of the relationship to the Convention, on the basis of its universal nature, both in the frequency of submission, the content and the review process. These reports, which must also report on the implementation of Nationally Determined Contributions, will feed into the global balance sheet. With some flexibility for developing countries and in particular LDCs and SIDS, all parties will have to produce a biennial transparency report and submit it biannually to the convention from 2024.

The Haiti CBIT project will be funded at USD 1,320,000 for a 36-month implementation period. Finally, he presented the theory of change proposed by the project and its proposed governance and management.

Main discussion points

Ing. Betonius PIERRE from Bureau of Mining and Energy (BME) recalled that a good GHG inventory needs a good energy balance for the energy sector and informed that the existing energy balances in the country are than 30 years old. He highlighted the need of having reliable data on energy and suggested to use some budget for the development of a proper energy balance, at least every 10 years.

Mr. Abner SEPTEMBER, Minister of the Ministry of the Environment (MOE) supported the request of Ing. Bétonus on the data to be produced. The production of data has a cost, and it is necessary to put the means to achieve it, so that the institutions are able to do this work technically and that the result is based on reliable data. This is something to consider in meeting the country's reporting commitments.

Mr. Odré Valbrun recalled that the CBIT project is fundamentally a capacity building project, including building the capacity of institutions that work in data production. He also recalled that the objectives of the CBIT project are, for a question of sustainability, to help the entities working on the production of data to fill the gaps as well as their needs for reinforcement that limit the production of data with the appropriate frequency. Finally, he proposed to discuss bilaterally the way of including in the project the production of an energy balance during the capacity building activities.

Ing. Betonius PIERRE from Bureau of Mines and Energy (BME) suggested to include the Ministry of Public Works (MTPTC) and the Ministry of Agriculture, Natural Resources and Rural Development (MARNDR) at the steering committee level, given their key roles and the importance of the energy and agriculture sectors.

Mr. Abner SEPTEMBER, Minister of the Environment (MOE) proposed to define the roles and responsibilities of each of the bodies involved but it is already the case in the CBIT documents.

Mr. Astrel JOSEPH, General Director of the MOE stressed the importance of the institutional arrangements among the focal points. Even if thematic working groups are included in the project chart, they should be included at the management team level so that they are well represented.

Mr. James CADET, Director of the Climate Change Directorate (DCC/MOE) proposed to include in the steering committee not only the MARNDR and the MTPTC but also the Ministry of Economy and Finance (MEF). He proposed to organize a bilateral meeting with the CBIT consultants to discuss on the role of the DCC/MOE in the project governance.

Mr. Odré Valbrun clarified that the first proposal of the CBIT project included the Ministry of Public Works and the Ministry of Agriculture. The consultations with the MOE proposed to reduce the size of the Steering Committee in the practical effort to make it simpler and facilitate the holding of meetings. Experience has shown when numerous people is involved and especially ministers, it may be difficult to arrange the agendas. However, it remains a proposal and the optimal size to adopt can still be discussed. In any case, UNDP will play a quality assurance (QA) role and the MOE the technical role as it is a support to National implementation modality (support to NIM) project where UNDP will support the MOE in the implementation of the project.

It was agreed that the Ministry of Agriculture of Natural Resources and Rural Development (MARNDR) and the Ministry of Public Works Transport and Communication (MTPTC) should integrate the Steering Committee in the next version of the Prodoc.

Mr. James CADET, Director of the Climate Change Directorate (DCC/MOE) recalled that as the Haitian public administration operates in French, it would be very useful to have the French version of the document.

Mr. Odré Valbrun clarified that a translation is planned but since it is a working paper, only the final version will be translated into French. At this stage only a summary version in French has been elaborated but both versions were sent to all participants in the invitation email.

It was agreed that after inclusion of all comments, the revised final version of the document will be translated into French and will be sent to the Minister for signature. This version will also be sent to participants to confirm that their comments have been taken into account.

Dr. Joaneson LACOUR from Quisqueya University highlighted the problem of unavailability of reliable data not only for energy but for all sectors of the transparency framework. He also agreed that the CBIT budget was limited to do both capacity building and production of data.

Mr. Odré Valbrun confirmed that this budget will not solve all the problems. That is why the approach that should be taken is to capitalize on the existing data and see what can be improved in what already exists. For example, at the level of the statistical service of the MARNDR surveys are done, reports produced and data used to feed the inventory in the AFOLU sector. It is known that in many cases this data does not quite match the need for the inventory. The idea would be to identify with the statistical service, the gaps to be filled, review methodologies, variables to be informed so that the data meets the needs of the inventory and also have a significant level of reliability. It is the same with energy and waste. We need to get closer to the entities to strengthen their capacity to play their role without trying to replace them. As we know that we have limited resources, the focus will be on training, equipping appropriate tools and methods. We need to see how universities can be involved in improving on what is being done. In the concept of this project, the idea is to set up thematic working groups that will include both data producers, users who mobilize them in the production of reports and academics who can help with the analysis, quality control and adjustment of data, so that they are as close as possible to reality.

Mr. Carlo Destouches from the Faculty of Science mentioned that it is a very interesting proposal. There is UrGéo who is the Research Unit in Geosciences of the Faculty of Science (UEH) who are interested in this issue on climate change. There are already frameworks (UrGeo) that can correct, process and analyze data. In addition, make future simulations to improve the country's alert system.

Mr. Jean Robert Rival, Technical Advisor in FAO-Haiti mentioned that it is good to involve universities as well as research entities, whether private or public.

During the implementation of the project, it will be necessary to meet with CORPUHA to determine how to integrate universities effectively into the CBIT process, while capitalizing on what their research cells are already doing.

Mr. Yvio Georges, UNDP-PNA Project Manager, clarified that at the NAP project level, there is a great concern for the integration of universities into the adaptation process. He mentioned that the thematic working groups need to capitalize on the existing ones, in particular the working group related to the conventions. The group is being revitalized with representatives of technical executives from departments and universities. CBIT project should take into account how to value these groups and avoid creating parallel working groups.

Mr. Pachuco Jean-Baptiste, TNA National Consultant, agreed that CBIT project should build on what already exists. For example, when it comes to adaptation, there is a national risk and disaster management system, there is the UHM

that works in data collection and the CBIT components should build on these mechanisms that already exist instead of going to put in place other mechanisms.

Mr. Odré Valbrun recalled that the concept of the project is to capitalize on the existing while seeking to improve for better performance. However, on the specific case of the thematic working groups, it should be kept in mind that the objectives pursued will be primarily to assist in the future development of biennial quality transparency reports according to the appropriate frequency. And as mentioned in his presentation, he recalled that this report will include: (i) the GHG inventory; (ii) information needed to track progress in implementing the CDN; (iii) information on the effects of climate change and adaptation to these changes; (iv) information on the support needed and received in the form of financial resources, capacity building and technology transfer. This means that the NAP working group will have to be capitalized, but not in its current state, other elements will have to be added to it to meet the objectives of the project.

During the implementation of the project, synergy with the NAP project will be required to see how to build on the existing technical working group.

Bilateral meetings

Bureau of Mining and Energy (BME)

Date and time: 26 August 2020, 15:00 – 17:00 PM CET

Location: Virtual meeting (via whatsapp)

Names of participants:

- **Bétonus PIERRE**, Technical Advisor of BME
- **Odré Valbrun**, National Consultant
- **Maria Jose Lopez Blanco**, International Consultant

The purpose of the meeting was to follow up on the resolution taken during the validation session. The aim was to deepen the question of the development of the energy balance raised by the ing. PIERRE of the BME and to discuss in a participatory way how to address this issue in the project.

As a justification, Mr PIERRE stressed the importance of achieving the national energy balance as a basic instrument for a good GHG inventory and presented the problem from a reminder of the main balance sheets developed in the country to date. The first review dates back to the 1970s with the assistance of OLADE and was the only one to have benefited from the results of fairly substantial field investigations and a report of more than thirty pages. The second dates back to 1991. But this was based on a partial update with limited surveys, funded by the World Bank during the completion of the study "Strategy for Domestic Energy (SED) in Haiti". In July 2004, with funding from the World Bank and MOE in the implementation of the strategy to ease the pressure on national wood resources through fuel demand, the balance sheet was further updated in part from extremely limited surveys taking into account only the entry points of charcoal into the Haitian capital, which was considered responsible for 80% of the demand for line fuel. And finally in 2006, it was updated with the assistance of the International Atomic Energy Agency (IAEA) as part of the development of the "National Energy Sector Development Plan (PNDSE)" considered a master plan of the sector but which has not been implemented by the authorities. This was a very limited balance sheet considering only energy demand, whereas a balance sheet would normally take into account at least three modules: primary production, processing, and consumption. Ing. PIERRE also took the opportunity to recall the importance of having a reliable energy balance in the context of the GHG inventories preparation.

Mrs. LOPEZ agreed about the need for a reliable energy balance in the GHG inventory and committed to integrating this component into the CBIT project, at least to initiate the process. She said that to complete the energy balance, funding opportunities will have to be explored with the other National Communications projects and the Biennial Update Report (BUR) that are designed to support countries also in data production. In addition, Mrs. LOPEZ proposed to explore with UNDP other funding opportunities through other initiatives to secure the necessary funds. She also pointed out that CBIT is a capacity-building project and not necessarily a data production project.

Agr. VALBRUN wanted to have an order of magnitude of the amounts that would be needed as well as the components of this study to integrate them into the CBIT document. Ing. PERRE explained that the BME is able to make a needs assessment within a reasonable time, but indicated that it would be necessary to provide around \$250,000 over 24 months for such work, but that it would be necessary to wait for the figures of the BME. In terms of components, Ing. PIERRE mentioned the following outlines: training (the main focus of

CBIT), field investigations (the Gordian node of the balance sheet) and the actual development of the balance sheet and its analysis and interpretation.

Mrs. LOPEZ intervened to explain that the funding agencies have their experiences on the amounts needed and the methodologies to be implemented and that in all cases, the budget mentioned is the equivalent of that of a developed country. Moreover, she added that it should not be very difficult to make an energy balance in a country like Haiti with so low level of consumption and without a complex energy sector in place. The need to meet with the heads of the Faculty of Agricultural and Veterinary Medicine (FAMV) was also mentioned in view of the importance of the AFOLU (Agriculture, Forestry and Other Land Uses) sector in GHG inventories.

Faculty of Agricultural and Veterinary Medicine (FAMV)

Date and time: 28 August 2020, 16:00 – 17:00 PM CET

Location: Virtual meeting (via whatsapp)

Names of participants:

- **Dr Neudy JEAN-BAPTISTE, Stephen LOUIS, Steevensen ALCIUS**, GHG inventory team for the AFOLU and waste sectors
- **Odré Valbrun**, National Consultant
- **Maria Jose Lopez Blanco**, International Consultant

The purpose of the meeting was to gather feedback and recommendations from the FAMV team on the Prodoc and to discuss the proposals to be accepted.

The meeting began with a brief presentation of the participants followed by a contextualization produced by the national consultant, including the absence of the FAMV team at the virtual validation workshop.

Dr. NEUDY JEAN-BAPTISTE presented the main challenges and gaps to be filled by the project on behalf of the FAMV team. These include:

- The availability, accessibility and quality of data,
- The discontinuity of datasets,
- Lack of a database/weakness in archiving,
- Training team executives/software management,
- Sharing experiences with other French-speaking countries and the region.

Mrs. LOPEZ stressed the correctness of these points, which are common to many countries in the region and developing countries in general. These points were taken into account specifically in the Prodoc, and are clearly presented in the report prepared by the national consultant.

Mr- VALBRUN added that the project, which is fundamentally aimed at capacity building, places a lot of emphasis on training and this will have to include the mastery of certain software. For the AFOLU sector, it will probably be about the software IPCC2006 and CollectEarth. For inventory improvement needs, research will at least be required to improve activity data and, in the longer term, the continuous improvement process to move to Level 2 for some key categories.

This point was discussed by Mrs. LOPEZ who indicated that default emission factors have in many cases low uncertainty and the focus should be on improving the quality of the activity data. In any case, capacity building activities of the CBIT project will train to use the latest applicable IPCC Guidelines for GHG inventories.

Professor Stephen LOUIS emphasized the need for a decentralized approach to the implementation of the database and online information system to be managed by the Ministry of the Environment. For this purpose, a database must also be developed at FAMV and BME.

For his part, Professor Steevensen ALCIUS came up with the idea of participating in the production of certain data in order to improve the quality of the data mobilized in the inventory.

Mrs. LOPEZ clarified that the CBIT project and the transparency framework are not about a centralized approach but the GHG inventory database will be used by all sectoral experts. MOE will be the lead and coordinating entity of the GHG inventory and not the owner of the online information system. She emphasized that all stakeholders will have a role to play in the online information system.

Climate Change Directorate (DCC) of the Ministry of the Environment (MOE)

Date and time: 28 August 2020, 17:00 – 19:00 PM CET

Location: Virtual meeting (via whatsapp)

Names of participants:

- **James CADET**, Director of the MOE's Climate Change Directorate
- **Odré Valbrun**, National Consultant
- **Maria Jose Lopez Blanco**, International Consultant

The purpose of the meeting was to gather feedback and recommendations from the Climate Change Directorate and, above all, to get an idea of the concerns about the governance aspect of the project expressed during the validation session.

The exchanges took place mainly around the written comments and recommendations produced by the DCC a few minutes before the meeting.

Three points were discussed:

- The composition of the project steering committee,
- A new proposal for the institutional arrangements of the project including another organization of the Project Management Unit and the establishment of a technical monitoring committee,
- Formulations on roles to be changed.

The following summarizes the proposal for the project management structure:

- In the composition of the steering committee, the presence of the Ministry of Economy and Finance (MEF) should mainly help with the finance aspect. To this end, the MRV finance carried out by UNDP in the Readiness 1 project for access to the Green Climate Fund should be valued. In addition, non-state entities should be removed from the steering committee's composition. Entities such as CORPUHA and environmental associations may well remain at the advisory board level but not at the steering committee level.

- On the designation of the MOE in the document as an implementation partner, it should be said that the Ministry of the Environment is the main beneficiary of the project. To this end, it has full responsibility for coordinating and implementing the project.
- The Project Management Unit (PMU) will be recruited by MoE in coordination with UNDP. The PMU will capitalize on a good practice instituted under the AP3C project. In this sense, the PMU would be accompanied by technical assistance/International Expertise in the style of the AP3C project.

To these recommendations, which have been the subject of various exchanges, the international consultant says she takes note and proposes to schedule another meeting involving UNDP in order to make a final decision. She also explained that most of the formulations are derived from the standard forms used by UNDP for GEF projects and in particular for CBIT projects. There are certain responsibilities that naturally come back to UNDP in the funding agreement with the GEF. For the management aspects of the project, having conflicting recommendations requires consensus and some arbitration that a consultant will not be able to do.



***Capacity Building Initiative for Transparency Strengthening
National Institutions in Haiti to meet the Transparency
Requirements of the Paris Agreement.***

Rapport de l'atelier de validation finale du Prodoc

Décembre 2020

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I. CONTEXTE

Le Ministère de l'Environnement dans le cadre de l'activité dénommée « Semaine du Climat » a saisi l'occasion pour organiser l'atelier de validation finale du document de projet

« Renforcement des Capacités pour la Transparence dans l'Accord de Paris pour Haïti ». Au cours du mois d'Août 2020, le MDE en collaboration avec le PNUD a organisé un atelier de présentation du document de projet afin de recueillir les commentaires et recommandations des différentes parties prenantes. A la suite de l'intégration de ces commentaires dans le document de projet, cet atelier a été organisé afin de soumettre le document final à l'appréciation des différentes parties prenantes.

Le projet CBIT d'Haïti s'inscrit dans le cadre de la mise en place d'un système national de mesure/surveillance, de notification et de validation pour suivre les émissions de GES et l'impact des mesures d'atténuation, ainsi que des indicateurs dans le cadre du système de suivi et d'évaluation de l'adaptation. Ces systèmes serviront à suivre le CDN conformément aux exigences du cadre de transparence de l'accord de Paris sur le changement climatique.

II. OBJECTIF

L'objet de cet atelier est de présenter le document final du projet intégrant les différents commentaires et recommandations reçus au cours de l'atelier de présentation.

III. METHODOLOGIE

La démarche méthodologique pour la validation du Prodoc a été réalisée en 4 étapes :

- 1) Une séance de présentation du projet à la Direction Générale du Ministère de l'Environnement, suivie de recommandations ;*

- 2) Une séance de pré-validation proprement dite avec toutes les parties prenantes au projet, suivie de recommandations et ;
- 3) 3 séances de consultation bilatérale avec des acteurs clé comme le BME, le MDE et la FAMV
- 4) Une séance de présentation finale du document de projet avec la prise en compte des différents commentaires

L'activité d'aujourd'hui s'inscrit dans le cadre de cette dernière étape pour la validation du document de projet avant la soumission au GEF. Tenant compte du contexte COVID-19, l'activité a été réalisée de manière mixte, en présentiel à la salle de conférence du MDE et en ligne sur la plateforme ZOOM.

IV. DEROULEMENT DE L'ATELIER DE VALIDATION FINALE

Réalisé dans le cadre de la Semaine Climatique organisée par la Direction des Changements Climatiques (DCC), l'atelier de validation a été la toute première activité de l'initiative. Le déroulement de la première journée a été fait de la manière suivante :

- 1) Propos d'ouverture de la Semaine du Climat par le Ministre de l'Environnement, M. Abner Septembre.
- 2) La mise en contexte de l'atelier de validation par le point focal du GEF en Haiti, M. Moise Jean Pierre
- 3) Présentation des grandes lignes du projet par le consultant national, M. Odré Valbrun Cette

présentation a été organisée autour des points clés suivants :

- ✓ Obligation d'Haiti au titre de la CCNUCC
 - ✓ Initiative CBIT : Contexte et Justification
 - ✓ Processus de consultation - Dispositif en place actuellement et lacunes à combler
 - ✓ Cadre de mise en œuvre du projet
 - ✓ Informations de base
 - ✓ Grandes lignes du projet
 - ✓ Montage institutionnel
 - ✓ Cadre des résultats
 - ✓ Calendrier de mise en œuvre
-

Suite à la présentation de M. Valbrun, on a surtout eu des commentaires au sujet de la mise en œuvre du projet. Les gens insistent sur le cadre de collaboration qui doit exister dans la mise en œuvre de ce projet pour que cela soit une réussite. Ils souhaitent une grande implication des différentes institutions (productrices de données) dans la mise en œuvre du projet afin de permettre une bonne collaboration dans le partage des données et permettre à Haiti de répondre aux exigences de rapportage dans le cadre des conventions de Rio.

- 4) Clôture de l'atelier par le directeur général du Ministère de l'Environnement M. Astrel Joseph qui a mis l'accent sur l'importance de ce projet pour Haiti dans le cadre de la mise œuvre de l'accord de Paris et souhaite déjà la collaboration des différentes parties prenantes impliquées dans la mise en œuvre de ce projet.*
-

V. CONCLUSIONS

Les différentes étapes mentionnées dans la méthodologie particulièrement l'atelier d'aujourd'hui a permis de valider le document de projet, qui va être soumis au GEF pour approbation. Les consultations conduites ont permis d'impliquer les différentes parties prenantes dès la conception du projet. Ceci permettra une bonne appropriation du projet et favorisera une plus grande collaboration dans la mise en œuvre du projet.

VI. ANNEXES



MINISTÈRE DE L'ENVIRONNEMENT DIRECTION CHANGEMENTS CLIMATIQUES (DCC)

Feuille de Présence

Lancement de la semaine du climat

Atelier de présentation du projet « Renforcement des institutions nationales en Haïti pour répondre aux exigences de transparence de l'Accord de Paris »

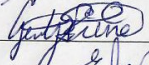
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Main conclusions from the consultation and validation process

- The Project Steering Committee will include: the UNDP Resident Representative in Haiti, UNDP IRH (Climate Technical Advisor), UNDP-NCE (Principal Technical Advisor) and the following ministers or their representatives: the Minister of the Environment; the Minister of Public Works and the Minister of Agriculture of Natural Resources and Rural Development and Minister of Finance.
- The establishment of thematic working groups will be based on existing TWGs created under the NAP but will incorporate other frameworks to address other aspects of transparency. These groups will include the focal points of all the Rio conventions and a representative from the Ministry of Women.
- During the implementation of the project, it will be necessary to meet with CORPUHA to determine how to integrate universities effectively into the CBIT process, while capitalizing on what their research cells are already doing.
- The capacity building activities should take into account how to fill the data gaps and needs at the same time (for instance, the energy balances are 30 years old and are extremely important for the energy sector of GHG inventory and for mitigation planning). In this context, the learning by doing approach might be very helpful and will be emphasized in the activities.
- The French version of the Prodoc document will be prepared after recommendations from the validation process are included. This is the one that will be signed by the Minister of the Environment. The co-financing letter will also be signed in French.

Stakeholder Engagement Plan

Stakeholder	Key functions	Project engagement and specified roles
Coordination		
Ministry of Environment (MDE in French)	The Ministry of Environment is the focal point for implementing the United Nations Framework Convention on Climate Change and its related instruments such as the Paris Agreement. As such i) it coordinates the preparation of reports to be submitted to the Convention such as National Communications, national GHG inventories, Biennial Update Reports, Assessment of needs in technology transfer and in the near future the Biennial Transparency Report (BTR); ii) it develops and monitors the implementation of national planning documents such as national adaptation plans and the National Determined Contribution (NDC). The MDE also plays the role of focal point for other Multilateral Environmental Agreements such as the Convention on Biological Diversity and the Convention on Desertification.	The project will be hosted by the Ministry of the Environment who will designate a project coordinator, recruit technical assistance and chair the advisory board. The MDE will be responsible for ensuring the preparation and regular submission of biennial transparency reports and for this will have to lay the necessary foundations to play its role of coordination and supervision of the preparation of reports and hosting of the archiving system. It will also ensure that the answers to the questions during the International Consultation and Assessment (ICA) process are provided.
Data production and collection		
Ministry of Public Works, Transport and Communications (MTPTC / CE/ EDH/ SNGRS in French)	The Ministry of Public Works, Transport and Communications is the central body responsible for designing, defining and implementing the country's policy in the fields of Public Works, Transport, Communications, Drinking Water, and Energy. As such, this ministry has a crucial role to play in the implementation of the national strategy in the fight against climate change, in particular the mitigation priorities expressed in the NDC relating to renewable energy, energy efficiency, transport, waste, etc. The MTPTC has under its responsibilities a set of other key institutions namely the Electricity of Haiti, the Bureau of Mines and Energy and the National Service for Solid Waste Management.	The MTPTC and its decentralized entities must continue their collaboration to: - Providing activity data in the preparation of national GHG inventories; - Providing information and data on their respective policies and programs having an impact on climate change mitigation and adaptation as well as progress made in the implementation of the NDC; Associated ministries/ departments /institutions will support the implementation of mitigation and adaptation activities linked to capacity building in order to improve monitoring, reporting and verification of information.
Ministry of Agriculture, Natural Resources and Rural Development / statistical services (MARNDR/ services statistiques in French)	The Ministry of Agriculture, Natural Resources and Rural Development is the state body responsible for defining the economic sector policy of the Haitian government in the fields of agriculture, livestock, renewable natural resources and rural development. It has a statistical service which regularly conducts agricultural surveys and censuses.	The MARNDR should continue to play an important role in providing data for the Agriculture, Forestry and Other Land Uses (AFOLU) sector. For this, it will have to designate two focal points, one on statistics and the other for monitoring and evaluation

Stakeholder	Key functions	Project engagement and specified roles
		of the implementation of adaptation and mitigation measures relating to the sector. In addition, the involvement of the Bureau of Communal Agriculture (BAC in French) in the collection of climate data and information is also envisaged.
The Ministry of Planning and External Cooperation (MPCE/CNIGS in French)	The Ministry of Planning and External Cooperation is responsible for designing, steering, leading the development planning process and coordinating external support for the national development effort. It is the supervisory ministry of the Ministry of Planning and External Cooperation (CNIGS in French) which has the mission of producing and disseminating updated and reliable geographic information throughout the national territory by the use of appropriate modern technologies, guaranteeing the provision of methods, tools, products and training to support the planning of the country's sustainable development actions.	The CNIGS will have to play an important role in the production of data to improve the accuracy of the GHG inventories, especially for the land-use change aspect (AFOLU sector). This should also concern the monitoring of the impacts of the implementation of adaptation and mitigation projects.
The Haitian Institute of Statistics and Information Technology (MEF/IHSI/Douanes in French)	The Haitian Institute of Statistics and Information Technology (IHSI in French) is a specialized institution, responsible for producing figures on all aspects of economic, social, demographic phenomena, etc., and making them available to government authorities, national, international and general public organizations. As the centre of the National Statistics System, the IHSI collaborates with the statistical services of other ministries and maintains privileged relationships with national and international institutions that are both producers and users of statistical information. Customs (Douanes in French) collect all information on the country's imports and exports.	The IHSI should continue to play an important role in providing data for key sectors of the country's economy and population. Like the Ministry of Agriculture, Natural Resources and Rural Development (MARNDR in French), it will have to designate two focal points to work with the project on adjustment and collaboration mechanisms in order to allow national statistics to meet the transparency needs of the Paris agreement. A customs focal point is also envisaged from the same perspective.
Technical and financial partners	Technical and financial partners play a crucial role in the implementation of development actions in the country. As such, they should make a significant contribution to the implementation of adaptation and mitigation measures. Without being exhaustive, technical and financial partners are: - UN agencies: FAO, UNDP, UNEP, PAM; - Bilateral cooperation agencies: USAID, AFD, Canadian cooperation; Swiss cooperation; - Multilateral banks such as the World Bank, the IDB; - NGOs.	These actors are mainly members of the sectoral climate change sub-table. The role in this project will mainly concern participation in the sectoral climate change sub-table. We mainly expect a harmonization of their methods and tools to meet the need for transparency. They will also have to provide all the data concerning climate change projects.
Private sector/ Association of Industries of Haiti (ADIH in French) / Chamber of Commerce and Industry of Haiti (CCIH in French)/ National Society of Industrial Parks (SONAPI in French)/ Industrial park Caracol (PIC in French)	The actors of the private sector constitute the basis of industrial production in Haiti. They are mainly found in associations such as the Chamber of Commerce and Industry of Haiti, the Association of Industry of Haiti. In addition, Industrial Parks such as the National Society of Industrial Parks and the Industrial Parks of Caracol include most of the country's subcontracting industries.	These actors should continue to play a crucial role in providing activity data for national GHG inventories. The environmental specialists of these structures will have to play the role of focal point to facilitate access to the data and the adjustment of the nature of the data to meet the needs for transparency.
Analysis-management and use of data		
Bureau of Mines and Energy (BME in French)	The main mission of the Bureau of Mines and Energy is the promotion of research and exploitation of mineral and energy resources in Haiti, as well as the relevant techniques. It works with the Faculty of Science at the State University of Haiti (FDS in French) to certify improved stoves in Haiti and promotes clean cooking fuels in the country. The BME is also conducting studies on the use and penetration of cooking technologies in the country.	The BME will continue to play a leading role in coordinating the GHG inventory team in the Energy and industrial processes and product use (IPPU) sectors. Its experience in the field is crucial for building the new system to be implemented, of which it will constitute one of the pillars.
Faculty of Agronomy and Veterinary Medicine (FAMV in French)	The Faculty of Agronomy and Veterinary Medicine is one of the entities of the State University of Haiti dedicated to university training, research and services to the community. Research and	FAMV will continue to play a crucial role in coordinating the GHG inventory team in the Agriculture, Forest and Other Land Use (AFOLU) sector. Its experience is also a

Stakeholder	Key functions	Project engagement and specified roles
	teaching are organized around seven departments and a few teaching laboratories.	guarantee of success for the implementation of the system.
Faculty of Sciences (FDS in French)	The Faculty of Sciences is an entity of the State University of Haiti which is dedicated to university training, research and services to the community. It conducts a master's degree in water and the environment and, in addition to engineering and architectural degrees, delivers a master's degree in databases and systems integration (MBDS in French) in collaboration with the University of Nice Sophia Antipolis. The university maintains a laboratory with the BME for the certification of biomass stoves and conducts research in the fields of energy.	The FDS could play the role of pivotal institution for the evaluation of mitigation in areas of its competence such as energy and industrial processes and product use (IPPU) sectors.
Quisqueya University (UniQ)	UniQ is one of the country's most prestigious private higher education and research institutions. It offers training degrees from undergraduate to doctorate. It has five research laboratories associated with its faculties, including one on water quality and the environment.	UniQ could play the role of pivotal institution for the evaluation of mitigation in areas of its competence such as energy and industrial processes
Pool of Consultants	Very often the lack of qualified human resources in the country to work on certain themes is pointed out. There are a significant number of Haitian professionals with doctorate and master's degrees who can play a key role in the implementation of actions related to transparency.	National consultants will participate in the capacity building sessions and a register will be compiled describing the existing skills and the themes on which they may possibly intervene.

Annex 8: Gender Analysis and Gender Action Plan

I. Context

Adapting to and mitigating the effects of climate change is a major challenge for Haiti, considering the adverse consequences of climate change at the global, national and local levels. The degree of vulnerability of the population to climate change depends on the gender, exposure, sensitivity and adaptive capacity of the population. Studies carried out in recent years show that women, the elderly and children are the groups most vulnerable to the effects of climate change. Indeed, disasters impact women and girls differently than men and boys. Women and girls face distinct risks.

According to data from the Haitian Institute of Statistics and Informatics (IHSI) for 2015¹⁰, the Haitian population is estimated at approximately 11,000,000 people, 51% of whom are women. Addressing gender inequality issues in social, economic and political terms in a sound manner within projects can help strengthen the development of interventions that generate equitable livelihood benefits and support the fight against the effects of climate change. This project on "Establishing a national MRV system to monitor GHG emissions and the impact of mitigation measures, as well as indicators as part of the adaptation monitoring and evaluation system" will provide reliable and up-to-date data to make the best decisions to address climate change in Haiti.

Gender inequality is one of the main indicators of inequality and is played out along political, social and cultural dimensions. It is closely linked to poverty and other development challenges which is deeply rooted in social norms and economic conditions with a greater impact on the poor, particularly on women and young people.

Gender Analysis (GA) is at the core of gender mainstreaming. It seeks to identify differences between men and women and understand their relationships. It illuminates root causes of gender-based differences towards developing practical and strategic actions to address any gaps leading to them. GA also takes into account different knowledge, interest and needs of men and women in identifying opportunities and barriers towards implementing appropriate actions in addressing them.

Through the years, several indices have been developed to quantify the concept of gender inequality. The United Nations Development Programme uses the Gender Inequality Index (GII) and Gender Development Index (GDI).¹¹ The GII is a composite measure that shows inequality in achievement between women and men in reproductive health, empowerment and the economic activity while measuring achievement in human development in three areas: health, education, and command over economic resources. Reproductive health is measured by maternal mortality and adolescent birth rates; empowerment is measured by the share of parliamentary seats held by women and attainment in secondary and higher education by each gender; and economic activity is measured by the labour market participation rate for women and men. The GDI considers the gender gaps on human development and it based on the sex-disaggregated Human Development Index, defined as a ratio of the female to the male HDI. The GDI measures gender inequalities in achievement in three basic dimensions of human development: health (measured by female and male life expectancy at birth), education (measured by female and male expected years of schooling for children and mean years for adults aged 25 years and older) and command over economic resources (measured by female and male estimated GNI per capita). Haiti has a GII of 0.620 and a GDI value of 0.890 for 2018, ranking the country 169 out of 189 countries assessed worldwide¹².

This document aims to analyze existing gender disparities/inequalities in certain thematic areas, to review some of the mechanisms in place to reduce these inequalities and finally to propose a gender action plan.

II. Legal and Administrative Frameworks for Protecting Women and Gender Equality

Several constitutions have succeeded each other and the first to establish a turning point for the situation of women was the 1950 Constitution, guaranteeing them the right to vote. The Constitution in force, adopted on 10 March 1987 by a Constituent Assembly, which was approved in a referendum on 29 March 1987, as

¹⁰ http://www.ihsi.ht/pdf/projection/Estimat_PopTotal_18ans_Menag2015.pdf

¹¹ United Nations Development Programme. Human Development Report. <http://hdr.undp.org/en/content/table-4-gender-inequality-index>.

¹² UNDP 2019. Human Development Report 2019

amended, unequivocally enshrines the principle of equality of men and women before the law and equal rights in the protection and enjoyment of human rights (articles 17, 18, 19, 28, 32.1 and 32.6)¹³.

Thus, at the level of national legislation, the numerous laws published between 1825 and 1826 contained discriminatory provisions that were maintained until the 20th century: the Civil Code (27 March 1825) and the Criminal Code (19 May 1826), inspired by the French Napoleonic Code, were amended much later, in 1982 and 2005, largely eliminating discriminatory aspects against women; on the other hand, the Code of Civil Procedure of 3 May 1825 and the Code of Criminal Instruction of 12 April 1826 did not recognize the right of a married woman to take legal action. For the Commercial Code of 28 March 1826; (art. 4) a woman cannot have the status of trader without her husband's consent. Only the Labour Code of 1961 affirms the equality of the sexes in terms of access to employment, salary and wages³. The principle of a 30% quota for women in all decision-making positions in national life, particularly in the public services, was recognized in 2012 in the so-called amended version, in article 17-1, of the 1987 Constitution.

Incorporating gender and gender-sensitive policy and planning is an essential part of effectively and strategically dealing with climate change impacts. Overall, Haiti's mechanisms and reform plans for gender equality are based on a number of international agreements and conventions for women's rights. Several such instruments have been ratified in Haiti, including:

- The Convention for the Suppression of Human Trafficking and Exploitation of the Prostitution of Others September 2, 1952;
- the Convention on the political Rights of Women, July 31, 1957 (Please note that the Haitian woman has the right to vote since 1950);
- the Convention on the Elimination of all forms of Discrimination with regard to Women (CEDAW), 7 April 1981;
- the Convention on the fight against discrimination in the field of Education, October 15, 1984;
- the International Covenant on Civil and Political rights, 23 November 1990
- the Convention on Children's rights, December 23, 1994;
- the Inter American Convention on the prevention, punishment and eradication of violence against Women, 3 April 1996.

The Ministry of Women and Women's Rights (MCFDF) is tasked with ensuring that signed agreements and conventions (domestic and international) are implemented, as part of its broader mission to guide the formulation, implementation, and enforcement of equitable public policies. Recently, the adoption of the Gender Equality Bill as well as the implementation of the National Plan for Gender Equality and the National Plan for the Fight Against Gender Equality (2017), attest to Haiti's continued efforts to protect the rights of women (VERFIY)¹⁴. The ministry's operations are divided across four areas: Women's Rights Promotion Directorate (DPDDF), Gender Analysis Directorate (DPAG), the Directorate of Administrative Affairs (DAF), and Direction of coordination of the departmental offices.

MCFDF representatives (or Gender Focal Points/ *Point Focal genre*) are in place across ministries and state structures to coordinate and collaborate on women's rights and gender equality in the public sphere. Notably, a key function of this department is the production of national gender analyses and awareness-raising and training activities. However, the MCFDF faces insufficient budget allocation, as well as limited human resources human resources and technical capacities to carry out its intended mission, while a lack of regulation for the functioning of this strategic institution means that its level of authority and influence in orienting governance activities is weak¹⁵.

The significance of gender responsive strategies and interventions in the tackling climate change is reaffirmed with COP 22 that stated the need to give gender issues visibility from the composition of the COP teams, staffing of the national institutions, and local actions, with emphasis on analysis and disaggregation of impacts,

¹³ <http://www.nsi-ins.ca/wp-content/uploads/2009/12/2009-%C3%89quit%C3%A9-de-Genre-Justice-et-S%C3%A9curit%C3%A9-en-Ha%C3%A9ti.pdf>

¹⁴ Shadow report (2011)

¹⁵ UNDP (2016) - Projet de Renforcement des capacités adaptatives des communautés côtières aux changements climatiques en Haïti (ACC - PNUD/FEM/MDE)

beneficiaries and interventions by gender. The GEF also believes that more systematic inclusion of gender aspects in their projects could create positive synergies between improved environmental management and greater gender equality.

Aware of the fact that climate change does not affect women in the same way as it does men, and of the need to integrate women into the various strategies to combat climate change, the Haitian government is committed to integrating women's vulnerability through the various policies, frameworks developed and actions implemented in the area of climate change.

Haiti, in order to assess the effectiveness of actions in relation to financing, progress made in reducing emissions and to report on emission reductions, must put in place an operational MRV system that will allow better decisions to be made in the fight against climate change in Haiti.

There are few links between Haiti's climate change governance structures and the established frameworks for gender equality and women's empowerment (ie., MCFDF, National Gender Equality Policy)¹⁶. The National Adaptation Programme of Action (NAPA, 2006, revised 2017) and the National Climate change policy (PNCC, 2017) – both aligned with the UNFCCC Paris Agreement – promise gender integration in all aspects of its implementation, however details on specific measures to address gender inequalities are lacking¹⁷. In the Second National Communication on Climate Change (DCNCC), gender considerations were taken into account in four priority areas linked to climate change adaptation: agriculture and food security, water resources management, disaster and risk management, and health.

To meet its climate ambitions, three main climate change policy documents have been developed, including the Haiti Nationally Determined Contribution (CDN) developed in September 2015, the revised National Adaptation Action Plan (NAPA) updated in 2017, and the Haiti National Policy on Climate Change (PNCC) published in 2019.

The PNCC of Haiti stipulates that the strategies, plans, programs and projects contained in its implementation must take into account the following principles: Decentralization; Participation and consultation; Integrated and holistic approach; Transparency and accountability; Equity; The principle of common but differentiated responsibilities; The use of precautionary principles.

During the PPG, the project gathered information in the table below. Gathering of information was done through desktop/literature review, and consultations.

Description of resource users/group (group can be formal or informal)	Roles, Capacities, Knowledge and Expertise, Rights of Access and Control, and Responsibilities	Project impact on the users/group	Influence of users/group on the project
Technical <u>sectoral</u> teams from sector-based institutions operating in key GHG emission sectors (agriculture, forestry and land use, energy, transport, industries and waste sectors)	The Technical <u>sectoral</u> teams are government officials based in institutions operating in key GHG emission sectors (agriculture, forestry and land use, energy, transport, industries and waste sectors). During the PPG Phase, it was established that currently, there are few and/or no women with technical expertise in the GHG emission sectors	This project will strengthen technical capacity of both women and men regarding GHG reporting and operationalization of the MRV System	Lack of or low participation by technical <u>sectoral</u> teams in provision of GHG data, trainings and operationalization of MRV system will hinder achievement of target results. Active involvement of technical <u>sectoral</u> teams in project implementation will ensure delivery of project results due to availability of GHG sectoral data for the Green House Gas Inventory (GHGI); built technical capacity to operationalise the MRV System and project

¹⁶ USAID (2016)

¹⁷ USAID 2016

Description of resource users/group (group can be formal or informal)	Roles, Capacities, Knowledge and Expertise, Rights of Access and Control, and Responsibilities	Project impact on the users/group	Influence of users/group on the project
	from government sector-based institutions.		ownership hence project sustainability.
Project management team: Project Management Unit (PMU) Project Steering Committee (PSC)	Haiti's constitution requires that women occupy 30% of positions in decision making organs Recruitment of PMU and PSC members will ensure gender balance	This project will create employment opportunity to both women and men.	The PMU staff will be recruited based on their qualifications and technical capacity to deliver results. The recruitment process will be transparent and provide equal opportunity for both men and women. PSC members will be selected transparently and both men and women will be given an opportunity. Technically capable project staff (PMU) and PSC will ensure efficient and effective project management hence delivery of timely quality target results and vice versa.
Target sectoral stakeholders for capacity building - to collect, process and feed data into the GHG emissions inventory system	During the PPG Phase, it was established that currently, there are few women with technical expertise in the GHG emission sectors as a whole	This project will strengthen technical capacity of both women and men regarding GHG reporting and operationalization of the MRV System	The success of the project requires collaboration of all stakeholders' actors. Selection of trainees for capacity building activities will be transparent and will ensure all stakeholders are represented (including both men and women) Lack of or low involvement of stakeholders in project implementation (including capacity building activities) will impede achievement of target results and project sustainability. For instance, if stakeholders are not adequately involved, there will be challenges obtaining GHG sectoral data hence the Green House Gas Inventory (GHGI) will not be developed which will also impede development of the MRV System. MoE will forge stakeholder partnerships to ensure project ownership.

X. Gender Action Plan

This action plan for gender mainstreaming in the implementation of the project "Strengthening the capacity of national institutions in Haiti to meet the transparency requirements of the Paris Agreement" provides specific indicators proposed to measure and monitor the progress of these actions at the activity level. This can be integrated into the detailed Monitoring and Evaluation plan that will be developed at the beginning of implementation and provides concrete recommendations on how to ensure that gender (including disaggregated data) continues to be collected and measured throughout implementation.

	Action	Indicator
Component 1: Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions (GEN2)		
Outcome 1.1: A sustainable framework for the national MRV system is in place	- Standardize gender mainstreaming across all MRV systems - Establish accountability systems to measure gender equality in the MRV system - Prioritize the equal representation of men and women in newly developed national MRV system - Integrate gender-specific indicators into relevant monitoring and reporting systems - Invite gender-focused NGO's to participate in the MRV process - Regulatory attendance of the UNDP gender course by Ministerial staff	- Gender disaggregated data in order to identify gaps and improve women's participation - Adherence to at least 40% of women in the MRV system - One action plan from the concerning Ministries on their identified gender weaknesses is developed
Outcome 1.2: A sustainable national GHG inventory system is developed	- Training of men and women on cross-sectoral framework, data collection, QA/QC and analysis for the national GHG inventory - Development of gender-sensitive national tools - Prioritize the equal representation of men and women in newly developed GHG inventory system - Integrate international gender experts for engendering the national GHG inventory process - Create a "how-to" checklist on engendering the inventory process	- Number of women trained - Number of gender-sensitive tools developed - Examples of gender gaps during the inventory process - At least 40% of the people involved in the GHG inventory system are women - One action plan from the concerning Ministries on their identified gender weaknesses is developed
Outcome 1.3: NDC tracking system is in place	- Training for sectoral experts on methodologies to establish projections and sectoral tools for energy and AFOLU - Development of Guidelines for sex-specific data collection - Prioritize the equal representation of men and women in newly developed NDC tracking system	- Number of women experts trained - Number of guidelines developed - At least 40% of the people involved in the NDC tracking system are women
Component 2: Enhancing technical capacities to support the M&E system on adaptation (GEN3)		

	Action	Indicator
Outcome 2.1: Specific indicators are defined to track the NDC at sectoral level	- Development of gender-sensitive M&E Guidelines and procedures - Development of a gender indicator system	Number of gender-sensitive M&E guidelines developed A Gender indicator system is developed
Component 3: Project learning and exchange of good practices (GEN2)		
Outcome 3.1: Project feedbacks inform approaches to enhanced transparency domestically and internationally	- Elaboration of a gender-sensitive project good practices - Conduct a stocktaking exercise to identify key lessons learned and develop a roadmap on gender-responsive systems - Creating a platform managed by women to share issues on gender issues and knowledge and information towards prevention - Establish a gender baseline	A gender-sensitive project good practices is elaborated Collaboration with the Ministry of Women's Affairs and Women's Rights to enhance transparency domestically and internationally on gender equality established
Outcome 3.2: The participation of women in the process is promoted	Development of a strategy to promote women participation in the process Integrate comprehensive gender equality principles into all the developed systems Engage women as equal partners in the process Implement job training to enable women to broaden their skills and increase participation Perform gender needs assessments Build capacity of trainers to address gender equality and women's empowerment Attendance of refresher courses on gender analysis and gender mainstreaming on a regular basis	At least 30% of women leaders in decision-making roles trainings, planning, implementation, and evaluation work are gender-sensitive At least 20% of women represented in all vocations of the CBIT project At least a 40% participation of women in all the project processes

IX. Conclusion

Despite the existing legal provisions on non-discrimination and the integration of women in Haiti, women's rights are often not respected, and the gender issue is often not taken into account in development actions for the full integration of women. However, significant efforts have been made with the creation of the Ministry for the Status of Women and Women's Rights, and the development of policy and normative frameworks for gender equality in Haiti. As Haiti is a country that is very vulnerable to the vagaries of the climate, it is imperative that the country take action to combat global warming. As women are among the most vulnerable to the effects of climate change, they can play a critical role in addressing climate change. Women's vulnerability and gender must be an integral part of all policies, strategies and actions related to climate change. Thus, in the framework of this project aimed at strengthening the capacity of national institutions in Haiti to respond to the transparency requirements of the Paris Agreement, gender indicators must be monitored in order to allow the issue of gender equality to be taken into account in actions.

Annex 9: Procurement Plan – for first year of implementation

The procurement plan will be developed by IP to cover a 12 months period during the first year of the contract.

IP shall update the procurement plan throughout the duration of the project at least annually by including contracts previously awarded.

General Information

Project Title: Strengthening National Institutions in Haiti to meet the Transparency Requirements of the Paris Agreement.	
Country: Haiti	Implementing Agency: MOE
GEF Grant Amount: US\$ 1,320,000	
Date of First Procurement Plan: Quarter 1/Year 2021	Date of this Procurement Plan: March 2020

1. Consulting Services Contracts Estimated: 218,125 US\$

The following table lists consulting services contracts for which procurement activity is expected to commence within the first 12 months.

General Description	Contract Value (US\$)
International Consultants	82,000
National Consultants	46,125
Companies	90,000

Annex 10: GEF focal area specific annexes (CBIT Tracking Tool)

Section A. General Data		
	At CEO Endorsement	
Project Title	Strengthening National Institutions in Haiti to meet the Transparency Requirements of the Paris Agreement	
GEF ID	6446	
GEF Agency	UNDP	
Agency Project ID	10318	
Country	HAITI	
Region	LCR	
Date of Council/CEO Approval		Month DD, YYYY (e.g., May 13, 2014)
GEF Grant (US\$)	1,320,000	
Date of submission of the tracking tool	10/13/2020	Month DD, YYYY (e.g., May 13, 2014)
Is the project consistent with the priorities identified in National Communications, Technology Needs Assessment, or other Enabling Activities (such as Technology Action Plans, Nationally Appropriate Mitigation Actions (NAMA) under the UNFCCC?	1	Yes = 1, No = 0
Section B. Quantitative Outcome Indicators		Target At CEO Endorsement
Indicator 1: Total Lifetime Direct and Indirect GHG Emissions Avoided (Tons CO2eq)		Identify Sectors, Sources and Technologies. Provide disaggregated information if possible. see Special Notes above
Lifetime direct GHG emissions avoided		
Lifetime indirect GHG emissions avoided		
Indicator 2: Volume of investment mobilized and leveraged by GEF for low GHG development (co-financing and additional financing) of which		Expected additional resources implies resources beyond co-financing committed at CEO endorsement.
Public		
Private		
Domestic		
External		

Section C. Qualitative Outcome Indicators			
Indicator 3: Quality of MRV Systems	Baseline Rating (1-10)	Target Rating (1-10)	Provide details of coverage of MRV systems - area, type of activity for which MRV is done, and of Reporting and Verification processes. Baseline indicates current status (pre-project), Target is the rating level that is expected to be achieved due to project support. For guidance for qualitative ratings (in comment) move cursor over box or right click to show comment.
Activity	2	9	Detailed information is provided under the Project Results Framework in Section V of the Project Document
Indicator 4: Number of countries meeting Convention reporting requirements and including mitigation contributions			Please specify the dates of submission for each report (for a multiple country project, please specify reports by country)
National Communications	2		NC (01.03.2002) ; 2NC (10.07.2013)
Biennial Update Reports	-		
NDC	1		07.30.2017
Other			
Indicator 5: Qualitative assessment of institutional capacity for transparency-related activities	Baseline Rating (1-4)	Target Rating (1-4)	CBIT projects will monitor an additional indicator for qualitative assessment of institutional capacity built for transparency-related activities under Article 13 of the Paris Agreement. Baseline indicates current status (pre-project), Target is the rating level that is expected to be achieved due to project support. For guidance for qualitative

			ratings (in comment) move cursor over box or right click to show comment.
	2	4	Detailed information is provided under the Project Results Framework in Section V of the Project Document

Annex 11: Letters of financial commitment



MINISTÈRE DE L'ENVIRONNEMENT

MDE/AS/CM/CMR/10-20-217

Port-au-Prince, le 29 octobre 2020

Mr. Carlos Manuel Rodriguez
GEF-CEO
Washington, D.C.

Subject.- Confirmation of co-financing for the project: "Strengthening National Institutions in Haiti to meet the Transparency Requirements of the Paris Agreement."

Dear Sir:

The Ministry of the Environment presents its compliments and hereby confirms its full support for the project "Strengthening National Institutions in Haiti to meet the Transparency Requirements of the Paris Agreement". This project, whose objective is to enable the country to meet the transparency requirements of the Paris Agreement through technical and institutional capacity building activities, development of tools and information exchange, is perfectly in line with the Government of Haiti's strategic vision of the fight against climate change.

The Ministry of the Environment confirms its co-financing estimated at USD 20,000, which will mainly consist of mobilizing the Ministry's technical human resources and providing office space, meeting and training rooms to help carry out the project.

Yours sincerely,


Abner SEPTÈMBRE
Minister


Annex 12: GEF Core indicators

Please enter this data manually into the GEF Portal (only indicator 11 is to be introduced).

Core Indicator 11	Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment				(Number)
			Number		
			Expected		Achieved
			PIF stage	Endorsement	TE
		Female	5	<i>Not applicable</i>	68
		Male	10	<i>Not applicable</i>	85
		Total	15	<i>Not applicable</i>	153

Direct beneficiaries:

There are 15 different national institutions from government, private sector, Non-Governmental Organizations (NGOs) and Civil Society Organizations (CSOs) listed as stakeholders in the project. Training activities are planned in five different fields through this Capacity-building Initiative for Transparency (CBIT) project:

- Related to the use of a national online information system.
- Related to the Greenhouse Gas (GHG) inventory compilation (cross-sectoral and sectoral trainings).
- Related to data, mechanisms, and assessments necessary for Nationally Determined Contributions (NDC) tracking.
- Related to M&E system on adaptation.

There will at least be two training sessions for each activity. Each of the eight trainings sessions will have around forty participants. An overlap of cca. 50% is estimated for each training session. For example, while the activities on NDC tracking and M&E system on adaptation targets mainly public stakeholders, the trainings related to data quality, GHG inventory and the use of the online information system include private stakeholders as well, and a wider array of public actors. This conservatively amounts to up to 160 people trained through the project ($8 \times 40 \times 50\% = 160$).

Annex 13: GEF 7 Taxonomy

Please tick manually the following keywords/topics/themes into the GEF Portal.

Level 1	Level 2	Level 3	Level 4
☒ Influencing models			
	☒ Transform policy and regulatory environments		
	☒ Strengthen institutional capacity and decision-making		
	☐ Convene multi-stakeholder alliances		
	☐ Demonstrate innovative approaches		
	☐ Deploy innovative financial instruments		
☒ Stakeholders			
	☐ Indigenous Peoples		
	☐ Private Sector		
		☐ Capital providers	
		☐ Financial intermediaries and market facilitators	
		☐ Large corporations	
		☐ SMEs	
		☐ Individuals/Entrepreneurs	
		☐ Non-Grant Pilot	
		☐ Project Reflow	
	☐ Beneficiaries		
	☐ Local Communities		
	☒ Civil Society		
		☐ Community Based Organization	
		☒ Non-Governmental Organization	
		☒ Academia	
		☐ Trade Unions and Workers Unions	
	☒ Type of Engagement		
		☒ Information Dissemination	
		☐ Partnership	
		☒ Consultation	
		☐ Participation	
	☒ Communications		
		☒ Awareness Raising	
		☐ Education	
		☐ Public Campaigns	
		☐ Behavior Change	
☒ Capacity, Knowledge and Research			
	☐ Enabling Activities		
	☒ Capacity Development		
	☒ Knowledge Generation and Exchange		
	☐ Targeted Research		
	☒ Learning		
		☐ Theory of Change	

		☐ Adaptive Management	
		☒ Indicators to Measure Change	
	☐ Innovation		
	☒ Knowledge and Learning		
		☒ Knowledge Management	
		☐ Innovation	
		☒ Capacity Development	
		☒ Learning	
	☒ Stakeholder Engagement Plan		
☒ Gender Equality			
	☒ Gender Mainstreaming		
		☐ Beneficiaries	
		☐ Women groups	
		☒ Sex-disaggregated indicators	
		☒ Gender-sensitive indicators	
	☒ Gender results areas		
		☐ Access and control over natural resources	
		☐ Participation and leadership	
		☐ Access to benefits and services	
		☒ Capacity development	
		☐ Awareness raising	
		☒ Knowledge generation	
☒ Focal Areas/Theme			
	☐ Integrated Programs		
		☐ Commodity Supply Chains (¹⁸ Good Growth Partnership)	
			☐ Sustainable Commodities Production
			☐ Deforestation-free Sourcing
			☐ Financial Screening Tools
			☐ High Conservation Value Forests
			☐ High Carbon Stocks Forests
			☐ Soybean Supply Chain
			☐ Oil Palm Supply Chain
			☐ Beef Supply Chain
			☐ Smallholder Farmers
			☐ Adaptive Management
		☐ Food Security in Sub-Sahara Africa	
			☐ Resilience (climate and shocks)
			☐ Sustainable Production Systems
			☐ Agroecosystems
			☐ Land and Soil Health
			☐ Diversified Farming
			☐ Integrated Land and Water Management
			☐ Smallholder Farming

			☐ Small and Medium Enterprises
			☐ Crop Genetic Diversity
			☐ Food Value Chains
			☐ Gender Dimensions
			☐ Multi-stakeholder Platforms
		☐ Food Systems, Land Use and Restoration	
			☐ Sustainable Food Systems
			☐ Landscape Restoration
			☐ Sustainable Commodity Production
			☐ Comprehensive Land Use Planning
			☐ Integrated Landscapes
			☐ Food Value Chains
			☐ Deforestation-free Sourcing
			☐ Smallholder Farmers
		☐ Sustainable Cities	
			☐ Integrated urban planning
			☐ Urban sustainability framework
			☐ Transport and Mobility
			☐ Buildings
			☐ Municipal waste management
			☐ Green space
			☐ Urban Biodiversity
			☐ Urban Food Systems
			☐ Energy efficiency
			☐ Municipal Financing
			☐ Global Platform for Sustainable Cities
			☐ Urban Resilience
	☐ Biodiversity		
		☐ Protected Areas and Landscapes	
			☐ Terrestrial Protected Areas
			☐ Coastal and Marine Protected Areas
			☐ Productive Landscapes
			☐ Productive Seascapes
			☐ Community Based Natural Resource Management
		☐ Mainstreaming	
			☐ Extractive Industries (oil, gas, mining)
			☐ Forestry (Including HC VF and REDD+)
			☐ Tourism
			☐ Agriculture & agrobiodiversity
			☐ Fisheries
			☐ Infrastructure
			☐ Certification (National Standards)
			☐ Certification (International Standards)
		☐ Species	

			☐ Illegal Wildlife Trade
			☐ Threatened Species
			☐ Wildlife for Sustainable Development
			☐ Crop Wild Relatives
			☐ Plant Genetic Resources
			☐ Animal Genetic Resources
			☐ Livestock Wild Relatives
			☐ Invasive Alien Species (IAS)
		☐ Biomes	
			☐ Mangroves
			☐ Coral Reefs
			☐ Sea Grasses
			☐ Wetlands
			☐ Rivers
			☐ Lakes
			☐ Tropical Rain Forests
			☐ Tropical Dry Forests
			☐ Temperate Forests
			☐ Grasslands
			☐ Paramo
			☐ Desert
		☐ Financial and Accounting	
			☐ Payment for Ecosystem Services
			☐ Natural Capital Assessment and Accounting
			☐ Conservation Trust Funds
			☐ Conservation Finance
		☐ Supplementary Protocol to the CBD	
			☐ Biosafety
			☐ Access to Genetic Resources Benefit Sharing
	☐ Forests		
		☐ Forest and Landscape Restoration	
			☐ REDD/REDD+
		☐ Forest	
			☐ Amazon
			☐ Congo
			☐ Drylands
	☐ Land Degradation		
		☐ Sustainable Land Management	
			☐ Restoration and Rehabilitation of Degraded Lands
			☐ Ecosystem Approach
			☐ Integrated and Cross-sectoral approach
			☐ Community-Based NRM
			☐ Sustainable Livelihoods
			☐ Income Generating Activities
			☐ Sustainable Agriculture

			☐ Sustainable Pasture Management
			☐ Sustainable Forest/Woodland Management
			☐ Improved Soil and Water Management Techniques
			☐ Sustainable Fire Management
			☐ Drought Mitigation/Early Warning
		☐ Land Degradation Neutrality	
			☐ Land Productivity
			☐ Land Cover and Land cover change
			☐ Carbon stocks above or below ground
		☐ Food Security	
	☐ International Waters		
		☐ Ship	
		☐ Coastal	
		☐ Freshwater	
			☐ Aquifer
			☐ River Basin
			☐ Lake Basin
		☐ Learning	
		☐ Fisheries	
		☐ Persistent toxic substances	
		☐ SIDS: Small Island Dev States	
		☐ Targeted Research	
		☐ Pollution	
			☐ Persistent toxic substances
			☐ Plastics
			☐ Nutrient pollution from all sectors except wastewater
			☐ Nutrient pollution from Wastewater
		☐ Transboundary Diagnostic Analysis and Strategic Action Plan preparation	
		☐ Strategic Action Plan Implementation	
		☐ Areas Beyond National Jurisdiction	
		☐ Large Marine Ecosystems	
		☐ Private Sector	
		☐ Aquaculture	
		☐ Marine Protected Area	
		☐ Biomes	
			☐ Mangrove
			☐ Coral Reefs
			☐ Seagrasses
			☐ Polar Ecosystems
			☐ Constructed Wetlands
	☐ Chemicals and Waste		
		☐ Mercury	
		☐ Artisanal and Scale Gold Mining	
		☐ Coal Fired Power Plants	

		☐ Coal Fired Industrial Boilers	
		☐ Cement	
		☐ Non-Ferrous Metals Production	
		☐ Ozone	
		☐ Persistent Organic Pollutants	
		☐ Unintentional Persistent Organic Pollutants	
		☐ Sound Management of chemicals and Waste	
		☐ Waste Management	
			☐ Hazardous Waste Management
			☐ Industrial Waste
			☐ e-Waste
		☐ Emissions	
		☐ Disposal	
		☐ New Persistent Organic Pollutants	
		☐ Polychlorinated Biphenyls	
		☐ Plastics	
		☐ Eco-Efficiency	
		☐ Pesticides	
		☐ DDT - Vector Management	
		☐ DDT - Other	
		☐ Industrial Emissions	
		☐ Open Burning	
		☐ Best Available Technology / Best Environmental Practices	
		☐ Green Chemistry	
	☒ Climate Change		
		☐ Climate Change Adaptation	
			☐ Climate Finance
			☐ Least Developed Countries
			☐ Small Island Developing States
			☐ Disaster Risk Management
			☐ Sea-level rise
			☐ Climate Resilience
			☐ Climate information
			☐ Ecosystem-based Adaptation
			☐ Adaptation Tech Transfer
			☐ National Adaptation Programme of Action
			☐ National Adaptation Plan
			☐ Mainstreaming Adaptation
			☐ Private Sector
			☐ Innovation
			☐ Complementarity
			☐ Community-based Adaptation
			☐ Livelihoods
		☐ Climate Change Mitigation	
			☐ Agriculture, Forestry, and other Land Use
			☐ Energy Efficiency

			☐ Sustainable Urban Systems and Transport
			☐ Technology Transfer
			☐ Renewable Energy
			☐ Financing
			☐ Enabling Activities
		☐ Technology Transfer	
			☐ Poznan Strategic Programme on Technology Transfer
			☐ Climate Technology Centre & Network (CTCN)
			☐ Endogenous technology
			☐ Technology Needs Assessment
			☐ Adaptation Tech Transfer
		☒ United Nations Framework on Climate Change	
			☒ Nationally Determined Contribution
			☒ Capacity Building Initiative for Transparency (CBIT)
		☒ Climate Finance (Rio Markers)	☒ Paris Agreement ☐ Sustainable Development Goals ☐ Climate Change Mitigation 1 ☒ Climate Change Mitigation 2 ☒ Climate Change Adaptation 1 ☐ Climate Change Adaptation 2

Annex 14: Partners Capacity Assessment Tool and HACT assessment

Attached separately.

Annex 15: UNDP Project Quality Assurance Report

<https://intranet-apps.undp.org/ProjectQA/Forms/Design?fid=6083&year=2020&ou=HTI&pid=00128389&fltr=PROJECT>

Annex 16: GEF budget table

Attached separately.



Communications and Knowledge Management Plan 2021

Capacity Building Initiative for Transparency
(CBIT)

July 2021

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1. Background

The Paris Agreement on Climate Change sets out a global framework with the aim of avoiding the dangerous level of climate change by limiting the global warming to less than 2C. Countries pledge to achieve this objective by elaborating national determined contributions that show the actions and steps that will be taken towards reduce their emissions. As agreed, every five years, parties must submit updated Nationally Determined Contributions (NDC) with a review process that is intended to increase their ambition and enable countries to have the flexibility they need to tailor and submit country-level plans to address climate change according to their own context, ability, and capacity.

To meet this requirement, developing countries need additional support and capacity. The CBIT aims at helping them to build their institutional and technical capacity in order they can meet the enhanced transparency requirements as defined in article 13 of the Paris Agreement. Therefore, many other countries that are parties to the Paris agreement including Haiti are establishing their CBIT to build and strengthen their national capacity to implement the transparency elements of the Paris Climate Agreement.

This communication strategy is a plan for communicating climate change targets and results (specifically commitments of the Paris Agreement) through the implementation and coordination of the NDC by the Capacity Building Initiative for Transparency. The goal is to increase awareness and communicate the successes about efforts toward achieving the transparency elements of the UNFCCC. It will promote policy implementation, coordination and information sharing while generating dialogue among Haitian stakeholders at the national, sectoral, and community levels through an integrated approach.

2. Objectives

Overall objective: Generate discourse and awareness in line with Haiti's CBIT.

Specifically, the communication plan will:

- Provide advocacy for citizen engagement in environmental policies;
- Improve internal communication for better results;
- Develop and encourage a culture of information sharing among national stakeholders with an aim to developing best practices;
- Highlight the results of the CBIT project by increasing the number of UNDP Haiti website and social media visitors.

3. Target Audiences

The actions within this strategy will take place at two levels of communication: the first level will include sharing information among policy makers, climate change institutions, UN agencies and the CBIT project; the second will include communities, non-climate change sectors and the entire citizenry including women and youth.

Audience	What are their barriers?	What do they need from us? What can we offer them?	Comms Products
Policy makers	Lack of knowledge about communication strategies	Capacity building through training	Communication tools
General Public	- Low level of awareness - Message fatigue - Varying levels of empowerment	- Awareness-raising activities and products - Inspiring examples of work already being done - Empowering messages that are clear and easy to understand	- Website - Infographics and interactive reports - Social media posts and campaigns - Videos and photos - Success story articles
Non climate change sectors	- Lack of knowledge - Lack of interest - Low level of awareness	- Training and information - Awareness-raising activities	- Social media campaigns - Infographics and interactive tools
UN agencies	- Message fatigue - Lack of interest	Awareness-raising activities and products	UNCT meetings communication

4. Key Messages

The key messages depend on the context and will be further developed

Internal	TBD depending on the national/.local context
External	TBD depending on the national/.local context

5. Communications Channels

UNDP Website: The UNDP Haiti website (www.undp.ht.org) is an important tool for information, content promotion and external relations. It offers several advantages for information sharing:
Social media: there are also significant opportunities in the social media space: With nearly 7,000 people following the work of the UNDP Haiti on Facebook, 42,000 on Twitter, social media provides a powerful channel for sharing results with multiple audiences
Newsletters and publications: OPED and articles
Photo / video materials

Press and media releases
National and scientific networks
Project workshops and capacity-building activities:

6. Types of Communications and KM Products

To ensure your communication efforts can penetrate the profiles and needs of a diverse group of target audiences, the following content types tailored to each target audience throughout the year will be produced and disseminated

Information material: Simple informational materials such as leaflets, stickers and brochure will be produced to educate and create awareness about reducing GHG emissions. It will target specific audiences which will include youth, adults and target audiences identified
Press kit: It will provide essential information about the CBIT project and the NDC. It will include informational and educational materials about Haiti' efforts to decrease greenhouse gas emissions. CBIT project achievements will also be part of the press kit. This kit will be available to the media and journalists.
Press releases: with help of the UNDP Haiti communication unit, press releases will be revised and cleared for dissemination. They will showcase the efforts made towards achieving the Haiti' NDC implementation. The information for press releases will be produced by the CBIT team and cleared and distributed by the UNDP communication team.
KM products: materials for awareness-raising and capacity building in the areas of methodologies, manuals, guides, lessons learned, experiences, case studies with a special focus on capacity building for project beneficiaries at both national and sub-national levels and to enhance coordination and knowledge exchange among them as well as the exchange of experiences and South-South cooperation, through websites, national and scientific networks

8. Resources

The following table will be filled as we further work on the specific events

Event	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec

9. Key knowledge products

Key Knowledge Products		Timeline and budget
Project Component 1: <i>Developing policies and technical capacities on national MRV for GHG emissions inventory and mitigation actions</i>	• Roadmap to strengthen the national institutions to meet enhanced transparency requirements of the Paris Agreement • Sectoral Training modules for GHG inventories developed and/or adapted on Energy, Industrial Processes and Product Use, AFOLU and Waste • Sectoral and QA/QC procedures documented • Sectoral guidelines to ensure progress tracking of the NDC • Workshop reports for the capacity building exercises developed under component 1	Work plans: Y1-Y4 Roadmap: Y1 Documentation: Y1-Y4 Capacity building : Y1-Y4 Budget: 18,000 USD over 4 years
Project Component 2: <i>Enhancing technical capacities to support the M&E system on adaptation</i>	• M&E Guidelines on Adaptation and procedures including indicators developed for priority sectors • Workshop reports for the capacity building exercises developed under component 2	Work plans: Y1-Y4 Documentation: Y2 Capacity building: Y1-Y4 Budget: 20,000 USD over 4 years
Project component 3: <i>Project learning, exchange of good practices and M&E</i>	• Inception report, Project Implementation Reports, Mid-term Evaluation, Terminal Evaluation, • A comprehensive communication plan/strategy to disseminate project results • Good practices and Lessons learnt from the CBIT Haiti • Reports on training participation by gender and gender mainstreaming in other activities.	<i>M&E reports:</i> see Section 9 of the CEO endorsement request and Section 6 of the accompanying UNDP ProDoc Communication and dissemination plan : Q1 Y1 Lessons Learnt: Y3-Y4 Capacity building: Y1-Y4 Budget: 90,500 USD (+10,000 USD of co-financing) over 4 years Note: This amount includes US\$ 47,500 for M&E activities