United Nations Development Programme

Country: ARMENIA

PROJECT DOCUMENT

<table>
<tr><td colspan="3">Project title: Development of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report of Armenia to the UNFCCC</td></tr>
<tr><td>Country(ies): Republic of Armenia</td><td>Implementing Partner (GEF Executing Entity): Hydrometeorology and Monitoring Center State Non-Commercial Organization (SNCO) of the Ministry of Environment of the Republic of Armenia</td><td>Execution Modality: Country Office Support to National Implementation Modality (CO Support to NIM)</td></tr>
<tr><td colspan="3">Contributing Outcome (UNDAF/CPD, RPD, GPD):

UNSDCF Outcome 5/CPD Outcome 2: Ecosystems are managed sustainably, and people benefit from participatory and resilient development and climate-smart solutions.

CPD Output 2.1: Low-emission and climate-resilient objectives addressed in development plans/policies on economic diversification and green growth.</td></tr>
<tr><td colspan="2">UNDP Social and Environmental Screening Category: Low</td><td>UNDP Gender Marker: 2</td></tr>
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<tr><td colspan="2">Expected date of Mid-Term Review: N/A</td><td>Expected date of Terminal evaluation: N/A</td></tr>
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Expected Operational Closure Date: 31 October 2028	**Expected Financial Closure Date:** 30 April 2029

Brief project description: The objective of this project is to assist Armenia in the preparation and submission of its First Biennial Transparency Report (BTR1) and a combined Fifth National Communication and Second Biennial Transparency Report (NC5/BTR2) for the fulfilment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA). The project will assist the country in mainstreaming and integrating climate change considerations into national and sectoral development policies by giving continuity to the institutional and technical capacity strengthening process initiated by previous climate change Enabling Activity (EA) projects and further enhanced in the framework of the Capacity Building for Transparency Framework (CBIT) project. Project activities will improve and update the national greenhouse gas inventory (GHGI), assess and document the progress towards Armenia's Nationally Determined Contributions (NDCs), compile information on vulnerability and adaptation and strengthen capacity to report on those areas, report on support needed and received, and update and gather information on research and systemic observation, and education, training, and public awareness with an emphasis on gender issues. The preparation and submission of the BTR1 and NC5/BTR2 will serve to further strengthen institutional and technical capacities of Armenia for implementing the UNFCCC and the PA.

FINANCING PLAN	
GEF Trust Fund grant	**USD 1,233,000**
(1) Total Budget administered by UNDP	**USD 1,233,000**
(2) Total confirmed co-financing to this project not administered by UNDP	**0**
(3) Grand-Total Project Financing (1)+(2)	**USD 1,233,000**

SIGNATURES:

Signature: Hakob Simidyan **Minister of the Environment of the Republic of Armenia**	**Agreed by Government Development Coordination Authority**	**Date/Month/Year:** 29.12.2023
Signature: Levon Azizyan **Director of "Hydrometeorology and Monitoring Center" State Non-Commercial Organization under the Ministry of the Environment of the Republic of Armenia**	**Agreed by Implementing Partner**	**Date/Month/Year:** 29.12.2023
Signature: Natia Natsvlishvili **Resident Representative in Armenia**	**Agreed by UNDP**	**Date/Month/Year:** 29.12.2023

I. TABLE OF CONTENTS

II. DEVELOPMENT CHALLENGE 5
III. STRATEGY 7
V. PROJECT RESULTS FRAMEWORK 21
VI. MONITORING AND EVALUATION (M&E) PLAN 24
VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS 32
VIII. FINANCIAL PLANNING AND MANAGEMENT 37
IX. TOTAL BUDGET AND WORK PLAN 40
X. LEGAL CONTEXT 45
XI. RISK MANAGEMENT 46
XII. MANDATORY ANNEXES 49
Annex 1: GEF Budget Template 50
Annex 2: GEF Execution Support Letter 54
Annex 3: Project map and Geospatial Coordinates of project sites 57
Annex 4: Multi Year Work Plan 58
Annex 5: UNDP Social and Environmental Screening Procedure (SESP) 62
SESP Attachment 1. Social and Environmental Risk Screening Checklist 67
Annex 6: UNDP Risk Register 72
Annex 7: Overview of Project Staff and Technical Consultancies 75
Annex 8: Stakeholder Engagement Plan 79
Annex 9: Gender Analysis and Gender Action Plan 84
Annex 10: Procurement Plan (first year of implementation) 90
Annex 11: LOA between UNDP and IP requesting UNDP Support Services 92
Annex 12: GEF Core indicators 95
Annex 13: GEF 8 Taxonomy 96
Annex 14: Partners Capacity Assessment Tool and HACT Assessment **102**
Annex 15: UNDP Project Quality Assurance Report **102**
Annex 16: Theory of Change **103**
Annex 17: End of Project Report Template **104**

LIST OF ACRONYMS AND ABBREVIATIONS

BPPS	Bureau for Policy and Programme Support
BTR	Biennial Transparency Report
CBIT	Capacity Building Initiative for Transparency
CCA	Climate Change Adaptation
CCM	Climate Change Mitigation
CMA	Conference of the Parties serving as the meeting of the Parties to the Paris Agreement
COP	Conference of the Parties
CRT	Common reporting tables
EA	Enabling activity
ETF	Enhanced Transparency Framework
GEF	Global Environment Facility
GEFSEC	Global Environment Facility Secretariat
GHGI	Greenhouse Gas Inventory
GSP	Global Support Programme
HMC	Hydrometeorology and Monitoring Centre
IPCC	Intergovernmental Panel on Climate Change
MoE	Ministry of Environment of the Republic of Armenia
MSP	Medium Sized Project
MPGs	Modalities, Procedures and Guidelines
MRV	Measurement, Reporting and Verification
NAP	National Adaptation Plan
NC	National Communication
NIR	National Inventory Report
PA	Paris Agreement
PIF	Project Identification Form
PIR	GEF Project Implementation Report
POPP	Programme and Operations Policies and Procedures
PPG	Project Preparation Grant
PSC	Project Steering Committee
P&M	Policies and Measures
QA/QC	Quality Assurance / Quality Control
RA	Republic of Armenia
SDGs	Sustainable Development Goals
SNCO	State Non-Commercial Organization
STAP	GEF Scientific Technical Advisory Panel
TACCC	Transparency, Accuracy, Consistency, Completeness, and Comparability
TASR	Technical Analysis Summary Report
UNFCCC	United Nations Framework Convention on Climate Change

II. DEVELOPMENT CHALLENGE

Background: Armenia ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1993, Kyoto Protocol in 2002 and the Doha Amendment and the Paris Agreement in 2017. As Party to the Convention, Armenia has the obligation to implement the decisions of the Conference of the Parties (COP) regarding the implementation of policies and measures to adapt to, and mitigate climate change, thereby contributing to the attainment of the objective of the Convention.

National climate change policies and actions are coordinated by the Inter-agency Coordinating Council for Implementation of Requirements and Provision of the UNFCCC, which was established in 2012. Its role was reinforced in July 2021, when its status was revised and approved by the Prime Minister's Decree. The Council chaired by the Deputy Prime Minister has the authority to coordinate reporting on climate change and ensure coherent policies for achievement of Armenia's commitments under UNFCCC and coordination of the NDC 2021–2030 as well as the implementation of Goal 13 ("Take urgent action to combat climate change and its impacts") of the UN 2030 Agenda for Sustainable Development. In 2015, a Climate Change Policy Division and in June 2020, a separate department was established under the Ministry of Environment with the main functions of coordinating the UNFCCC implementation, including the development of national communications and biennial reports. Furthermore, three new inter-agency standing working groups (i.e., on Country Accountability under the Convention; Climate Change Mitigation and Adaptation; and Financing) were established with a mandate to facilitate the work of the Council and provide professional and expert support.

Armenia has prepared and submitted four National Communications (NCs) to date: the First National Communication (NC1) in 1998; the Second National Communication (NC2) in 2011; the Third National Communication (NC3) in 2015; and the Fourth National Communication (NC4) in 2020 as mandated by Articles 4 and 12 of the UNFCCC. The Country has also prepared and submitted three Biennial Update Reports (BURs): First Biennial Update Report (BUR1), with a stand-alone NIR (National Inventory Report) in 2016; the Second Biennial Update Report (BUR2), with a stand-alone NIR in 2018; and the Third Biennial Update Report (BUR3), with a stand-alone NIR in 2021.

In addition to fulfilling Armenia's reporting obligations under the UNFCCC, the 4NC and 3BUR reports have supported the development and revision of Armenia's Nationally Determined Contributions (2015, 2021). The information of the GHG Inventory for the period of 1990-2017, and the information on on-going and planned mitigation measures and their impact enabled the enhanced 2021 NDC to justify its emission reduction targets and increase national ambition for climate action. The Government adopted the updated NDC on 22 April 2021, with decision 610-L, and it was submitted to the UNFCCC in May 2021. In the updated NDC, an economy-wide unconditional mitigation target of 40 per cent reduction of GHG emissions for 2030 was set relative to levels in the base year of 1990. Projections for the sectors of Energy, Industrial Processes and Product Use (IPPU), Agriculture and Waste were done based on the latest GHG inventory submitted as part of the Third Biennial Update Report and Fourth National Communication.

Current challenges: Armenia faces two concurrent challenges: 1) To transition from the UNFCCC-mandated BUR report to the Biennial Transparency Report (BTR) mandated by the Paris Agreement (PA) and to prepare and submit the country's first BTR by December 31, 2024; and 2) To continue improvements in climate measurement, reporting, and verification (MRV) and GHG inventories that will improve the information available to national and international decision-makers for climate action; and to build capacity in participating institutions.

Transition to BTRs: In its updated NDC, Armenia underlines the introduction of a national MRV system which shall reflect modalities, procedures and guidelines referred to by Article 13 of the Paris Agreement (Decision 18/CMA.1). This process necessitates the following elements:

- Biennial development of national GHG emissions inventory.
- Development and submission of NCs and BTRs (from 2024) to UNFCCC.
- Maintaining participatory process and a gender-responsive manner in the NDC review and public consultation mechanism during the preparation of next NDCs.
- Open and accessible information system ensured through strengthening cooperation between public service providers, academic community and civil society organizations.

Continuous improvement in climate MRV and GHG inventories: GEF-funded support for the 4NC and 3BUR reports (GEF ID numbers 9474 and 10145, respectively) resulted in multiple improvements in the GHG inventory for the year 2017 by employing Transparency, Accuracy, Consistency, Completeness, and Comparability (TACCC) principles, including additional gases and categories, higher tier estimates for five sub-categories, key category analysis by level and trend, and uncertainty analysis for all sub-categories of emissions and removals. However, the importance of promoting improved accountability and transparency to meet reporting requirements under the enhanced transparency framework (ETF) of the Paris Agreement remains relevant for Armenia. In the area of gender, both reports also addressed gender issues more extensively compared to the previous reports.

This project will build on findings and recommendations from previous NC and BUR work, as well as recommendations resulting from the International Consultation and Analysis (ICA) process for BURs, the UNFCCC Quality Assurance (QA) exercise on the GHG inventory, and the review conducted on the latter under the UNDP-UNEP Global Support Programme for National Communications and Biennial Update Reports. For example, the Technical Analysis Summary Report (TASR) of the BUR3 identified a series of capacity-building needs and areas for improvement to facilitate improved reporting and transparency over time and the transition to the Enhanced Transparency Framework (ETF) under the PA. The GEF-supported Capacity Building Initiative for Transparency (CBIT) project (GEF ID 10138) has also conducted activities on data collection and analysis, including on gender and climate, that outline areas for additional future work.

Finally, climate change affects women and men differently, and that poverty and other factors increase the vulnerability of people to climate impacts. This Enabling Activity (EA) must build on findings generated by the 4NC and 3BUR projects and the CBIT project and will expand reporting on the relationship between climate and gender and other factors that increase the risk of vulnerable groups in the society. It must also emphasize women's meaningful participation to and inclusion of diverse groups of stakeholders in the collection of data and information.

Consistency with National Strategies and Plans: The Government Programme for 2021-2026 set priorities of the actions for climate change as part of environmental policy including the adoption of best practices for adaptation, active participation in global actions for low carbon development and mitigation actions to allow appropriate implementation of countries international commitments. The Programme also prioritizes the development and implementation of a policy aimed at promoting the long-term goal for green economy and sustainable development.

This project directly supports national reporting under the UNFCCC and the PA, and it will provide information and analysis that can inform national strategies, the NDC and the existing and upcoming national and sectoral strategies and specific development goals that support its achievement:

- Strategic Program for the Development of the Energy Sector of the Republic of Armenia (until 2040) – Government Decree 48-L from 20.01.2022
- Energy Efficiency and Renewable Energy Programme 2022–2030 and Acton Plan for 2022-2024 - Government Decree 398-L from 24.03.2022
- Transport Strategy (under development)
- Agriculture strategy (2020–2030)
- Solid Waste Management System Development Strategy for 2017–2036
- National Forestry Programme (2021) (under development)

National reporting to the UNFCCC and PA, therefore, generates benefits beyond country compliance and contributions to the global stocktake. These reports will generate knowledge that inform decision-making and increase capacity to take decisive steps to reduce vulnerability, undertake ambitious climate change goals, and pursue a path towards sustainability.

III. STRATEGY

The project objective is to assist Armenia in the preparation and submission of its First Biennial Transparency Report (BTR1) and a combined Fifth National Communication and Second Biennial Transparency Report (NC5/BTR2) for the fulfilment of the obligations under the UNFCCC and the Paris Agreement (PA).

The project is intended to achieve the following six outcomes: (1) National GHG Inventory's (GHGI) improved and updated for the period of 1990-2022 as part of the BTR1 and for the period of 1990-2024 as part of the NC5/BTR2 coherent with the Modalities, Procedures and Guidelines (MPG) requirements; (2) Strategies and mitigation measures implemented to comply with the updated NDCs reported; (3) Information related to climate change impacts and adaptation measures reported; (4) Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the PA and other relevant information, including gender considerations and supplemental NC chapters (research and systemic observation; and education, training, and public awareness) compiled, updated, and reported; (5) The First BTR, the National Inventory Report for 1990-2022, the combined Fifth NC and Second BTR and the National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC, and knowledge management activities conducted; and (6) Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated.

A description of the project activities and outputs that contribute to the above outcomes is provided in the following section on project results, the project results framework in Section V, and the Theory of Change diagram provided under Annex 16.

Without GEF support, it will not be possible to produce the new BTR as required under Article 13 of the PA or the NC as specified under the UNFCCC, nor will it be possible to generate the information necessary to inform climate-resilient policies and decision-making in Armenia. In the absence of this project, the government would be able to make limited improvements in narrow areas of its GHG inventory, its organizations and experts would not have sufficient funding and capacity resources to address multiple recommendations and the many other aspects of reporting. Finally, Armenia would be limited in the amount of information it could exchange with other parties to the PA, including tracking its progress towards its NDC, which would limit its ability to participate meaningfully in the implementation of the Paris Agreement.

Alignment: This project is prepared in line with the GEF-8 Climate Change (CC Set-Aside) Focal Area Strategy and Associated Programming/Pillar II: Foster enabling conditions to mainstream mitigation concerns into sustainable development strategies/Objective 2.2 Support relevant Convention obligations and enabling activities.

Lessons Learned: The project's implementing arrangements and proposed activities have been informed by previous EAs in Armenia and the ongoing CBIT project. It will build on findings and recommendations from previous NC and BUR work, which is described in detail in the Enabling Activity request to the GEF. It is informed by recommendations resulting from the ICA (International Consultation and Analysis) process for BURs, the UNFCCC QA (Quality Assurance) exercise on the GHG inventory, and the review conducted on the latter under the UNDP-UNEP Global Support Programme for National Communications (NCs) and Biennial Update Reports (BURs). Furthermore, the project will consider the findings of the Technology Needs Assessment (TNA) and Technology Action Plan developed for Armenia under Phase II of the Global TNA Project funded by the GEF.

IV. RESULTS AND PARTNERSHIPS

A. EXPECTED RESULTS

A description of project activities and results per component are provided in this section.

Component 1: National GHG Inventory (GHGI)

Outcome 1.1. National GHGIs improved and updated for the period of 1990-2022 as part of the BTR1 and for the period of 1990-2024 as part of the NC5/BTR2 coherent with the MPG requirements.

In the BUR3, Armenia has estimated GHG emissions and removals covering the 1990–2017 inventories by using a combination of Tier 1, 2 and 3 methodologies from the 2006 Intergovernmental Panel on Climate Change (IPCC) Guidelines, including country-specific methodologies developed by national experts. The revised 1996 IPCC Guidelines were used only to estimate CH_4 emissions from domestic and commercial wastewater.

In the BTR1 and NC5/BTR2, Armenia will provide updated information on the GHG inventory for the period of 1990 - 2022; and for the period of 1990-2024 for the following sectors: Energy, Industrial Processes and Product Use, Agriculture, LULUCF and Waste, according to the 2006 IPCC Guidelines and, to the extent possible, its 2019 Refinement.

A consistent time series will be presented dating back to the years reported in the previous NCs/BURs, as well as with the summary information tables for the years of previous GHG inventories.

Information on the national system for the GHG inventory, including procedures and arrangements for activity data collection, processing, storage will be reviewed and reported, as will arrangements for the continued estimation, compilation and reporting of the national inventory report. Reports will also describe the role of institutions involved in the preparation of the GHG inventory.

The project will continue to support efforts to put in place the regulatory framework to ensure the routine supply of data for the GHG inventory. The GHG inventory Quality Management System will be strengthened, including improvements based on lessons learned.

The project will continue to use a combination of Tier 1, 2, and 3 methodologies in the GHG inventory. Several improvements will be included in the inventory, such as 1) the use of country-specific EFs for direct and indirect N_2O emissions from managed soils, which are a priority because they are related to key categories and there is a need to reduce the level of uncertainty associated with them; and 2) the inclusion of not-estimated categories in the Agriculture and Waste sectors.

Within the framework of this project, the following activities will also be carried out to ensure continuity of the previous work and to address the needs identified in the national GHG inventory:

- Creation of capacities for reporting GHG inventory results in the common reporting format (CRF) and the 2019 Refinement of the 2006 IPCC Guidelines.
- Support the process of implementing the regular provision of data for sustainable development of the national GHG inventory.
- Support the implementation and update of the national inventory improvement plan developed based on the recommendations from the "Quality Assurance of the National Greenhouse Gas Inventory Management System" workshop organized by the UNFCCC Secretariat and Technical Analysis of the Third Biennial Update Report of Armenia, 2022 and support provided by the UNFCCC involved international consultant.

The project will collect and assess existing statistics relevant to gender and GHG emissions, identify statistical gaps and provide recommendations for improvement of statistics.

The common reporting tables (CRT) presented in Annex I to decision 5/CMA.3 will be used for the electronic reporting of the information in the national inventory reports of anthropogenic emissions by sources and removals

by sinks of greenhouse gases and follow the outline of the national inventory document presented in Annex V of Decision 5/CMA.3.

Component 2: Progress made in implementing and achieving the NDC

Outcome 2.1. Strategies and mitigation measures implemented to comply with the updated NDCs reported.

This outcome under Component 2 will provide the information on programs and measures implemented or planned which contribute to mitigating climate change by addressing anthropogenic emissions by sources and removals by sinks of all GHGs in line with NDC targets. Furthermore, under this component information will be compiled on the institutional arrangements relevant to the progress made in implementing and achieving an NDC, including gender aspects, as well as information by key sectors on methodologies, indicators, scenarios, results, and measures.

In addition to the TASR recommendations, the BUR3 project identified needs related to the improvement of mitigation assessment as follows: (i) establishing formal arrangements ensuring collection, analysis and quality assurance of data on mitigation measures implemented in the country and their effect on a continuous basis to avoid the risk of overlooking mitigation actions or of double counting reductions, especially in the Energy Sector; (ii) applying a common approach in assessing the impact of mitigation actions; and (iii) enhancing knowledge/experience regarding non-energy sector projections.

The GHG mitigation actions of the revised NDC focus on the following sectors: electricity production through renewable energy (solar, wind and hydropower), energy efficiency in key sectors (transport, industry, building, public lighting), agriculture, forestry and waste management. The mitigation actions data already presented in the revised NDC, NC4 and BUR3 will be updated to refine the calculation of their reduction potential. Information on the progress of implementation of these mitigation actions will also be provided, by underlying key steps taken or envisaged, and the outcomes of estimated emission reductions. New GHG reduction opportunities will be identified to evaluate their potential, and a final report encompassing all the above will be produced. The macroeconomic analysis of co-benefits of the proposed measures will also be developed.

The project will also assess sectoral development strategies and the recommended mitigation measures provided by government departments and major economic operators in order to develop reference and mitigation scenarios. Projections developed by the project will be in line with MPGs and will include "with measures" and "with additional measures" projections as specified by the CTF Tables 7 and 8 under Annex II of Decision CMA 3. Appropriate software will be used, such as LEAP for the energy sector, and other models will be utilized as needed for other sectors. Moreover, the project will support the reporting of national mitigation actions and their status of progress through the MRV platform.

The role of women and men in the development and implementation of mitigation policies and measures will be assessed and included in the reports and recommendations will be produced to ensure gender mainstreaming in planning and implementation of climate change mitigation policies and measures.

The GEF-funded CBIT project will address the institutional and regulatory aspects of Armenia's MRV system. The MRV systems and platform proposed under CBIT project will be operationalized and improved to take into account technical and regulatory constraints. The estimated costs of implementing the MRV system will be reassessed in order to integrate it into financing needs. MRV-related capacity building sessions will be organized under this project to enable compliance with the reporting requirements, to ensure consistency, transparency, accuracy, completeness, and submission of timely information. It is important that all institutions including local municipalities developing actions with a potential to reduce GHG emissions collect adequate information to allow a correct follow-up, including mitigation actions in non-energy sectors. The project will strengthen their capacities in monitoring and reporting on mitigation measures implemented at local level.

The information and results from CBIT project Component 3 ("Outcome 3.3: Armenia is able to track progress against its National Determined Contribution (NDC) and share its approaches") will support the preparation of the NDC tracking chapter of the BTR1 and NC5/BTR2, particularly under Indicator 3, which has the result "By the end of the project, Armenia will release a status report on its progress towards the NDCs." Close oversight and coordination will avoid eventual overlap between projects.

The project will use the common tabular formats presented in Annex II to decision 5/CMA.3 for the electronic reporting of the information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement.

Component 3: Climate change impacts and adaptation

Outcome 3.1. Information related to climate change impacts and adaptation measures reported.

In the NC4, climate projections were performed based on two IPCC scenarios (Representative Concentration Pathway (RCP) 6.0 and RCP 8.5) and two meteorological models (CCSM$ and METRAS) to predict changes in temperatures and precipitations. Information on climate change impacts on key vulnerable sectors were provided, including water resources, agriculture, natural ecosystems and biodiversity, settlements and infrastructure, human health and tourism. Key adaptation measures and programs in these key sectors were described in the report.

The main gaps and capacity building needs identified in the course of NC4 in relation to vulnerability and adaptation assessments are: (i) insufficient input data for appropriate vulnerability assessment for all vulnerable sectors; (ii) lack of systemic research and assessment of the climate change impacts; (iii) lack of skills and experience in application of the vulnerability assessment methodologies and models; (iv) lack of systematically collected data on economic losses for application of long-term impact assessment of climate change on vulnerable sectors and ecosystems; and (v) weak professional knowledge and institutional system for adequate implementation of proactive adaptation measures.

The project will address skills and capacity gaps through targeted training and knowledge sharing, leveraging the Inter-Agency Coordinating Council Working Group on Impacts and Adaptation to disseminate good practice and to collect information. On research and data gaps, the project will coordinate closely with and utilize the results of the CBIT project, which is undertaking the identification of data providers for adaptation (Output 1.1.1), designing an MRV tracking tool for adaptation data collection (Output 2.1.1), and the identification and application of methodologies for assessing and prioritizing adaptation actions and policies (Output 3.2.2).

Under this project component, an update of the institutional arrangements to advance the implementation of national and international commitments on adaptation, particularly the implementation of activities planned under the National Adaptation Program and List of Measures for 2021-2025 and NDC, will be undertaken.

The vulnerability assessment will include progress in the identification of national and sub-national impacts and their analysis based on latest climate models and scenarios. The update will include information on important aspects such as advances in the characterization of vulnerability in water, food, strategic infrastructure and biodiversity security. This section will provide a frame of reference for the planning, attention and prioritization of actions and consideration of risks in national and regional strategies.

In the NC4, Armenia presented an integrated and multidimensional evaluation of the impacts, vulnerability and adaptation actions, programs and strategies implemented until 2016, in addition to the report of pilot adaptation projects.

The BTR1 and NC5/ BTR2 of Armenia will update this information and report on the measures adopted or planned to facilitate adequate adaptation to climate change and their progress including on incorporating gender perspectives during their design and implementation in the context of the National Adaptation Program and List of Measures for 2021-2025 approved by the N 749-L Government Decree, from 13 May 2021.

In addition to a description at the national level, an integration of actions at the sub-national level will be presented highlighting the local efforts that have been implemented in terms of adaptation, as well as the lessons learned, and the good practices derived from these actions. In particular, progress made on strengthening the climate observation system and the early warning systems, as well as measures that reduce the social and environmental vulnerability of communities at risk from climate change will be reported.

Additionally, the project will report progress on the monitoring and evaluation of adaptation measures' impacts in 5 key vulnerable sectors (water, agriculture, energy, health, tourism) as part of the domestic MRV system, based on the systems and approaches used and indicators that give an account of the progress in this matter. This will allow

for an adaptation monitoring stock take and contribute to the international discussion about how to evaluate adaptation.

As an integral part of the project, the information on gender-responsive adaptation will be updated, starting from the identification of the differentiated vulnerability between women and men to climate change and analyzing gender roles in adaptation with recommendations for enhancing gender mainstreaming in adaptation planning, decision-making and implementation.

The reports will also include an update of the economic analysis of the adaptation measures and projects, as well as the opportunity costs incurred by inaction, for the construction of a strategic financing scheme that responds to vulnerability to climate change and to the national circumstances of Armenia.

The climate change impacts, and adaptation chapter will follow guidance on the BTR outline presented in Annex IV of Decision 5/CMA.3 and MPG requirements as per section IV of Decision 18/CMA.1. Furthermore, to compile with Article 7 of the PA, Armenia will submit its Adaptation Communication as a component of the BTR1 and NC5/BTR2, thus provisions of Decision 9/CMA.1 will also be applied during the compilation and finalization of these reports.

Component 3 will be implemented in a transparent collaborative manner, utilizing mechanisms for consultation and feedback between the national government and local administrations, experts, academia, productive sectors, and civil society organizations. The trainings and workshops organized will contribute to national capacity building for vulnerability assessment and appropriate planning of adaptation measures.

Component 4: Support needed and received and other information

Outcome 4.1. Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the PA and other relevant information, including gender considerations and supplemental NC chapters (research and systemic observation; and education, training, and public awareness) compiled, updated, and reported.

This outcome under Component 4 covers reporting on support needed and received as part of BTR reporting as well as supplemental information under NC requirements needed for combined BTR/NC reporting. The final reports will include information on support needed and received by using the common tabular formats presented in Annex III to the Decision 5/CMA.3 for the electronic reporting of the information on financial, technology development and transfer and capacity-building support needed and received, under Articles 9–11 of the Paris Agreement. Other relevant information, including supplemental chapters on research and systemic observation, education, training and public awareness, will be prepared and included in the NC5/BTR2 in accordance with applicable guidelines in decisions 17/CP.8, as appropriate (para. 43).

Information will be provided about the current policy instruments, their modifications and the climate measures and strategies that have been initiated since the NC4 and BUR3. Indicators of progress in the objectives of the national climate change policy at the national and subnational levels will be included in the reports to reinforce the system of indicators for evaluation of the national climate agenda. The project will undertake a detailed analysis of the implementation of climate change policy in Armenia, including progress in the incorporation of climate change into sectoral policies and programs and its link with the 2030 Sustainable Development Goals.

The evolution of various sources of international, public and private climate financing in Armenia will be analyzed, including public financing and taxes related to climate change. The project will also assess the incorporation of risks arising from climate change into the insurance market and the country's macroeconomic policies. Furthermore, information will be collected and analyzed on access to environmentally sound technologies and know-how; climate related research and observation systems; education, training, and public awareness.

The collection of relevant information will be conducted through close cooperation with different governmental institutions, agencies, academia, NGOs and individual researchers.

The institutional arrangements developed for the NC4 and the BUR3 will be reviewed and strengthened in light of the deficiencies found in areas such as activity data collection, system for tracking support received, including necessary surveys for identification of gaps and needs, and existing arrangements will be updated with new

stakeholders as necessary. The functions of the various institutions will be reviewed to improve their participation and co-responsibility in the preparation and quality of the information they send to the body that coordinates the preparation and integration of NCs and BTRs.

Component 4 will also advance knowledge management related to gender and climate change by systematizing existing literature, and proposals will be identified to address the limitations women may face in accessing financing, training, and capacity building.

Component 5: Preparation and submission of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report to UNFCCC and knowledge management

Outcome 5.1. The First BTR, the National Inventory Report for 1990-2022, the combined Fifth NC and Second BTR and the National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC; knowledge management activities conducted.

Following the completion of the above outputs and outcomes, the First Biennial Transparency Report and the Fifth National Communication and Second Biennial Transparency Report will be compiled according to the guidelines, requirements and formats set by the MPGs. In this respect, the final format will follow the outline for Biennial Transparency Report and apply common reporting tables and tabular formats presented in 5/CMA.3. Supplemental chapters on research and systemic observation and on education, training and public awareness for the combined NC5/BTR2 will be compiled in accordance with applicable guidelines in 17/CP.8. The compilation and approval process of the BTR1 and NC5/BTR2 will be conducted in close consultation with all relevant national stakeholders with equal participation of women and men. Once finalized, the documents will be edited, translated, and submitted to the UNFCCC Secretariat for posting and dissemination. The BTR1 is expected to be finalized and submitted to the UNFCCC by December 2024 and the NC5/BTR2 is expected to be finalized and submitted to the UNFCCC by December 2026.

Component 6: Monitoring and Evaluation

Outcome 6.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated.

Monitoring and Evaluation activities will be executed in line with the M&E plan as presented in Section VI of this document.

B. LESSONS LEARNED AND KNOWLEDGE GENERATION

While the primary knowledge products of the project will be the NIRs and the BTR1 and NC5/BTR2 reports (Outputs 5.1.1 and 5.1.2), results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyze and share lessons learned that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely, including through the end of project report (Output 6.1.3). There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

Good knowledge management will also enable Armenia to contribute and be an active partner of the CBIT Global Coordination Platform / Global Support Programme (GSP) (GEF IDs 10128 and 10088) by exchanging information with other countries as well as actively participating in CBIT/GSP workshops. Sharing lessons learned and experiences through the global platform will ensure that Armenia's reporting efforts are aligned with other national, regional and global transparency initiatives and contribute to general knowledge on mitigation and adaptation policies and measures and progress towards global goals.

C. PARTNERSHIPS

Table 1 below presents stakeholders and complementary initiatives and describes how they are relevant to the achievement of project results.

Table 1: Overview of Relevant Initiatives

Project name	Baseline information	Budget	Public link
"Climate Promise Armenia - From Pledge to Impact"	**Overall Goal:** Support the country turning its pledge into action toward net-zero, climate resilient and sustainable development pathways by contributing to climate change mitigation and the development towards a low-emissions and climate-resilient economy in line with the Paris Agreement in Armenia. **Project Objective:** • Strengthen inclusive and gender-responsive governance and financing mechanisms to enable delivery and tracking of NDC targets across sectors at a scale and speed. • Establish long-term net-zero and climate resilient development pathways aligned with the goals of the Paris Agreement. • Systematically engage and empower key actors within society to contribute to the acceleration of the NDC implementation and long-term net-zero and climate resilient development pathways.	$ 583,200 (BMU support: $ 540,000, co-financing: BMZ $43,200)	http://www.nature-ic.am/en/projects/Climate-Promise---From-Pledge-to-Impact/1043
"Forest resilience of Armenia, enhancing adaptation and rural green growth via mitigation" **GCF- FAO** **2020-2028**	**Overall Goal:** By 2030, contribute to achieving ecosystem neutral GHG emission with clear and monitorable adaptation co-benefits. **Project Objective:** By 2028, CO2 removals from the forest subsector are increased by at least 7% via sustainable climate adaptive forestry investments and fuelwood energy efficiency with effective involvement of communities. The project will be executed in Lori and Syunik marzes. The project areas have been selected by the stakeholders as priority areas due to the importance of forest ecosystem in both marzes, climate and climate change exposure and poverty level of rural population, population density, and type of forests.	$18.7 million (GCF support: $10 million grant; co-financing: $8.7 million)	https://www.greenclimate.fund/sites/default/files/document/sap014-fao-armenia.pdf

Project name	Baseline information	Budget	Public link
"Building Armenia's transparency framework under Paris Agreement" **GEF-UNDP** **2020-2023**	**Overall Goal:** The goal of the project is to assist the country in mainstreaming and integration of climate change considerations into national and sectorial development policies by giving continuity to the institutional and technical capacity strengthening process, initiated and sustained by the UNFCCC reporting under the expanded transparency framework. **Project Objective:** Building institutional and technical capacities to meet enhanced transparency requirements as defined in Article 13 of the Paris Agreement.	$1.47 million (GEF support: $990,000 grant; co-financing $470,000)	https://www.cbitplatform.org/sites/default/files/projects/documents/ceo-endorsement-armenia.pdf
"EU4Climate" **European Union Regional project** **(2018-2022)**	**Overall Goal:** Take action against climate change and towards a low emission and climate-resilient economy in six EU Eastern Partnership countries. **Project objective (in Armenia):** Identify a realistic NDC implementation strategy for the limitation of GHG emissions and prioritization of adaptation measures for coping with risks to the country's sustainable development.	-	https://eu4climate.eu
"SEFF Co-financing Programme" **GCF-EBRD** **Regional project** **(2018-2033)**	**Overall Goal:** Deliver climate finance to the private sector at scale. **Project objective (in Armenia):** Provide support for the Green Economy Financing Facility (GEFF) policy to amend the regulatory and legislative framework for small-scale renewables in the commercial Sector in Armenia.	Assistance to Armenia: $74.7 million (GCF support: $20.4 million grant-soft loan, co-financing: $54.3 loan)	https://www.greenclimate.fund/sites/default/files/document/funding-proposal-fp025-ebrd-armenia-egypt-georgia-jordan-republic-moldova-mongolia-morocco-serbia.pdf
"Green Cities Facility" **GCF-EBRD** **Regional project** **(2019-2034)**	**Overall Goal:** Build a better and more sustainable future for cities and their residents. **Project objective (in Armenia):** Implement the Yerevan Green City Action Plan (GCAP), which was approved in September 2017. In August 2021, the Bank signed the Yerevan GCAP first follow-on investment, ENA Investment Program, a $70 million loan to JSC Electric Networks of Armenia (ENA) for the modernisation of the distribution network and further installation of smart household meters across Armenia with a focus on the regions as well as at the country's two largest cities, Yerevan and Gyumri. The second follow-on project is the Yerevan Bus Project, an EUR 20 million sovereign loan to Armenia for the benefit of the Yerevan Bus Company to acquire 100 modern, 12-metre, low-floor compressed natural	Assistance to Armenia: $60.7 million (GCF support: $20.4 million grant-soft loan, co-financing: $40.3 loan)	https://www.greenclimate.fund/sites/default/files/document/funding-proposal-fp086-ebrd-multiple-countries.pdf https://www.ebrdgreencities.com/our-cities/yerevan/ https://www.ebrdgreencities.com/our-cities/gyumri/

Project name	Baseline information	Budget	Public link
	gas (CNG) buses. An EUR 4 million GCAP for the city of Gyumri was signed in June 2019. Investments included the rehabilitation of primary and secondary streets, as well as the modernisation of public lighting in the city.		
"High Impact Programme for the Corporate Sector" **EBRD-GCF** **(2021-2025)**	**Overall Goal:** This climate finance programme is designed to scale back greenhouse gases from industries in Armenia, Jordan, Kazakhstan, Morocco, Serbia, Tunisia and Uzbekistan. **Project objective (in Armenia):** Provide loans to companies to invest in technologies with mitigation benefits. EBRD has started engaging with local companies to market the program in Armenia and currently working on compiling the long list of potential projects.	N/A	https://www.greenclimate.fund/sites/default/files/document/funding-proposal-fp140.pdf
"De-Risking and Scaling-up Investment in Energy Efficient Building Retrofits" **UNDP-GCF** **(2017-2023)**	**Overall Goal:** Systematically de-carbonize the existing building stock in Armenia and reduce greenhouse gas emissions while achieving sustainable development benefits. **Project objective:** Creating a favorable market environment and a scalable business model for investment in energy efficiency retrofits in public and private buildings by addressing market barriers. The emissions reduction target set is 5.1-5.4 million tCO_2 over the 20- year lifetime of the investments.	$20.4 million (GCF-grant – $20 million; UNDP $0.4 million)	https://www.nature-ic.am/en/projects/De-risking-and-Scaling-up-Investment-in-Energy-Efficient-Building-Retrofits/18
"Adaptation Planning support for Armenia through" **UNDP-GCF (readiness project)** **(2018-2022)**	**Overall goal:** Enhance country readiness for climate financing for adaptation planning and measures. **Project objective:** Support Armenia in developing its national climate change adaptation plan while strengthening foundational capacities for long-term sustainability.	$2.99 million GCF grant	https://www.greenclimate.fund/document/adaptation-planning-support-armenia-through-undp
"Scaling up Green Finance practices in the Republic of Armenia" **GCF-"ARMSWISSBANK" CJSC** **(2020-2022)**	**Overall goal:** Enhance country readiness for climate financing for mitigation policies and measures. **Project objective:** To design a Green Finance Roadmap that will serve as a key political document outlining the current state of and existing impediments to green finance development. The roadmap will establish a comprehensive vision for green finance strategy that will contribute to the implementation of Armenia's NDCs and Paris Agreement.	$0.66 million (GCF grant support)	https://www.greenclimate.fund/sites/default/files/document/readiness-proposals-armenia-armswissbank-strategic-frameworks_0.pdf

Project name	Baseline information	Budget	Public link
"Readiness Assistance Program for Assessing Accreditation Gaps and Capacity Building for R2E2" **GCF - Armenia Renewable Resources and Energy Efficiency Fund** **(2021-2023)**	**Overall goal:** Enhance country readiness for climate financing for GHG mitigation through renewable energy and energy efficiency. **Project objective:** Undertake a comprehensive assessment of Fiduciary Standards of R2E2 for potential accreditation with the GCF, elaborate guidelines and methodologies, and undertake capacity building and pipeline development.	$0.25 million (GCF grant support)	https://www.greenclimate.fund/sites/default/files/document/armenia-r2e2.pdf
"Technical Advisory Support to Armenia on Enabling the Uptake of Electric Vehicle (EV) Mobility" **GCF-PWC** **(2021-2023)**	**Overall goal:** Reduce greenhouse gas emissions in the transport sector through the increased use of electric vehicles. **Project objective:** Overcome barriers preventing greater uptake of EVs, and to enable potential investments by MDBs and local banks to support financing for the replacement of conventional fuel vehicles to EVs.	Around $0.5 million (GCF grant support)	https://www.greenclimate.fund/sites/default/files/procurement/rfp-2021-012/rfp-2021-012.pdf
"Strengthening the capacity of Direct Access Entities through the Community of Practice for Direct Access Entities (CPDAE) to access climate finance and implement adaptation and mitigation programs and projects" **GCF-GIZ** **(2021-2024) (Regional)**	**Overall goal:** Strengthen country capacities to access climate finance through participation in the Community of Practice for Direct Access Entities (CPDAE), which includes Argentina, Armenia, Belize, Benin, Bhutan, Colombia, Costa Rica, Georgia, Mexico, Micronesia F.S., Niger, Panama, Peru, Senegal, Togo. **Project objective (in Armenia):** Support capacity to access climate finance and increase the understanding of complementarity and coherence between the Adaptation Fund (AF) and the Green Climate Fund (GCF) through participation in the CPDAE.	Armenia share - $0.1 million (GCF grant support)	https://www.greenclimate.fund/sites/default/files/document/pipeline-development-and-capacity-building-multilateral-giz.pdf
"Strengthening land-based adaptation capacity in communities adjacent to protected areas in Armenia" **GCF-EPIU** **(2019-2023)**	**Overall goal:** Strengthen land-based adaptation capacity. **Project objective:** Reduce the climate risk vulnerability of local communities living adjacent to the Khosrov Forest and Dilijan National Parks by strengthening the adaptive capacity of the agricultural sector and reinforcing their institutional and planning capacity for climate change adaptation.	Grant Amount: USD 2,506,000	https://www.adaptation-fund.org/project/strengthening-land-based-adaptation-capacity-communities-adjacent-protected-areas-armenia-3/

Project name	Baseline information	Budget	Public link
"Artik city closed stonepit wastes and flood management pilot project" **Adaptation Fund/EPIU** **(2019-2023)**	**Overall goal:** Improve the resilience of the city of Artik. **Project objective:** Reduce the vulnerability and improve the adaptive capacity of Artik, a city that is highly exposed to hydro-meteorological threats, which are increasing in frequency and intensity as a result of climate change	Grant Amount: USD 1,435,100	https://www.adaptation-fund.org/project/artik-city-closed-stone-pit-waste-flood-management/
"Engaging Future Leaders: Digital Education Module on Adaptation Challenges and Best Practices for Youth" **Adaptation Fund/EPIU** **2020-2023**	**Overall goal:** Educate new generations of environmentally cultured young change-makers (with a particular focus on climate adaptation) in developing countries. **Project objective:** Design and introduce replicable and sustainable digital education solutions for high school students in Armenia.	Grant Amount: USD 231,250	https://www.adaptation-fund.org/project/engaging-future-leaders-digital-education-module-on-adaptation-challenges-and-best-practices-for-youth/
"Transition Towards Electric Mobility in Armenia" **GEF-UNEP** **(2021-2024)**	**Overall goal:** Reduce transport sector GHG emissions in Armenia. **Project Objective:** Promote a transition to e-mobility through the development of a national e-mobility strategy, e-mobility demonstrations, and policy and regulatory measures, including procurement guidelines for vehicle fleets.	Grant Amount: USD 592,202	https://www.thegef.org/projects-operations/projects/10280
Technology Needs Assessment Phase II. **GEF-UNEP** **2014-2018**	**Overall goal:** Providing targeted financial and technical support to carry out Technology Needs Assessments (TNAs) and develop national Technology Action Plans (TAPs) for prioritized technologies that reduce GHG emissions, support adaptation to climate, and are consistent with national sustainable development goals. **Project Objective:** Low carbon and clean energy sources and technology alternatives are increasingly adopted, inefficient technologies are phased out and economic growth, pollution and greenhouse gas emissions are decoupled by countries based on technical and economic assessments, cooperation, policy advice, legislative support and catalytic financing mechanisms.	Grant Amount: Around USD 245,000 per country	http://nature-ic.am/en/publication/Technology-Needs-Assessment-for-Climate-Change-Mitigation/10574

D. RISKS

The project has conducted a Social and Environmental Screening Process (SESP), which is included in Annex 5, and its overall risk rating is "low." Project risks are summarized below in Table 2, and a complete risk register is included in Annex 6.

Table 2: Overview of Project Risks

Risk	Type of Risk	Level of Risk	Mitigation Alternative
Lack of support: High level political support is essential to ensure an active involvement of the relevant ministries in data collection and reporting. Insufficient participation could hinder the production of robust, high-quality reports.	Political	Low	Existing governmental decrees and bodies such as the Inter-Agency Commission on Climate Change will ensure that the preparation of the reports will be a political priority. The government has a vested interest in data and information that will assess progress towards the country's NDCs. The Ministry of the Environment, as the ministry overseeing the GEF executing agency / UNDP implementing partner, can provide support if difficulties arise.
Staff turnover: As this enabling activity includes targeted capacity building, there is a risk that staff turnover could result in the loss of capacity and skills acquired as the result of the project, which would reduce skills transfer.	Organizational	Low	Capacity strengthening activities will involve a carefully selected group of relevant experts within each ministry and agency to ensure that capacity can be retained, and succession planning will be discussed as a part of training. Guidelines and methodologies will be produced in written format, and the MRV system and operating procedures will be documented extensively, which will also contribute to retaining institutional memory.
Stakeholder exclusion: This enabling activity may inadvertently exclude potentially affected stakeholders, in particular vulnerable groups, from fully participating in the assessments that will be carried out under the project.	Social and Environmental	Low	The project features an inclusive and gender-sensitive stakeholder engagement process from the beginning of the project design to the M&E phase, including activities such as collecting and analysing the existing gender statistics and to date research on gender issues in the climate change related areas, analysing gender dimensions of various human activity fields being affected by/or contributing to climate change, highlighting constraints, gaps and needs. The equal gender participatory process in the co-design of baseline and mitigation scenarios and in assessment of how vulnerable groups are affected by climate change will be ensured. The project will undertake efforts to continuously identify additional stakeholders on a routine basis, especially vulnerable groups.
COVID-19: The global COVID-19 pandemic could result in project delays or constraints in travel and/or meetings due to illness of project stakeholders, staff, and consultants, and or travel restrictions. Both of these consequences would cause delays in project implementation.	Social and Environmental	Low	The Project will employ videoconferencing equipment/tools for virtual meetings and workshops, revise workplan, apply social distancing and provide personal protective equipment (PPE) to prevent exposure among project staff, stakeholders, and participants as and when necessary. Budget provisions will be included for IT support and PPE accordingly. At the commencement of the project, a risk assessment of the potential impact of the COVID-19 pandemic will be performed and measures to mitigate its effect on the project will be identified and implemented. The impact

			of the COVID-19 on project progress will be closely monitored, and adaptive management will be used to minimize and address impacts it may have on the availability of technical expertise, capacity, and delivery timelines. The Project will focus on strengthening capacity and experience for remote work and online interaction.
Lack of gender disaggregated data and information may affect gender sensitivity of BTR1 and NC5/BTR2	Social and Environmental	Low	In the project inception phase, the project team will prepare gender action plan which will particularly focus on the additional assistance in sourcing gender disaggregated data and information per sectors, where possible. Also, the project team will additionally engage a gender consultant who will specifically work on the integration of gender considerations into the assessment of climate mitigation and adaptation measures and make the reports gender sensitive.

E. STAKEHOLDER ENGAGEMENT AND SOUTH-SOUTH COOPERATION

Stakeholder engagement: A detailed stakeholder engagement plan is provided in Annex 8. The preliminary stakeholder engagement plan envisages the following means of engagement:

- Inception workshop to discuss the conceptual framework and design for each report/area of work and to highlight any existing challenges to data acquisition and sharing, monitoring, assessment, and reporting;
- Stakeholder consultation workshops to involve stakeholders in the reporting process;
- Capacity building workshops on thematic areas of the ETF, BTRs and NC;
- Individual meetings of thematic working groups with sector representatives;
- Group discussions to solicit ideas, create synergies and opportunities for networking, knowledge sharing and joint actions;
- Validation workshops to discuss results and validate accuracy of the analysis and assure quality of the results;
- Final dissemination workshop to discuss findings, raise awareness and reinforce collaboration and networking.

The stakeholder engagement plan will be consolidated and implemented in conjunction with the Gender Action Plan (see Annex 9), thus ensuring that gender equality considerations are firmly integrated throughout project interactions with stakeholders.

South-South Cooperation: To present opportunities for replication in other countries, the project will codify good practices and facilitate dissemination through global ongoing South-South and global platforms, such as the CBIT Global Coordination Platform, the UN South-South Galaxy knowledge sharing platform, and PANORAMA.[1]

In addition, to bring the voice of Armenia to global and regional fora, the project will explore opportunities for meaningful participation in specific events where UNDP can support engagement with the global development discourse on transparency-related issues. The project will furthermore provide opportunities for regional cooperation with countries that are undertaking BTRs as Developing country Parties under the PA. The project will also utilize communications tools and user interfaces developed under the UNDP-GEF CBIT project to make climate change-related data and information accessible for south-south learning among many different stakeholders. Progress against the NDC targets will also be assessed and shared with people in Armenia and with all other countries in the agreement.

[1] https://panorama.solutions/en

F. GENDER EQUALITY AND WOMEN'S EMPOWERMENT

This project is aligned with the UNDP Gender Equality Strategy 2022-2025 and the GEF Policy on Gender Equality. The project includes measures to address gender gaps or promote gender equality and women's empowerment, and the project's results framework includes gender-responsive indicators.

Several outputs specifically target gender mainstreaming in climate change reporting, including Output 2.1.1, which will describe gender perspectives in NDC tracking; Output 3.1.1, which will describe gender aspects of adaptation actions; Output 3.1.3, which will assess climate change impacts by gender; and Output 4.1.2, which will update information on women in climate research, education, and capacity needs.

The project is also expected to contribute to gender equality in the area of improving women's participation and decision making. The project will encourage the active participation of women and men in decision-making processes throughout the project implementation cycle. Gender balance will be considered in project management structures and capacity building actions (e.g., trainings, workshops, stakeholder consultations).

The preparation of this project has included a preliminary gender assessment and overview of the preliminary gender action plan, which are provided in Annex 9. A full gender assessment and gender action plan will be developed at project inception. The Gender marker for this project is 2.

G. INNOVATIVENESS, SUSTAINABILITY AND POTENTIAL FOR SCALING UP

Innovativeness: The project is innovative in the way that it will support the preparation of a type of climate report which is new to all parties to the Paris Agreement. In addition, the approaches to be designed under this project, which will address lack of data in certain sectors and for certain sources, represent innovative methods that may be highly relevant to other countries in the same global sub-region. Finally, the proposed activities under several components and the proposed gender action plan will mainstream gender into BTRs and NDC tracking.

Sustainability: The project will ensure sustainability in several ways. In the area of *institutional sustainability*, the project will build upon existing institutions and bodies, such as the Inter-agency Council, to underpin the new MRV framework. Second, the government mandates regarding climate change data collection, management, and reporting will remain in place after the project finishes. Third, extensive documentation and succession planning for data providers will allow these activities to continue even when there are staff changes at government agencies.

The preparation process of the previous National Communications and Biennial Update Reports to the Conference of the Parties of the UNFCCC, has contributed to the institutional strengthening of the Ministry of Environment, as a competent lead institution for the application of the Convention as well as of other relevant institutions at national level, including Interagency Coordinating Council for the Implementation of the Requirements and Provisions of the UN Framework Convention on Climate Change and Paris Agreement. This project will additionally improve the sustainability of the preparation of future NCs/BTRs/NDCs/NAPs and will facilitate the reporting requirements to the UNFCCC. Active participation by all stakeholders in the assessment of mitigation and adaptation policies and measures will be facilitated to ensure ownership and sustainability.

During the last three months, the project team will prepare an End of Project Report. This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results.

Scaling Up: The End of Project Report shall be discussed with the Project Board during an end-of-project review meeting to discuss lessons learned and opportunities for scaling up. Improved reporting on progress towards the country's NDC and updated reporting on support needed and received will both lay the groundwork for leveraging financing for climate change mitigation and adaptation from a variety of sources.

V. PROJECT RESULTS FRAMEWORK

This project will contribute to the following Sustainable Development Goal (s): SDG 13 – Climate Action, SDG 17 – Partnerships for the Goals, SDG 11 - Sustainable cities and communities; SDG 5 – Gender equality				
This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): UNSDCF Outcome 5/CPD Outcome 2: Ecosystems are managed sustainably, and people benefit from participatory and resilient development and climate-smart solutions CPD Output 2.1: Low-emission and climate-resilient objectives addressed in development plans/policies on economic diversification and green growth.				
	Objective and Outcome Indicators (no more than a total of 20 indicators)	**Baseline**	**Mid-term Target**	**End of Project Target**
Project Objective:	To assist the Government of Armenia in preparation and submission of the First Biennial Transparency Report and Fifth National Communication and Second Biennial Transparency Report as a combined report for the fulfilment of the obligations under United Nations Framework Convention on Climate Change and the Paris Agreement.			
	Mandatory Indicator 1: # of direct project beneficiaries disaggregated by gender (individual people)	**0**	**60 (35 women)**	**110 (60 women)**
Project component 1	**National Greenhouse Gas Inventory (GHGI)**			
Project Outcome 1 National GHGIs improved and updated for the period of 1990-2022 as part of the BTR1 and for the period of 1990-2024 as part of the NC5/BTR2 coherent with the MPG requirements.	*Indicator 2: Existence of an updated National Inventory Report (NIR)*	*NIR for 1990-2017 was submitted to UNFCCC in 2021*	*NIR for 1990-2022*	*NIR for 1990-2024*
Outputs to achieve Outcome 1	1.1.1. Information on existing institutional arrangements and methodologies used for data collection, processing and storage and the continued estimation, compilation and reporting of national inventory reports including information on the role of partner institutions, updated considering the recommendation of the international review (technical analysis of BUR3). 1.1.2 National GHG inventories prepared for the period of 1990-2022 and 1990-2024 according to the 2006 IPCC guidelines (and the 2019 Refinement of the 2006 IPCC guidelines to the extent possible) for sectors of energy, industrial processes and product use, AFOLU and waste. 1.1.3. Quality Assurance and Quality Control (QA/QC) Plan developed and implemented in accordance with the GHG Inventory Quality Management System. 1.1.4. Uncertainty and completeness assessment and analysis of GHG emissions from key source categories performed. 1.1.5. National emission factors for the key sources updated. 1.1.6. Improvement Plan for subsequent inventories updated to incorporate international review findings. 1.1.7. Capacities to report on GHG emissions through the national MRV platform strengthened.			
Project component 2	**Progress made in implementing and achieving NDCs**			
Outcome 2 Strategies and mitigation measures implemented to comply with the updated NDCs reported.	*Indicator 3: Presence of a chapter on NDC progress in BTRs*	*Information on mitigation actions and their effects was reported in the BUR3*	*NDC progress chapter included in BTR1*	*NDC progress chapter with updated information included in NC5/ BTR2*

	Indicator 4: Use of QA/QC procedures for national MRV system	*0*	*Use of QA/QC procedures for MRV system documented in BTR1*	*Use of QA/QC procedures for MRV system documented in NC5/BTR2*
Outputs to achieve Outcome 2	2.1.1. Institutional arrangements, including gender perspectives for tracking NDC implementation, described. 2.1.2 Information on the NDC, including reference points, target years, implementation period, scope, coverage, indicators and their progress updated. 2.1.3. Information on policies and programs on NDC mitigation actions updated and reported. 2.1.4. GHG emissions forecast for 2030 and 2040 under the Business as Usual (BAU) and mitigation scenarios conducted. 2.1.5. National capacities for tracking and reporting mitigation actions through the MRV platform strengthened. 2.1.6. Quality assurance and Quality control (QA/QC) system for the national MRV system implemented.			
Project component 3	**Climate change impacts and adaptation**			
Outcome 3 Information related to climate change impacts and adaptation measures reported	*Indicator 5: Presence of a chapter on climate change impacts and adaptation in BTRs*	*Information on climate change impacts and adaptation was reported in the NC4*	*Climate change impacts and adaptation chapter included in BTR1*	*Climate change impacts and adaptation chapter with updated information included in NC5/BTR2*
	Indicator 6: Presence of a vulnerability assessment that considers gender issues	*Vulnerability assessment was included in the NC4*	*Gender-sensitive vulnerability assessment in BTR1*	*Updated gender-sensitive vulnerability assessment in NC5/BTR2*
Outputs to achieve Outcome 3	3.1.1. National circumstances, institutional arrangements, legal framework for adaptation actions, including gender-specific context, described. 3.1.2. Climate scenarios analyzed for Armenia up to Year 2100 based on the latest generation models. 3.1.3. Impacts of climate change, at the national and regional level; current and future vulnerability in Armenia assessed, including the critical sectors/areas (water, agriculture, natural ecosystems, health, settlements, built infrastructure and tourism) as well as gender and social implications. 3.1.4. Policy instruments and adaptation actions and their direct and indirect effects including methodologies, indicators, tools, and assumptions, and how that contributes to the National Adaptation Plan and NDC identified and described. 3.1.5. National capacities on vulnerability and adaptation assessment strengthened.			
Project component 4	**Support needed and received and other information**			
Outcome 4 Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the PA and other relevant information, including gender considerations and supplemental NC chapters (research and systemic observation; and education, training, and public awareness) compiled, updated, and reported.	*Indicator 7: Presence of a chapter on support needed and received in BTRs*	*Information on support needed and received was reported in the BUR3*	*Support needed and received chapter included in BTR1*	*Support needed and received chapter with updated information included in NC5/BTR2*
	Indicator 8: Presence of gender-disaggregated data and/or analysis of gender issues in BTRs	*Gender-specific impact of energy sector mitigation actions were analyzed and reported in the BUR3.*	*Gender-disaggregated data and/or analysis of gender issues is included in the BTR1*	*Gender-disaggregated data and/or analysis of gender issues is included in the NC5/BTR2*

Outputs to achieve Outcome 4	4.1.1. Information updated on constraints and gaps, and financial, technology development and transfer and capacity-building support needed and received. 4.1.2. Information updated on research and systematic observation, education, capacity building, citizen training and public awareness with special consideration of gender issues. 4.1.3. Institutional arrangements relevant to the NC/BTR preparation as well as the mechanisms for the stakeholder's involvement and participation analyzed.			
Project component 5	**Preparation and submission of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report to UNFCCC and knowledge management**			
Outcome 5 The First BTR, the National Inventory Report for 1990-2022, the combined Fifth NC and Second BTR and the National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC; knowledge management activities conducted.	*Indicator 9: Recorded submission of a BTR1 and NC5/BTR2 acknowledged by the UNFCCC Secretariat*	*Four National Communications and Three Biennial Update Reports have been submitted to UNFCCC*	*BTR1 submission acknowledged by the UNFCCC Secretariat*	*NC5/BTR2 submission acknowledged by the UNFCCC Secretariat*
Outputs to achieve Outcome 5	5.1.1. The First BTR and the National Inventory Report for 1990-2022 compiled, translated, approved and submitted to the UNFCCC Secretariat by December 2024. 5.1.2. The combined Fifth NC and Second BTR and National Inventory Report for 1990-2024 compiled, translated approved and submitted to the UNFCCC Secretariat by December 2026 5.1.3. Regular workshops organized to discuss progress, exchange ideas and present findings of the BTR1 and 5NC/BTR2 process with stakeholders.			
Project component 6	**Monitoring & Evaluation**			
Outcome 6 Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated.	*Indicator 10: Availability of an Inception Report that includes an overview of the inception workshop*	--	*1 Inception Report compiled*	*1 Inception Report compiled*
	Indicator 11: Availability of an End of Project Report that includes lessons learned	--	--	*1 End of Project Report compiled*
Outputs to achieve Outcome 6	6.1.1. Inception workshop organized, and Inception Report compiled. 6.1.2. Project annual financial and progress reports and Annual Status Surveys prepared. 6.1.3. End of Project report including lessons learnt compiled.			

VI. MONITORING AND EVALUATION (M&E) PLAN

Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the UNDP POPP (including guidance on GEF project revisions) and UNDP Evaluation Policy. **The UNDP Country Office is responsible for ensuring full compliance with all UNDP project M&E requirements including project monitoring, UNDP quality assurance requirements, quarterly 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[2]. The M&E plan and budget included below 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 – including during the Project Inception Workshop - and will be detailed in the Inception Report.

M&E activities conducted under the project will include the following:

Inception Workshop and Report: A project inception workshop will be held within 2 months from the First disbursement date, 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 (where relevant) 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. Finalize the TOR of the Project Board.
h. Formally launch the Project.

The Project Manager will prepare the Inception Report no later than one month after the inception workshop. The Inception Report will be prepared in one of the official UN languages, duly signed by designated persons, cleared by the UNDP Country Office and the UNDP-Climate Hub Regional Technical Adviser, and will be approved by the Project Board.

Annual progress reporting: Status Survey Questionnaires to indicate progress and identify bottlenecks as well as technical support needs will be carried out by the project team once a year, in line with GEF and UNFCCC reporting requirements for NCs and BTRs.

[2] See https://www.thegef.org/gef/policies_guidelines

Final/End of Project Report: During the last three months of project implementation, the project team will prepare the End of Project Report. This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results. The End of Project Report shall be discussed with the Project Steering Committee during an end-of-project review meeting to discuss lessons 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 Policy[3] and the GEF policy on public involvement.[4]

Monitoring and Evaluation Plan and Budget:		
Activities	**Indicative costs (US$)**	**Time frame**
Inception Workshop	2,500	Within 2 months from the date of first disbursement
Inception Report	None	Within 30 days from the date of the Inception Workshop
Monitoring of indicators in project results framework	None	Annually
Supervision missions[5]	None	Annually
End of project report	None	3 months before project completion date
TOTAL indicative COST	**2,500**	

[3] See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/
[4] See https://www.thegef.org/gef/policies_guidelines
[5] The costs of UNDP Country Office and UNDP-GEF Unit's participation and time are charged to the GEF Agency Fee.

Monitoring Plan: The project results, corresponding indicators and mid-term and end-of-project targets in the project results framework will be monitored by the Project Management Unit annually, and reported 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. Project risks, as outlined in the risk register, will be monitored quarterly.

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the Projects Results Framework (RRF) will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.	Hydrometeorology and Monitoring Centre (HMC)	--
Monitor and Manage Risk	Identify specific risks that may threaten the achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	HMC	--
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.	Ministry of Environment (MoE) HMC	--
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strengths and weaknesses will be reviewed by project management and used to inform decisions to improve project performance.	Project Board	--
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.	HMC	--
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)	The project progress report will be discussed comments and suggestions will be considered in the next year work plan	Inter-agency Council on Climate Change	--
Project Review (Project Board)	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	At least annually	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.	HMC	--

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[6]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
Project Objective To assist the Government of Armenia in preparation and submission of the First Biennial Transparency Report and Fifth National Communication and Second Biennial Transparency Report as a combined report for the fulfilment of the obligations under United Nations Framework Convention on Climate Change and the Paris Agreement.	***Indicator 1:*** *# of direct project beneficiaries disaggregated by gender (individual people)*	***Mid-term Target:*** *60 beneficiaries (35 women)* ***End of Project Target:*** *110 beneficiaries (60 women)*	*This indicator measures the number of project beneficiaries as defined by GEF guidelines on core indicators.*	*Desk review of project documentation and interviews.*	*Status Surveys on NCs/BTRs implementation are filled in annually.*	Project Manager	*Project documentation, including HR records, training records, and attendance lists from project activities and events.*	*Assumes that women's participation will be consistently supported by all stakeholders included in capacity strengthening activities.*
Project Outcome 1 National GHGIs improved and updated for the period of 1990-2022 as part of the BTR1 and for the period of 1990-2024 as part of the NC5/BTR2 coherent with the MPG requirements.	***Indicator 2*** *Existence of an updated National Inventory Report (NIR)*	***Mid-term Target:*** *NIR for 1990-2022* ***End of Project Target:*** *NIR for 1990-2024*	*The GHG inventory updated and TACCC principles adhered*	*IPCC 2006 Guideline and 2019 Refinement to the extent possible. MPGs and common reporting tables as per 5/CMA.3.*	*Status Surveys on NCs/BTRs implementation are filled in annually.*	HMC MoE	*UNFCCC web site.*	*Specific data are unavailable or inaccessible for GHG inventory team. Low capacities of GHG inventory unit, to collect relevant data as per IPCC 2006 guidelines.*
Project Outcome 2 Strategies and mitigation measures implemented to comply with the updated NDCs reported.	***Indicator 3*** *Presence of a chapter on NDC progress in BTRs*	***Mid-term Target:*** *NDC progress chapter included in BTR1* ***End of Project Target:***	*NDC target indicators for 2030 are compared with GHG emission estimation results*	*The data sources for baseline are used from BUR3 and NDC targets, national GHG inventory for 2022 and 2024;*	*Status Surveys on NCs/BTRs implementation are filled in annually.*	HMC MoE	*UNFCCC web site.*	*Data availability and differences in methodologies could cause delays in the compilation of the chapter.*

[6] Data collection methods should outline specific tools used to collect data and additional information as necessary to support monitoring. The PIR cannot be used as a source of verification.

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[6]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
		NDC progress chapter with updated information included in NC5/ BTR2	*for 2022 and 2024 and reported.*	*MPGs of the Paris Agreement; The methodologies applied for the input of data in Common tabular formats as per Decision 5/CMA.3.*				
	Indicator 4 *Use of QA/QC procedures for national MRV system*	***Mid-term Target:*** *Use of QA/QC procedures for MRV system documented in BTR1* ***End of Project Target:*** *Use of QA/QC procedures for MRV system documented in NC5/BTR2*	*This indicator measures the presence of documented workflow procedures at HMC SNCO that confirm with the QA/QC plan*	*The official documented QA/QC plan for the national MRV system will be audited.*	*Status Surveys on NCs/BTRs implement ation are filled in annually.*	HMC MoE	*UNFCCC web site*	*Limited coordination among institutions. The project will support the assignment of clear roles and responsibilities in the NDC tracking process, allowing institutions to participate in a transparent way while sharing regular updates on progress of the project implementation.*
Project Outcome 3 Information related to climate change impacts and adaptation measures reported	***Indicator 5*** *Presence of a chapter on climate change impacts and adaptation in BTRs*	***Mid-term Target:*** *Climate change impacts and adaptation chapter included in BTR1* ***End of Project Target:*** *Climate change impacts and adaptation chapter with updated*	*Climate scenarios up to 2100 developed and updated information on adaptation measures presented as part of Climate Change Impacts and Adaptation Chapter.*	*The modalities, procedures and guidelines (MPGs) for the transparency framework as per Decision 18/CMA.1 The data source for baseline is adaptation actions implementation survey for 2022 and 2024.*	*Status Surveys on NCs/BTRs implement ation are filled in annually.*	HMC MoE	*UNFCCC web site*	*Data are unavailable or incomplete for proper impact assessment. Project will use maximum efforts through the formal channels for collection of information from participant*

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[6]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
		information included in NC5/BTR2.	*The activity data on implementa-tion of adaptation actions collected based on surveys and stakeholder consultations. Impacts of adaptation policies and measures on women and men assessed.*	*Gender assessment.*				*Ministries and surveys and networks of stakeholders to acquire relevant data.* *Experts' judgments and analogue methods will be also used.*
	Indicator 6 *Presence of a vulnerability assessment that considers gender issues*	***Mid-term Target:*** *Gender-sensitive vulnerability assessment in BTR1* ***End of Project Target:*** *Updated gender-sensitive vulnerability assessment in NC5/BTR2*	*Climate scenarios analyzed for Armenia up to Year 2100 based on the latest generation models and vulnerability against climate change impacts assessed with a gender-sensitive approach.*	*Gender Responsive National Communications Toolkit.* *For adaptation policies and measures the gender disaggregated data are reported.*	*Status Surveys on NCs/BTRs implement ation are filled in annually.*	HMC MoE	*UNFCCC web site*	*Data are unavailable or incomplete for proper vulnerability assessment on gender sensitive manner.* *The consultations with Statistical Committee (SC) and Ministry of Labour and Social Affairs will be done.*
Project **Outcome 4** Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the PA and other	***Indicator 7*** *Presence of a chapter on support needed and received in BTRs*	***Mid-term Target:*** *Support needed and received chapter included in BTR1* ***End of Project Target:*** *Support needed and received chapter with*	*Constraints and gaps and related financial, technology development and transfer and capacity building needs and support received*	*The modalities, procedures and guidelines (MPGs) for the transparency framework as per Decision 18/CMA.1 and common tabular format for the reporting on*	*Status Surveys on NCs/BTRs implement ation are filled in annually.*	*HMC* *MoE*	*UNFCCC web site*	*Limited availability of necessary data, especially related to the technology transfer and climate finance to be provided by private*

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[6]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
relevant information, including gender considerations and supplemental NC chapters (research and systemic observation; and education, training, and public awareness) compiled, updated, and reported.		*updated information included in NC5/BTR2*	*chapter of BTR1 developed and updated for NC5/BTR2*	*support needed and received as per Decision 5/CMA.3*				*sector and communities.* *The draft regulatory documents developed under CBIT project are discussed and approved by Government.*
	Indicator 8 *Presence of gender-disaggregated data and/or analysis of gender issues in BTRs*	***Mid-term Target:*** *Gender-disaggregated data and/or analysis of gender issues is included in the BTR1* ***End of Project Target:*** *Gender-disaggregated data and/or analysis of gender issues is included in the NC5/BTR2*	*The indicator will assess on what extent gender-related data are available and analysed in the BTR1 and NC5/BTR2.*	*UNFCCC guidelines for gender related information assessment will be used.*	*Status Surveys on NCs/BTRs implement ation are filled in annually.*	*HMC* *SC*	*UNFCCC web site*	*Limited availability of necessary data.*
Project **Outcome 5** The First BTR, the National Inventory Report for 1990-2022, the combined Fifth NC and Second BTR and the National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC; knowledge management activities conducted.	***Indicator 9*** *Recorded submission of a BTR1 and NC5/BTR2 acknowledged by the UNFCCC Secretariat*	***Mid-term Target:*** *BTR1 submission acknowledged by the UNFCCC Secretariat* ***End of Project Target:*** *NC5/BTR2 submission acknowledged by the UNFCCC Secretariat*	*BTR1 and NC5/BTR2 compiled, adopted by the government and submitted to the UNFCCC.*	*UNFCCC methodology, including outline for BTR report as per Decision 5/CMA.3.*	*Status Surveys on NCs/BTRs implement ation are filled in annually.*	*MoE*	*UNFCCC web site*	*Late start of project can hinder submission of BTR1 by December 2024. Lack of coordination among stakeholders, and possible changes in the Government can slow down validation process.*

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[6]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
Project Outcome 6 Monitoring and Evaluation	***Indicator 10*** *Availability of an Inception Report that includes an overview of the inception workshop*	***Mid-term Target:*** *1 Inception Report compiled* ***End of Project Target*** *1 Inception Report compiled*	The Inception Report will summarize the main outcomes of the Inception Workshop and any minor changes in the project that have been initiated since its approval.	*Template for the Inception Report*	*Within 2 months from the date First Disbursement*	*UNDP* *HMC*	*Inception Report*	*Delay in recruitment of project manager and assistant.*
	Indicator 11 *Availability of an End of Project Report that includes lessons learned*	***Mid-term Target:*** *-* ***End of Project Target*** *1 End of Project Report compiled*	*The End of Project Report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved.*	*Template for the End of Project Report*	*3 months before project's Operational Closure*	*HMC* *Project management team*	*End of Project Report*	*NIM, lack of experience and human capacities of Implementing Partner (IP) might slow down the implementation*

VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

Section 1: General roles and responsibilities in the projects' governance mechanism

The project will be implemented under the UNDP Country Office Support to National Implementation (NIM) modality with the Hydrometeorology and Monitoring Center SNCO of the Ministry of Environment of the Republic of Armenia (HMC) as the Implementing Partner.

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.
- Overseeing the management of project risks as included in this project document and new risks that may emerge during project implementation.
- 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.

The Project Implementation Unit; i.e., the Hydrometeorology and Monitoring Center SNCO of the Ministry of Environment, will be the executing and operational unit that will coordinate and implement the project activities for the preparation of the BTR1 and NC5/ BTR2.

The preparation processes of the combined BTR1 and BTR2/NC5 report will be closely coordinated by the UNFCCC Project National Director. Day-to-day management of the project will be assured by the Project Manager, who will be responsible for setting up the project team, while the UNFCCC National Focal Point will verify the project results.

The following thematic working groups will be formed to assist with the preparation of various components of the NC and BTR: (i) National Greenhouse Gas Inventory, (ii) Tracking the progress of NDC implementation and achievement, (iii) Climate Change Impacts and Adaptation, (iv) Support needed and received and other information. Each thematic working group will comprise of a number of experts drawn from relevant public and private sector organizations, communities, and NGOs.

Responsible Parties: N/A.

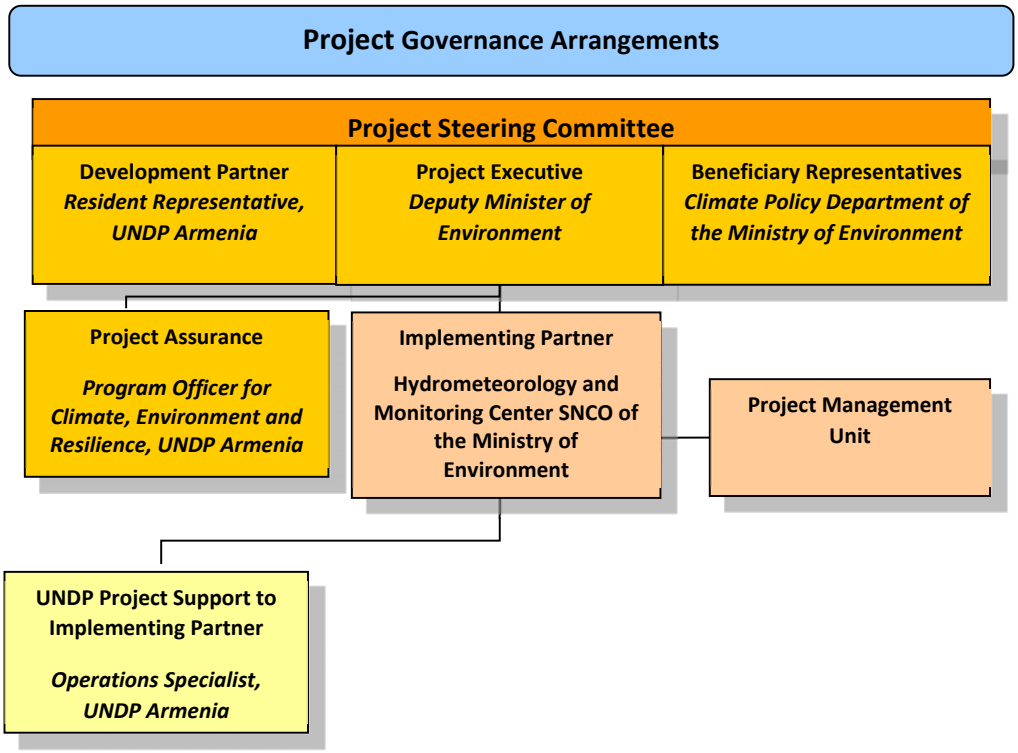
Project stakeholders and target groups: Please refer to the detailed Stakeholder Engagement Plan under Annex 8.

UNDP: UNDP is accountable to the GEF for the implementation of this project. This includes overseeing project execution undertaken by the Implementing Partner to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures and the standards and provisions outlined in the Delegation of Authority (DOA) letter for this project. **The UNDP Executive Coordinator and Director - Environmental Finance, Bureau for Policy and Programme Support (BPPS)/Global Policy Network, in consultation with UNDP Bureaus and the Implementing Partner, retains the right to revoke the project DOA, suspend or cancel this GEF project.** UNDP is responsible for the Project Assurance function in the project governance structure and presents to the Project Board and attends Project Board meetings as a non-voting member.

A firewall will be maintained between the delivery of project oversight and quality assurance performed by UNDP and charged to the GEF Fee and any support to project execution performed by UNDP (as requested by and agreed to by both the Implementing Partner and GEF) and may be charged to the GEF project management costs (only if approved by GEF). The segregation of functions and firewall provisions for UNDP in this case is described in the next section.

Section 2: Project governance structure

Supported NIM with Government as Implementing Partner



First line of defense: UNDP oversight of project support to IP cannot be UNDP staff providing project assurance or providing programmatic oversight support to the RR.

Second line of defense: Regional Bureau oversees RR and Country Office compliance at portfolio level

BPPS Climate Hub RTA oversees technical quality assurance and GEF compliance, BPPS NCE PTA oversees RTA function.

UNDP GEF Executive Coordinator and Regional Bureau Deputy Director can revoke DOA/cancel/suspend project or provide enhanced oversight

The UNDP Resident Representative assumes full responsibility and accountability for oversight and quality assurance of this Project and ensures its timely implementation in compliance with the GEF-specific requirements and UNDP's Programme and Operations Policies and Procedures (POPP), its Financial Regulations and Rules and Internal Control Framework. A representative of the UNDP Country Office will assume the assurance role and will present assurance findings to the Project Board, and therefore attends Project Board meetings as a non-voting member.

UNDP Project Support: The Implementing Partner and GEF OFP have requested UNDP to provide support services in the amount of *USD$ 8,415.28* for the full duration of the project, and the GEF has agreed for UNDP to provide such execution support services [and for the cost of these services to be charged to the project budget]. The execution support services – whether financed from the project budget or other sources - have been set out in detail and agreed between UNDP Country Office and the Implementing Partner in a Letter of Agreement (LOA). This LOA is attached to this Project Document (see Annex 11).

To ensure the strict independence required by the GEF and in accordance with the UNDP Internal Control Framework, these execution services will be delivered independent from the GEF-specific oversight and quality assurance services.

Section 3: Segregation of duties and firewalls vis-à-vis UNDP representation on the project board:

As noted in the Minimum Fiduciary Standards for GEF Partner Agencies, in cases where a GEF Partner Agency (i.e. UNDP) carries out both implementation oversight and execution of a project, the GEF Partner Agency (i.e. UNDP) must separate its project implementation oversight and execution duties, and describe in the relevant project document a: 1) Satisfactory institutional arrangement for the separation of implementation oversight and executing functions in different departments of the GEF Partner Agency; and 2) Clear lines of responsibility, reporting and accountability within the GEF Partner Agency between the project implementation oversight and execution functions.

In this case, UNDP's implementation oversight role in the project – as represented in the project board and via the project assurance function – is performed by UNDP Resident Representative and the Programme Officer for Climate, Environment and Resilience portfolio at the UNDP Country Office in Armenia (CO). UNDP's execution role in the project (as requested by the Implementing Partner and approved by the GEF) is performed by the relevant staff of the Finance, Procurement, and HR Units of the CO, who will report to the CO's Operations Specialist.

Section 4: Roles and Responsibilities of the Project Organization Structure:

a) Project Board: All UNDP projects must be governed by a multi-stakeholder board or committee established to review performance based on monitoring and evaluation, and implementation issues to ensure quality delivery of results. The Project Board (also called the Project Steering Committee) is the most senior, dedicated oversight body for a project.

The two main (mandatory) roles of the Project Board are as follows:

1) **High-level oversight of the execution of the project by the Implementing Partner** (as explained in the "Provide Oversight" section of the POPP). This is the primary function of the project board and includes annual (and as-needed) assessments of any major risks to the project, and decisions/agreements on any management actions or remedial measures to address them effectively. The Project Board reviews evidence of project performance based on monitoring, evaluation and reporting, including progress reports, evaluations, risk logs and the combined delivery report. The Project Board is responsible for taking corrective action as needed to ensure the project achieves the desired results.
2) **Approval of strategic project execution decisions of the Implementing Partner** with a view to assess and manage risks, monitor and ensure the overall achievement of projected results and impacts and ensure long term sustainability of project execution decisions of the Implementing Partner (as explained in the "Manage Change" section of the POPP).

Requirements to serve on the Project Board:

- ✓ Agree to the Terms of Reference of the Board and the rules on protocols, quorum and minuting.
- ✓ Meet annually; at least once.
- ✓ Disclose any conflict of interest in performing the functions of a Project Board member and take all measures to avoid any real or perceived conflicts of interest. This disclosure must be documented and kept on record by UNDP.
- ✓ Discharge the functions of the Project Board in accordance with UNDP policies and procedures.
- ✓ Ensure highest levels of transparency and ensure Project Board meeting minutes are recorded and shared with project stakeholders.

Responsibilities of the Project Board:

- ✓ Consensus decision making:
  - o The project board provides overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.
  - o Review project performance based on monitoring, evaluation and reporting, including progress reports, risk logs and the combined delivery report;
  - o The project board is responsible for making management decisions by consensus.
  - o In order to ensure UNDP's ultimate accountability, Project Board 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.
  - o In case consensus cannot be reached within the Board, the UNDP representative on the board will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.
- ✓ Oversee project execution:
  - o Agree on project manager's tolerances as required, within the parameters outlined in the project document, and provide direction and advice for exceptional situations when the project manager's tolerances are exceeded.
  - o Appraise annual work plans prepared by the Implementing Partner for the Project; review combined delivery reports prior to certification by the implementing partner.
  - o Address any high-level project issues as raised by the project manager and project assurance;
  - o Advise on major and minor amendments to the project within the parameters set by UNDP and the donor and refer such proposed major and minor amendments to the UNDP BPPS Nature, Climate and Energy Executive Coordinator (and the GEF, as required by GEF policies);
  - o Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily and according to plans.
  - o Track and monitor co-financed activities and realisation of co-financing amounts of this project.
  - o Approve the Inception Report.
  - o Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.
- ✓ Risk Management:
  - o Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
  - o Review and update the project risk register and associated management plans based on the information prepared by the Implementing Partner. This includes risks related that can be directly managed by this project, as well as contextual risks that may affect project delivery or continued UNDP compliance and reputation but are outside of the control of the project. For example, social and environmental risks associated with co-financed activities or activities taking place in the project's area of influence that have implications for the project.
  - o Address project-level grievances.
- ✓ Coordination:
  - o Ensure coordination between various donor and government-funded projects and programmes.
  - o Ensure coordination with various government agencies and their participation in project activities.

Composition of the Project Board: The composition of the Project Board must include individuals assigned to the following three roles:

1. **Project Executive:** This is an individual who represents ownership of the project and chairs (or co-chairs) the Project Board. The Executive usually is the senior national counterpart for nationally implemented projects (typically from the same entity as the Implementing Partner), and it must be UNDP for projects that are direct implementation (DIM). In exceptional cases, two individuals from different entities can co-share this role and/or co-chair the Project Board. If the project executive co-chairs the project board with representatives of another category, it typically does so with a development partner representative. The Project Executive is: *Deputy Minister of Environment (to be nominated by the Minister of Environment,).*

2. **Beneficiary Representative(s):** Individuals or groups representing the interests of those groups of stakeholders who will ultimately benefit from the project. Their primary function within the board is to ensure the realization of project results from the perspective of project beneficiaries. Often representatives from civil society, industry associations, or other government entities benefiting from the project can fulfil this role. There can be multiple beneficiary representatives in a Project Board. The Beneficiary representative (s) is/are: *Climate Change Department of the MoE.*
3. **Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding, strategic guidance and/or technical expertise to the project. The Development Partner(s) is/are: *UNDP Armenia Country Office, Resident Representative.*

b) **Project Assurance:** Project assurance is the responsibility of each project board member; however, UNDP has a distinct assurance role for all UNDP projects in carrying out objective and independent project oversight and monitoring functions. UNDP performs quality assurance and supports the Project Board (and Project Management Unit) by carrying out objective and independent project oversight and monitoring functions, including compliance with the risk management and social and environmental standards of UNDP. The Project Board cannot delegate any of its quality assurance responsibilities to the Project Manager. Project assurance is totally independent of project execution.

A designated representative of UNDP playing the project assurance role is expected to attend all board meetings and support board processes as a non-voting representative. It should be noted that while in certain cases UNDP's project assurance role across the project may encompass activities happening at several levels (e.g. global, regional), at least one UNDP representative playing that function must, as part of their duties, specifically attend board meeting and provide board members with the required documentation required to perform their duties. The UNDP representative playing the main project assurance function is/are: Program Officer for Climate, Environment and Resilience, UNDP Armenia.

c) **Project Management – Execution of the Project:** The Project Manager (PM) (also called project coordinator) is the senior most representative of the Project Management Unit (PMU) and is responsible for the overall day-to-day management of the project on behalf of the Implementing Partner, including the mobilization of all project inputs, supervision over project staff, responsible parties, consultants and sub-contractors. The project manager typically presents key deliverables and documents to the board for their review and approval, including progress reports, annual work plans, adjustments to tolerance levels and risk registers.

A designated representative of the PMU is expected to attend all board meetings and support board processes as a non-voting representative.

The primary PMU representative attending board meetings is the Project Manager.

VIII. FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is **USD 1,233,000**. This is financed through a GEF grant of USD 1,233,000 administered by UNDP. UNDP, as the GEF Implementing Agency, is responsible for the oversight of the GEF resources only.

Co-financing: *N.A. as co-financing is not required for Enabling Activity projects as per GEF Guidelines on Project and Program Cycle Policy.*

Co-financing source	Co-financing type	Co-financing amount
N/A	N/A	USD 0,00

Budget Revision and Tolerance: As per UNDP POPP, the project board may agree with the project manager on a tolerance level for each detailed plan under the overall multi-year workplan. The agreed tolerance should be written in the project document or approved project board meeting minutes. It should normally not exceed 10 percent of the agreed annual budget at the activity level, but within the overall approved multi-year workplan at the activity level. Within the agreed tolerances, the project manager can operate without intervention from the project board. Restrictions apply as follows:

Should the following deviations occur, the Project Manager/IP through UNDP Country Office will seek the approval of the BPPS/NCE-VF team to ensure accurate reporting to the GEF. It is **strongly encouraged** to maintain the expenditures within the approved budget at the budgetary account and at the component level:

a) Budget reallocations must prove that the suggested changes in the budget will not lead to material changes in the results to be achieved by the project. A strong justification is required and will be approved on an exceptional basis. Budget re-allocations among the components (including PMC) of the approved Total Budget and Work Plans (TBWP) that represent a value greater than 10% of the total GEF grant.
b) Introduction of new outputs/activities (i.e. budget items) that were not part of the agreed project document and TBWP that represent a value greater than 5% of the total GEF grant. The new budget items must be eligible as per the GEF and UNDP policies.
c) Project management cost (PMC): budget under PMC component is capped and cannot be increased.

UNDP is not in a position to increase the total budget above the amount approved by the donor, therefore any over-expenditure would have to be absorbed from non-GEF resources by the Implementing Partner (GEF Executing Entity).

Project extensions: The UNDP-BPPS-NCE team Executive Coordinator must approve all requests for extension of the Project Completion Date and for other milestone extensions with hard deadlines. All extensions impose additional time and cost burdens at all levels and the GEF project budget cannot be increased beyond its originally approved amount. A single extension may be granted on an exceptional basis and subject to the conditions and maximum durations set out in the UNDP POPP. The project management costs during the extension period must remain within the originally approved amount, and any increase in PMC costs shall be covered by non-GEF resources; the additional UNDP oversight costs during the extension period must be covered by non-GEF resources, in accordance with UNDP's policy as set out in UNDP POPP.

For any extension request, UNDP CO and IP will consult and jointly present a clear plan indicating how and from which specific sources the additional oversight costs that will be incurred by UNDP will be covered during the extended period. The BPPS-NCE Executive Coordinator will consult the Regional Bureaux (RBX) and may reject the extension request if no (external co-financing by the IP or internal UNDP CO resources) can be identified.

All extension requests, along with all supporting documentation, shall be submitted by the IP to the UNDP CO in line with the requirements and within the deadlines set out in the UNDP SOPs and policies in UNDP POPP.

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. If the Implementing Partner is an UN Agency, the project will be audited according to that Agencies applicable audit policies.

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, however **must be done before the operational closure date**. In all cases of transfer, a transfer document must be prepared and kept on file[7]. The transfer should be done before Project Management Unit complete their assignments.

Completion Date: The project completion date is the date of Project Document Signature plus project duration. This date can only be extended through a formal extension request. Prior to completion date, all UNDP-financed inputs must be provided and related activities for the Project completed. No activities, except for the end-of-project review Project Board Meeting should take place after the Completion Date.

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 Closure**: **Operational closure must happen within 9 months from project completion date.** Prior to operational closure, the end-of-project review Project Board meeting must have been completed. The Implementing Partner through a Project Board decision will notify the UNDP Country Office when operational closure has been completed. Before Operational Closure, the project must have completed the transfer or disposal of any equipment that is still the property of UNDP.
- **Financial Closure: Financial closure must happen within 6 months of operational closure or after the date of cancellation.** 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).

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 BPPS/NCE for confirmation before the project will be financially closed in Quantum by the UNDP Country Office.

Cancellation and Suspension: All projects considering going through cancellation or suspension must follow UNDP and GEF requirements. Guidance can be found in the UNDP POPP (SOPs for management actions of Vertical Fund projects escalated to the Executive Coordinator and Guidance for GEF project revisions).

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

Refund to GEF: Should a refund of unspent funds to the GEF be necessary, this will be managed directly by the BPPS/NCE team Directorate in New York. No action is required by the UNDP Country Office on the actual refund from UNDP project to the GEF. Unspent project balance is not permitted to be transferred to any other projects.

IX. TOTAL BUDGET AND WORK PLAN

Total Budget and Work Plan			
Quantum Business Unit	UNDP-ARM		
Quantum Project ID:	01000596	Quantum Project Title:	PIMS – 6707 Development of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report of Armenia to the UNFCCC
Quantum Award ID:	1183178	Quantum Award Title:	PIMS – 6707 Development of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report of Armenia to the UNFCCC
UNDP-GEF PIMS No.	6707		
Implementing Partner	Hydrometeorology and Monitoring Center SNCO of the Ministry of Environment of the Republic of Armenia (HMC) *014492-ARM_Hydrometteorology_Center*		

Quantum Outcome (GEF Component)	**Quantum Output (GEF Outcome)**	**Quantum Activity (GEF Output)**	**Quantum Responsible Party (UNDP, IP, or Responsible Party) Implementing Agent**	**Quantum Fund ID**	**Quantum Donor ID**	**Quantum Budgetary Account Code**	**Quantum Budget Account Description**	**Amount Year {2023} (USD)**	**Amount Year {2024} (USD)**	**Amount Year {2025} (USD)**	**Amount Year {2026} (USD)**	**Amount Year {2027} (USD)**	**Total (USD)**	**Budget note**
COMPONENT 1 National Greenhouse Gases Inventory (GHGI)	**Outcome 1.1 National GHGIs have been improved and updated for the year 2022 and for the period 1990-2022: for the year 2024 and for the period 1990-2024 coherent with MPG requirements**	**Output 1.1.1 National GHGIs have been improved and updated for the year 2022 and for the period 1990-2022: for the year 2024 and for the period 1990-2024 coherent with MPG requirements**	HMC	62000	010003	71200	International Consultants	10,000.00	10,000.00	6,000.00	10,000.00	0.00	**36,000.00**	1
						71300	Local Consultants	25,000.00	40,000.00	40,000.00	40,000.00	10,000.00	**155,000.00**	2
						71400	Contractual services-Individuals	9,500.00	22,800.00	22,800.00	22,800.00	5,700.00	**83,600.00**	3
						71600	Travel	0.00	4,000.00	2,000.00	2,000.00	0.00	**8,000.00**	4
						72100	Contractual services-Companies	0.00	34,000.00	13,000.00	20,000.00	0.00	**67,000.00**	5
						72400	Communication and audio-visual equipment	8,200.00	10,000.00	0.00	0.00	0.00	**18,200.00**	6
						74200	Audio Visual & Print Product Costs	2,000.00	4,000.00	4,000.00	4,000.00	3,000.00	**17,000.00**	7
						75700	Training, workshop, conference	6,000.00	6,000.00	5,000.00	5,000.00	3,200.00	**25,200.00**	8
			Total HMC					**60,700.00**	**130,800.00**	**92,800.00**	**103,800.00**	**21,900.00**	**410,000.00**	
		Total Output 1.1.1.						**60,700.00**	**130,800.00**	**92,800.00**	**103,800.00**	**21,900.00**	**410,000.00**	
	Total Outcome 1.1							**60,700.00**	**130,800.00**	**92,800.00**	**103,800.00**	**21,900.00**	**410,000.00**	
Total Component 1								**60,700.00**	**130,800.00**	**92,8000.00**	**103.800-00**	**21,900.00**	**410,000.00**	
COMPONENT 2 Information necessary to track progress made in	**Outcome 2.1 Strategies and mitigation**	**Output 2.1.1 Strategies and mitigation measures implemented to comply**	HMC	62000	010003	71200	International Consultants	0.00	20,000.00	25,000.00	8,000.00	0.00	**53,000.00**	9
						71300	Local Consultants	16,000.00	26,000.00	28,000.00	25,000.00	5,000.00	**100,000.00**	10

implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement	**measures implemented to comply with the updated NDCs reported.**	**with the updated NDCs reported.**				71600	Travel	0.00	3,000.00	3,000.00	2,000.00	0.00	**8,000.00**	11
						72100	Contractual services - Companies	0.00	40,000.00	0.00	35,000.00	0.00	**75,000.00**	12
						75700	Training, workshop, conference	3,000.00	4,000.00	4,000.00	5,000.00	2,500.00	**18,500.00**	13
			Total HMC					**19,000.00**	**93,000.00**	**60,000.00**	**75,000.00**	**7,500**	**254,500.00**	
		Total Output 2.1.1						**19,000.00**	**93,000.00**	**60,000.00**	**75,000.00**	**7,500**	**254,500.00**	
	Total Outcome 2.1							**19,000.00**	**93,000.00**	**60,000.00**	**75,000.00**	**7,500**	**254,500.00**	
Total Component 2								**19,000.00**	**93,000.00**	**60,000.00**	**75,000.00**	**7,500**	**254,500.00**	
COMPONENT 3 Information necessary to track progress made in implementing and achieving climate change adaptation measures for the priority sectors under Article 7 of the Paris Agreement	**Outcome 3.1. Information related to climate change impacts and adaptation measures reported**	**Output 3.1.1 Information related to climate change impacts and adaptation measures reported**	HMC	62000	010003	71300	Local Consultants	6,000.00	18,000.00	26,000.00	30,000.00	4,000.00	**84,000.00**	14
						71400	Contractual services- Individuals	6,800.00	20,400.00	20,400.00	20,400.00	5,100.00	**73,100.00**	15
						72100	Contractual services - Companies	0.00	30,000.00	20,000.00	50,000.00	0.00	**100,000.00**	16
						74200	Audio Visual Print Product Costs	0.00	3,000.00	3,000.00	3,000.00	2,900.00	**11,900.00**	17
						75700	Training, workshop, conference	0.00	6,000.00	4,000.00	5,910.00	0.00	**15,910.00**	18
			Total HMC					**12,800.00**	**77,400.00**	**73,400.00**	**109,310.00**	**12,000.00**	**284,910.00**	
		Total Output 3.1.1						**12,800.00**	**77,400.00**	**73,400.00**	**109,310.00**	**12,000.00**	**284,910.00**	
	Total Outcome 3.1							**12,800.00**	**77,400.00**	**73,400.00**	**109,310.00**	**12,000.00**	**284,910.00**	
Total Component 3								**12,800.00**	**77,400.00**	**73,400.00**	**109,310.00**	**12,000.00**	**284,910.00**	
COMPONENT 4 National circumstances and institutional arrangements, support needed and received, gender and other relevant information (research and systemic observation, technology transfer, education, public awareness, capacity building, constrains and gaps)	**Outcome 4.1 Relevant information to address climate change in Armenia and support needed and received has been compiled, updated and disseminated.**	**Output 4.1.1 Relevant information to address climate change in Armenia and support needed and received has been compiled, updated and disseminated**	HMC	62000	010003	71300	Local Consultants	5,000.00	15,000.00	12,000.00	18,000.00	4,000.00	**54,000.00**	19
						72100	Contractual services- Companies	0.00	19,000.00	0.00	20,000.00	0.00	**39,000.00**	20
			Total HMC					**5,000.00**	**34,000.00**	**12,000.00**	**38,000.00**	**4,000.00**	**93,000.00**	
		Total Output 4.1.1						**5,000.00**	**34,000.00**	**12,000.00**	**38,000.00**	**4,000.00**	**93,000.00**	
	Total Outcome 4.1							**5,000.00**	**34,000.00**	**12,000.00**	**38,000.00**	**4,000.00**	**93,000.00**	
Total Component 4								**5,000.00**	**34,000.00**	**12,000.00**	**38,000.00**	**4,000.00**	**93,000.00**	
COMPONENT 5 Preparation and submission of the First Biennial Transparency	**Outcome 5.1 The First BTR, the National Inventory Report for 1990-**	**Output 5.1.1 The First BTR, the National Inventory Report for 1990-2022, the combined**	HMC	62000	010003	71300	Local Consultants	0.00	10,000.00	0.00	14,000.00	0.00	**24,000.00**	21

Report and the combined Fifth National Communication and Second Biennial Transparency Report to UNFCCC and knowledge management	**2022, the combined Fifth NC and Second BTR and the National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC; knowledge management activities conducted.**	**Fifth NC and Second BTR and the National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC; knowledge management activities conducted.**				74200	Audio Visual Print Product Costs	0.00	10,000.00	0.00	16,000.00	0.00	**26,000.00**	22
						75700	Training, workshop, conference	4,000.00	6,000.00	6,000.00	6,000.00	4,000.00	**26,000.00**	23
			Total HMC					**4,000.00**	**26,000.00**	**6,000.00**	**36,000.00**	**4,000.00**	**76,000.00**	
		Total Output 5.1.1						**4,000.00**	**26,000.00**	**6,000.00**	**36,000.00**	**4,000.00**	**76,000.00**	
	Total Outcome 5.1							**4,000.00**	**26,000.00**	**6,000.00**	**36,000.00**	**4,000.00**	**76,000.00**	
Total Component 5								**4,000.00**	**26,000.00**	**6,000.00**	**36,000.00**	**4,000.00**	**76,000.00**	
COMPONENT 6 M&E	**M&E**	**M&E**	HMC	62000	010003	75700	Training, workshop, conference	2,500.00	0.00	0.00	0.00	0.00	**2,500.00**	24
			Total HMC					**2,500.00**	0.00	0.00	0.00	0.00	**2,500.00**	
Total M&E								**2,500.00**	0.00	0.00	0.00	0.00	**2,500.00**	
Project Management Cost	**PMC**	**PMC**	HMC	62000	010003	71400	Contractual services-Individuals	10,000.00	23,000.00	23,000.00	23,000.00	9,500.00	**88,500.00**	25
						72400	Communication and audio-visual equipment	2,000.00	2,000.00	2,500.00	2,674.72	1,000.00	**10,174.72**	26
			Total HMC					**12,000.00**	**25,000.00**	**25,500.00**	**25,674.72**	**10,500.00**		
			UNDP	62000	010003	74100	Professional services	0.00	2,500.00	0.00	2,500.00	0.00	**5,000.00**	27
						74596	Services to Projects – GOE	1,000.00	2,415.28	2,000.00	2,000.00	1,000.00	**8,415.28**	28
			Total UNDP					**1,000.00**	**4,915.28**	**2,000.00**	**4,500.00**	**1.000-00**		
Total PMC								**13,000.00**	**29,915.28**	**27,500.00**	**30,174.72**	**11,500.00**	**112,090.00**	
TOTAL PROJECT								**117,000.00**	**391,115.28**	**271,700.00**	**392,284.72**	**60,900.00**	**1,233,000.00**	

Budget Notes

#	Comments:
1.	**International Consultants** (600 USD/per day for 60 days, **Total: 36,000 USD**) will be involved to help with training for use of common reporting tables and software.
2.	**10 Local consultants** will be engaged for the development of the GHG Inventory Chapter and National GHG Inventory Report: on average 200 USD/per day (10 consultants, 70 to 80 days per consultant, **in total 155,000 USD**)
3.	GHG Inventory and Mitigation Team Leader (**Total: 83,600 USD,** for 44 months with monthly salary of 1,900 USD) who will also coordinate the work of mitigation team.
4.	In-country and international travel costs of national and international experts to support data collection and quality control and participate in capacity-building trainings and workshops in relation to the preparation of GHG Inventory (**Total: 8,000 USD**)
5.	**2 Request for Proposals (RFPs)** (**Total: 67,000 USD**) for contracting consultant company for surveys necessary for improving the GHG emissions activity data and national emission factors.
6.	Working stations for GHG Inventory Team Leader and for archiving GHG-related communication and documents (e.g., computers, laptops, printer). (**Total: 18,200 USD**)
7.	Translation, design and publication of materials under Component 1 **(Total: 17,000 USD**).
8.	1 Training for the GHG inventory national experts on "2019 Refinement to the 2006 IPCC Guidelines for National GHG Inventories" and 2 Working Meetings with stakeholders. 2 Workshops on the presentation of National GHG inventory results and NIR (total 40 participants) (**Total: 25,200 USD**).
9.	**International consultants** (**Total: 53,000 USD**) to provide support in building capacity for MRV verification system.
10.	**5 local consultants** will be engaged for assessing the impact of P&Ms in key emitting sectors on NDC implementation and for development of QA/QC system (200 USD/per day, 100 days per consultant, **Total: 100,000 USD**).
11.	In-country and international travel costs of national and international experts to support data collection and quality control and participate in capacity-building trainings and workshops in relation to the NDC progress tracking (**Total: 8,000 USD**).
12.	**2 RFPs** (**Total: 75,000 USD**) on preparation of BTR1 and NC5/BTR2 NDC Tracking and Mitigation Sub-Chapters and for modelling the emissions trends under 3 development scenarios.
13.	**3 trainings** for introduction of MRV and mitigation impact assessment methodologies and **2 workshops** introducing the outcomes of the NDC Tracking and Mitigation Sub-Chapters of BTR1 and NC5/BTR2. (**Total: 18,500 USD**)
14.	Vulnerability and Risk Assessment experts to provide sector specific data collection and conduct assessment needed for National Adaptation Reporting, and technical advice to the elaboration of tender documentation for the RFP and participate in tender evaluation committee, in total 420 consultancy days for 6 sectoral experts (200 USD/per day, 6 consultants x 70 days, **Total: 84,000 USD**).
15.	Task Lead Expert for the Climate Change Impacts and Adaptation component work coordination and input. (1700 USD/month for 43 months, **Total: 73,100 USD**).
16.	**RFP** for adaptation assessment and preparation of adaptation policy and plan implementation progress reports as part of BTR1 and NC5/BTR2. (**Total: 100,000 USD**).
17.	Translation, design, and publication of materials under Component 3 (**Total: 11,900 USD**).
18.	**3 trainings** for introduction and validation of the vulnerability assessment, the updated information on loss and damage, impact assessment methodologies and **2 workshops** introducing the outcomes of the adaptation reports as sub-chapters of 1BTR and 5NC/2BTR. (**Total: 15,910 USD**).
19.	**6 local consultants** will be engaged for 270 consultancy days (200 USD/day) in total for addressing information update on research and systematic observation, education, capacity building, support received, citizen training and public awareness with special consideration of gender issue as well as for analysing the mechanisms for the stakeholder's involvement and participation. (**Total: 54,000 USD**).
20.	**RFP** for assessing support needs and developing the BTR1 and NC5/BTR2 chapters on support needed and received and the chapter on research and systematic observations, education, training and public awareness as part of the NC5/BTR2 (**Total: 39,000 USD**).

21.	Budget line will cover the salaries of the staff engaged for the compilation of BTR1 and NC5/BTR2 and knowledge management. (**Total: 24,000 USD**).
22.	To cover costs related to the design, editing and translation and printing costs of the final BTR1 and 5NC/BTR2. (**Total: 26,000 USD**).
23.	Regular workshops to discuss progress, exchange ideas and present findings of the BTR1 and 5NC/BTR2 process with stakeholders. (**Total: 26,000 USD**).
24.	Project Inception Workshop at Year 1 (2023) (60 participants) (**Total: 2,500 USD**).
25.	Budget line will cover salaries for a Project Manager (1350 USD/month for 46 months) and Project Assistant (600 USD/ month for 44 months. **(Total: 88,500)**
26.	Communication costs **(Total: 10,174.72).**
27.	Line will cover audit costs as per HACT framework (**Total: 5,000 USD**).
28	DPC costs **(Total: 8,415.28)** - Direct Project Costs: for services rendered by UNDP to the project, according to the Letter of Agreement (Annex 11) are the costs of administrative services (such as those related to human resources, procurement, finance, and other functions) provided by UNDP in relation to the project. Direct project costs will be charged based on the UNDP Universal Price List or the actual corresponding service cost, in line with the GEF rules on DPCs. The amounts here are estimations. DPCs will be detailed as part of the annual project operational planning process and included in the yearly budgets. DPC costs can only be used for operational cost per transaction. DPCs are not a flat fee. Letter of Agreement on DPC is attached as Annex 11.

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 the Republic of Armenia and UNDP, signed on March 8, 1995. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

This project will be implemented by the Hydrometeorology and Monitoring Center State Non-Commercial Organization (SNCO) of the Ministry of Environment of the Republic of Armenia ("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.

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 United Nations Security Council Consolidated Sanctions List, and that no UNDP funds received pursuant to the Project Document are used for money laundering activities. The United Nations Security Council Consolidated Sanctions List can be accessed via https://www.un.org/securitycouncil/content/un-sc-consolidated-list.

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. SH may occur in the workplace or in connection with work. While typically involving a pattern of conduct, SH may take the form of a single incident. In assessing the reasonableness of expectations or perceptions, the perspective of the person who is the target of the conduct shall be considered.

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.

10. In the implementation of the activities under this Project Document, UNDP places reasonable reliance upon the Implementing Partner for it to apply its laws, regulations and processes, and applicable international laws regarding anti money laundering and countering the financing of terrorism, to ensure consistency with the principles of then in force the UNDP Anti-Money Laundering and Countering the Financing of Terrorism Policy.

11. The Implementing Partner will ensure that its financial management, anti-corruption, anti-fraud and anti-money laundering and countering the financing of terrorism policies are in place and enforced for all funding received from or through UNDP.

12. 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.

13. 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.

14. 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.

15. UNDP shall be entitled to a refund from the Implementing Partner of any funds provided that have been used inappropriately, including through fraud, corruption, or other financial irregularity 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, corruption, or other financial irregularity 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.

16. 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.

17. 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.

18. 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. GEF Budget Template
2. GEF Execution Support Letter
3. Project Map and geospatial coordinates of the project area
4. Multiyear Workplan
5. Social and Environmental Screening Procedure (SESP)
6. UNDP Risk Register
7. Overview of technical consultancies/subcontracts
8. Stakeholder Engagement Plan
9. Gender Analysis and Gender Action Plan
10. Procurement Plan – for first year of implementation
11. LOA between UNDP and IP requesting UNDP Support Services (if required on exceptional basis and authorized by the GEF)
12. GEF Core indicators
13. GEF 8 Taxonomy
14. Partners Capacity Assessment Tool and HACT assessment
15. UNDP Project Quality Assurance Report
16. Theory of Change
17. End of Project Report Template

Annex 1: GEF Budget Template

Expenditure Category	Detailed Description	Component (USDeq.)								Total (USDeq.)	Responsible Entity
		Component 1	*Component 2*	*Component 3*	*Component 4*	*Component 5*	*Sub-Total*	*M&E*	*PMC*		(Executing Entity receiving funds from the GEF Agency)[1]
		Sub-component 1.1	*Sub-component 2.1*	*Sub-component 3.1*	*Sub-component 4.1*	*Sub-component 5.1*					
Equipment	Working stations for GHG Inventory Team Leader and for archiving GHG-related communication and documents (e.g., computers, laptops, printer). (Total: 18,200 USD)	18 200					18 200			18 200	HMC
Equipment	Communication costs (Total: 10,174.72).						-		10 174,72	10 175	HMC
Contractual Services – Company	2 Request for Proposals (RFPs) (Total: 67,000 USD) for contracting consultant company for surveys necessary for improving the GHG emissions activity data and national emission factors.	67 000					67 000			67 000	HMC
Contractual Services – Company	2 RFPs (Total: 75,000 USD) on preparation of BTR1 and NC5/BTR2 NDC Tracking and Mitigation Sub-Chapters and for modelling the emissions trends under 3 development scenarios.		75 000				75 000			75 000	HMC
Contractual Services – Company	RFP for adaptation assessment and preparation of adaptation policy and plan implementation progress reports as part of BTR1 and NC5/BTR2. (Total: 100,000 USD).			100 000			100 000			100 000	HMC

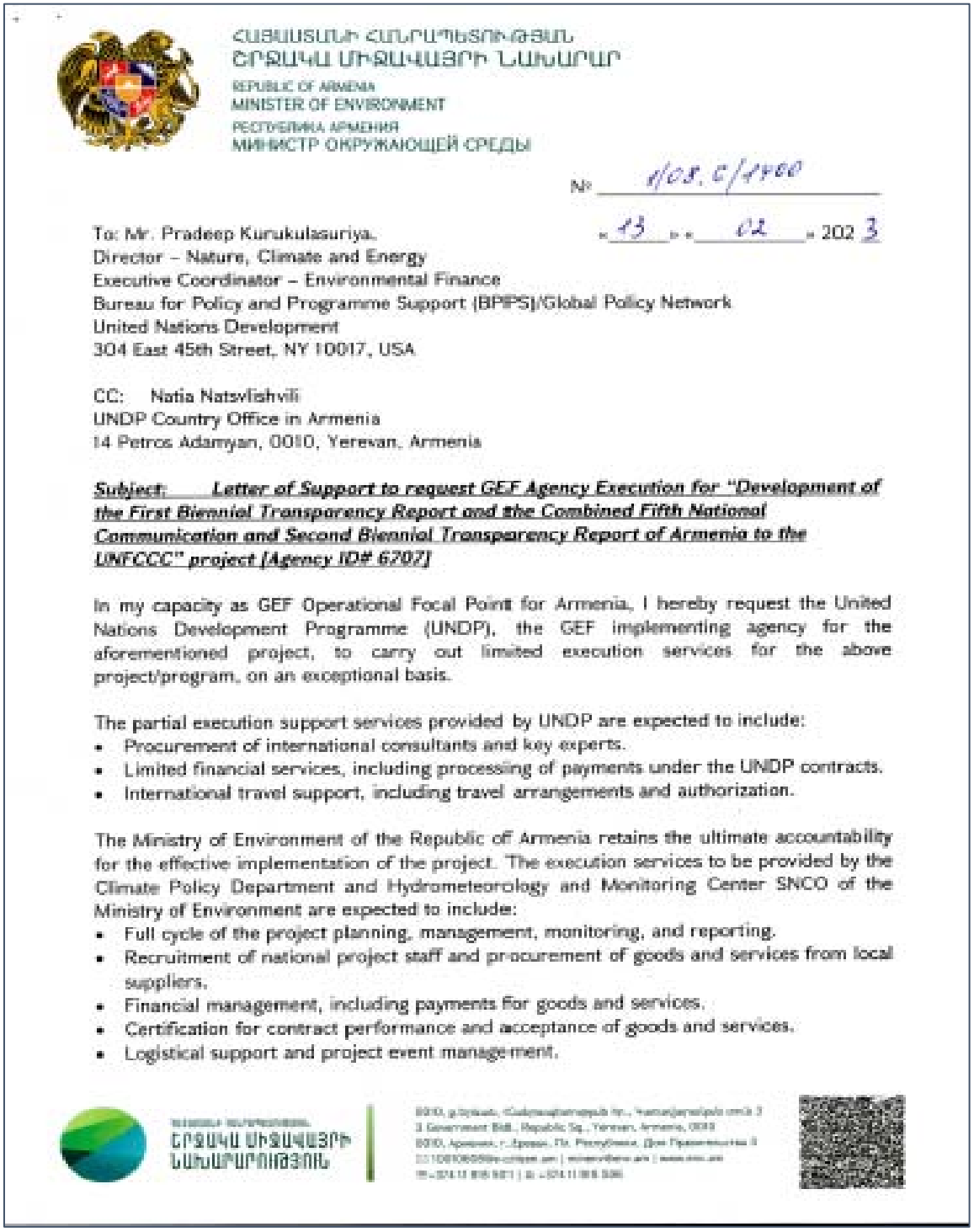
Contractual Services – Company	RFP for assessing support needs and developing the BTR1 and NC5/BTR2 chapters on support needed and received and the chapter on research and systematic observations, education, training and public awareness as part of the NC5/BTR2 (Total: 39,000 USD).				39 000		39 000			39 000	HMC
Contractual Services – Company							-			-	HMC
Contractual Services – Individual	GHG Inventory and Mitigation Team Leader (Total: 83,600 USD, for 44 months with monthly salary of 1,900 USD) who will also coordinate the work of mitigation team.	83 600					83 600			83 600	HMC
Contractual Services – Individual	Task Lead Expert for the Climate Change Impacts and Adaptation component work coordination and input. (1700 USD/month for 43 months, Total: 73,100 USD).			73 100			73 100			73 100	HMC
Contractual Services – Individual	Budget line will cover salaries for a Project Manager (1350 USD/month for 46 months) and Project Assistant (600 USD/ month for 44 months. (Total: 88,500)						-		88 500	88 500	HMC
International Consultants	International Consultants (600 USD/per day for 60 days, Total: 36,000 USD) will be involved to help with training for use of common reporting tables and software.	36 000					36 000			36 000	HMC
International Consultants	International consultants (Total: 53,000 USD) to provide support in building capacity for MRV verification system.		53 000				53 000			53 000	HMC
Local Consultants	10 Local consultants will be engaged for the development of the GHG Inventory Chapter and National GHG Inventory Report: on average 200 USD/per day (10 consultants, 70 to 80 days per consultant, in total 155,000 USD)	155 000					155 000			155 000	HMC

Local Consultants	5 local consultants will be engaged for assessing the impact of P&Ms in key emitting sectors on NDC implementation and for development of QA/QC system (200 USD/per day, 100 days per consultant, Total: 100,000 USD).		100 000				100 000			100 000	HMC
Local Consultants	Vulnerability and Risk Assessment experts to provide sector specific data collection and conduct assessment needed for National Adaptation Reporting, and technical advice to the elaboration of tender documentation for the RFP and participate in tender evaluation committee, in total 420 consultancy days for 6 sectoral experts (200 USD/per day, 6 consultants x 70 days, Total: 84,000 USD).			84 000			84 000			84 000	HMC
Local Consultants	6 local consultants will be engaged for 270 consultancy days (200 USD/day) in total for addressing information update on research and systematic observation, education, capacity building, support received, citizen training and public awareness with special consideration of gender issue as well as for analysing the mechanisms for the stakeholder's involvement and participation. (Total: 54,000 USD).				54 000		54 000			54 000	HMC
Local Consultants	Budget line will cover the salaries of the staff engaged for the compilation of BTR1 and NC5/BTR2 and knowledge management. (Total: 24,000 USD).					24 000	24 000			24 000	HMC

Sub-contract to executing partner	DPC costs (Total: 8,415.28) - Direct Project Costs: for services rendered by UNDP to the project, according to the Letter of Agreement (Annex 11 of the project document) are the costs of administrative services (such as those related to human resources, procurement, finance, and other functions) provided by UNDP in relation to the project. Direct project costs will be charged based on the UNDP Universal Price List or the actual corresponding service cost, in line with the GEF rules on DPCs. The amounts here are estimations. DPCs will be detailed as part of the annual project operational planning process and included in the yearly budgets. DPC costs can only be used for operational cost per transaction. DPCs are not a flat fee.						-		8 415,28	8 415	UNDP
Trainings, Workshops, Meetings	1 Training for the GHG inventory national experts on "2019 Refinement to the 2006 IPCC Guidelines for National GHG Inventories" and 2 Working Meetings with stakeholders. 2 Workshops on the presentation of National GHG inventory results and NIR (total 40 participants) (Total: 25,200 USD).	25 200					25 200			25 200	HMC
Trainings, Workshops, Meetings	3 trainings for introduction of MRV and mitigation impact assessment methodologies and 2 workshops introducing the outcomes of the NDC Tracking and Mitigation Sub-Chapters of BTR1 and NC5/BTR2. (Total: 18,500 USD)		18 500				18 500			18 500	HMC
Trainings, Workshops, Meetings	3 trainings for introduction and validation of the vulnerability assessment, the updated information on loss and damage, impact assessment methodologies and 2 workshops introducing the outcomes of the adaptation reports as sub-			15 910			15 910			15 910	HMC

	chapters of 1BTR and 5NC/2BTR. (Total: 15,910 USD).										
Trainings, Workshops, Meetings	Regular workshops to discuss progress, exchange ideas and present findings of the BTR1 and 5NC/BTR2 process with stakeholders. (Total: 26,000 USD).					26 000	26 000			26 000	HMC
Trainings, Workshops, Meetings	Project Inception Workshop at Year 1 (2023) (60 participants) (Total: 2,500 USD).							2 500		2 500	HMC
Travel	In-country and international travel costs of national and international experts to support data collection and quality control and participate in capacity-building trainings and workshops in relation to the preparation of GHG Inventory (Total: 8,000 USD)	8 000					8 000			8 000	HMC
Travel	In-country and international travel costs of national and international experts to support data collection and quality control and participate in capacity-building trainings and workshops in relation to the NDC progress tracking (Total: 8,000 USD).		8 000				8 000			8 000	HMC
Other Operating Costs	Translation, design and publication of materials under Component 1 (Total: 17,000 USD).	17 000					17 000			17 000	HMC
Other Operating Costs	Translation, design, and publication of materials under Component 3 (Total: 11,900 USD).			11 900			11 900			11 900	HMC
Other Operating Costs	To cover costs related to the design, editing and translation and printing costs of the final BTR1 and 5NC/BTR2. (Total: 26,000 USD).					26 000	26 000			26 000	HMC
Other Operating Costs	Line will cover audit costs as per HACT framework (Total: 5,000 USD).								5 000	5 000	UNDP
Grand Total		**410 000**	**254 500**	**284 910**	**93 000**	**76 000**	**1 118 410**	**2 500**	**112 090**	**1 233 000**	

Annex 2: GEF Execution Support Letter



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REPUBLIC OF ARMENIA
MINISTER OF ENVIRONMENT
РЕСПУБЛИКА АРМЕНИЯ
МИНИСТР ОКРУЖАЮЩЕЙ СРЕДЫ

№ 1/08.6/4980

«13» «02» 2023

To: Mr. Pradeep Kurukulasuriya,
Director – Nature, Climate and Energy
Executive Coordinator – Environmental Finance
Bureau for Policy and Programme Support (BPPS)/Global Policy Network
United Nations Development
304 East 45th Street, NY 10017, USA

CC: Natia Natsvlishvili
UNDP Country Office in Armenia
14 Petros Adamyan, 0010, Yerevan, Armenia

Subject: Letter of Support to request GEF Agency Execution for "Development of the First Biennial Transparency Report and the Combined Fifth National Communication and Second Biennial Transparency Report of Armenia to the UNFCCC" project [Agency ID# 6707]

In my capacity as GEF Operational Focal Point for Armenia, I hereby request the United Nations Development Programme (UNDP), the GEF implementing agency for the aforementioned project, to carry out limited execution services for the above project/program, on an exceptional basis.

The partial execution support services provided by UNDP are expected to include:

- Procurement of international consultants and key experts.
- Limited financial services, including processing of payments under the UNDP contracts.
- International travel support, including travel arrangements and authorization.

The Ministry of Environment of the Republic of Armenia retains the ultimate accountability for the effective implementation of the project. The execution services to be provided by the Climate Policy Department and Hydrometeorology and Monitoring Center SNCO of the Ministry of Environment are expected to include:

- Full cycle of the project planning, management, monitoring, and reporting.
- Recruitment of national project staff and procurement of goods and services from local suppliers.
- Financial management, including payments for goods and services.
- Certification for contract performance and acceptance of goods and services.
- Logistical support and project event management.

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- Equipment and asset management services.

Execution activities, including those provided by UNDP, will be described in detail in the GEF CEO Endorsement/Approval request and accompanying project/program documents, including the project/program budget.

Sincerely,

Hakob Simidyan
GEF Political and Operational Focal Point for Armenia

International Cooperation Department
Kristine Khachatryan +37411[illegible]513

Annex 3: Project map and Geospatial Coordinates of project sites

Note: The proposed project is a national-level project.



Annex 4: Multi Year Work Plan

Note: Key external milestones are as follows:

Year 2, Q4 Submission deadline for BTR1

Year 3, Q4: Submission deadline for updated NDC

Year 4, Q4: Submission deadline for NC5/BTR2

Component	Outcomes	Outputs	2023	2024				2025				2026				2027				2028
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Component 1: National Greenhouse Gases Inventory (GHGI)	1.1. National GHGIs improved and updated for the period of 1990-2022 as part of the BTR1 and for the period of 1990-2024 as part of the NC5/BTR2 coherent with the MPG requirements.	1.1.1. Information on existing institutional arrangements and methodologies used for data collection, processing and storage and the continued estimation, compilation and reporting of national inventory reports including information on the role of partner institutions, updated considering the recommendation of the international review (technical analysis of BUR3).																		
		1.1.2. National GHG inventories prepared for the period of 1990-2022 and 1990-2024 according to the 2006 IPCC guidelines (and the 2019 Refinement of the 2006 IPCC guidelines to the extent possible) for sectors of energy, industrial processes and product use, AFOLU and waste.																		
		1.1.3. Quality Assurance and Quality Control (QA/QC) Plan developed and implemented in accordance with the GHG Inventory Quality Management System.																		
		1.1.4. Uncertainty and completeness assessment and analysis of GHG emissions from key source categories performed.																		
		1.1.5. National emission factors for the key sources updated.																		

Component	Outcomes	Outputs	2023	2024				2025				2026				2027				2028
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
		1.1.6. Improvement Plan for subsequent inventories updated to incorporate international review findings.																		
		1.1.7. Capacities to report on GHG emissions through the national MRV platform strengthened.																		
Component 2: Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement	2.1. Strategies and mitigation measures implemented to comply with the updated NDCs reported.	2.1.1. Institutional arrangements, including gender perspectives for tracking NDC implementation, described.																		
		2.1.2. Information on the NDC, including reference points, target years, implementation period, scope, coverage, indicators and their progress updated.																		
		2.1.3. Information on policies and programs on NDC mitigation actions updated and reported.																		
		2.1.4. GHG emissions forecast for 2030 and 2040 under the Business as Usual (BAU) and mitigation scenarios conducted.																		
		2.1.5. National capacities for tracking and reporting mitigation actions through the MRV platform strengthened.																		
		2.1.6. Quality assurance and Quality control (QA/QC) system for the national MRV system implemented.																		
Component 3: Information necessary to track progress made in implementing and achieving climate change adaptation measures for the priority sectors under Article 7 of the Paris Agreement	3.1. Information related to climate change impacts and adaptation measures reported	3.1.1. National circumstances, institutional arrangements, legal framework for adaptation actions, including gender-specific context, described.																		
		3.1.2. Climate scenarios analyzed for Armenia up to Year 2100 based on the latest generation models.																		
		3.1.3. Impacts of climate change, at the national and regional level; current and future vulnerability in Armenia assessed, including the critical sectors/areas (water, agriculture, natural ecosystems, health,																		

Component	Outcomes	Outputs	2023	2024				2025				2026				2027				2028
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
		settlements, built infrastructure and tourism) as well as gender and social implications.																		
		3.1.4. Policy instruments and adaptation actions and their direct and indirect effects including methodologies, indicators, tools, and assumptions, and how that contributes to the National Adaptation Plan and NDC identified and described.																		
		3.1.5. National capacities on vulnerability and adaptation assessment strengthened.																		
Component 4: National circumstances and institutional arrangements, support needed and received, gender and other relevant information (research and systemic observation, technology transfer, education, public awareness, capacity building, constrains and gaps)	4.1. Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the PA and other relevant information, including gender considerations and supplemental NC chapters (research and systemic observation; and education, training, and public awareness) compiled, updated, and reported.	4.1.1. Information updated on constraints and gaps, and financial, technology development and transfer and capacity-building support needed and received.																		
		4.1.2. Information updated on research and systematic observation, education, capacity building, citizen training and public awareness with special consideration of gender issues.																		
		4.1.3. Institutional arrangements relevant to the NC/BTR preparation as well as the mechanisms for the stakeholder's involvement and participation analyzed.																		
Component 5: Preparation and submission of the First Biennial Transparency	5.1. The First BTR, the National Inventory Report for 1990-2022, the combined Fifth NC and Second BTR and the	5.1.1. The First BTR and the National Inventory Report for 1990-2022 compiled, translated, approved and submitted to the UNFCCC Secretariat by December 2024.																		

Component	Outcomes	Outputs	2023	2024				2025				2026				2027				2028
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Report and the combined Fifth National Communication and Second Biennial Transparency Report to UNFCCC and knowledge management.	National Inventory Report for 1990-2024 are compiled, edited, approved and submitted to the UNFCCC; knowledge management activities conducted.	5.1.2. The combined Fifth NC and Second BTR and National Inventory Report for 1990-2024 compiled, translated approved and submitted to the UNFCCC Secretariat by December 2026.																		
		5.1.3. Regular workshops organized to discuss progress, exchange ideas and present findings of the BTR1 and 5NC/BTR2 process with stakeholders.																		
Component 6: M&E	6.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated.	6.1.1. Inception workshop organized, and Inception Report compiled.																		
		6.1.2. Project annual financial and progress reports and Annual Status Surveys prepared.																		
		6.1.3. End of Project report including lessons learnt compiled.																		
Project Management																				

Annex 5: UNDP Social and Environmental Screening Procedure (SESP)

Project Information

Project Information	
1. Project Title	Development of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report of Armenia to the UNFCCC
2. Project Number (i.e. Atlas project ID, PIMS+)	PIMS+ Project ID: 6707
3. Location (Global/Region/Country)	Armenia
4. Project stage (Design or Implementation)	Design (ProDoc)
5. Date	27 March 2023

Part A. Integrating Programming Principles to Strengthen Social and Environmental Sustainability

QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?
Briefly describe in the space below how the project mainstreams the human rights-based approach
The project will help to mainstream human right-based approach during the assessment of climate change mitigation, adaptation and cross-cutting policies and measures while meeting reporting requirements under the United Nations Framework Convention on Climate Change (UNFCCC). The project activities aiming at monitoring and reporting on climate change mitigation and adaptation policies and measure are elaborated to incorporate the needs and concerns of the relevant target groups and the vulnerable groups identified in Armenia's National Adaptation Plan. The planned stakeholder engagement activities including targeted consultations, workshops and trainings within the project are designed to enhance the availability and accessibility to the process of decision-making for the vulnerable group representatives including potentially marginalized individuals and groups, in accordance with non-discriminatory, equality and human-rights principles.
Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
The project marked as GEN2 incorporates gender perspective in the evaluation and understanding of how the different social roles and economic status of men and women affect and are affected differently by climate change adaptation and mitigation actions at national level. In doing so, the role of women will be considered not only as beneficiaries of climate change-related activities but also in the decision-making process. The Women and Men Equal Rights and Equal Opportunities Council established by Prime Ministerial Decree 2019) will be regularly updated and consulted on social and gender impacts of climate change. A Gender Action Plan will be developed and presented to the stakeholders during Inception Workshop. Gender indicators will be selected for the evaluation of the gender dimension in climate change adaptation and mitigation, as well as in the process of the project implementation. Gender balance will be sought for all activities under the project. Efforts will be made to have acceptable gender representation in project management structures (committees, institutional frameworks, technical team) and capacity building actions (trainings, workshops). With regards to the technical team to be hired to implement the enabling activity, gender balance will be also considered. The project will also perform a study, analyzing the role of gender in adaptation and mitigation activities, policy formulation and knowledge.

Briefly describe in the space below how the project mainstreams sustainability and resilience
The project will revise climate change scenarios based on the latest climate models and update the vulnerability and climate change impact assessments of the Fourth National Communication (4NC) for the Water, Agriculture, Natural Ecosystems, Infrastructure and Settlements, Human Health sectors with the inclusion of a detailed analysis on their adaptive capacities towards the negative effects of climate change. In addition, the BTR1 and 5NC/BTR2 project will cover the sectors that have not been covered previously, such as Energy sector. A stocktaking exercise will be conducted to map out the most vulnerable sectors to climate risks in the country and to compile information on vulnerability and adaptation efforts including national/sub-national/sectoral adaptation plans developed under the National Adaptation Plan project.
Briefly describe in the space below how the project strengthens accountability to stakeholders
The close collaboration among stakeholders, including ministries, NGOs, Academia and private sector is critical for addressing climate change issues while allowing a real co-management. The project will ensure that key stakeholder representatives are involved early (i.e. design stage) and throughout the project implementation as partners for development. This includes their participation in the Project Board, in the Climate Change Council and its Working Groups to provide guidance and a review of project outputs, as well as participation in monitoring activities. The project will create mechanisms for an effective gender responsive stakeholder engagement and will ensure the meaningful participation of targeted groups. Efforts will be made to take into consideration the needs of vulnerable groups, which are more affected by climate change. The project will also coordinate its activities and will benefit from complementary projects and initiatives related to climate change, as CBIT project and Climate Promise. The project outputs and outcomes compilation and approval process will follow a close consultation with all relevant national stakeholders. In addition to mandatory UNDP and GEF M&E requirements, other M&E activities will be agreed during the Project Inception Workshop and will be further detailed in the Inception Report. This will include the exact role of project target groups and other stakeholders in project M&E activities including the GEF Operational Focal Point and national institutes assigned to undertake project monitoring.

Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? *Note: Complete SESP Attachment 1 before responding to Question 2.*	**QUESTION 3: What is the level of significance of the potential social and environmental risks?** *Note: Respond to Questions 4 and 5below before proceeding to Question 5*			**QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High**
Risk Description (broken down by event, cause, impact)	***Impact and Likelihood (1-5)***	***Significance (Low, Moderate Substantial, High)***	***Comments (optional)***	***Description of assessment and management measures for risks rated as Moderate, Substantial or High***
Risk 1: The Project may exclude potentially affected stakeholders, in particular vulnerable groups, from fully participating in the assessments that will be carried out under	I = 4	**Low**	The project considers an inclusive and gender-sensitive stakeholder engagement and decision-making process from the beginning of the project design to the M&E phase,	As risk is low, no further assessment and/or

the project and may produce discriminations against women based on gender, especially regarding participation in implementation and decision-making processes. (Checklist Question P.10, P.13)	L = 1		including activities such as collecting and analysing the existing gender statistics and to date research on gender issues in the climate change-related areas, analysing gender dimensions of various human activity fields being affected by/or contributing to climate change, highlighting constraints, gaps and needs. The equal gender participatory process in the co-design of baseline and mitigation scenarios and in the assessment of how vulnerable groups are affected by climate change will be ensured. To this end, the project will make great efforts to continuously identify additional stakeholders, especially vulnerable and marginalized groups to be consulted under the project.	management measures are needed.
Risk 2: Lack of gender disaggregated data and information may affect gender sensitivity of BTR1 and NC5/BTR2 (Checklist Question P.9)	I = 2 L = 2	**Low**	In the project inception phase, the project team will prepare gender action plan which will particularly focus on the additional assistance in sourcing gender disaggregated data and information per sectors, where possible. Also, the project team will additionally engage a gender consultant who will specifically work on the integration of gender considerations into the assessment of climate mitigation and adaptation measures and make the reports gender sensitive.	As risk is low, no further assessment and/or management measures are needed.
Risk 3: Epidemiological situation related to Covid, natural hazards, extreme climate events exacerbated by climate change may affect project implementation. (Checklist Question Standard 2.2 and 3.4.)	I =2 L = 2	**Low**	In case, of Covid-19 situation worsening, and/or an adverse impact of extreme weather events, any postponed activity will only return in its course when the appropriate decision will be released to ensure safety and security. Consultations, workshops and trainings are intended to be undertaken in person. In case of the appearance of an external risk, in-person events will be shifted to online modality, when possible. The project data will be processed and stored digitally, with the aim of ensuring data security. While the risks related to the COVID-19 global pandemic have been abated substantially, the project manager will carefully monitor risks related to travel to or from areas where an infectious disease is prevalent for determining active steps to mitigate this risk.	As risk is low, no further assessment and/or management measures are needed.

	QUESTION 4: What is the overall project risk categorization?				
	Low Risk	☒			
	Moderate Risk	☐			
	Substantial Risk	☐			
	High Risk	☐			
	QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)				
	Question only required for Moderate, Substantial and High Risk projects				
	Is assessment required? (check if "yes")	☐			***Status? (complete, planned)***
	if yes, indicate overall type and status		☐	Targeted assessment(s)	
			☐	ESIA (Environmental and Social Impact Assessment)	
			☐	SESA (Strategic Environmental and Social Assessment)	
	Are management plans required? (check if "yes)	☐			
	If yes, indicate overall type		☐	Targeted management plans (e.g. Gender Action Plan, Emergency Response Plan, Waste Management Plan, others)	
			☐	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	
			☐	ESMF (Environmental and Social Management Framework)	
	Based on identified risks, which Principles/Project-level Standards triggered?				**Comments (not required)**
	Overarching Principle: Leave No One Behind				
	Human Rights	☐			
	Gender Equality and Women's Empowerment	☐			

	Accountability	☐	
	1. Biodiversity Conservation and Sustainable Natural Resource Management	☐	
	2. Climate Change and Disaster Risks	☐	
	3. Community Health, Safety and Security	☐	
	4. Cultural Heritage	☐	
	5. Displacement and Resettlement	☐	
	6. Indigenous Peoples	☐	
	7. Labour and Working Conditions	☐	
	8. Pollution Prevention and Resource Efficiency	☐	

Final Sign Off

Final Screening at the design-stage is not complete until the following signatures are included

Signature	*Date*	*Description*
QA Assessor: Hovhannes Ghazaryan CER Team Leader	DocuSigned by: 07-Dec-2023	UNDP staff member responsible for the project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
QA Approver: Konstantin Sokulskiy DRR	DocuSigned by: Konstantin Sokulskiy 08-Dec-2023	UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
PAC Chair: Natia Natsvlishvili Resident Representative	DocuSigned by: 08 Dec 2023	UNDP chair of the PAC. In some cases, PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

SESP Attachment 1. Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks		
INSTRUCTIONS: The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the SES toolkit for further guidance on addressing screening questions.		
Overarching Principle: Leave No One Behind		**Answer (Yes/No)**
Human Rights		
P.1	Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
P.2	Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	No
P.3	Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	No
Would the project potentially involve or lead to:		---
P.4	adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
P.5	inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? [8]	No
P.6	restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	No
P.7	exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Gender Equality and Women's Empowerment		
P.8	Have women's groups/leaders raised gender equality concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
Would the project potentially involve or lead to:		---
P.9	adverse impacts on gender equality and/or the situation of women and girls?	Yes
P.10	reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	Yes
P.11	limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services?	No

[8] Prohibited grounds of discrimination include race, ethnicity, sex, age, language, disability, sexual orientation, gender identity, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender and transsexual people.

	For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being	
P.12	exacerbation of risks of gender-based violence? *For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc*.	No
Sustainability and Resilience: Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below		
Accountability		
Would the project potentially involve or lead to:		---
P.13	exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	Yes
P.14	grievances or objections from potentially affected stakeholders?	No
P.15	risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
Project-Level Standards		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management		
Would the project potentially involve or lead to:		---
1.1	adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? *For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes*	No
1.2	activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5	exacerbation of illegal wildlife trade?	No
1.6	introduction of invasive alien species?	No
1.7	adverse impacts on soils?	No
1.8	harvesting of natural forests, plantation development, or reforestation?	No
1. 9	significant agricultural production?	No
1. 10	animal husbandry or harvesting of fish populations or other aquatic species?	No
1.11	significant extraction, diversion or containment of surface or ground water?	No

	For example, construction of dams, reservoirs, river basin developments, groundwater extraction	
1.12	handling or utilization of genetically modified organisms/living modified organisms?[9]	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)[10]	No
1.14	adverse transboundary or global environmental concerns?	No
Standard 2: Climate Change and Disaster Risks		
Would the potentially involve or lead to:		---
2.1	areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	No
2.2	outputs and outcomes sensitive or vulnerable to potential impacts of climate change? *For example, through increased precipitation, drought, temperature, salinity, extreme events*	Yes
2.3	direct or indirect increases in vulnerability to climate change impacts or disasters now or in the future (also known as maladaptive practices)? *For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding*	No
2.4	increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	No
Standard 3: Community Health, Safety and Security		
Would the potentially involve or lead to:		---
3.1	construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	No
3.2	air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	No
3.3	harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4	risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	Yes
3.5	transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.6	adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7	influx of project workers to project areas?	No
3.8	engagement of security personnel to protect facilities and property, or to support project activities?	No

[9] See the Convention on Biological Diversity and its Cartagena Protocol on Biosafety.
[10] See the Convention on Biological Diversity and its Nagoya Protocol on access and benefit sharing from use of genetic resources.

Standard 4: Cultural Heritage		
Would the project potentially involve or lead to:		---
4.1	activities adjacent to or within a Cultural Heritage site?	No
4.2	significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3	adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4	alterations to landscapes and natural features with cultural significance?	No
4.5	utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement		
Would the project potentially involve or lead to:		---
5.1	temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No
5.2	economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	risk of forced evictions?[11]	No
-.4	impacts on or changes to land tenure arrangements and/or community-based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples		
Would the project potentially involve or lead to:		---
6.1	areas where indigenous peoples are present (including project area of influence)?	No
6.2	activities located on lands and territories claimed by indigenous peoples?	No
6.3	impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to screening question 6.3 is "yes", then the potential risk impacts are considered significant, and the project would be categorized as either Substantial Risk or High Risk*	No
6.4	the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No

[11] Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

6.5	the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? *Consider, and where appropriate ensure, consistency with the answers under Standard 5 above.*	No
6.7	adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8	risks to the physical and cultural survival of indigenous peoples?	No
6.9	impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? *Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.*	No
Standard 7: Labour and Working Conditions		
Would the project potentially involve or lead to: (note: applies to project and contractor workers)		---
7.1	working conditions that do not meet national labour laws and international commitments?	No
7.2	working conditions that may deny freedom of association and collective bargaining?	No
7.3	use of child labour?	No
7.4	use of forced labour?	No
7.5	discriminatory working conditions and/or lack of equal opportunity?	No
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life-cycle?	No
Standard 8: Pollution Prevention and Resource Efficiency		
Would the project potentially involve or lead to:		---
8.1	the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
8.2	the generation of waste (both hazardous and non-hazardous)?	No
8.3	the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	No
8.4	the use of chemicals or materials subject to international bans or phase-outs? *For example, DDT, PCBs and other chemicals listed in international conventions such as the Montreal Protocol, Minamata Convention, Basel Convention, Rotterdam Convention, Stockholm Convention*	No
8.5	the application of pesticides that may have a negative effect on the environment or human health?	No
8.6	significant consumption of raw materials, energy, and/or water?	No

Annex 6: UNDP Risk Register

#	Description	Risk Category	Impact & Probability	Risk Treatment / Management Measures	Risk Owner
1	*Lack of support:* High level political support is essential to ensure an active involvement of the relevant ministries in data collection and reporting. Insufficient government participation and support due to lack of interest could hinder the production of robust, high-quality reports.	Strategic	Delays and/or incomplete information would limit the ability of the reports to inform decision-making and global stocktaking processes. L = 1 I = 4 **Low**	Existing governmental decrees and bodies such as the Inter-Agency Commission on Climate Change will ensure that the preparation of the reports will be a political priority. The government has a vested interest in data and information that will assess progress towards the country's NDCs. The Ministry of the Environment, as the ministry overseeing the GEF executing agency / UNDP implementing partner, can provide support if difficulties arise.	Project Manager
2	*Staff turnover:* As this enabling activity includes targeted capacity building, there is a risk that staff turnover could result in the loss of capacity and skills acquired as the result of the project, which would reduce skills transfer.	Organizational	Staff turnover would reduce the effectiveness of capacity strengthening and training activities and necessitate repetition of this type of work. L = 2 I = 2 **Low**	Capacity strengthening activities will involve a carefully selected group of relevant experts within each ministry and agency to ensure that capacity can be retained, and succession planning will be discussed as a part of training. Guidelines and methodologies will be produced in written format, and the MRV system and operating procedures will be documented extensively, which will also contribute to retaining institutional memory.	Project Manager
3	*Stakeholder exclusion:* This enabling activity may inadvertently exclude potentially affected stakeholders, in particular vulnerable groups, from fully participating in the assessments that will be carried out under the project.	Social and Environmental	Reports that exclude key perspectives of stakeholders such as women and vulnerable groups will provide an incomplete picture of the state of vulnerability climate change and may limit subsequent measures to address vulnerability. Exclusion may also limit the robustness	The project features an inclusive and gender-sensitive stakeholder engagement process from the beginning of the project design to the M&E phase, including activities such as collecting and analysing the existing gender statistics and to date research on gender issues in the climate change related areas, analysing gender dimensions of various human activity fields being affected by/or contributing to climate change, highlighting constraints, gaps	Project Manager

			of analysis regarding potential mitigation and adaptation policies and measures and assessment of the effectiveness of existing policies and measures. L = 1 I = 4 **Low**	and needs. The equal gender participatory process in the co-design of baseline and mitigation scenarios and in the assessment of how vulnerable groups are affected by climate change will be ensured. The project will undertake efforts to continuously identify additional stakeholders on a routine basis, especially in consideration of vulnerable groups.	
4	*COVID-19:* The global COVID-19 pandemic could result in project delays or constraints in travel and/or meetings due to illness of project stakeholders, staff, and consultants, and or travel restrictions.	Safety and Security	Both illness and travel / mobility restrictions would cause delays in project implementation. L = 2 I = 2 **Low**	The Project will employ videoconferencing equipment/tools for virtual meetings and workshops, revise workplan, apply social distancing and provide personal protective equipment (PPE) to prevent exposure among project staff, stakeholders, and participants as and when necessary. Budget provisions will be included for IT support and PPE accordingly. At the commencement of the project, a risk assessment of the potential impact of the COVID-19 pandemic will be performed and measures to mitigate its effect on the project will be identified and implemented. The impact of the COVID-19 on project progress will be closely monitored, and adaptive management will be used to minimize and address impacts it may have on the availability of technical expertise, capacity, and delivery timelines. The Project will focus on strengthening capacity and experience for remote work and online interaction.	Project Manager
5	Lack of gender disaggregated data and information may	Strategic	L = 2 I = 2	In the project inception phase, the project team will prepare gender action plan which will	Project Manager

	affect gender sensitivity of BTR1 and NC5/BTR2		**Low**	particularly focus on the additional assistance in sourcing gender disaggregated data and information per sectors, where possible. Also, the project team will additionally engage a gender consultant who will specifically work on the integration of gender considerations into the assessment of climate mitigation and adaptation measures and make the reports gender sensitive.	

Annex 7: Overview of Project Staff and Technical Consultancies

Consultant	Time Input	Tasks, Inputs and Outputs
For Project Management		
Local / National contracting		
Project Manager/Coordinator *Rate: $1350/per month*	*46 months*	The Project Manager (PM) will be responsible for the overall management of the project, including the mobilization of all project inputs, supervision over project staff, consultants and sub-contractors. *Duties and Responsibilities* • 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, 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. • 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. • Assess major and minor amendments to the project within the parameters set by UNDP-GEF; • 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. • Add technical tasks as necessary. *Required skills and expertise:*

Consultant	Time Input	Tasks, Inputs and Outputs
		• A university degree (MSc or PhD) in a subject related to the natural or applied sciences, or economics. • At least 5 years of demonstrable project/programme management experience. • At least 5 years of experience working with ministries, national or local administrative bodies that are concerned with environmental management and national statistics. • At least 3 years involvement in climate change related projects management
Project Assistant *Rate: $600/per month*	*44 months*	*Duties and Responsibilities:* • Assist the Project Manager in day-to-day management and oversight of project activities. • Assist the M&E in matters related to M&E and knowledge resources management; • Provide support for conducting data collection and review, compilation of background materials for use in reporting, discussions and briefing sessions, prepare components of presentations and briefings; • Drafts correspondence relating to assigned project areas; clarifies, follows up, responds to requests for information, ensuring proper communication and information exchange within the Project Team; • Make logistical arrangements for missions and expert's visits, prepares briefing kits and background materials; • Assist the Project Manager in preparation of AWP, draft budget revisions and drafts monthly, quarterly and annual financial reports for the project; • Prepare documentation for vendors and for Request for Payments, to ensure smooth financial operation of AWP activities. • 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 UNDP, UNEP GSP, project consultants and other PMU staff; • Provide administrative and logistical assistance. *Required skills and expertise:* • A Bachelor's degree or an equivalent qualification; • At least three years of work experience preferably in a project involving climate change, 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 language.
For Technical Assistance		
Local / National contracting		
Component 1 (Outcome 1.1.)		

Consultant	Time Input	Tasks, Inputs and Outputs
Task Leader Expert on GHGI and Mitigation *Rate: $1900/month*	*44 months*	*Duties and Responsibilities:* • Establish the team of experts' preparation of BTR1 and NC5/BTR2 corresponding chapters (GHG Inventory, National Inventory Reports for 1990-2022, 1990-2024 and NDC tracking, including mitigation progress and impact of policies and measures); • Develop detailed work plan for the preparation of the corresponding Chapters of BTR1 and NC5/BTR2; • Develop scope of work and respective Terms of References for the team members; • Act as member of tender evaluation committee for procurement of Companies under Component 1 and 2 • Ensure that approaches used by team for compiling, archiving, updating and managing GHGI are consistent with the project document and with IPCC guidelines and MPGs; • Lead the expert team on GHG inventory and in assessing the impact of P&Ms under Component 2 • Identify training needs prepare training materials, organize training programmes, consultation and workshops and develop publications, if needed; • Provide periodic progress report to the Project Manager on the corresponding chapters development progress; • Draft the respective chapters of Armenia's BTR1 and NC5/BTR2 along with the respective part of the executive summary and National Inventory Reports 1990-2022 and 1990-2024. • Incorporate comments received from the review process in final products. *Qualifications and Experience:* • An advanced university degree (at least MSc. or equivalent) in energy, natural sciences or other relevant disciplines; • At least five years' experience relevant to the GHG inventory preparation and mitigation assessment with substantial involvement in the preparation of the National GHG inventory reports under UNFCCC; • Demonstrated ability of analytical and drafting work; • Substantial knowledge of IPCC manuals and guidelines, GPG, Uncertainty Management in National GHG Inventories; • Familiarity with national communications and processes under the UNFCCC and MPGs; • Good knowledge of English.
Component 3 (Outcome 3.1.)		
Task Leader Expert progress report *for climate change adaptation*	*43 months*	*Duties and Responsibilities* • Study the IPCC and CGE guidelines on conducting the assessment of vulnerability of relevant sectors from climate change risks and variability. • Study and analyze the implementation progress of national adaptation plan, identification of needs and gaps.

Consultant	Time Input	Tasks, Inputs and Outputs
Rate: $1700/month		• Develop detailed work plan for the preparation of the corresponding Chapters of BTR1 and NC5/BTR2 • Develop scope of work and respective Terms of References for the team members and contractors • Act as member of tender evaluation committee for procurement of companies under Component 3 • In consultation with Project Manager select and implement corresponding methodologies and models for assessment of the impact of adaptation policies and measures. • Assess the barriers, gaps and needs related to the improvement of the adaptation policy efficiency and develop recommendations for improving data collection and analysis process required for adaptation policy decision making. • Develop the report and the corresponding chapter of the BTR1 and NC5/BTR2. The report should be submitted to the stakeholders, the comments and recommendations should be taken into account in the final report.

Annex 8: Stakeholder Engagement Plan

Stakeholder involvement and consultation processes are critical to the success of the project. An effective engagement of key stakeholders has been done during project preparation and is envisaged during implementation, monitoring and evaluation to enhance ownership of the NC and BTR processes and makes these reports more responsive to national needs. The project proposal intends to strengthen stakeholder's participation to collectively participate in addressing climate change issues and challenges in Armenia. The stakeholders of the project are expected to come from a wide range of backgrounds, including line ministries and agencies, local communities, local authorities and NGOs, mass-media, research institutions, private sector and international organizations, with particular emphasis on related sectors.

This project proposal has been developed in consultation with relevant experts, government staff, policymakers and NGOs who participated in the previous NC/BUR exercises. Their views and needs were integrated into the design of this new enabling activity project.

The preparation process of the previous National Communications and Biennial Update Reports to the Conference of the Parties of the UNFCCC, has contributed to the institutional strengthening of the Ministry of Environment, as a competent lead institution for the application of the Convention as well as of other relevant institutions at national level, including Interagency Coordinating Council for the Implementation of the Requirements and Provisions of the UN Framework Convention on Climate Change and Paris Agreement. This project will additionally improve the sustainability of the preparation of future NCs/BTRs/NDCs/NAPs and will facilitate the reporting requirements to the UNFCCC. Active participation by all stakeholders in the formulation of mitigation and adaptation policies and measures will be facilitated to ensure ownership and sustainability.

It is understood that the most effective way to address climate change, is to allow a real co-management of the issue, where all key stakeholders are involved, in relation to the design and implementation of the mitigation and adaptation actions, in the framework of pursuing the wider objectives of sustainable development.

The integration of the different sectors strengthens the institutional and technical capacity of the different stakeholders and institutions, not limited to a reduced group of experts and decision makers from the governmental institution where lies the responsibility for the fulfilment of the national obligations to the Convention. Efforts will be made to take into consideration the needs of excluded and marginalized groups which are more affected by climate change and have less resources to adapt. For this purpose, the project team will use various tools, including design thinking, behavioral science, and foresight, thus creating a collaborative space where different stakeholders will join forces to assess policies and actions that will contribute to mitigation of GHG emission and will enhance the resilience and adaptive capacities to climate change on national and local levels.

The table below presents the main stakeholders at the national level who will be involved in the project. The table also provides an overview of their potential roles in the project and means of engagement:

Stakeholder	Role in the project	Means of Engagement
Governmental Institutions		
Ministry of Environment	The Ministry is the main coordinator of climate change activities and focal point of the UNFCCC. It is in charge of developing GHG inventories, reporting to the UNFCCC, following up on Armenia's NDC, and coordinating Inter-ministerial interaction. The Climate Policy Department serves as a key beneficiary of the project. It is involved in the project design, and the Minister, who serves as the GEF Operational and Political Focal Point for Armenia, has provided an endorsement letter	The project will be executed by the HMC under the supervision of the Ministry. The HMC will also be responsible for coordinating all activities envisaged under the project. Office space will be provided by the Ministry as part of the government's in-kind contribution, as well as premises for meetings, means of communication and other utilities,

	to the GEF implementing agency. The Deputy Minister, who serves as the UNFCCC focal point, was continuously consulted in the process of project document preparation. From August 2023 the Minister of Environment is acting as UNFCCC Focal Point and the project compliance with UNFCCC reporting objectives will be reported to Minister. The "Hydrometeorology and Monitoring Center" (HMC), which is a state non-commercial organization (SNCO) under the Ministry of Environment, is responsible for hydrometeorological observation system and monitoring of the environmental situation and reporting in Armenia. The Center has signed a Responsible Partner Agreement with the UNDP-GEF CBIT project to provide expert support on data collection and analysis for the national GHG inventory.	along with information and time of civil servants and governmental officials involved in Inter-agency Coordinating Council and its three Working Groups.
Inter-agency Coordinating Council for Implementation of Requirements and Provision of the UNFCCC	The Council chaired by Deputy Prime Minister has the authority to coordinate reporting on climate change and ensure coherent policies for achievement of Armenia's commitments under UNFCCC and coordination of the NDC 2021–2030. The Council is chaired by the Vice Prime Minister and co-chaired by the Minister of Environment. The Council is composed of high-level officials (deputy ministers) of 13 ministries, 3 state agencies, and 2 independent entities. The Council also has three new inter-agency standing working groups nominated from the corresponding ministries: i) Mitigation and Adaptation, ii) Reporting, and iii) Finance. They are mandated to facilitate the work of the Council and provide professional and expert support. The results produced by working groups are subject to approval by the Council.	Coordinate development of national public policy for mitigation and adaptation to climate change, as well as its incorporation in the corresponding sectoral programs and actions. Ensure necessary actions for the fulfilment of the objectives and commitments under UNFCCC and its link to other international obligations. Serve as a platform for sharing the sectoral work reported by Ministries relation to the implementation of climate agenda.
Ministry of Territorial Administration and Infrastructure	This ministry is a member of the Inter-agency Coordinating Council on Climate Change. It is responsible for the development and implementation of the state policy on energy saving and renewable energy and for the development of the annual energy balance. The ministry is also coordinating government policy with regional administrations and communities, including implementation of the State Subvention Programme, which provides subsidies for community projects. These functions make the	The Ministry will provide both information and relevant data used in the assessments on achieving the NDC goals under Article 4 of the Paris Agreement, including information related to GHG inventory in Energy sector, tracking the progress on mitigation measures in energy and transport sector as a key source of GHG emissions, on policies supporting the communities in implementing

	Ministry a key partner in the design and implementation of the climate agenda and key actor in the MRV framework.	mitigation and adaptation projects, waste sector data. The Ministry will be a member of the MRV network providing information on finance, technology transfer, capacity building support needed and received. It will provide information and participate in training and capacity strengthening activities within the project.
Ministry of Economy	The ministry oversees economic policy in general and sectoral policies, such as agrarian policy and policies regarding foreign direct investment in Armenia and promotion of private sector in designing and implementing green solutions. It is also involved in agricultural statistics.	The ministry will provide data on agriculture, livestock and land use data for the AFOLU sector of the GHG Inventory and consulted for improving the agriculture sector GHG emissions estimate and reinforcing adaptation monitoring and reporting. They will participate in training and capacity strengthening activities within the project.
Statistics Committee (Armstat)	The Committee is a member of the Inter-agency Coordinating Council on Climate Change and one of the main data providers for the National GHG Inventories and the SDGs.	The specialists of Committee will be involved in activities aimed at improving the consistency and coverage of climate indicators and activity data, including improving gender disaggregated statistics. The Committee will also participate in capacity strengthening and awareness-raising activities within the project.
Ministry of Labour and Social Affairs	The Ministry is national authority on social and labor policies for poor and vulnerable (pensionaries, unemployed and disabled) population and lead gender policies framing and coordinate implementation. The Ministry will be involved in the project to ensure and operationalize gender equity in adaptation and mitigation activities, policy formulation and knowledge.	The specialists of the Ministry as members of the Climate Change Inter-agency Council and Women and Men Equal Rights and Equal Opportunities Council (created by the order of Prime Minister) and the corresponding working groups will be regularly updated and consulted on social and gender impacts of the climate change in different sectors of economy, participated in workshops and trainings aimed at formulation of needs and progress, for appropriate inclusion of climate change in corresponding policies under Ministry authority.

Public Services Regulatory Commission	The commission is a member of the Inter-agency Coordinating Council on Climate Change, and it serves as an independent regulatory body. Among other responsibilities, it sets tariffs for gas and electricity and establishes rules for electricity markets.	The Commission will provide information and participate in the QA/QC of the information reported under GHG Inventory and mitigation actions.
Ministry of Internal Affairs	The ministry is the National focal point to the Sendai Framework and leads the National Platform on Disaster Risk Reduction	The synergy and complimentary of climate change risks and adaptation will be ensured through joint consultations and involvement in report preparation
Committee of the Real Estate Cadaster	This committee is a member of the Inter-agency Coordinating Council on Climate Change. It maintains and publishes the land balance, including information on land use change.	The Committee will provide information on land use and land use change and participate in capacity strengthening activities.
Civil aviation office	Activity data on GHG emissions as signatory to the CORSIA	The Office will provide data and will participate in capacity building activities of the project.
Academia and Educational Institutions		
Institutes of the National Academy of Sciences **Yerevan State University** **Agrarian University** **Polytechnical University** **American University of Armenia** **Scientific Research Institute of Energy**	Scientific institutes and universities are undertaking scientific studies and are cooperating in the frames of HORIZON 2020 program with other scientific centers.	The specialists from scientific centers will provide information related to climate change impacts and adaptation under Article 7 of the PA; improving national factors of anthropogenic emissions by sources and removals by sink of greenhouse gases under Article 13 of PA; tracking progress made in implementing and achieving nationally determined contributions under Article 4 of the PA; providing information technology development and transfer and capacity-building support needed and received under Articles 9 and 11 of the PA etc. Participate in the climate change awareness activities.
Private sector, NGOs		
The Private Sector	Private sector enterprises contribute to national emissions of GHGs in certain sectors, such as Industrial Processes and Product Use (IPPU) for certain sources, such as fluorinated gases (F-gases). At the same time, private sector investments in areas such as renewable energy and energy efficiency can reduce GHG emissions.	The private sector will be involved in the project for provision of activity data related to the MRV system reporting on mitigation when private sector investment results in GHG emission reductions. Individual enterprise-level reporting for key emitting industries, such as

		cement factories, copper and molybdenum re-processing, and glass production. In addition, the project will involve the banking sector as commercial banks play an active role in financing investments in renewable energy and energy efficiency and in small and medium-size enterprises in the service sector, processing industries, and agriculture. It is therefore important to establish a two-way communication channel for data collections on investments that generate mitigation benefits.
Non-Governmental Organizations (NGOs)	NGOs active in climate change play an important role in involvement of the communities in consultations related the climate change socioeconomic impact assessment, as well as involvement as active participants in implementation of climate change agenda, and advocate for civil rights. The NGOs previously active as, Ecolur, Khazer, Green Lane Community Leaders Association, Armenian Red Cross Society will be involved, and the list will be further updated.	NGOs will play an important role in collection of data and awareness-raising in communicating climate research and information for engaging youth, civil society, communities and the broader public in climate change resilience building. The project web-page on the www.nature-ic.am portal will be designed in order to maximize public access to climate change-related data and information on events and capacity building activities.
International organizations		
International organizations	Multilateral and bilateral agencies, such as the World Bank, the European Commission, the European Bank for Reconstruction and Development (EBRD), KfW, USAID, and others are funding projects related directly or indirectly to climate change.	The project will maintain ongoing, two-way communication with these agencies, and it will include them in the data-sharing system and MRV network, particularly regarding reporting on mitigation activities, support received, and support for NDC revision and/or strengthening.

Annex 9: Gender Analysis and Gender Action Plan

The Global Gender Gap Index report (2017) has scored Armenia of 0.667, which places it 97th out of 142 countries.[12] The results indicate a relatively low gap in educational attainment but high gender inequality in political empowerment.

Article 14.1 of the Constitution (1995) provides equality of men and women before the law and prohibits discrimination on the basis of sex. The 2003 Criminal Code (Article 143) also prohibits gender discrimination. The Labor Code, which was adopted on 9 November 2004, sets forth gender equality on remuneration and in 2013, the Law on Equal Rights and Equal Opportunities for Men and Women went into force. This law defines the concepts and terms related to gender equality, sexual harassment, concrete forms of direct and indirect discrimination, development and implementation of national gender equality policy and programs, and its evaluation and monitoring through the collection of statistics.

It should be noted that Armenia has adopted the 2015 UN Sustainable Development Goals (SDGs). As a result, they have committed to progress under SDG 5: "Achieve gender equality and empower all women and girls." Under this goal, countries are to achieve nine specific targets that include the following relevant targets for this project:

- "Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision making in political, economic and public life;" and
- "Enhance the use of enabling technology, in particular information and communications technology, to promote the empowerment of women".

The Statistical Committee of the Republic of Armenia has been producing a publication with various gender-disaggregated statistics for women and men for the past several years titled *Women and Men in Armenia* and is responsible for reporting on gender statistics to international organizations.

National reporting processes under the UNFCCC constitute an important opportunity for training, awareness-raising and capacity-building efforts to ensure women's equal engagement in and benefit from climate change action. Preparation of reports can also influence other ongoing climate change planning and policymaking processes.

Gender figures in climate policy documents in the following ways:

- Gender-specific impact of energy sector mitigation actions were analyzed and reported in the framework of the BUR3.
- The gender responsive principle was one of the five key principles used for development of the National Adaptation Plan.
- In the course of the review of the country's NDC, public consultations were conducted in an inclusive and gender-responsive manner, which must be maintained also on the further steps of the NDC review. The NDC-2021 states that the implementation of climate actions must consider the needs of youth and vulnerable groups in a gender responsive manner.

During the period 2019-2021, active discussions on climate change and gender cross-cutting issues initiated and supported by the "National Adaptation Plan (NAP) to advance medium and long-term adaptation planning in Armenia" as Green Climate Fund - UNDP and "Building Armenia's national transparency framework under Paris Agreement" as GEF-UNDP Projects, resulted in the adoption of two decrees. First, by the Prime-Minister Decree N215-A (09.03.2021), the Deputy Minister of Environment became a member of the Women's Council of the Republic of Armenia created in 2019, and second, climate change-related activity was included in the "National Programme and 2022-2024 Action Plan for Implementation of UN Security Council Resolution N1325 on "Women, Peace and Security" adopted by the Government in 02.06.2022 (Decree No. 803-L).

[12] World Economic Forum (2017). Global Gender Gap Report.

Proposed Elements of the Gender Action Plan

In line with the GEF SEC's policy on gender equality[13] and Guidance to advance gender equality in GEF projects and programs[14], the project will prepare and finalize Gender analysis and Gender action plan[15] during its inception phase[16].

This project will apply the "Gender Responsive National Communications Toolkit[17]" developed by the Global Support Programme (GSP) through UNDP in collaboration with UNEP and GEF and the updated version of the toolkit upon its availability.

Gender analysis will follow the structure of five priority areas of the UNFCCC Gender Action:

- Capacity building, knowledge sharing and communications.
- Gender balance, participation and women´s leadership.
- Coherence.
- Gender responsive implementation and means of implementation.
- Monitoring and reporting.

An initial stocktaking and gender analysis across all areas – and inclusion of stakeholders who understand gender issues in relation to their sectors – will be conducted to assess and understand where deeper analysis and action is required. The areas where data and information on gender and climate change is not available will be identified with priorities and steps to fill gaps.

The project will encourage the active participation of women and men in decision-making processes throughout the project implementation cycle. Gender balance will be considered in project management structures and capacity building actions (e.g., trainings, workshops, stakeholder consultations).

The update of the national circumstances under each component will disaggregate relevant data by sex with the objective to better understand how the social and economic differences between men and women affects the capability of dealing with mitigating and adapting to climate change. Seeing that women are being acknowledged as agents of change who make important contributions to climate change adaptation and mitigation, a gender perspective will be incorporated in the climate change impacts and adaptation and NDC progress assessment and

[13] http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.53.04_Gender_Policy.pdf
[14] http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.54.Inf_.05_Guidance_Gender_0.pdf
[15] Guide to Conducting a Participatory Gender Analysis and Developing a Gender Action Plan for projects supported by UNDP with GEF financing: https://intranet.undp.org/unit/bpps/sdev/gef/_layouts/15/WopiFrame.aspx?sourcedoc=/unit/bpps/sdev/gef/Gender%20Library/UNDP%20GEF%20Guidance.%20How%20to%20conduct%20gender%20analysis%20and%20gender%20action%20plan.pdf&action=default
[16] The GEF Enabling Activities and policy/strategy work 33. Enabling Activity projects provide financing for the preparation of a plan, strategy, or national program to fulfill the commitments under the Conventions that the GEF serves, including national communication or reports to the Conventions. Similarly, many GEF-financed medium- and full-size projects include activities that focus on developing and preparing national policies or strategies and, as such, do not work directly with beneficiaries on the ground. These plans and strategies provide an essential opportunity to recognize, build capacity, and to develop actions to advance GEWE. Some possible actions to include in these national documents include the following:
▪ request that gender experts review draft plans and strategies;
▪ ensure that any background and stocktaking exercises associated with development of the plans and strategies adequately account for the different roles for women and men;
▪ ensure that women are effectively engaged as members of stakeholder groups consulted during development of the strategies and plans;
▪ consider including gender-disaggregated data collection and/or gender-specific indicators; and
▪ consider how national gender policies can be incorporated into sectoral strategies and action plans.
[17] https://www.un-gsp.org/sites/default/files/documentos/undp_gender_responsive_national_communications_toolkit_0.pdf

analysis of mitigation actions.

The coordination with the ministries through the Inter-agency Council on Climate Change will continue to be central for the implementation of the NDC in a gender-sensitive manner. The inputs of the local governments and other stakeholders will be essential for the implementation of the national climate change policy and for the integration of gender aspects in the BTR1 and NC5/BTR2.

For all analysis included in the project, gender-disaggregated data from national statistical agency and international approved sources for the following topics: education level, employment by economy sectors and other sectors identified as GHG emitters, gender pay gap (general and by sectors), leadership, economic empowerment, and health among others will be included to summarize status of women and men nationally and by sector.

Gender inequalities in the face of climate change will be addressed by recognizing the roles and participation of women and men in decision-making, and the differentiated impacts they face amid climate change on issues such as: access to water, agriculture, risks from natural disasters, health, energy access and consumption, among others.

The Project will provide capacity-building in relation to NC/BTR purpose and content, gender issues in environment and their role in the NC/BTR processes if necessary.

The preliminary Gender Action Plan envisages the following objectives and actions:

Objective	**Action**	**Indicator**	**Responsible Institution**
Component 1: National Greenhouse Gas Inventory (GHGI)			
Ensure that gender considerations are mainstreamed into the national GHGI.	• Collect and assess existing statistics relevant to gender and GHG emissions. • Identify statistical gaps and create recommendations for improvement of statistics. • Undertake measures for collection and disaggregation of relevant data by gender.	• Compilation of gender-related statistics in GHGI. • Number of recommendations for improvements of gender-disaggregated data in the GHGI. • Instances where sectoral data is disaggregated by gender in the GHGI.	Implementing Partner Data providers and Statistics Committee (Armstat).
Component 2: Progress made in implementing and achieving Nationally Determined Contributions (NDCs)			

Objective	Action	Indicator	Responsible Institution
Ensure that gender considerations are mainstreamed into reporting on progress made in relation to the NDC	• Collect and assess existing statistics relevant to gender and climate. • Identify statistical gaps and create recommendations for improvement of statistics. • Undertake measures for collection and disaggregation of relevant data by gender. • Assess the role of women and men in the development and implementation of mitigation policies and measures and provide recommendations to ensure gender mainstreaming in planning and implementation of mitigation policies and measures.	• Number of newly established statistical indicators on gender and climate. • Number of recommendations for improvements of gender-disaggregated data in the context of climate change. • Number of instances where reporting includes gender-disaggregated data. • Assessment of the role of women and men in planning and implementation of mitigation measures is included in the BTR1 and NC5/BTR2	Implementing Partner Executing Entity
Component 3: Climate Change Impacts and Adaptation			
Ensure that gender considerations are mainstreamed into reporting on impacts and adaptation	• Include the gender-specific context of national circumstances that are relevant to adaptation policies and measures. • Consideration of gender differences in climate change impacts.	• Number of instances where gender-related information is included in reporting on adaptation. • Discussion in national reports on how climate change impacts are experienced differently by women and men.	Implementing Partner
Component 4: Support needed and received and other information			

Objective	Action	Indicator	Responsible Institution
Ensure that gender considerations are mainstreamed into reporting on other areas of the two reports	• Include gender-sensitive analysis in the areas of capacity needs and public awareness. • Include information on how gender considerations and women's active participation were supported in the compilation of the two reports.	• Presence of gender-sensitive analysis of capacity needs and public awareness in both reports. • Presence of information of how gender considerations and women's active participation were supported in the compilation of the two reports.	Implementing Partner
Component 5: Preparation and submission of the First Biennial Transparency Report and the combined Fifth National Communication and Second Biennial Transparency Report to UNFCCC and knowledge management			
Ensure gender equity in stakeholder engagement and knowledge management	• Consult gender institutional mechanisms in development of all reports. • Align reporting with international good practice as detailed in the UNDP-UNEP-GEF toolkit on gender mainstreaming for national reporting.	• Number of actions, initiatives and reports developed and presented in cooperation with institutions and organizations focusing on gender issues. • Number of examples where toolkit practices have been applied to reports.	Implementing Partner
Monitoring & Evaluation			
Mainstream gender considerations into project reporting	• Ensure that mainstreaming gender considerations and the meaningful participation of women in the project are monitored and reported on in UNDP and GEF annual reporting exercises	• Number of monitoring reports/surveys describing the progress on mainstreaming gender in project activities.	Implementing Partner, UNDP
Project Management			

Objective	Action	Indicator	Responsible Institution
Ensure equitable participation in the project by women and men	• Organize trainings on gender mainstreaming (with an emphasis on data collection, inclusion of gender mechanisms, and gender and energy issues). • Develop and implement a plan that will support equal opportunities for women in project training and capacity strengthening activities. • Monitor gender balance of project staff and consultants. • Establish cooperation channels between gender institutional mechanisms and responsible institutions included into project implementation.	• Number of trainings organized on gender mainstreaming in the project. • Ratio of women and men participating to trainings (with contextual information provided). • Percentage of project staff and consultants that are women. • Presence of women's organizations on the Inter-Agency Council on Climate Change.	Implementing Partner

Annex 10: Procurement Plan (first year of implementation, which cover Q3-Q4,2023 and Q1-Q2,2024)

General description	Contracting method	Advertisement Date	Type of Assignment	VALUE (USD)	NOTES
Contractual Services - Consultants (Component 1)	IC – procurement UNDP using the UNDP roster of experts	Q3/2023	International	10,000	End Date Q4/2023 End date Q2/2024
Individual Consultants: Team Leader expert, 5 sectoral experts, data management expert for GHG Inventory chapter of 5NC/1BTR (Component 1)	IC - Procurement by Executive Entity (HMC) according to state procurement regulations	Q3/2023	National	65,000	Start Date Q3/2023 – End Date Q4/2024
Contractual service-Companies: For conducting surveys aimed at improving the GHG emissions activity data and national emission factors. (Component 1)	RFQ - Procurement by Executive Entity (HMC) according to state procurement regulations	Q1/2024	National	36,000	Start Date Q1/2024 – End Date Q4/Y2024
Purchase of laptops, copying machine and printer (Component 1)	Micro purchasing - Procurement by Executive Entity (HMC) according to state procurement regulations	Q3/2023	National	8,000	End date Q4/2023
Training, Workshop, conference procurement (Component 1,2,3,5)	RFQ - Procurement by Executive Entity (HMC) according to state procurement regulations	Q3/2023	National	35,000	Start Date Q3/2023 – End Date Q4/2024
Individual Consultants: 5 sectoral experts, for collection and assessment of data on mitigation (Component 2)	IC - Procurement by Executive Entity (HMC) according to state procurement regulations	Q3/2023	National	42,000	Q4/2024
Contractual service-Companies: for modelling the emissions trends under 3 development scenarios. (Component 2)	RFQ - Procurement by Executive Entity (HMC) according to state procurement regulations	Q1/Y2024	National	40,000	Start Date Q1/2024 – End Date Q4/Y2024
Individual Consultants: Team Leader expert, 6 sectoral experts, for Climate	IC - Procurement by Executive Entity (HMC)	Q3/Y2023	National	24,000	Start Date Q3/2023 –

General description	Contracting method	Advertisement Date	Type of Assignment	VALUE (USD)	NOTES
change adaptation progress assessment (Component 3)	according to state procurement regulations				End Date Q4/2024
Contractual service-Companies: assessment and preparation of adaptation P&M implementation progress report as part of BTR1 (Component 3)	RFQ - Procurement by Executive Entity (HMC) according to state procurement regulations	Q1/2024	National	30,000	Start Date Q1/2024 – End Date Q4/2024
Individual Consultants: 3 local consultants, including gender specialist for conducting assessment on gender considerations in stakeholder involvement, capacity building, technology transfer, support received, (Component 4)	IC - Procurement by Executive Entity (HMC) according to state procurement regulations	Q4/2023	National	20,000	Start Date Q4/2023 – End Date Q4/2024
Contractual service-Companies: Development of the BTR1 chapter on financial, technology development and transfer and capacity-building support needed (Component 4)	RFP - Procurement by Executive Entity (HMC) according to state procurement regulations	Q1/2024	National	19,000	Start Date Q1/Y2023– End Date Q4/2024
Total				**329,000**	

Annex 11: LOA between UNDP and IP requesting UNDP Support Services

STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF SUPPORT SERVICES

1. Reference is made to consultations between officials of the Government of Armenia (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed project: *"Development of the First Biennial Transparency Report (BTR1) and the Combined Fifth National Communication and Second Biennial Transparency Report (NC5/BTR2) of Armenia to the UNFCCC".* UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution designated in the relevant programme support document or project document, as described below.

2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.

3. The UNDP country office may provide, at the request of the designated institution, the following support services for the activities of the programme/project:

a) Transparent and competitive procurement of goods and services, particularly for cases which involves foreign currency exchange.
b) Identification and recruitment of key project personnel (recruitment of component leads and international consultants and other HR related activities)
c) Limited financial services; payments, disbursement, and other financial transactions, including direct payments, budget revisions, preparation of expenditure reports (CDRs) etc.
d) Procurement of services and goods, asset management and transfer.
e) Travel support, including travel arrangements and authorization, tickets, visa and booking requests.

4. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project,the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.

5. The relevant provisions of the Standard Basic Assistance Agreement (SBAA) between the authorities of the Government of Armenia and the United Nations Development Programme, signed on 8 March 1995 (the "SBAA"), including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.

6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.

8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed project.

Yours sincerely,

Signed on behalf of UNDP
Natia Natsvlishvili
UNDP Resident Representative in Armenia

For the Government
Hakob Simidyan
Minister of Environment of the Republic Armenia

Attachment

DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1. Reference is made to consultations between the Hydrometeorology and Monitoring Center SNCO (HMC) of the Ministry of Environment, the institution designated by the Government of Armenia and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed project on the "Development of the First Biennial Transparency Report (BTR1) and the Combined Fifth National Communication and Second Biennial Transparency Report (NC5/BTR2) of Armenia to the UNFCCC.

2. In accordance with the provisions of the letter of agreement signed on 11/12/2023 and the project document, the UNDP country office shall provide support services for the Project as described below.

3. Support services to be provided:

Support services	**Schedule for the provision of the support services**	**Cost to UNDP of providing such support services (where appropriate) as per the UPL**	**Amount and method of reimbursement of UNDP (where appropriate)**
Payment Process	Ongoing throughout implementation when applicable	US$ 37.62 for each 37.62 x 75 = 2,821.5	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner in accordance with the UPL
Contractual Services for Individuals (including recruitment and contract issuance)	Ongoing throughout implementation when applicable	US$ 227.13 per person 227.13 x 16 = 3,634.08	As above
Payroll validation	Ongoing throughout implementation when applicable	US$ 38.73 per person 38.73 x 16 = 619.68	As above
Leave monitoring	Ongoing throughout implementation when applicable	US$ 5.53 per person 5.53 x 16 = 88.48	As above
Procurement of Services of companies	Ongoing throughout implementation when applicable	US$ 208.59 per case 208.59 x 6 = 1,251.54	As above
		Total: up to USD 8,415,28	

Annex 12: GEF Core indicators

Project Core Indicators		Expected at PIF
1	**Terrestrial protected areas** created or under improved management for conservation and sustainable use (Hectares)	n/a
2	**Marine protected areas** created or under improved management for conservation and sustainable use (Hectares)	n/a
3	Area of **land restored (**Hectares)	n/a
4	Area of **landscapes under improved practices** (excluding protected areas)(Hectares)	n/a
5	Area of **marine habitat under improved practices** (excluding protected areas) (Hectares)	n/a
6	**Greenhouse Gas Emissions Mitigated** (metric tons of CO2e)	n/a
7	**Number of shared water ecosystems** (fresh or marine) under new or improved cooperative management	n/a
8	Globally over-exploited **marine fisheries** moved to more sustainable levels (metric tons)	n/a
9	**Reduction**, disposal/destruction, phase out, **elimination** and avoidance of **chemicals of global concern** and their waste in the environment and in processes, materials and products (metric tons of toxic chemicals reduced)	n/a
10	Reduction, avoidance of emissions of **POPs to air** from point and non-point sources (grams of toxic equivalent gTEQ)	n/a
11	Number of **direct beneficiaries disaggregated by gender** as co-benefit of GEF investment	By the mid-term: 60 beneficiaries (of those 35 women) By the end of the project: 110 beneficiaries (of those 60 women)

Annex 13: GEF 8 Taxonomy

Level 1	Level 2	Level 3	Level 4
X **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 (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 HCVF 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
	☒ **Rio Markers**		
		☒Paris Agreement	
		☐Sustainable Development Goals	
		☐Climate Change Mitigation 0	
		☐Climate Change Mitigation 1	
		☒Climate Change Mitigation 2	
		☐Climate Change Adaptation 0	
		☒Climate Change Adaptation 1	
		☐Climate Change Adaptation 2	

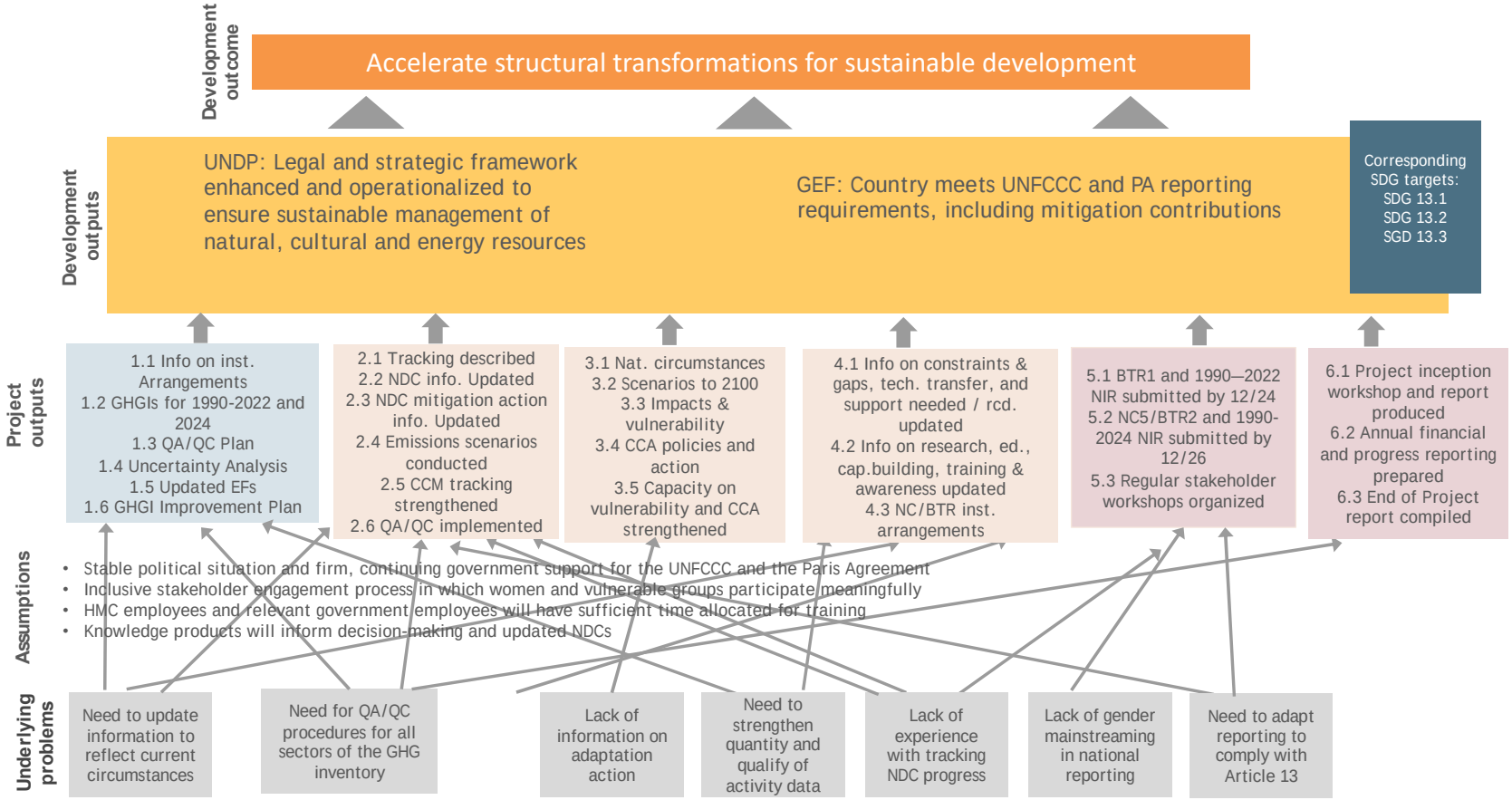
Annex 14: Partners Capacity Assessment Tool and HACT Assessment

The PCAT and HACT assessment of the Implementing Partner are attached separately to this project document.

Annex 15: UNDP Project Quality Assurance Report

Attached separately to the project document.

Annex 16: Theory of Change



Annex 17: End of Project Report Template

REPORT TEMPLATE

Monitoring and Evaluation plans of climate change enabling activities for the preparation of **National Communications on Climate Change and/or Biennial Transparency Reports** do not require the production and publication of Terminal Evaluation Reports.

Therefore, a number of intended purposes of such terminal exercises are not captured in full, including:

- The promotion of accountability and transparency, and the assessment and disclosure of the extent of the project accomplishments;
- A synthesis of lessons that can help to improve the selection, design and implementation of future GEF financed UNDP activities;
- The provision of feedback on issues that are recurrent across the portfolio, attention needed, and on improvements regarding previously identified issues; and
- The contribution to the GEF Evaluation Office databases for aggregation, analysis and reporting on effectiveness of GEF operations in achieving global environmental benefits and on the quality of monitoring and evaluation across the GEF system.

The intent of this Final Report is not to propose an abridged alternative to the Terminal Evaluation Report. Instead, its purpose is to gather some insightful details about the process of preparing the mandatory report under the UNFCCC that can be of use to both the UNDP support teams, and the current and future national project teams. Its focus is therefore on providing:

- A synthesis of lessons that can help to improve the selection, design and implementation of future GEF
- financed UNDP activities; and
- Feedback on issues that are recurrent across the portfolio, attention needed, and on improvements regarding previously identified issues.

National project teams in charge of the future enabling activity for the preparation of the National Communication and/or Biennial Transparency Report can therefore rely on a valuable source of information from inception to closure of the project, and UNDP support teams can further disseminate lessons across borders, fully up-taking its guiding role as implementing agency.

The template has been designed with the purpose of collecting relevant information, without representing a time-intensive and human resource-intensive burden to the current national project team. It is therefore divided into three core sections – project identification phase, project implementation phase and project follow-up –with for each section a limited number of open questions.

The intention is to have the team leader, project manager or equivalent figure completing the template, in close collaboration with other team members within the last two months of project implementation. It is furthermore the intention of the completion of this Final Report to trigger the discussions of the upcoming National Communication and/or Biennial Transparency Report, taking advantage of the momentum created by the ongoing project, the presence of the core of the current national project team, and the renewed interest of national counterparts with the perspectives of an eminent or recent submission to the UNFCCC.

The completion of this template has been made mandatory and has been budgeted for in all projects that received approval post 2013 (3 working days equivalent of project manager's time). You are kindly invited to send the completed template to Eva Huttova, eva.huttova@undp.org.

A. Details of the project

Project's title	
PIMS number	
Overall budget including GEF grant including co-financing	
Duration of implementation	
Planned duration of project	
Implementing partner	
Team Leader's name and contact details	
Link to final report	

B. Project identification phase

Duration of preparatory phase (expressed in months)

_____

Was the project document developed by a national/international consultant? (Please, provide name if yes and expand on the satisfaction of this collaboration.)

_____

_____

_____

Please, shortly describe the milestones of this initial preparatory phase (e.g. consultation workshops held, telephone interviews with key stakeholders, among others)

_____

_____

_____

Where consultations made with one or more of the following stakeholder groups?

	Ministry of Finance (or equivalent)		Women's associations
	Other Ministries (not being the Ministry in charge of climate change)		Youth movements
	Local Governments		Indigenous peoples' representatives
	National universities		Environment or climate related NGOs
	Domestic Research Centers		Other NGOs/CSOs
	Media		Others (specify)

What were the main objectives for the project identified as a result of this preparatory phase?

_____

_____

_____

_____

What were the major challenges faced during this phase?

_____

_____

_____

_____

Looking back, what issues that were identified and/or overlooked during this preparatory phase had an impact on the successive implementation phase?

_____

_____

_____

_____

C. Project implementation phase

Technical components

1. GHG inventory

Base year of the GHG inventory:

Base years used in previous GHG inventories:

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	

Final outcome	
Final output 1	
Final output 2	
Final output 3	

…	

Please, shortly discuss the expected outcomes and outputs of the GHG inventory component and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the causes (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

_____

_____

_____

_____

Can you describe the process(es) implemented to generate and validate outcomes and outputs?

_____

_____

_____

_____

What pieces of advice do you have for future project teams?

_____

_____

2. NDC tracking

Expected outcome(s)	
Expected output 1	
Expected output 2	
Expected output 3	
…	

Final outcome(s)	
Final output 1	
Final output 2	
Final output 3	
…	

Please, shortly discuss the expected outcomes and outputs of the NDC tracking component and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the causes (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

_____

_____

_____

_____

Can you describe the process(es) implemented to generate and validate outcomes and outputs?

_____

_____

_____

_____

What pieces of advice do you have for future project teams?

_____

_____

3. Climate Change Impacts & Adaptation

Expected outcome(s)	
Expected output 1	
Expected output 2	
Expected output 3	
…	

Final outcome(s)	
Final output 1	
Final output 2	
Final output 3	
…	

Please, shortly discuss the expected outcomes and outputs of the climate change impacts and adaptation component and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the main reasons (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

_____

_____

_____

_____

Can you describe the process(es) implemented to generate and validate outcomes and outputs?

_____

_____

_____

_____

What pieces of advice do you have for future project teams?

_____

_____

4. Financial, technology development and transfer and capacity-building support needed and received and other information (if applicable)

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	
…	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
…	

Please, shortly discuss the expected outcomes and outputs of the financial, technology development and transfer and capacity-building support needed and received and other information (if applicable) component and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the main reasons (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

_____

_____

_____

_____

Can you describe the process(es) implemented to generate and validate outcomes and outputs?

_____

_____

_____

_____

What pieces of advice do you have for future project teams?

_____

_____

Capacities and use of capacities

Do you believe the project has built - in a durable and cost-effective way - human and institutional capacities? Please, elaborate.

_____

_____

_____

Please, estimate the amount of work done by national consultants versus international consultants:

_____% national consultants. _____% international consultants and _____% national staff.

What work was entrusted to international consultants and for what reasons?

_____

_____

_____

What would you have done differently, or do you advise the next project team to consider in this context?

_____

_____

_____

Additional remarks

_____

_____

_____

Institutional arrangements

Please, summarize an overview of the institutional arrangements for the project implementation.

_____

_____

_____

Please, describe the composition of the project team.

_____

_____

_____

Will the team remain in place, even after the project has fully closed?

_____

Were gender considerations taken into account during the project design and implementation? If so, how?

_____

_____

_____

Which were the strengths and weaknesses of the institutional arrangements used?

_____

_____

_____

What suggestions have you to make regarding the institutional arrangements for future NC and BTR work?

_____

_____

_____

Additional remarks

_____

_____

_____

Technical support from **Consultative Group of Experts** *or other bodies*

Has the project team, or members of the project team, participated in national, regional or global training events organized by a center of excellence or above-mentioned body during the course of the project? If yes, please, specify the training event(s).

_____

_____

_____

What has been the contribution of this participation to the project results?

_____

_____

_____

What identified knowledge gaps holding back the proper implementation of the NC and/or BTR project could not be addressed by any of the above-mentioned bodies?

_____

_____

_____

In addition to capacity building support, what other assistance did the project team receive during project implementation? (e.g. review of draft report, technical backstopping of international expert)

_____

_____

_____

Has UNDP provided timely and valuable support during project design and implementation? Please explain.

_____

_____

_____

D. Next steps

How will findings of the project be further disseminated, if at all?

_____

_____

_____

Are balance funds available under the NC and/or BTR project going to be used to identify the strategy of the next report?

_____

_____

_____

At full project closure, is there a person or institute to whom one can turn in case there are follow-up questions to the NC and/or BTR?

_____

_____

_____

Has the Government expressed interest to further work with UNDP on the next coming report? If no, please explain.

_____

_____

_____

E. Additional information

Date	
Name and e-mail address of person who completed this template	
Others involved in completion of this template (names of individuals and their institutions)	

In case a terminal evaluation report has been produced, please link it here.	
Other attachments	