United Nations Development Programme
Project Document

Project title: Strengthening the Capacity of Institutions in Chad to comply with the Transparency Requirements of the Paris Agreement		
Country: Chad	**Implementing partner (GEF Executing Entity):** Ministry of Environment, Fisheries and Sustainable Development	**Execution Modality:** CO Support to NIM
Contributing Outcome (UNSDCF/CPD, RPD, GPD): *RELATED CPD OUTCOME: By the end of 2026, state and non-state actors, particularly target groups, develop sustainable food systems that are resilient to climate change and local and regional crises, enabling them to improve their food and nutrition security and their living conditions.* *RELATED STRATEGIC PLAN OUTCOME: Resilience built, to respond to systemic uncertainty and risk.*		
UNDP Social and Environmental Screening Category: Low	**UNDP Gender Marker:** GEN2	
Quantum Award ID: 1268938	**Quantum Project ID:** 01001729	
UNDP-GEF PIMS ID number: 6706	**GEF Project ID number:** 10644	
LPAC meeting date: 2 February 2024		
Latest possible date to submit to GEF: 30 Nov 2023		
Latest possible CEO endorsement date: 30 Mar 2024		
Project duration in months: 48 months		
Planned start date: 1 August 2024	**Planned completion date:** 30 July 2028	
Expected date of Mid-Term Review (MTR) submission to the GEF: 1 August 2026	**Expected date of Terminal evaluation (TE) submission to the GEF:** 1 February 2029	
Expected Operational Closure Date: 30 April 2029	**Expected Financial Closure Date:** 30 October 2029	
Brief project description: The Paris Agreement establishes an Enhanced Transparency Framework (ETF) for all Parties with a view to build mutual trust and confidence, and most importantly, to provide a clear understanding of climate change action. For this purpose, the Government of Chad and all Parties have made the commitment to undertake domestic climate actions, and regularly prepare and communicate their ambitious efforts in the form of nationally determined contributions (NDCs) that they intend to achieve. Parties further have to account for their NDCs in a transparent, accurate, complete, comparable, and consistent manner. This project will assist Chad to overcome the barriers that prevent the country from meeting its international commitments as set out in Articles 4 and 13 of the Paris Agreement (PA).		

The project will provide support for building institutional and technical capacities to meet these enhanced transparency requirements as defined in Article 13 of the Paris Agreement. It will use a capacity strengthening approach to shift from *ad hoc* reporting to a continuous process of monitoring, reporting, and verification (MRV) that will capture transparency activities and allow the country to track its progress against its commitments under its NDC.

The first project component will establish national institutional arrangements for an enhanced transparency framework, the second project component will introduce MRV systems that will support the enhanced transparency framework, and the third project component will provide capacity building for stakeholders that will be necessary to support transparency-related activities over time.

FINANCING PLAN	
GEF Trust Fund	USD 1,045,000
UNDP TRAC resources	USD 150,000
(1) Total Budget administered by UNDP	**USD 1,195,000**
(2) Total confirmed co-financing to this project not administered by UNDP	**USD 200,000**
(3) Grand-Total Project Financing (1)+(2)	**USD 1,395,000**

SIGNATURES

Signature: To be added.	**Agreed by Government Development Coordination Authority**	**Date/Month/Year:** 07-11-24
Signature: To be added.	**Agreed by Implementing Partner**	**Date/Month/Year:**
Signature: **UNDP Resident Representative in Chad**	**Agreed by UNDP**	**Date/Month/Year:** 30/10/2024

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LIST OF ACRONYMS AND ABBREVIATIONS

AfDB	African Development Bank
BTR	Biennial Transparency Report
BUR	Biennial Update Report
CBIT	Capacity Building Initiative for Transparency
CSO	Civil Society Organization
DLCC	Directorate for the fight against climate change
ETF	Enhanced Transparency Framework
EWS	Early Warning System
FAO	Food and Agriculture Organization
GEF	Global Environment Facility
GHG	Green House Gas
IPCC	Intergovernmental Panel on Climate Change
ICTU	Information necessary for clarity, transparency and understanding
LOA	Letter of Agreement
LULUCF	Land Use, Land Use Change and Forests
MCANM	Ministry of Civil Aviation and National Meteorology
MEA	Multilateral Environmental Agreements
MEFSD	Ministry of Environment, Fisheries and Sustainable Development
MoU	Memorandum of Understanding
MPG	Modalities, Procedures and Guidelines
MRV	Monitoring, Reporting and Verification
MSC	Members of the Steering Committee
NAMA	Nationally Appropriate Mitigation Actions
NAPA	National Action Program for Adaptation to Climate Change
NAP	Chad's National Adaptation Plan
NC	National Communication
NDC	Nationally Determined Contribution
NEAP	National Environmental Action Plan
NEP	National Environmental Policy
NGO	Non-Governmental Organization
NTCC	National Team on Climate Change
PA	Paris Agreement
PATPA	Partnership for Transparency in the Paris Agreement
PIF	Project Identification Form
PIR	Project Implementation Report
PMU	Project Management Unit
PND	National Development Plan
PPG	Project Preparation Grant
POPP	Programme and Operations Policies and Procedures
QA/QC	Quality Assurance / Quality Control
SDG	Sustainable Development Goals
SNC	Second National Communication
TACCC	Transparency, Accuracy, Completeness, Consistency, and Comparability
TAP	Technology Action Plan
TNA	Technology Needs Analysis
TNC	Third National Communication
UNCBD	United Nations Convention on Biological Diversity
UNCCD	United Nations Convention to Combat Desertification
UNDAF	United Nations Development Assistance Framework
UNFCCC	United Nations Framework Convention on Climate Change
V & A	Vulnerability and Adaptation

DEVELOPMENT CHALLENGE

Context and importance at the global level

Chad ratified the United Nations Framework Convention on Climate Change (UNFCCC) in April 1993, as well as the Paris Climate Agreement in January 2017. The Paris Agreement (PA) aims to strengthen the global response to climate change and its effects, including maintaining the increase of the planet's temperature at below 2°C in relation to preindustrial levels,while striving to limit this increase to 1.5°C.
To meet this objective, the Parties must act for the climate nationally, and regularly prepare and communicate their ambitious efforts in the Nationally Determined Contribution (NDC). Additionally, , the Parties are required report on the implementation of their NDCs in a clear, transparent, and comprehensible adhering to ICTU (information necessary for clarity, transparency and understanding) guidelines.

Article 13 of the PA established an Enhanced Transparency Framework (ETF) to regularly measure progress made by countries in reducing GHG emissions. The ETF requires substantial and immediate progress in national monitoring, reporting and verification (MRV) systems and in strategic planning for decarbonization. This entails switching from various data collection methodologies, which are often not integrated or up to date, to robust integrated systems. This requires countries to put new structures in place for governing transparency, develop and implement national MRV systems, and implement and ensure integration of new data and information flows with predefined interval.

Under the existing transparency obligations of the UNFCCC, Article 13 of the PA establishes an Enhanced Transparency Framework (ETF) for action and support.
This Framework includes built-in flexibility that considers the different capacities of the Parties and isinformed by collective experience. Specifically, , each Party is required to provide the following in their Biennial Transparency Report (BTR):

1. A national inventory report detailing GHG emissions (by sources) and removals (by sinks);
2. Information necessary for tracking progress toward achieving their NDC;
3. Data related to climate change impacts and adaptation;
4. Information on financial, technology transfer and capacity-building support needed and received;
5. Details on related themes such as gender and social inclusion.

Paragraph 86 of the Conference of the Parties' decision on the adoption of the PA calls upon Global Environment Facility (GEF) to support the implementation andadvancement of the Capacity-Building Initiative for Transparency (CBIT). This initiative is designed to assist developing countries respond to the enhanced transparency requirements of the PA, both before and after 2020.
The CBITaims to help countries establish or strengthen their internal capacities to track progress on national commitments under the Paris Agreement and to produce more comprehensive and accurate reports capturing their implementation in the medium to long-term. Furthermore, CBIT supports countries to build capacity to increase the level of ambition under the Paris Agreement, by enhancing ability to generate and up-to-date data on emissions in all sectors as well as in the impacts of adaptation measures in improving resilience of communities and ecosystems.

Climate transparency and the political context of Chad

According to Article 57 of Chad's Constitution, "*The protection of the environment is a duty for all. The State and the Autonomous Communities defend and protect the environment. Just reparation must be made for any damage caused to the environment.*" The Government has made provisions to promote sustainable development, establishing an institutional and legal framework for environmental management which incorporates climate change measures. This frameworkincludes:

- *Policy, Strategies, and Actions Against Climate Change*: For over 25 years, , the international community has recognised the destructive effects of climate change and the urgent need for mobilisation to address it. In response, Chad has taken a series of measures to promote Climate Change adaptation and mitigation on the numerous international commitments. The country has adopted a substantial body of strategic of documents strategic and normative texts.
- ***International agreements and treaties:*** To combat the global phenomenon of climate change, the international community adopted three key agreements : the United Nations Framework Convention on Climate Change (UNFCCC), adopted in 1992 in Rio de Janeiro (Brazil); the Kyoto Protocol, adopted in 1997 in Kyoto (Japan); and the Paris Climate Agreement, adopted in 2015 in Paris (France).

- **United Nations Framework Convention on Climate Change**

The UNFCCC serves as a climate change charter for the international community Climate Change efforts, establishing the *"common but differentiated responsibility"* of the States. The Republic of Chad signed and ratified the UNFCCC in June 1992 and April 1993 respectively. Chad's commitments focus on conducting national inventories of anthropogenic emissions, developing emission mitigation strategies , t implementating of climate change adaptation measures, and the evaluating and transferring Climate-related technologies, in accordance with Article 12 of the Convention.

- The Kyoto Protocol

The Kyoto Protocol, an extension of the United Nations Framework Convention on Climate Change (UNFCCC) was adopted on 11 December 1997 in Kyoto, Japan. Its primary goal was to mitigate climate change by taking measures to protect the climate. The Kyoto Protocol (KP) established rules for reduction of greenhouse gas emissions coming into force in 2005. It officially gave way to the Paris Agreement in 2021. Chad signed and ratified the Kyoto Protocol in December 2015 and November 2016 respectively.

- Paris Agreement on Climate Change (PA)

The International negotiations under the UNFCCCled to the 21st Conference of Parties (COP21) in Paris, held from from 30 November to 11 December 2015. This conference resulted in the PA, with it official signing ceremony at the United Nations headquarters in New York on 22 April 2016. In total, 175 countries, including Chad, signed the PA. It entered into effect on 4 November 2016, thirty days after being ratified by at least 55 parties representing 55 percent of global greenhouse gas emissions. The main objective of the PA is to maintain the increase in the average global temperature at below 2°C during this century, with efforts to limit the increase , to 1.5°C above pre-industrial levels. Achieving these objectives require a rapid reduction of greenhouse gas emissions in tandem with the significant strengthening of social and economic resilience to climate change. *Chad ratified Paris Agreement on 12 Jan 2017.*

- By signing and ratifying the UNFCCC, the KP and the Paris Agreement, Chad is committed to fulfilling its obligations, including the submission of National Communications, Biennial Update Reports, Biennial Transparency Reports, Technology Needs Assessment reports, and others to the UNFCCC Secretariat.**National reports on actions to combat climate change.**
  - *First biennial update report (BUR1).* Chad is currently preparing its first biennial update report (BUR1) which is scheduled for completion and submission to the United Nations Framework Convention on Climate Change (UNFCCC) in 2024,

- *Initial National Communication on climate change (INC)* was submitted to the UNFCCC in October 2001,
- *Second National Communication on Climate Change* (SNC) ,submitted in June 2010,
- *Third National Communication on Climate Change (TNC)*,submitted in September 2021.
- *First Nationally Determined Contributions*: In accordance with the Government of Chad policy guidelines for development, the country, which aspires to become an emerging economy by 2030, remains committed to, strengthening environmental protection, adaptation to the effects of climate change and mitigation of greenhouse gas emissions. To this end, Chad's revised NDC provides for the implementation of approximately ten core programmes in adaptation and around a dozen priority programmes in the mitigation sector. In both the medium and long term, the Green Climate Fund should provide a substantial proportion of the funding for the implementation of Chad's expected NDC. Chad developed its initial NDCs in 2015 and submitted its revised NDC in October 2021.

The "GCCA[1]-Chad" initiative and the Green Climate Fund Readiness Programme for Chad contributed to strengthening institutional cqpqcities and the regulatory framework: These efforts enables Chad to fully this financial mechanisms and implement adaptation and mitigation projects and actions.

Gaps and barries to transparency:

In the case of Chad, structural and important gaps and barriers persist concerning the transparency of reporting on GHG emissions and impacts of climate policies and actions. The main gaps and barriers, which are further elaborated in the baseline scenario section, can be classified as follows:

- Institutional gaps and barriers in the coordination: Challenges exist in the coordination of activities to address climate change, characterised by lack of data-sharing procedures, the weak inter-sectoral and national coordination, and difficulties in integrating climate change into decision-making and development policies.

- **Legal, regulatory, and procedural gaps and barriers** in establishing appropriate mandates and reliable MRV tools to prepare Greenhouse Gas (GHG) inventories and to track implementation of Nationally Determined Contributions (NDC).
- **Lack of up-to-date climate data: These is an absence of current climate data, including** emission factors in relevant national sectors. Additionally, there is a lack of protocols / methodologies and mechanisms to collecting and share the information. Consequently, Chad lacks a robust and detailed MRV system necessary for preparing GHG inventories and tracking NDC implementation.
- Insufficient capacities and technical expertise: the knowledge and capacities of national experts regarding compliance with the PA and for the implementation of its transparency requirements is insufficient inadequate. In-country experts are not well-versed in transparency-related activities and lack understanding of what transparency entails and its potential benefits it offers. The country has insufficient qualified experts to effective plan, set and achieve targets that are compliant with the transparency requirements of the PA.

[1] Global Climate Change Aliance

Climate transparency needs:

Chad's climate transparency needs were identified in the updated Nationally Determined Contribution (NDC), submitted in October 2021. The specific capacity-building needs were identified by distinguishing mitigation needs from adaptation needs.

The specific capacity-building mitigation needs are as follows:

- Establishing a National MRV agency that involves the various sectors, which will enable Chad to establish a national transparency system covering the regular updating of GHG inventories, the definition and reporting of mitigation action monitoring indicators and the necessary and received support; capacity-building in the field of national statistics and the definition of mitigation actions at sectoral level, particularly in the context of the energy transition (energy accounting, forecasting, programming of energy management actions, monitoring and evaluation of actions implemented, definition of new sectoral action plans, etc.), but also in other sectors such as agriculture, LULUCF (with the establishment of a forest inventory and monitoring of the impact of actions over time) and waste treatment.
- **Building the capacity of stakeholders** to implement the carbon market mechanisms provided for in Article 6 of the Paris Agreement, as well as technology transfers.
- In addition, the updated NDC highlighted the inadequacy of local capacity in the sustainable energy projects value chain of and the limitations of statistical data on energy resources. To this end, specific needs for capacity building and technology transfer in the sustainable energy sector have been identified in the updated NDC[2].

In terms of adaptation, the needs are in human, institutional and technical capacity building, financial support and technology transfer sectors.

Human and institutional capacity-building needs:

- Inform, educate, and communicate on climate risks and adaptation technologies (develop populations' ability to react).
- Enhance the skills of stakeholders' pqrticulqrlywomen and farmers regarding new technical practices in intensified and sustainable production methods
- Support research and encourage technology transfers between research bodies and agro-sylvo-pastoral stakeholders.

- Assist institutions in identifying adaptation priorities for socioeconomic sectors based on the needs of the population, while promoting intersectoral coherence, especially during the development of the National Adaptation Plan.

Organizational capacity-building needs:

The country's civil society organizations and local authorities need to be strengthened by:

- Defining a vision and strategy to effectively deal with the concerns of underprivileged and/or vulnerable groups.
- Defining appropriate organizational structures.
- Establishing mechanisms for funding research, financial and human resource management systems.

Organisational Technical Capacity-building Needs:

- Local authorities need capacity-building in participatory planning, implementing strategies, programmes, and projects for adaptation to climate change which are integrated into communal sustainable development plans.

[2] Contribution Déterminée au niveau Nationale-Tchad, Octobre 2021, P.39

- Stakeholders require knowledge and expertise in the following areas: building structures to protect against the impacts of climate change; designing and operating more ecological production and consumption methods; identifying vulnerable species; designing and developing a warning and prevention mechanism for disasters which result in climate change; active participatory research methods (decentralized administrations), associations, NGOs, researchers and other development stakeholders – this training should focus on vulnerable groups' adaptation to the impacts of climate change.

Capacity-building needs in terms of access to information and knowledge:

- Developing and implementing a communication strategy between the coordinating administration of the climate change component (Directorate for the fight against Climate Change - DLCC of MEFDD) and other development players.
- Developing a national programme for awareness-raising, information and training on climate change or support for existing programmes.
- Supporting all relevant stakeholders to participate in global, regional, and sub-regional climate change forums.
- Provide Information and train managers and hosts of provincial, local and community forums on themes relating to vulnerable groups' adaptation to climate change.

Research and development capacity-building needs:

- Support with identification and development of policy and regulatory action research projects to build the necessary skills in voluntary carbon trading, mobilizing the funds which result from it, and fair and transparent benefit-sharing mechanisms.
- Developing qualified human resources to manage climate change issues is a priority for Chad. It is necessary to develop and implement short, medium, and long-term training programmes on the GHG inventory, developing scenarios, mitigation analysis, evaluating vulnerability and adaptation, analysing policies, and strengthening national climate change coordination institutions.

To fulfill its obligations under the PA, Chad must establish a functional transparency framework and to effectively lead ongoing transparency activities. If this objective is met, the country will comply with Article 13: and gain the necessary capacity and knowledge to take decisive action to reduce vulnerability and commit to its strategic ambitions in relation to climate change while making progress on sustainability.

The current institutional arrangements on transparency:

Chad already has some structures and an institutional framework for implementing the Paris Agreement. In particular, the Directorate for the fight against Climate Change - DLCC, within the Ministry for the Environment, Fisheries and Sustainable Development (MEFSD), is the national focal point for the UNFCCC, and coordinates climate change action with all public and private stakeholders, especially with all sectoral ministries (Ministry of Agriculture, Ministry of Livestock, Ministry of Public Health, Ministry of Petroleum, Mines and Energy, Ministry of Infrastructure and Transport, Ministry of National Education, Ministry of Higher Education, Ministry of Information and Communication, Ministry of Women and Social Affairs, Ministry of National Defence). The DEELCC is also responsible for the coordination and monitoring of the implementation of various activities of the UNFCCC. This includes the pursuit of an enhanced transparency framework (ETF) as established by the Paris agreement. This CBIT project is therefore the responsibility of MEFSD, and it builds upon these existing efforts and initiatives.

The High National Committee for the Environment (HCNE), created by Decree No. 822/PR/MET/95 of 20 October 1995, is another important body in this institutional mechanism, ensuring effective implementation of the articles of the Constitution relating to the protection of the environment, integration of environment and

development, and actual implementation of sustainable development policies. In addition, the HCNE also carries out arbitration where there are competing options between development and environmental protection priorities.

The knowledge base and capacities of national experts regarding compliance with the Paris Agreement (PA) and the implementation of its transparency requirements at the national level are still in the early stages of development. Many in-country experts are generally unfamiliar with transparency-related activities and their associated requirements. While some individuals are aware of the transparency obligations, a significant number still need to fully grasp the concept of transparency and its potential benefits.

There is a shortage of qualified experts capable of planning, set targeting, and achieving the targets set in conformity with the transparency requirements of the Paris Agreement. Considering Chad's national circumstances, there is a need to increase the participation of qualified women experts in all transparency activities. The CBIT project will ensure an equal opportunity for participation between men and women in the institutional arrangement and the workshops (training, consultation, validation, etc.).

Chad's scientific resources and climate change data provide a foundation of information which can improve climate transparency, through the CBIT project, to comply with the strengthened transparency framework required by the PA. The climate information currently available is about a decade old. There may be more recent data, but they are not stored on national systems; on the contrary, they are still held by external sources who are not obligated to share such crucial information with the Government of Chad. To address this challenge,, the CBIT project seeks to integrate both existing and future information into national information systems, fostering better access and utilisation of information for improved climate transparency.

Alignment with national priorities and strategies:

The project aligns with national strategies and plans, facilitating their successful implementation. The monitoring, reporting, and verification (MRV) systems established through this project, along with the enhanced capacities, will contribute significantly to tracking the implementation of various strategic national planning documents. Additionally, this initiative will support the monitoring of the Sustainable Development Goals (SDGs) and reinforce Chad's commitment to sustainable development.

Table 1: Alignment of the CBIT project with national priorities and strategies

Strategies, national plans or reports and evaluations	Links and basic information provided to the CBIT project
Vision 2030	The project is aligned with Chad's Vision 2030, more precisely with the main objective of its fourth focus area, which is to improve the living conditions of the population and reduce social inequality while preserving natural resources and adaptation to climate change. The National Development Plan (NDP) 2017-2021 arises from this Vision and amounts to a model for integrating the "climate change" dimension in a development policy.
National Gender Policy 2011-2020	This project will ensure that all aspects of gender issues are approached fairly by complying with the National Gender Policy 2011-2020, the aim of which is that: "By 2020 Chad will be a country that is free from all forms of gender inequality and injustice, where men and women have equal opportunities to access and manage resources, and to participate equally in decision-making processes in the interests of sustainable development."
National Action Programme for Adaptation (NAPA)	The proposed project is also based on priority No. 10 of the National Action Programme for Adaptation, "Management of climate risks".
Nationally Determined Contribution (NDC)	Chad's revised NDC presents mitigation and adaptation action plans that will lead to low-carbon emission development. The CBIT project enhance and intensify MRV activities related to the implementation of these action plans. It will contribute to

Strategies, national plans or reports and evaluations	Links and basic information provided to the CBIT project
	build a national framework to track the implementation of the NDC and to prepare the next revision with high data quality and ambition. The improvements to GHG accounting, the enhancement of institutional and organizational capacities to track and communicate the progress towards the NDC implementation as well as the establishment of a tracking system for progress made in NDC implementation and achievement brought about by the GEF project will enable more accurate tracking of national and sectoral GHG emissions and targets and will, therefore, facilitate comparisons between actual emissions and emission targets, thereby enabling corrective policy actions to be adopted as and when necessary.
United Nations Development Assistance Framework (UNDAF)	The CBIT project complies with the United Nations Development Assistance Framework (UNDAF) 2017-2021 for Chad under strategic result 2: social protection, sustainability and crisis management, and result 5: "By the end of 2021, farmers, livestock farmers, fishermen and small producers, in particular young people and women in the targeted regions will use sustainable production systems to meet their basic needs, supply the market and adopt a way of life that is more resilient to climate change and other environmental challenges."
Sustainable Development Goals (SDGs)	The CBIT project will contribute to SDG 13 (take urgent action to combat climate change and its impacts), in particular target 13.3, "Improve education, awareness-raising, and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning", and indicator 13.3.2, "Number of countries that have communicated institutional, systemic and individual capacity-building to implement adaptation, mitigation, technology transfer and development actions."
Third National Communication (TNC)	The CBIT project is aligned with Chad's Third National Communication (TNC) and will be based on its various results, as described in detail in the section, "Climate transparency and the political context of Chad".
Biennial Update Report (BUR1)	Chad is currently preparing its first Biennial Update Report (BUR1). Nonetheless, the CBIT project is consistent with BUR1, the expected results of which are: (1) relevant national circumstances and institutional arrangements for preparing revised and updated NCs and BURs; (2) a national GHG inventory from 1995 to 2017; (3) a description and analysis of mitigation actions and their effects; (4) an analysis of needs, financial technologies and mitigation capacities; and (5) support for the process for organizing implementation methods for a national monitoring, reporting and verification (MRV) system.
National Adaption Plan (NAP)	In October 2019, the Government of Chad launched the National Adaption Plan (NAP), which was implemented by MEFSD. The CBIT project complies with Chad's NAP, which aims to tackle short, medium, and long-term climate change risks, establish efforts to strengthen policies and capacity-building, integrate climate change in planning processes, carry out development budgeting, and catalyze investment for adaptation to climate change.
National Strategy to Combat Climate Change in Chad (NSCCC)	This project si aligned with the National Strategy to Combat Climate Change in Chad (NSCCC) which has the general objective of guiding and aligning the political, institutional, technical, scientific, and financial initiatives to tackle climate change. The NSCCC aims to equip Chad with the means to adapt to global climate change mitigation efforts by implementing coherent policies and programmes based on a diversified economy with sustainable use of natural resources and energy transition.
National Gender Policy (2017)	The CBIT project will contribute to enhance the gender mainstreaming in the national transparency system, based on the National Gender Policy which is promoting the systematic integration of the gender dimension into planning, budgeting, implementation and monitoring/evaluation systems.
National Private Sector Strategy (2020)	The CBIT will enhance the role of the private sector in the Chad's national transparency framework. This private sector strategy will serve as a baseline to promote the data sharing and data management from the private sector activities, and for the preparation of training session including the needs from private sector.
Renewable Energy Development Master Plan	This master plan is the guideline of the development of energy sector, with focus on renewable energy. The CBIT project will use the data and information contained in this strategic plan for the energy sector (one of the key sectors of the CBIT project).

STRATEGY

The CBIT project design is in line with the GEF focal area on climate change mitigation 3-8 "promote favourable conditions for the integration of mitigation concerns in sustainable development strategies through a capacity-building initiative for transparency." The strategy of the GEF-7 climate change focal area aims to help developing countries effect transformative changes towards low-emission and climate change resilient development pathways. More precisely, the CBIT project, in accordance with paragraph 85 of the COP decisions adopting the Paris Agreement will contribute to:

a) **Strengthening national institutions for transparency activities aligned with national priorities.**

The CBIT project includes many capacity-building activities for national institutions in the main areas of climate change transparency. The capacity of institutions will be considerably strengthened, and Chad will be equipped to comply with the transparency provisions of the PA.

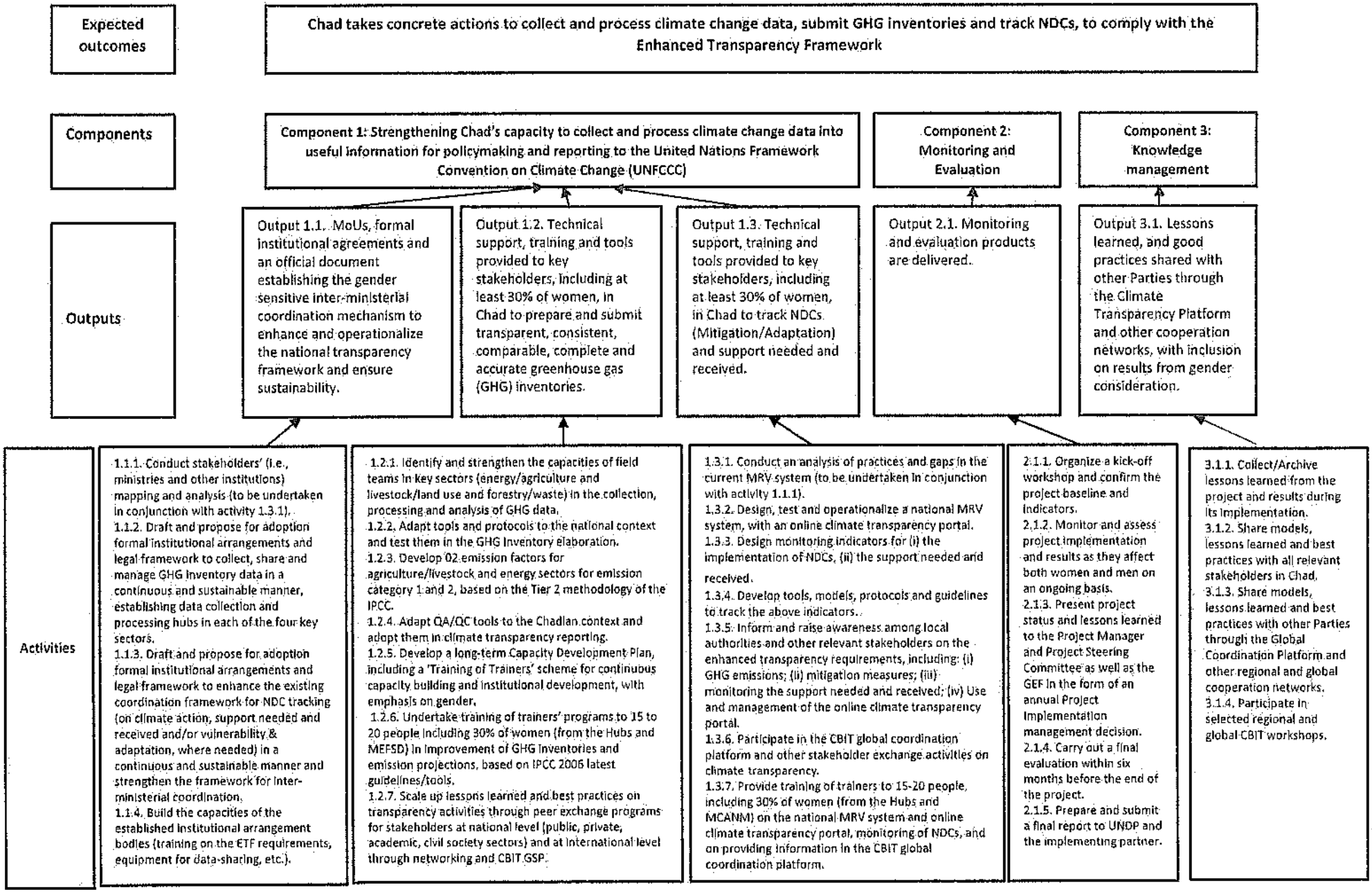
b) **Providing tools, training, and appropriate assistance in complying with the provisions set out in Article 13 of the Paris Agreement.**

The CBIT project plans for the design and operation of a national MRV system, including the creation of an online portal on climate transparency for storing and distributing data from national GHG inventories and BURs. This portal is vital for allowing more regular and rigorous distribution of national GHG inventories, as defined in Article 13 of the PA. Cutting-edge equipment and tools for collecting data will also be acquired. The project will also provide training to field data teams from the main emission sectors (energy, agriculture and livestock/land-use and forestry/waste), on collecting, processing and distributing data.

c) **Improving transparency over time.**

The following figure illustrates the project's strategy and theory of change.

Figure 1. Theory of change



Deliverables	1.1.1. Report on mapping, analysis and stakeholder engagement (including a SWOT and gender analysis of the existing institutional arrangement) as well as assessment of the legal and regulatory framework on climate initiatives, an overview of available data on change climate. 1.1.2. Documents on the institutional arrangements and legal framework establishing the processes enabling the four clusters to collect and manage GHG inventory data are prepared and submitted for approval. 1.1.3. Documents on institutional arrangements and legal framework to collect and manage NDC monitoring data are prepared and submitted for approval. 1.1.4. Draft memoranda of understanding, establishing the interministerial coordination mechanism, for approval by the Government. 1.1.5. Institutional bodies are trained on the ETF requirements and have operational equipment.	1.2.1. A document describing a capacity development needs and plan, including a "train the trainers" program for continued capacity building and institutional development. 1.2.2. Report containing guidelines and instructions on the use of tools and protocols for the development of the GHG inventory adapted to the national context. 1.2.3. Report on 02 country-specific emission factors developed for agriculture/livestock and energy sectors, including methodologies, tools and assumptions adopted as well as a calculation report. 1.2.4. Report on the use of QA/QC tools and protocols proposed by the relevant stakeholders. Quality Assurance/Quality Control Plan for reporting to the UNFCCC, including Standard Operating Procedures (SOPs) based on the 2006 IPCC guidelines and 2019 refinement. 1.2.5. A long-term Capacity Development Plan, including a 'Training of Trainers' scheme for continuous capacity building and institutional development, with emphasis on gender. The ToT program hosted by the COTNACC composed of high-level technical experts from public ministries, civil society, research centers and the private sector. 1.2.6. Training of trainers reports for Hub and MEFSD actors in improvement of GHG inventories and emissions projections, with information on the attendance of women. Deliverable 1.2.7. Report on Scaling up lessons learned and best practices on transparency activities through peer exchange programs for stakeholders at national level (public, private, academic, civil society sectors) and at international level through networking and CBIT GSP.	1.3.1. Report including recommendations on the best IT solution to establish the online climate transparency portal in support of the national MRV system. 1.3.2. Report on the creation and operation of the online climate transparency portal to support the national MRV system. 1.3.3. A National Climate Transparency Manual detailing: processes and data management steps to support the MRV system; country-specific tools, templates, protocols and guidelines to monitor NDC implementation, including support needed and received. 1.3.4. Report of the meetings with local authorities and other stakeholders on the enhanced transparency requirements. 1.3.5. Awareness raising activities report, with information on the attendance of women, on the ETF: (i) GHG inventory (ii) mitigation measures, (iii) tracking support needed and received; (iv) using and managing the online climate transparency portal. 1.3.6. Reports of participation in regional MRV network meetings and annual global CBIT workshops 1.3.7. Training of trainers reports for Hub and MTCANM actors the national MRV system and online climate transparency portal, monitoring of NDCs, and on providing information in the CBIT global coordination platform, with information on the attendance of women.	2.1.1. Baseline and project indicators, including gender dimension. 2.1.2. Annual project implementation reports (PIR). 2.1.3. MTR and Final project evaluation reports. 2.1.4. Final project report	3.1.1. Supports for capitalizing on good practices established. 3.1.2. Reports from regional and global CBIT workshops. 3.1.3 Communication strategy fulfilled.

Specific capacity development needs	• Training of elected officials and leaders on the challenges of climate change; • The data generating, gathering, archiving, and analysing capability of the country is still inadequate and should be enhanced; • Relevant institutions such as the Ministry of Environment, Fisheries and Sustainable Development, the Ministry of Petroleum and Energy and the Ministry of Civil Aviation and National Meteorology (MCANM) need to be strengthened in terms of training of staff and facilities; • Skilled human resource development to handle climate change issues is a priority for Chad. There is a need to develop and implement a training programme which contains both short-term and long-term training in among others GHG inventory, scenario development, mitigation analysis, V&A assessment, policy analysis; and • Strengthening of the national focal institutions related to climate change.

As the above figure illustrates, Chad's main capacity-building needs, to establish a national transparency system which fulfils the requirements of the strengthened transparency framework, will be addressed by the results of the CBIT project.

The following table presents both the current and expected situation following implementation of the CBIT project.

Table 2: Expected impact of the CBIT project

The exising limiting behaviour that will be addressed to support the achievement of results	Desired/transformation behavior
The purpose of sharing and compiling data is not clear among stakeholders; clear roles and responsibilities are missing; and capacity is lacking on the methodologies and tools to apply. This leads to inability in allocating resources to data management.	Stakeholder consultations, capacity-building activities and formal agreements related to systematic data compiling will help support the change of attitude towards data management. All involved actors understand their roles in the institutional arrangements and the purpose of generating, sharing, storing, analysing, and compiling data.
Insufficient reliable, accessible, and structured climate data in key sectors. Data management is not seen as a priority and is not being perceived as a resource to design climate policies and plan for an efficient NDC implementation process. Few individuals and institutions have the knowledge that would allow them to take more informed decisions.	Access to climate data through the online climate transparency portal will improve evidence-based climate planning. Climate data will be presented in a clear way, thus leading to more awareness about climate change at different levels of the society. The operationalization of the online portal will lead to informing the public and raising awareness, and consequently to increased awareness and involvement of a wide range of stakeholders where the fight against climate change will be more fully integrated into all aspects and levels of society.
Government staff is unable to improve the quality of reported data due to capacity, financial and technical constraints in the collection and management of GHG and associated data.	Furthermore, adopting appropriate tools and training staff and stakeholders concerned will strengthen capacities in collecting and managing climate change data, including interpreting, and storing data and updating databases.

Benefits, additional costs and expected contributions:

This project's activities fall within the scope of programming guidelines. Co-financing is necessary for this project. In this regard, the Government of Chad has made plans to co-finance the project by up to USD 200,000 via the Ministry of Environment, Fisheries and Sustainable Development, and the UNDP Country Office Chad up to USD 150,000 (see the co-financing letters in the annexes).

Moreover, cost-effectiveness will be ensured as the CBIT project will leverage on the results from past initiatives (such as Chad's TNC, submitted in September 2021), coordinate with other related projects under development (such as the BUR1, planned to be completed in 2024), and rely on national resources and structures already in place in the country.

Table 3: Additional benefits from the implementation of the project

Business as Usual (without project)	Incremental Benefits (with project –contributions to the baseline)
Weak institutional coordination in reporting resulting in reports that lack integrity and may not pass peer review.	This project will strengthen the capacity of the Climate Change Department to coordinate, lead, plan, implement, monitor, and evaluate programs, strategies, and policies to enhance transparency. The project will also promote a diversity of approaches and initiatives with the purpose of increasing transparency and broadening stakeholder participation and confidence by providing free and open methods, data, and tools that are complementary to mandated reporting by national governments.
MRV system is in place but will not be fully operational due little or non-existant capacity.	The reporting system will be guided by the following principles: • Transparency of data sources, definitions, methodologies, and hypotheses. • Promoting ICTU (Information Clear, Transparent and Understandable) requirements in information and data management. • Free and open methods, data, and tools, which are truly "barrier free" to all stakeholders. • Increased participation and accountability of stakeholder's complementarity to mandated reporting by countries. • Promotion of accuracy, consistency, completeness, and comparability of greenhouse gas (GHG) emission estimates. • Harmonized reference data and modalities for transparency and accountability in the land-use sector. that acknowledge the abundance of available data and tools. • Good practice guidelines will be updated to reflect the availability of information derived from high- resolution global remote sensing images that can be used to complement national and local monitoring efforts for mitigation purposes. • Given the diversity of methods, data and definitions, specific attention will be given to safeguarding interoperability between approaches to enable convergence toward common estimates (such as actual emission reductions to be compensated for). • Datasets and services will be compatible with definitions and standards used in Intergovernmental Panel on Climate Change (IPCC) GHG accounting and resulting uncertainties will be quantified and reduced by comparing datasets and harmonizing definitions. • Multiple sources and types of monitoring and reporting (i.e., national forest monitoring system, independent monitoring, private sector commitment tracking) will co-exist and be integrated into a multi-level, flexible and diverse system. • The project will promote a transdisciplinary approach which will lead to much-needed transformational changes to realize the full potential of the Paris Agreement, and beyond. • Knowledge sharing platforms will be established including development of expert community-consensus guidance and

	training materials to make the best use of available data and information sources. This will increase opportunities for participation, transparency, and stakeholder maturity. • A continuous data user–producer dialog will be established to improve independent monitoring practices. • A framework for assessing and communicating the readiness levels of monitoring methods will be developed to track progress and inform countries on maturity, characteristics (precision, accuracy) and trade-offs of technologies. • The resulting monitoring and reporting system will lead to: • Increased participation and accountability of stakeholders. • Increased transparency of data sources, methodologies and assumptions with open methods, data, and tools – all free and accessible to all stakeholders. • Increased attention to accuracy, completeness, and consistency of GHG emission estimates. • All data and information services will be kept compatible with IPCC definitions and standards ensuring GHG accounting and resulting uncertainties will be quantified and reduced. • Multiple partner centres for sourcing, monitoring and reporting data with a formal arrangement with MEFSD and Ministry of Transport, Civil Aviation and National Meteorology (MTCANM) integrated into a multi-stakeholder, flexible, open and diverse system. • Knowledge exchange and sharing forums to be established that will lead to an expert community, thus increasing opportunities for participation and enhanced transparency.

RESULTS AND PARTNERSHIPS

Expected Results:

The aim of this project is to help Chad overcome the barriers that is preventing the country from fulfilling its international commitments laid down in Articles 4 and 13 of the Paris Agreement. The project is structured around the following technical component, Monitoring & Evaluation, Knowledge Management and Project Management Cost. All results will come from activities designed to make Chad's MRV system effective and compliant with the improved transparency framework.

The outputs presented below are aligned with paragraph 18 of the CBIT programming guidelines which contains the following: a) strengthen national institutions linked to transparency to manage, plan, coordinate, implement, monitor and evaluate the policies, strategies and programmes aimed at improving transparency, including identifying and disseminating good practice for strengthening institutions and Chad's national network of experts; b) support the process of integrating knowledge gained from transparency initiatives in national policies and decision-making; and c) help with the deployment and strengthening of the information and knowledge management system in order to meet the requirements of Article 13 of the PA. Further, information on project implementation and lessons learnt will be continuously shared with the UNEP-GEF CBIT Global Support Program, to make such information available to other Parties and initiatives while at the same time benefitting, through the platform, from other parties' experience.

Project Component 1: Strengthening Chad's capacity to collect and process climate change data into useful information for policymaking and reporting to the United Nations Framework Convention on Climate Change (UNFCCC).

Expected Outcome 1: Chad takes concrete actions to collect and process climate change data, submit GHG inventories and track NDCs, to comply with the Enhanced Transparency Framework.

Output 1.1. Memorandums of Understanding (MoUs), formal institutional agreements and an official document establishing the inter-ministerial coordination mechanism to enhance and operationalize the national transparency framework and ensure sustainability.

Output 1.1 will result in the establishment of an inter-ministerial coordination framework along with focal points (encouraging women nomination) in each of the four key sectors (energy / agriculture & livestock / land use & forestry / waste) which will ensure that established capacity is sustainable in the long term by avoiding that changes in one ministry would undo or negatively impact the established/strengthened capacity resulting from this project. Inter-ministerial coordination will also ensure that project results and NDC tracking information is higher up on the agenda of other ministries and help raise awareness on potential GHG mitigation options in those ministries.

The project will rely on the data base hosted by the MEFSD, on the existing sectoral databases and the AGORA 30 platform (lead Chad) whose operationalization is limited. The major challenge faced by these existing databases, concerns strengthening the institutional framework, technical and material capacities, operationalization and synergy of action between those databases.

This enhanced institutional arrangement will establish a sustainable framework of information sharing, as well as the coordination of the climate action reporting process. A special focus will be dedicated to the inclusion of women in the institutional arrangement bodies (at least 30% of women).
The expected ministries, institutions and other stakeholders that will take place in the above-mentioned institutional arrangements for inter-ministerial coordination on climate transparency are:

- Ministry of the Environment, Fisheries and Sustainable Development
- Ministry in charge of Energy,
- Ministry of Transports, Civil Aviation and National Meteorology (MTCANM)

- Ministry of Agriculture Production and Transformation
- Ministry of Economy, Plan, and Cooperation
- Ministry of Territorial Administration
- Ministry of Women and Early Childhood
- Ministry of Posts and Digital Economy
- National Institute for Statistics, Economic and Demographic Studies (INSEED)
- Council of Chambers
- National Council of Chadian Employers (CNPT)
- Association of SMEs
- Academia.

The engagement with the stakeholders will take place via structured meetings, interviews, workshops, and consultations. By understanding needs and expectations, communicating regularly and effectively, building relationships, seeking stakeholders' feedback and being proactive, the project aims to effectively engage stakeholders, ensure political buy-in, leverage insights, and contributions to address challenges, achieve consensus and deliver successful outputs.

The activities planned for this output include:

1.1.1. Conduct stakeholders' (i.e., ministries and other institutions) mapping and analysis (to be undertaken in conjunction with activity 1.3.1).
1.1.2. Draft and propose for adoption formal institutional arrangements and legal framework to collect, share, and manage GHG inventory data in a continuous and sustainable manner, establishing data collection and processing hubs in each of the four key sectors.
1.1.3. Draft and propose for adoption formal institutional arrangements and legal framework to enhance the existing coordination framework for NDC tracking (on climate action, support needed and received and/or vulnerability & adaptation, where needed) in a continuous and sustainable manner and strengthen the framework for inter-ministerial coordination.
1.1.4. Build the capacities of the established institutional arrangement bodies (training on the ETF requirements, equipment for data-sharing, etc.)

Deliverables under this output include the following:

- Deliverable 1.1.1. Report on mapping, analysis, and stakeholder engagement (including a SWOT and gender analysis of the existing institutional arrangement) as well as assessment of the legal and regulatory framework on climate initiatives, an overview of available data on change climate,
- Deliverable 1.1.2. Documents on the institutional arrangements and legal framework establishing the processes enabling the four clusters to collect and manage GHG inventory data are prepared and submitted for approval.
- Deliverable 1.1.3. Documents on institutional arrangements and legal framework to collect and manage NDC monitoring data are prepared and submitted for approval.
- Deliverable 1.1.4. Draft memoranda of understanding, establishing the interministerial coordination mechanism, for approval by the Government.
- Deliverable 1.1.5. Institutional bodies are trained on the ETF requirements and have operational equipment.

This coordination framework will be strengthened, institutionalized, and will function as hubs for data collection, sharing and processing. Linkages between the hubs and the centre will be strengthened; and information and knowledge management structures will be enhanced to efficiently compile data and information in reports and inventories for international review or analysis. This output will also strengthen gender focal points on climate change in the key institutions. Data collecting, processing, and sharing arrangements will be formalized and operational and linkages between the hubs and the MEFSD and Ministry of Transport, Civil Aviation and National Meteorology (MTCANM) established and strengthened. Their roles will be institutionalized to ensure

sustainability and mainstreaming of transparency activities, particularly, in the public sector. These hubs will have focal points responsible for sector coordination. Formal cooperation between government, CSOs, private sector and academia will also be defined and institutionalized. Integration of enhanced MRV capacity into policy and decision-making processes will help identify the most cost-efficient GHG mitigation options and support acceleration of the achievement of the NDCs. The inter-ministerial coordination mechanism will provide a platform through which data and information gained by the enhanced MRV capacity will be used to influence policy and decision-making processes in the relevant ministries and government agencies including parliament, district, and lower-level local councils, CSOs and academia.

Output 1.2. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to prepare and submit transparent, consistent, comparable, complete and accurate greenhouse gas (GHG) inventories.

This will be achieved through building the capacity of key stakeholders to collect, process and supply gender disaggregated data using developed processing protocols into the GHG emissions inventory and MRV system. Chad's National Communication to the UNFCCC highlights the need to strengthen capacity by conducting training of personnel in the collection and management of GHG and related data, including data interpretation, storage and updating of databases.

Activities under this output include:

1.2.1. Identify and strengthen the capacities of field teams in key sectors (energy/agriculture and livestock/land use and forestry/waste) in the collection, processing, and analysis of GHG data.
1.2.2. Adapt tools and protocols to the national context and test them in the GHG Inventory elaboration.
1.2.3. Develop 02 emission factors for agriculture/livestock and energy sectors for emission category 1 and 2, based on the Tier 2 methodology of the IPCC.
1.2.4. Adapt QA/QC tools to the Chadian context and adopt them in climate transparency reporting.
1.2.5. Develop a long-term Capacity Development Plan, including a 'Training of Trainers' scheme for continuous capacity building and institutional development, with emphasis on gender.
1.2.6. Undertake training of trainers programs to 15 to 20 people including 30% of women (from the Hubs and MEFSD) in improvement of GHG inventories and emission projections, based on IPCC 2006 latest guidelines/tools.
1.2.7. Scale up lessons learned and best practices on transparency activities through peer exchange programs for stakeholders at national level (public, private, academic, civil society sectors) and also at international level through networking and CBIT Global Support Programme.

Deliverables under this output include the following:

- Deliverable 1.2.1. A document describing a capacity development needs and plan, including a "Training of trainers" program for continued capacity building and institutional development.
- Deliverable 1.2.2. Report containing guidelines and instructions on the use of tools and protocols for the development of the GHG inventory adapted to the national context.
- Deliverable 1.2.3. Report on 02 country-specific emission factors developed for agriculture/livestock and energy sectors, including methodologies, tools and assumptions adopted as well as a calculation report.
- Deliverable 1.2.4. Report on the use of QA/QC tools and protocols proposed by the relevant stakeholders. Quality Assurance/Quality Control Plan for reporting to the UNFCCC, including Standard Operating Procedures (SOPs) based on the 2006 IPCC guidelines and 2019 refinement.
- Deliverable 1.2.5. A long-term Capacity Development Plan, including a 'Training of Trainers (ToT)' scheme for continuous capacity building and institutional development, with emphasis on gender mainstreaming. The ToT program hosted by the COTNACC (National Technical Committee on Climate

Change) composed of high-level technical experts from public ministries, civil society, research centers and the private sector.

- Deliverable 1.2.6. Training of trainers reports for Hub and MEFSD actors in improvement of GHG inventories and emissions projections, with information on the attendance of women.
- Deliverable 1.2.7. Report on Scaling up lessons learned and best practices on transparency activities through peer exchange programs for stakeholders at national level (public, private, academic, civil society sectors) and also at international level through networking and CBIT Global Support Programme.

Output 1.3. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to track Nationally Determined Contributions (Mitigation/Adaptation) and support needed and received.

This output will establish a national MRV system, with an online national climate transparency portal. It will commence with an analysis of current MRV practices and gaps. This will avoid duplication/overlap and compliment other initiatives present in Chad. The process will borrow from successful cases elsewhere, particularly in African states.

The online portal will be tested and operationalized under this output. Data from the National GHG inventories and BURs will be stored and made publicly available through the online climate transparency portal to be established. This will be accompanied by procurement of state-of-the art equipment and tools for data collection. Field data teams from the key emission sectors (energy / agriculture & livestock / land use & forestry / waste) will be convened and trained in collection, processing, and transmission of data.

Activities under this output include:

1.3.1. Conduct an analysis of practices and gaps in the current MRV system (to be undertaken in conjunction with activity 1.1.1).
1.3.2. Design, test and operationalize a national MRV system, with an online climate transparency portal.
1.3.3. Design monitoring indicators for (i) the implementation of NDCs, (ii) the support needed and received.
1.3.4. Develop tools, models, protocols, and guidelines to track the above indicators.
1.3.5. Inform and raise awareness among local authorities and other relevant stakeholders on the enhanced transparency requirements, including: (i) GHG emissions; (ii) mitigation measures; (iii) monitoring the support needed and received; (iv) Use and management of the online climate transparency portal.
1.3.6. Participate in the CBIT global coordination platform and other stakeholder exchange activities on climate transparency.
1.3.7. Provide training to 15-20 people, including 30% of women (from the Hubs and MCANM) on the national MRV system and online climate transparency portal, monitoring of NDCs, and on providing information in the CBIT global coordination platform.

Deliverables under this output include the following:

- Deliverable 1.3.1. Report including recommendations on the best IT solution to establish the online climate transparency portal in support of the national MRV system.
- Deliverable 1.3.2. Report on the creation and operation of the online climate transparency portal to support the national MRV system.
- Deliverable 1.3.3. A National Climate Transparency Manual detailing: processes and data management steps to support the MRV system; country-specific tools, templates, protocols, and guidelines to monitor NDC implementation, including support needed and received.
- Deliverable 1.3.4. Report of the meetings with local authorities and other stakeholders on the enhanced transparency requirements.

- Deliverable 1.3.5. Awareness raising activities report, with information on the attendance of women, on the ETF: (i) GHG inventory (ii) mitigation measures, (iii) tracking support needed and received; (iv) using and managing the online climate transparency portal.
- Deliverable 1.3.6. Reports of participation in regional MRV network meetings and annual global CBIT workshops
- Deliverable 1.3.7. Training of trainers reports for Hub and MTCANM actors the national MRV system and online climate transparency portal, monitoring of NDCs, and on providing information in the CBIT global coordination platform, with information on the attendance of women.

Project Component 2: Monitoring and Evaluation
Expected Outcome 2: Project is effectively monitored and evaluated, including gender consideration.

Output 2.1: Monitoring and evaluation products are delivered.

This output focuses on the standard monitoring and evaluation activities of the GEF and UNDP, described in detail in section VI.

Activities under this output include:

2.1.1. Organize a kick-off workshop and confirm the project baseline and indicators.
2.1.2. Monitor and assess project implementation and results as they affect both women and men on an ongoing basis.
2.1.3. Present project status and lessons learned to the Project Manager and Project Steering Committee as well as the GEF in the form of an annual Project Implementation management decision.
2.1.4. Carry out a final evaluation within six months before the end of the project.
2.1.5. Prepare and submit a final report to UNDP and the implementing partner.

Deliverables under this output include the following:

- Deliverable 2.1.1. Baseline and project indicators, including gender dimension.
- Deliverable 2.1.2. Annual project implementation reports (PIR).
- Deliverable 2.1.3. MTR and Final project evaluation reports.
- Deliverable 2.1.4. Final project report.

Project Component 3: Knowledge management
Expected Outcome 3: The results of the project are used and serve as a basis for other similar initiatives.

Output 3.1: Lessons learned, and good practices shared with other Parties through the Climate Transparency Platform and other cooperation networks, with inclusion on results from gender consideration.

This output will support knowledge management to capture, document and share the wide variety of data, information and knowledge generated by the project activities. This will also allow Chad to contribute and to be an active partner in the CBIT global coordination platform, by exchanging information with other countries and participating actively in CBIT workshops. The sharing of lessons learned and experiences via the global platform will ensure that the CBIT project in Chad is aligned with other national, regional, and international transparency initiatives.

Activities under this output include:

3.1.1. Collect/Archive lessons learned from the project and results during its implementation.
3.1.2. Share models, lessons learned and best practices with all relevant stakeholders in Chad.

3.1.3. Share models, lessons learned and best practices with other Parties through the Global Coordination Platform and other regional and global cooperation networks.
3.1.4. Participate in selected regional and global CBIT workshops.

Deliverables under this output include the following:

Deliverable 3.1.1. Supports for capitalizing on good practices established.
Deliverable 3.1.2. Reports from regional and global CBIT workshops.
Deliverable 3.1.3. Communication strategy fulfilled.

Agreement on intellectual property rights and use of the 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 per relevant policies, notably the UNDP Disclosure Policy[3] and the GEF policy on public involvement[4].

Resources required to achieve the expected result: The total expected resource required is US D 1 395 000 with the key input being human resources. This amount includes UNDP indirect costs i.e –country office structures in providing General Management Structures (GMS) services. Thus, the resources expected from the GEF grant are up to USD 1,045,000. The Government of Chad is contributing USD200,000 in kind. The remaining USD 150,000 is coming from UNDP, which will be responsible for several activities, including the purchase of rolling stock. Refer to section VII (Multi year work plan) for details.

Partnerships: The success of the project which aims to strengthen the capacity of Chadian institutions to comply with the transparency requirements of the Paris Agreement will depend largely on its ability to collaborate effectively with other existing projects and initiatives. These strategic partnerships can maximize use of available resources, avoid duplication of efforts, and strengthen the coherence of actions taken to meet objectives relating to climate transparency and the fight against climate change.
Chad has participated in activities which are aimed at the French-speaking Cluster of the Partnership for Transparency in the Paris Agreement (PATPA). The following table summarises the main core projects and initiatives in conjunction with the implementation of the CBIT project:

[3] See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/
[4] See https://www.thegef.org/gef/policies_guidelines

Table 4 : Baseline Projects and Initiatives

Development Partner	Projects	Objective / Description	Relevance	Timeline and Budget (USD)
United Nations Environment Programme (UNEP)/ GEF	Chad: Preparation of the Third National Communication (TNC) under the UNFCCC GEF enabling activities5	Facilitation of the Third National Communication preparation and submission.	Reports to the United Nations Framework Convention on Climate Change (UNFCCC). The CBIT project will use the experience of the country in preparation of the TNC, to enhance the transparency framework and the consecutive national reporting under the UNFCCC and the Paris Agreement (PA). The CBIT is complementary to the GEF Enabling Activities projects. The CBIT project will ensure a full coordination between projects, avoiding duplication of efforts, and exploiting synergies.	2012 – 2022 US$ 540,000
UNEP/ GEF	Republic of Chad: Preparation of Initial Biennial Update Report (BUR1) to the United Nations Framework Convention on Climate Change. GEF enabling activities5	Facilitation of BUR1 preparation and submission.	Reports to the UNFCCC. The CBIT project will use the experience of the country in preparation of the BUR1, to enhance the transparency framework and the consecutive national reporting under the UNFCCC and the Paris Agreement (PA). The CBIT is complementary to the GEF Enabling Activities projects. The CBIT project will ensure a full coordination between projects, avoiding duplication of efforts, and exploiting synergies.	2017 – 2024 US$ 382,000
UNDP/GEF	National Adaptation Plan (NAP)	Approved by GEF (funded by Least Developed Countries Fund - LDCF) on 05 Mar 2018, it is under implementation by UNDP. The objective is to integrate climate change adaptation into medium- and long-term planning and budgeting of climate-sensitive sectors to support the nation in achieving its Nationally Determined Contribution to the Paris Agreement as well as global goals for low-carbon	The NAP supports the creation of an integrated information system, including a reliable database of climate and socioeconomic data, supports the integration of adaptation into policy and decision-making processes. The experience of the reliable database implemented under the NAP, will be used by the CBIT to build a database on mitigation. The enhanced transparency framework as a result of the CBIT project will improve the	2018 – 2023 US$5.775 million The total funding from the LDCF towards the LDCs' NAP processes amounts to $74.6 million as of June 30, 2019. This support includes several projects that explicitly seek to advance NAP processes in

[5] TNC and BUR1 are GEF projects related to Climate Change enabling activities portfolio.

Development Partner	Projects	Objective / Description	Relevance	Timeline and Budget (USD)
		climate-resilient development. It was designed to deliver two outcomes: Outcome 1: An integrated information system, including a reliable database of climate and socioeconomic data, supports the integration of adaptation into policy and decision-making processes. Outcome 2: Institutional capacities are strengthened in key sectors and regions to facilitate the integration of climate change adaptation into planning and budgeting.	overall coordination mechanism of the climate change actions (both mitigation and adaptation).	several countries (including Chad) in addition to targeted technical assistance for tailored one-on-one support that continues to be provided through the LDCF-financed NAP Global Support Program (GSP). The SCCF support amounting to $5.1 million seeks to complement the LDCF initiatives by assisting non-LDC developing countries with their country-driven processes to advance NAPs.
UNEP/Climate Technology Center and Network (CTCN)/GEF	Technology Needs Assessments (TNA) phase III	The TNA Phase III project to support 22 Small Island Developing States (SIDS) and Least developed countries (LDCs) and Ukraine was endorsed by the GEF CEO in March 2018. The countries in Africa are Benin, Central African Republic, Chad, Djibouti, Eritrea, Guinea, Liberia, Malawi, Niger, Sao Tome and Principe, Uganda. The objective is to provide participating countries targeted financial and technical support to prepare new or updated and improved TNAs, including Technology Action Plans (TAPs), for prioritized technologies that reduce greenhouse gas emissions, support adaptation to climate change, and are consistent with Nationally Determined Contributions and national sustainable development objectives.	It supports frameworks TNAs and TAPs doe technologies that reduce GHG emissions and other aspirations of NDCs. Therefore, it is consistent with CBIT. The CBIT will use the technology options developed by the TNA to build projection scenarios and establish a link between both databases (CBIT and TNA).	2018 – 2023 US$ 142,000
AfDB/GEF (LDCF)	Chad: Strengthening	This project (under development) seeks to	The project seeks to strengthen climate	2021 –2025

Development Partner	Projects	Objective / Description	Relevance	Timeline and Budget (USD)
	Rural and Urban Resilience to Climate Change and Variability by the Provision of Water Supply and Sanitation in Chad	strengthen rural and urban resilience to climate change and variability by the provision of water supply and sanitation in Chad. The project's strategy is to reduce vulnerability, increase adaptive capacity, and to enhance transfer of adaptation technology. The project is structured around four components: (i) mainstream climate adaptation into the updated water and sanitation masterplan; (ii) improve access to climate-resilient water supply and sanitation; (iii) strengthen climate information and early warning systems; and (iv) improve knowledge management and monitoring and evaluation. The LDCF resources will cover additional costs of increasing the resilience of the communities in the project area from climate variability and risks through: hard infrastructure, through incorporating climate change into the national water supply and sanitation masterplan, and using the local water, sanitation and hygiene (WASH) committees to disseminate awareness of climate change and how to use water efficiently and plan for improved ground water management through strengthening the weather and ground water based monitoring, information, and early warning systems. Mapping of the groundwater resources and installation of ground water monitoring stations will enable certainty in sitting of groundwater wells which would not dry out during extreme dry weather events. The use of remote sensing for monitoring groundwater abstraction and use is	information and early warning systems; and to improve knowledge management and monitoring and evaluation. This project collects climate change information that will be useful for the scenario projections and for the information sharing platform that will be established by the CBIT.	US$ 23.4 million

Development Partner	Projects	Objective / Description	Relevance	Timeline and Budget (USD)
		innovative for Chad and the technique can provide objective measurements at potentially large scales, with quasi-continuous cover at low costs, and has high replication potential. The project will directly benefit an estimated 4.7 million people and place 1,100 hectares of land under more climate resilient management.		
UNEP/GEF	Capacity Building Initiative for Transparency Global Support Programme	The project is aimed at assisting developing countries in the transition to the Enhanced Transparency Framework (ETF) and its Biennial Transparency Reports under the Paris Agreement through offering various support modalities, including trainings, workshops, quality review of national reports and facilitating knowledge exchange through regional networks on transparency.	The project will maintain a two-way flow of information with the CBIT GSP: it will use its platform as a means of disseminating information, and it will also participate in capacity-strengthening workshops and other initiatives organized by the CBIT GSP.	2023 – 2028 Global support budget of USD $ 6,567,547
NDC Partnership GEF, UNDP Climate Promise, ICAT, NAP-GN, EU	Revised Nationally Determined Contributions (NDC)	With various technical and financial supports, the project revised the engagement and ambition of the country	Will be the main document that will be used to build the transparency framework in Chad. CBIT project will consider inputs from the NDC and contribute to the establishment of the tracking process of NDCs implementation.	2021 – 2022 Budget: Not determined (Technical support provided).
National Water Fund (FNE)/GCF	Capacity building activities for NDA and key stakeholders. Preparation of the country programming.	Strengthen the capacity of NDA and stakeholders to prepare projects and track climate finance mobilized. The second readiness aims to operationalize the Chad Country Programme through increased national capacity & a strong pipeline of projects. The objectives are to: • Strengthen the institutional capacities of Chad's key climate stakeholders, in particular the NDA to lead and coordinate national responses	The expected impact is for Chad to reduce its climate investment deficit and make significant progress towards low-carbon and climate resilient development. Data and information from the financial support needed and received will be useful for the CBIT project. The projects will maintain flow of information on the complementarity of MRV system on tracking climate finance flows in the country.	2020 – 2025 US$ 504,161

Development Partner	Projects	Objective / Description	Relevance	Timeline and Budget (USD)
		and strategies in the face of climate change with a focus on the gaps that hinder the mobilization of resources from international climate funds, particularly those of the GCF; • Operationalize the No-Objection Procedure; • Develop a strong pipeline of projects with GCF concept notes ready to be submitted; • Mobilize the national Private Sector for an active engagement with the GCF and investments in the fields of mitigation and adaptation to climate change.		
FAO/GCF-READINESS	Strengthening capacities and partnerships for assessing mitigation and adaptation opportunities and enabling their implementation in the forestry and land use sector in the context of the Great Green Wall (GGW)	Main objectives are: • Prepare and enable the GGW countries to feed, inform and contribute to the formulation and implementation process of the multicountry project under development and in alignment with the priorities identified in the country program; • Allow the creation of an enabling environment for Chad to successfully invest in future climate change related diversified initiative to be prioritised and to define the national activities as part of the update of GGW strategy and the regional multi country program under formulation	Linkage of some activities to CBIT: Appropriate climate technology solutions identified and prioritised in accordance with national strategies and plans. Periodic participatory review and updating of the climate finance country program. Inform and provides data and information generated to facilitate national communications, BUR, BTR related to climate change. Strengthen existing data gaps by filling data gaps at national level needed for the completion of baseline and climate impact assessments using tools such as SHARP and MOSAICC. Similar activities with the CBIT like Quantify carbon emission reduction with the use of ex ante carbon (ex-act) and removals potential from identified interventions.	2020-2021 US$ 359,903
EU	The Global Climate Change	Enhance the resilience of energy sector	Data from the energy sector will be provided to the CBIT project.	2014 – 2020 EUR 4,650,000

Development Partner	Projects	Objective / Description	Relevance	Timeline and Budget (USD)
	Alliance Plus Initiative (GCCA+) Adaptation to the Effects of Climate Change and Development of Renewable Energy in Chad			
World Bank	Climate Resilience and Sustainable Agricultural Productivity Project (ProPAD)	Enhance the resilience of the agriculture sector.	Data from the agriculture sector will be provided to the CBIT project.	2018 – 2023 US$ 41 million
French Development Agency (FDA)/EU	PASTOR: structuring the pastoral development	Main objective is to contribute to the rational and sustainable use of pastoral resources by taking into account the needs of local populations and developing their resilience in pastoral and agro-pastoral areas in nine provinces of Chad.	Data from this project in the field of pastoralism will provide inputs for the exchanges and trainings planned in the CBIT project.	2015-2021 EUR 28 million

Co-financing source	Co-financing type	Co-financing amount	Included in project results?	If yes, list the relevant outputs
Ministry of Environment, Fisheries and Sustainable Development	In-kind	200,000	Yes	Output 1.1., 1.2., 1.3., 2.1.
UNDP	Cash	150,000	Yes	Output 1.1., 1.2., 1.3., 2.1.

Risks and Assumptions:

The following table shows the project risks and proposed measures to mitigate them during project implementation. A detailed project risk log is provided in Annex 6.

Table 5: Risks identified

Risk	Risk type	Category	Mitigation approach
Political will: high-level political support is essential for guaranteeing active participation of institutional players concerned in the creation, establishment and sound functioning of the strenghtened transparency framework.	Political	Moderate	The fact that the MEFSD is the entity responsible for coordinating this process is a strong motivational factor. The most senior executives will validate proposed and developed formal modalities in this project. This stage will allow the government to enforce the requirement for ministries and other data providers to produce and communicate the necessary data within the required timeframes and in the required manner. Some stakeholders from parliament and ministerial cabinets will be involved in the

Risk	Risk type	Category	Mitigation approach
			project's activities to raise awareness of the issues involved in climate transparency. However, the multiple turnovers in the administration and the resulting political will may slow down the pace set by CBIT.
Political risks associated with changes in government priorities	Political	Low	As a country that is vulnerable to the climate, the Republic of Chad is a fervent supporter of the UNFCCC and the Paris Agreement. Moreover, the GEF project supports the mandatory requirements for declaring GHGs under the UNFCCC framework, particularly in a national GHG inventory. Consequently, it is extremely unlikely that the Government's level of support for the project will fall below its current level. Ongoing engagement with a wide range of stakeholders and the fact that the executing entity (MEFSD) also serves as the UNFCCC focal point for Chad will further minimize impacts of any political change on the project.
Rotation of staff given that the CBIT project includes targeted capacity-building there is a risk of losing capacities and skills acquired due to staff rotation.	Organizational	High	Capacity-building activities will involve a group of national experts selected according to strict skills criteria in each ministry and agency to ensure capacities can be retained and succession planning will be discussed as part of the training framework. Guidelines and methodologies will be produced in written form (i.e. in manuals) and the IT system, based on Excel, will be extensively documented which will also help to preserve the institutional memory.
Political risks: this risk is associated with changes in governance and key personel in government agencies, security and/or government decisions.	Chad has experienced political instability in the past, but the country has now enjoyed relative stability for several years and major political difficulties are unlikely.	Low	Ongoing dialogue with stakeholders to ensure minimal impact of any political changes on the project. The active role of the National Technical Committee on Climate Change, an interministerial coordination committee, to ensure sustainability even if changes occur within institutions.
Inadequate/inconsistent stakeholder and partner participation, or poor coordination between participating institutions.	Organizational	Medium	• Creation and implementation of appropriate stakeholder mapping and an engagement strategy from the outset. • Regular CBIT project progress reports for stakeholders and progress and monitoring meetings. • Ongoing engagement of institutions, regular reports, progress monitoring and recognition of efforts and acheivements of each institution. • Active involvement and inclusion from the first stages of planning and creation. • Well-defined roles and responsibilities and regularly shared progress updates.

Risk	Risk type	Category	Mitigation approach
			• A communication plan developed and accepted by all stakeholders.
Absence of essential legal or regulatory frameworks supporting the strengthened transparency framework: data providers will not provide data on an ongoing basis and monitor their activities unless they are required to do so.	Regulatory	Low	To make up for the lack of legislation, memoranda of understanding will be used to obtain an agreement in principle from the various data suppliers.
Data availability and accessibility constraints and weak national data management capacity	Knowledge base, number and capacity of local experts could remain insufficient to implement the ETF.	Medium	• Trainees from key institutions, MEFSD and DLCC learn by doing to increase capactiy and reduce the risk of limited access and knowledge.
Lack of qualified staff / capacity to retain technically qualified people	There is a risk that qualified human resources are not available in the country to meet all of the needs of the project.	Medium	• National consultants will work alongside international experts to transfer knowledge and skills to the country. • In addition, the project plans to organize training for national stakeholders to improve their skills (activities 1.2.6, 1.3.5 and 1.3.7). • Finally, to retain only technically qualified people, appropriate financial incentives will need to be considered in remuneration of consultants and experts when preparing the project budget during the project's development phase.

Due to the ongoing evolution of the COVID-19 pandemic and its already observed and potential consequences for project creation and implementation, risks, mitigation measures and opportunities related to COVID-19 are addressed separately below.

Analysis of COVID-19 risks and mitigation measures

COVID poses risks to several aspects of project creation and implementation. The main risks relate to the availability of technical expertise, capacities, changes to timescales, stakeholder engagement processes, a favourable environment and funding. The table below sets out the main identified risks and the response measures envisaged in the CBIT.

Table 6 : Risques et mesures de réponse au Covid

Risk related to COVID-19		Response measures
Availability of technical expertise and capacities and changes to deadlines	Training and knowledge management activities cannot take place due to restrictions.	Knowledge management and potential exchange activities will comply with UNDP guidelines on trips and precautions to contain the global COVID-19 pandemic, and the project will develop virtual or online activities to support these exchanges as much as possible. The

Risk related to COVID-19		Response measures
		same modalities will be used when in-person technical training is not possible.
	Limited capacity and experience in remote working and online interactions affect effectiveness of interventions.	Guidelines, models and manuals for each result will be developed as part of the project and will ensure that the results of the project can be used beyond implementation and will allow staff to access detailed information on the MRV process, thereby ensuring the sustainability of the work and institutional capacity-building for the institutions concerned.
	Project implementation is delayed.	Most activities and events will be organized and led with the help of virtual platforms in order to ensure that any limitations related to COVID-19 are addressed in a timely manner.
	Limited availability of national and international consultants to support project implementation.	UNDP and MEFSD have a consultant base with expertise in the various components of transparency and proven skills in successfully leading home missions.
Stakeholder engagement process	Stakeholder and staff mobility is affected.	Project design includes measures aimed at minimizing these risks, such as limiting travel to or from zones where COVID-19 is widespread and training project staff and stakeholders during the start-up phase on regular handwashing, social distancing, and the wearing of masks in public. This training will be repeated throughout project implementation and reinforced in high-risk areas.
	Vulnerable stakeholders and marginalized groups in general are not involved in project implementation.	
Favourable environment	Government priorities change due to the pandemic.	The high-level engagement and involvement of national stakeholders shown in the PPG reaffirms the country's interest and ensures that the implementation of the project is country-led. Project activities have been designed to prioritize the use of virtual platforms and will enable stakeholders to maintain their involvement during any potential lockdowns.
Funding	Availability of co-funding	The contribution of the Chadian Government is provided in kind in the form of government personnel and public resources. Co-funding is therefore not affected. The involvement of personnel in the PPG phase ensures the engagement of national stakeholders who will be authorized to continue with project

Risk related to COVID-19		Response measures
		implementation from home if necessary.
	Rising purchase prices	The scope for developing the work practically guarantees that the supply demand is sufficient to meet project requirements in a cost-effective way.

Stakeholder engagement:

The project stakeholder involvement and engagement plan are provided in Annex 8, including a list of participants. These stakeholders have already been involved in the development phase of this project document through consultations and a workshop for reflection and validation of project activities.

Private sector engagement:

Private sector participation in this project is important. The private sector will be involved in collecting and sharing data as well as in system MRV and GHGI, developing data collection and transmission mechanisms. The private sector will therefore make up one of the sectoral working groups requiring training in collecting, transmitting, and sharing data. We expect private sector engagement to act as a catalyst for innovation and investment by promoting innovation and ensuring climate-resilient, low-carbon emission growth. Specific players from the private sector, in this case telephone companies, will need to collaborate on transmitting data from the various sectoral Hubs and on developing information sharing protocols and the associated platform.

Although the private sector is still underdeveloped in Chad, it has an important role to play in the transition to a resilient, low-carbon economy. The main consular chambers (chamber of commerce, industry, agriculture, mines and crafts), the National Council of Chadian Employers (CNPT), and the Association of SMEs can mobilize their members on climate transparency issues. They will be part of the institutional arrangement and will relay information and collect data from companies.

Some large national businesses from the energy, banking, and telecommunications sectors have already shown interest in monitoring their carbon footprint. They are well placed to experiment with tools for measuring and reporting GHG emissions. Feedback from these "national champions" will inspire other players from the private sector.

Innovative SMEs develop products and services which contribute to mitigation measures and adaptation to climate change (renewable energy, intelligent agriculture, meteorological services, etc.). As users of climate data, they will bring a critical perspective to the production and accessibility of information as part of the CBIT project.

Professional, sectoral, and inter-professional associations represent the interests of their members in their dealings with public authorities. Their contributions will make it possible to consider the real constraints faced by companies when implementing MRV processes.

Private sector participation will involve both collective consultations with business representatives and operational partnerships with volunteer companies to test innovative approaches.

The engagement of Private sector during the implementation phase will be done through surveys / interviews, meetings for exchanging ideas and information, operational partnerships, and Conferences / trade fairs. The Private sector have crucial expertise in the implementation and will play role of information.

South-South and Triangular Cooperation (SSC/TrC):

Opportunities for learning and technology transfer from peer countries will be further explored during project implementation. To present opportunities for replication in other countries, the project will codify good practice

and facilitate distribution via global South-South and global platforms such as the global CBIT platform, the United Nations Galaxy South-South knowledge sharing platform and PANORAMA[6].

Moreover, for Chad's voice to be heard in global and regional forums, the project will explore significant opportunities to participate in specific events where UNDP could support engagement in international development conferences dealing with transparency issues. Moreover, the project will provide opportunities for regional cooperation with countries implementing CBIT initiatives in geopolitical, social, and environmental contexts that are suitable for the project proposed in Chad. The online portal developed as part of the project will strengthen general awareness raising of transparency initiatives and will make climate change data and information accessible for South-South learning between many types of stakeholders. Methodologies, guidelines and training will be carefully documented, and lessons learned will be recorded and shared with other developing countries who are party to the Paris Agreement. Progress towards the NDC goals will also be evaluated and shared with the population of Chad and all other countries party to the Agreement.

The project will contribute to experience sharing activities within the Francophone network on climate transparency under the UNDP Climate Promise (Enhance Climate Transparency project – ECT project).

Gender equality and Women's Empowerment:

The CBIT project will be a significant entry point for training, awareness-raising, and capacity-building efforts aimed at ensuring women are equally engaged in climate change actions and their benefits of them. This will help our understanding of how men and women are involved in the management of their environment and will clarify the overall picture of the effects of climate change on various groups of citizens, therefore enhancing transparency.

Project implementation will promote the inclusion of women, from the project steering committee and the project management team to the consultants, and also from training to active participation in consultation workshops. In this sense, project management and monitoring will be gender-sensitive, and will include gender-aggregated indicators showing who is involved and which opinions will be considered.

The overall project approach is aligned with national priorities and in particular the National Gender Policy and the UNDP strategy for promoting gender equality in Chad 2023-2025. The project will draw on the experience of UNDP in Chad as a UNDP-approved country office for gender equality with certification. The project team will call on the country office gender focal point where necessary and align project communications and awareness raising with the country office approach for integrating gender into its communication policy, including guidelines on non-sexist language.

The gender considerations in this project's outputs and processes will be cross-cutting. Indeed, in emphasising transparency and bringing to light how women and men participate in decision-making related to climate change, the project will contribute to the equal engagement of women in climate change action and its benefits. Women will be included in project implementation. This will be reflected in the steering committee and the project management team, as well as consultants and other experts engaged to support its implementation. In addition, the training proposed by the project will seek, in particular, active participation of and consultation with women. In this way, project management and monitoring will remain gender-sensitive with gender-disaggregated data for participation and representation of points of view. In order to measure participation by gender in project events, all meetings, workshops and training organized as part of the project should have attendance registers broken down by gender.

Following the CBIT programming guidelines and the GEF policy on the integration of gender and its gender equality action plan, as well as the UNDP policy and strategy for gender equality and environment, and on the

[6] https://panorama.solutions/fr

basis of this substantial initial integration effort, a gender equality action plan including measurable indicators and targets has been developed (see annexes).

Furthermore, the country will benefit from the global gender coordination platform activities via CBIT GSP.

Moreover, this project with strengthen focal points' capacities in collecting and distributing sex-disaggregated data. It also ensures gender integration and gender equality based on the GEF action plan for equality by giving visibility and support to the individual contributions of women and men as well as equal treatment to women and men in policies, equal access to resources, the right to be heard, and resources. Finally, this project will organize a gender workshop.

Innovativeness, Sustainability and Potential for Scaling Up:

Innovation:

Through this project, Chad will implement an integrated monitoring and reporting system moving away from reporting on each sector emissions separately, which the project will develop in the online climate transparency portal (under activity 1.3.2). The portal will have the ability to integrate data sets from various sources, including external ones. Transparency in data sources, definitions, methodologies, and assumptions will build trust among stakeholders. Data sources, definitions, methodologies, and assumptions will be clearly documented to facilitate replication and assessment. The possibly for independent monitoring will be explored during the PPG phase but will not be a substitute for Chad's mitigation planning, implementation and monitoring. Independent monitoring provides an opportunity to integrate independent datasets to fill data gaps and encourage continuous improvements. Data integration approaches will reduce bias at the local level, by combining independent reference data with regional and global datasets. Independent monitoring will also build trust with donors and the public, to stimulate and compensate for mitigation actions at local, national and landscape scales.

Sustainability:

The CBIT project adopts a multi-stakeholder approach that encourages increased participation in decision-making and monitoring, ensuring long-term sustainability. Institutionalizing the monitoring, reporting, and verification (MRV) system and data collection processes further enhances sustainability by developing materials, tools, and templates that provide guidelines for line ministries on the most effective ways to collect and process data. This will also streamline and standardize the collection of greenhouse gas (GHG) data across different sectors.

The envisioned MRV system and integrated platform will be hosted within existing government structures, ensuring that, beyond the implementation of the CBIT project, planning and budgeting processes continue to support the system. A long-term capacity development plan will be created to increase the number of technical experts and trainers through a "Training of Trainers" scheme, facilitating continuous capacity-building activities following the conclusion of the CBIT project.

Training materials for capacity-building initiatives will be made available on dedicated websites created for this purpose. Regarding the durability of the equipment acquired under the CBIT project, maintenance will be handled by the Executing Agency (Ministry of Environment, Forest and Sustainable Development - MEFSD). This approach will ensure that knowledge and skills are internalized, while the costs associated with operating the system will be integrated into public finance, as the ministry has a mandate to manage climate and related information.

Potential for scaling up: An increased capacity in Chad due to the implementation of this CBIT project will provide important information to future projects. In addition, the experience to be gained from data collection, monitoring, stakeholder consultation, data management and documentation will be used to expand activities in a more detailed manner in several sectors, at both national and subnational level. This project will improve MRV approaches, tools, and capacity, thus supporting the adoption of green economy interventions for Chad's sustainable development. Moreover, working with UNDP always brings experience from elsewhere in the world and helps to share the lessons and experiences learned from Chad. The partnership with UNDP, as well as the active participation in the CBIT Global Support Program, will therefore be instrumental in scaling up climate action elsewhere, especially in Africa.

Knowledge:

The CBIT Project results will be disseminated at the national level through existing information sharing platforms, networks (national and regional) and forums. The project will identify and participate in scientific, policy-based and/or other networks, which may be complimentary to project implementation through lessons learned. In this framework, the project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects in Chad. These results will be analysed, documented, and disseminated within and beyond the project intervention through existing information sharing networks and fora.

The multi-stakeholder approach will justify the value added through enhanced institutional linkages – improved and consistent flow of high-quality data as well as feedback, use and data reporting. Extensive engagement will be part of the process of development of the data platform, and training of focal points and key stakeholders.

Furthermore, as part of the international exchanges, the country will participate in the CBIT Global Support Program and other relevant platforms and networks, providing and receiving inputs. The project proposal will therefore define how national CBIT information shall be shared and updated on the CBIT Global Support Program Platform. Sharing lessons learnt and experiences on the platform will ensure alignment of this proposed CBIT project with other national, regional, and global transparency initiatives. The project will also identify and participate, where appropriate, in scientific, policy and/or any other networks, which could benefit the implementation of the project through lessons learned.

Key Knowledge Products		***Indicative Timeline***	***Indicative Budget (US$)***
Project Component 1: Strengthening Chad's capacity to collect and process climate change data into useful information for policymaking and reporting to the United Nations Framework Convention on Climate	• A long-term Capacity Development Plan, including a 'Training of Trainers' scheme for continuous capacity building and institutional development, with emphasis on gender (Activity 1.2.5.). • Training of trainers' programs to 15 to 20 people including 30% of women (from the Hubs and MEFSD) in improvement of GHG inventories and emission projections, based on IPCC 2006 latest guidelines/tools (Activity1.2.6.). • Lessons learned and best practices on transparency activities through peer exchange programs for stakeholders at national level (public, private, academic, civil society sectors) and also at	*Q3-Q4 Year 1* *Q1-Q4 Year 2-3* *Q4 Year 3 – Q4 Year 4*	*50,000*

Key Knowledge Products		*Indicative Timeline*	*Indicative Budget (US$)*
Change (UNFCCC)	international level through networking and CBIT Global Support Programme (Activity1.2.7.). • Awareness raising among local authorities and other relevant stakeholders on the enhanced transparency requirements, including: (i) GHG emissions; (ii) NDC tracking; (iii) monitoring the support needed and received; (iv) Use and management of the online climate transparency portal (Activity 1.3.5.). • Participate in the CBIT global coordination platform and other stakeholder exchange activities on climate transparency (Activity 1.3.6.). • Provide training of trainers to 15-20 people, including 30% of women (from the Hubs and MTCANM) on the national MRV system and online climate transparency portal, monitoring of NDCs, and on providing information in the CBIT global coordination platform ((Activity 1.3.7.).	*Q4 Year 1- Q4 Year 3* *Q2 Year 1 – Q3 Year 4* *Q3 Year 3 – Q2 Year 4*	
Project Component: Knowledge Management	• Final Report, summary of achievements • Catalogue of Lessons learnt from the CBIT project in Chad	*Report/summary: Year 4* Report on Lessons Learnt: Throughout implementation.	*28,000*

The project's communication strategy as well as knowledge sharing aims to efficiently disseminate information, lessons, best practices, and knowledge outputs produced during the project implementation. This includes the interactive knowledge sharing at national level, participation in CBIT global coordination platform to share lessons, learn from others and engage in technical discussions with countries implementing similar efforts as well as the development of communication material and other tools. The communication strategy plan will be implemented during the project implementation through the following activities and deliverables.

Communication strategy plan																	
Deliverables	**Indicative budget**	**Year 1**				**Year 2**				**Year 3**				**Year 4**			
		Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
Interactive knowledge sharing at national level.	N/A			x	x	x	x	x	x	x	x	x	x	x	x	X	
Lessons learned and good practices shared with other Parties through the Climate Transparency Platform	N/A			x	x	x	x	x	x	x	x	x	x	x	x	X	
Awareness-raising campaign in the form of workshops for members of the wider public.	$7,000			x				x				x				X	
Two blog posts on best practices and lessons learned	$3,000								x							X	
Report using synthesizing recommendations for improvement and lessons learned, with inclusion of results from gender consideration.	$5,000							x				x				X	

Digital Solutions[7]:

[7] Please see the Guideline "Embedding Digital in Project Design".

The project will establish an IT system to simplify and streamline the inventory data collection process. This IT system, which will be built from existing systems and managed by the MEFSD in collaboration with the National Institute of Statistics, Economic and Demographic Studies, will serve as a means of coordination between data providers, data aggregators and inventory compilers. It will also serve as a back-end archiving system retaining a wealth of information disaggregated at the country level. Providing training to all stakeholders involved in the inventory will ensure that a cadre of trained experts will manage the knowledge sharing process and maintain it in the future as well.

PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

The Ministry of Environment, Fisheries and Sustainable Development (MEFSD) through the Directorate for the fight against climate change (DLCC) is identified as the Implementing Partner. UNDP, together with the MEFSD will ensure synergies are built with other relevant ongoing initiatives and will ensure that key stakeholders are involved early and throughout project execution as partners for development. They will also foster the dialogue with other cooperation agencies addressing climate change related issues such as (not limited to): UNEP, Food and Agriculture Organization (FAO), European Union (EU), NGOs and local communities.

Project Management

The project will be implemented under Support to NIM modality. UNDP in coordination with MEFSD 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. UNDP is responsible for the Project Assurance function and presents to the Project Steering Committee (PSC) and attends PSC meetings as a non-voting member. A strict 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.

Project progress will be managed by the Project Manager, with the support of the Project Management Unit (PMU) and the Project Steering Committee (PSC). The PMU will be based at the MEFSD premises and will be 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 of responsible party, consultants, and sub-contractors. The MEFSD will designate a senior official of the Directorate for the fight against climate change (DLCC) as the National Project Director and will be responsible for overall guidance to project management, including adherence to the Annual Work Plan, and achievement of planned results as outlined in the PRODOC and for the use of GEF funds through effective management and well-established project review and monitoring mechanisms. The National Project Director will ensue coordination with various ministries and agencies.

The PSC will be established to provide guidance and assist with decision-making. The PSU is the most senior, dedicated oversight for the project and will be comprised from high-level representation of the Ministry of Economy, Development Planning, and International Cooperation, the Ministry of Environment, Fisheries and Sustainable Development (MEFSD) and UNDP.

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

PROJECT RESULTS FRAMEWORK

Contribution to the Sustainable Development Goal (s): SDG 13, 17, 5, 10
Intended Outcome as stated in the UNSDCF/Country Programme Results and Resource Framework: *RELATED UNSDCF OUTCOME: By the end of 2026, state and non-state actors, particularly target groups, will develop sustainable food systems that are resilient in the face of climate change climate change and local and regional crises, enabling them to improve their food and nutritional security and their living environment.*
Applicable Output(s) from the UNDP Strategic Plan: 3.1
Project title and Quantum Project Number: Strengthening the capacity of Institutions in Chad to comply with the trannsparency Requirements of the Paris Agreement

Objective and Outcome Indicators		Data Source	Baseline	Mid-term Target	End of Project Target	Data Collection Methods	Risks/Assumptions
Project Objective:	*Chad complies with the requirements of the Enhanced Transparency Framework under the Paris Agreement on Climate Change*						
	Mandatory Indicator 1: # direct project beneficiaries disaggregated by gender (individual people)	*PIF*	*0*	*40* *(12 Women)*	*80* *(24 women)*	*As per UNDP and GEF methodology* *Workshops, meetings, and trainings reports.* *Attendance sheets, disaggregated by gender.*	*Risks: Stakeholders may not participate in project events as planned.* *Assumption: Motivation to attend project events for professional development will remain high.*
	Indicator 2: Quality of MRV Systems[8] *(Indicator 3 of CBIT tracking tool)*	*TNC* *Status report on the GHG inventory*	*1*	*3*	*4*	*Rubric based on 10-point CBIT capacity assessment scale; self- assessment*	*Risk: Government might not allocate sufficient staff to transparency activities.*

[8] Rating scale for the indicator:

1. Very little measurement is done; reporting is partial and irregular, and verification is not there
2. Measurement systems are in place, but data is of poor quality and/or methodologies are not very robust; reporting is done only on request or to limited audience or partially; verification is not there
3. Measurement systems are in place for a few activities, improved data quality and methodologies, but not cost or time efficient; wider access to reporting is still limited and information is partial; verification is rudimentary/non-standardized
4. Measurement systems are strong in a limited set of activities; however, analyses still need improvement; periodic monitoring and reporting although not yet cost/time efficient; verification is only upon specific request and limited

Objective and Outcome Indicators		Data Source	Baseline	Mid-term Target	End of Project Target	Data Collection Methods	Risks/Assumptions
		system in Chad (2021)				*based on expert judgment*	*Assumption: Stakeholders will apply training and guidance received to their daily work related to transparency.*
	Indicator 3: Qualitative assessment of institutional capacity for transparency-related activities[9] *(Indicator 5 of CBIT tracking tool)*	*Updated NDC (Assessment of the revised NDC)*	*1*	*2*	*3*	*Rubric based on 4-point CBIT capacity assessment scale; self-assessment based on expert judgment*	*Risk: Government policies could lack necessary regulations and/or by-laws for implementation* *Assumption: The Government will enact the necessary sub-legislation.*
Project component 1	*Strengthening Chad's capacity to collect and process climate change data into useful information for policymaking and reporting to the United Nations Framework Convention on Climate Change (UNFCCC).*						

5. Measurement systems are strong for a limited set of activities and periodically report on key GHG related indicators i.e., mainstreamed into the activity implementation; reporting is improved through few pathways but limited audience and formats; verification limited

6. Measurement systems are strong and cover a greater percentage of activities – feedback loops exist even if they are not fully functioning; reporting is available through multiple pathways and formats but may not be complete/transparent; verification is done through standard methodologies but only partially (i.e., not all data is verifiable)

7. Measurement regarding GHG is broadly done (with widely acceptable methodologies), need for more sophisticated analyses to improve policy; Reporting is periodic with improvements in transparency; verification is done through more sophisticated methods even if partially

8. Strong standardized measurements processes established for key indicators and mainstreamed into institutional policy implementation; reporting is widely available in multiple formats; verification is done for a larger set of information

9. Strong Monitoring and Reporting systems – robust methodologies, cost effective and efficient, periodic; verification done to a significant degree

10. Strong MRV systems that provide quality GHG related information in a transparent, accurate and accessible to a wide audience, with feedback of information from MRV flowing into policy design and implementation

[9] The rating scale for the indicator is as follows:

1. No designated transparency institution to support and coordinate the planning and implementation of transparency activities under Article 13 of the Paris Agreement exists.

2. Designated transparency institution exists, but with limited staff and capacity to support and coordinate implementation of transparency activities under Article 13 of Paris Agreement. Institution lacks authority or mandate to coordinate transparency activities under Article 13.

3. Designated transparency institution has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities under Article 13 of the Paris Agreement. Institution has authority or mandate to coordinate
transparency activities under Article 13. Activities are not integrated into national planning or budgeting activities.

4. Designated transparency institution(s) has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities. Institution(s) has clear mandate or authority to coordinate activities under Article 13 of the Paris Agreement, and activities are integrated into national planning and budgeting activities

Objective and Outcome Indicators		Data Source	Baseline	Mid-term Target	End of Project Target	Data Collection Methods	Risks/Assumptions
Outcome 1 *Chad takes concrete actions to collect and process climate change data, submit GHG inventories and track NDCs, to comply with the Enhanced Transparency Framework.*	*Indicator 4:* *Establishment of an inter-ministerial coordination framework and focal points in each of the four key sectors (energy / agriculture & livestock / land use & forestry / waste) to collect GHG inventory data and NDC tracking*	*Updated NDC* *TNC*	*0*	*1*	*1*	*Document review (Inter-Agency Working Group minutes)*	*Risks: Working group could be delayed if the over-arching body does not provide incentives to meet.* *Assumptions: Members perceive direct benefits to participation.*
	Indicator 5: *Number of national experts trained to prepare and submit transparent, consistent, comparable, complete, and accurate greenhouse gas (GHG) inventories*	*TNC*	*0*	*40* *(12 Women)*	*50* *(15 women)*	*Document review (training minutes)*	*Risks: Stakeholder organizations may not consider the training to be relevant to their interests.* *Assumptions: Project management will conduct sufficient outreach to contextualize the training*
	Indicator 6: *Number of national experts trained to track Nationally Determined Contributions (Mitigation/Adaptation) and support needed and received.*	*NDC*	*0*	*40* *(12 women)*	*80* *(24 women)*	*Document review (training minutes)*	*Risks: Stakeholder organizations may not consider the training to be relevant to their interests.* *Assumptions: Project management will conduct sufficient outreach to contextualize the training*
Outputs to achieve Outcome 1	*Output 1.1. Memorandums of Understanding (MoUs), formal institutional agreements and an official document establishing the gender sensitive inter-ministerial coordination mechanism to enhance and operationalize the national transparency framework and ensure sustainability.* *Output 1.2. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to prepare and submit transparent, consistent, comparable, complete and accurate greenhouse gas (GHG) inventories.* *Output 1.3. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to track Nationally Determined Contributions (Mitigation/Adaptation) and support needed and received.*						

Objective and Outcome Indicators		Data Source	Baseline	Mid-term Target	End of Project Target	Data Collection Methods	Risks/Assumptions
Project component 2	*Monitoring and Evaluation*						
Outcome 2 *Project is effectively monitored and evaluated, including gender consideration*	*Indicator7:* *# of monitoring report compiled*	*PIF*	*0*	*8*	*16*	*Inception Workshop Report, Quarterly Progress Reports, PIR, Mid-term Review, Terminal Evaluation Report, GEF Core Indicators*	*Risks: the data necessary for monitoring and evaluation are not systematically collected and archived* *Assumptions: An effective monitoring-evaluation system including the systematic collection and archiving of data is put in place*
Outputs to achieve Outcome 2	*Output 2.1 Monitoring and evaluation products are delivered*						
Project component 3	*Knowledge management*						
Outcome 3 *The results of the project are used and serve as a basis for other similar initiatives*	*Indicator 8:* *# of communication activities undertaken for disseminating good practices, deliverables and lessons learned*	*Not applicable*	0	2	4	*Interviews with the project manager and other relevant stakeholders.* *Blogs about best practices, deliverables and lessons learned.*	*Risks: Insufficient interest to good practices and lessons learned.* *Assumptions: Project management unit perceive direct benefits to put forward good practices and lessons learned*

Objective and Outcome Indicators	Data Source	Baseline	Mid-term Target	End of Project Target	Data Collection Methods	Risks/Assumptions
Outputs to achieve Outcome 3	*Output 3.1. Lessons learned, and good practices shared with other Parties through the Climate Transparency Platform and other cooperation networks, with inclusion on results from gender consideration.*					

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[10]. 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.

Minimum project monitoring and reporting requirements as required by the GEF:

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.

GEF Project Implementation Report (PIR):
The annual GEF PIR covering the reporting period July (previous year) to June (current year) will be completed for each year of project implementation. UNDP will undertake quality assurance of the PIR before submission to the GEF. The PIR submitted to the GEF will be shared with the Project Board. UNDP will conduct a quality review of the PIR, and this quality review and feedback will be used to inform the preparation of the subsequent annual PIR.

GEF Core Indicators:
The GEF Core indicators included as Annex 13 will be used to monitor global environmental benefits and will be updated for reporting to the GEF prior to MTR and TE. Note that the project team is responsible for updating the core indicators status. The updated monitoring data must be shared with MTR/TE consultants prior to required evaluation missions, so these can be used for subsequent groundtruthing. The methodologies to be used in data collection have been defined by the GEF and are available on the GEF.

[10] See https://www.thegef.org/projects-operations/policies-guidelines

Independent Mid-term Review (MTR):
An independent mid-term review (MTR) will be completed by the mid-point of the project. The terms of reference, the MTR process and the final MTR report will follow the standard templates and MTR guidance for UNDP-supported GEF-financed projects available on the UNDP Evaluation Resource Center. The MTR must be submitted to the GEF by the mid-point of the project but no later than 48 months after CEO Endorsement. To meet the submission deadline, final MTR reports must be completed and submitted to BPPS NCE team no later than 2 months in advance of the submission deadline to allow sufficient time for internal review/clearance that is required prior to submission.

Provisions must be taken to complete and submit the MTR within the submission deadline. Therefore, the MTR process must start no later than 8 months before the expected date of submission of the MTR.

The MTR will be 'independent, impartial and rigorous'. The evaluator(s) that UNDP will hire to undertake the assignment will be independent from organizations that were involved in designing, executing, or advising on the project to be reviewed. Equally, the evaluators should not be in a position where there may be the possibility of future contracts regarding the project under review.

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

The final MTR report will be publicly available in English and will be posted on the UNDP ERC by the MTR submission date included on cover page of this project document. A management response to MTR recommendations will be posted in the ERC within six weeks of the MTR report's submission to the GEF.

Terminal Evaluation (TE):
An independent terminal evaluation (TE) will take place upon completion of all major project outputs and activities. The terms of reference, the evaluation process and the final TE report will follow the standard templates and TE guidance for UNDP-supported GEF-financed projects available on the UNDP Evaluation Resource Center. TE must be submitted to the GEF no later than 6 months after the Completion Date. This is a hard deadline that, if not met, can only be extended through a formal extension request. To meet the submission deadline, final TE reports must be completed and submitted to BPPS NCE team no later than 2 months in advance of the deadline to allow sufficient time for internal review/clearance that is required prior to submission.

Provisions must be taken to complete and submit the TE within the submission deadline. Therefore, TE must start no later than 8 months before the expected date of submission of the TE (or 11 months prior to the estimated operational closure date).

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

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

The final TE report will be publicly available in English and posted on the UNDPHY ERC by the TE submission date included on cover page of this project document. A management response to the TE recommendations will be posted to the ERC within six weeks of the TE report submission to the GEF.

Per the GEF Terminal Evaluation requirements, for cancelled full-sized projects, Terminal Evaluations are required if the GEF grant expenditure exceeds more than US$ 2 million.

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

In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans.

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 will be reported in the GEF PIR every year, and will be evaluated periodically during project implementation. If baseline data for some of the results indicators is not yet available, it will be collected during the first year of project implementation. Project risks, as outlined in the risk register, will be monitored quarterly.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
Track results progress	***Project objective from the results framework:*** *Chad complies with the requirements of the Enhanced Transparency Framework under the Paris Agreement on Climate Change*	***Indicator 1*** *Direct project beneficiaries disaggregated by gender (individual people)*	*80 (of which 24 women) by the end of the project*	*Quantitative GEF CBIT core indicator*	*Annually*	*Project Manager*	*Project Documentation* *Participant lists for all project events.* *UNFCCC website*
	Project Outcome 1: *Chad takes concrete actions to collect and process climate change data, submit GHG inventories and track NDCs, to*	***Indicator 2*** *Quality of MRV System*	*Rating of 3 by the MTR* *Rating of 4 by the end of the project*	*UNDP CBIT core indicator*	*At MTR and TE*	*Project Manager in conjunction with MTR and Terminal Evaluators*	*MTR and Terminal evaluation findings* *Review of national reports and data sharing arrangements*

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of Indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
	comply with the Enhanced Transparency Framework.	***Indicator 3*** *Qualitative assessment of institutional capacity for transparency related activities*	*Rating of 2 by the MTR* *Rating of 3 by the end of the project*	*UNDP CBIT core indicator*	*At MTR and TE*	*Project Manager in conjunction with MTR and Terminal Evaluators*	*MTR and Terminal evaluation findings* *Government decrees, MoUs, and climate-related laws, policies, and measures* *Reports submitted to the UNFCCC and publications*
		Indicator 4 *Establishment of an inter-ministerial coordination framework and focal points in each of the four key sectors (energy / agriculture & livestock / land use & forestry / waste) to collect GHG inventory data and NDC tracking*	*By the end of the project, an inter-agency working group and/or other body is meeting at least twice a year to communicate on MRV issues.* *By the end of the project, data sharing agreements in the form of MoUs or legal/regulatory mandates are in place for at least two key*	*Yes / No indicator (evidence- based)*	*Annually, and at MTR and TE*	*Project Manager, Terminal Evaluator*	*Government documentation*

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			reporting sectors.				
		Indicator 5 *Number of national experts trained to prepare and submit transparent, consistent, comparable, complete, and accurate greenhouse gas (GHG) inventories*	*At least 50 (15 women) by end of the project*	*Total of participants, not including trainers, at training*	*Annually, and at MTR and TE*	*Project Manager* *Capacity building consultant*	*Project documentation* *Reports on the training provided and the level of knowledge of the stakeholders interviewed*
		Indicator 6 *Number of national experts trained to track Nationally Determined Contributions (Mitigation/Adaptation) and support needed and received*	*At least 80 (24 women) by end of the project*	*Total of participants, not including trainers, at training*	*Annually, and at MTR and TE*	*Project Manager* *Capacity building consultant*	*Project documentation* *Reports on the training provided and the level of knowledge of the stakeholders interviewed*
	Project Outcome 2: *Project is effectively monitored and evaluated, including gender consideration*	***Indicator 7*** *# of monitoring report compiled*	*At least 16 by end of the project*	*The objective of this indicator is to monitor and evaluate the project*	*Annualy*	*Inception Workshop Report,* *Quarterly Progress Reports* *PIRs.* *Mid-term review consultant after 2 years* *Terminal Evaluation report finalized 3 months prior operational closure date.*	*Project documentation* *Mid-term review* *Final evaluation report* *Information available online on the GEF CBIT platform*

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
	Project outcome 3: *The results of the project are used and serve as a basis for other similar initiatives*	***Indicator 8*** *# of communication activities undertaken for disseminating good practices, deliverables and lessons learned*	*At least 4 by end of the project*	*The objective of this indicator is to monitor the development of dissemination products to share lessons learned within the project.* *Interviews with the project manager and other relevant stakeholders* *Blogs about best practices, deliverables and lessons learned.*	*Last two years of the project*	*Project manager annually and final evaluation consultants four months before project closure*	*Final evaluation report* *Information available online, in meeting minutes and on the GEF CBIT platform*

Monitoring Activity			
	Frequency/Timeframe	**Expected Action**	**Partners (if joint)**
Inception Workshop and Report	Inception Workshop within 2 months of the First Disbursement	As per above description	Implementing Partner
Track results progress (see above table for details)	Annually and at mid-point and closure	Slower than expected progress will be addressed by project management.	
Monitor and Manage 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.	
Monitor ***(gender action plan, stakeholder engagement plan)***	Ongoing		

Monitoring Activity			
	Frequency/Timeframe	**Expected Action**	**Partners (if joint)**
Supervision Missions	Annually		UNDP Country Office
Learning and Learning Missions	As needed	Relevant lessons are captured by the project team and used to inform management decisions.	
Annual Project Quality Assurance	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.	UNDP-GEF Directorate
Review and Make Course Corrections	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.	
Annual GEF Project Implementation Report (PIR)	Annually typically between June-September	Mandatory contribution by Project Team, CO and RTA. Strengths and weaknesses will be reviewed by project management and used to inform decisions to improve project performance	GSP Coordinator UNDP Country Office[11]
Project Review (Project Board)	Annualy	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.	Implementing Partner
Oversight missions	Troubleshooting as needed		GSP Coordinator and UNDP-GEF Directorate

Evaluation Plan

Evaluation Title	Partners (if joint)	Related Strategic Plan Output	CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders
Independent Mid-Term Review (MTR)	UNDP Evaluation Specialists	Institutional systems to manage multi-dimensional risks and shocks strengthened at regional, national and sub-national levels	By the end of 2026, state and non-state actors, particularly target groups, develop sustainable food systems that are resilient to climate change and local and regional crises, enabling them to improve their food and nutrition security and their living environment.	By the MTR submission date included on cover page of Project Document	Independent evaluation consultants.
Independent Terminal Evaluation (TE)	UNDP Evaluation Specialists	Institutional systems to manage multi-dimensional risks and shocks strengthened at regional, national	By the end of 2026, state and non-state actors, particularly target groups, develop sustainable food systems that are resilient to climate change and local and regional crises,	By the TE submission date included on cover page of Project Document	Independent evaluation consultants.

[11] Or equivalent for regional or global project

Evaluation Title	Partners (if joint)	Related Strategic Plan Output	CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders
		and sub-national levels	enabling them to improve their food and nutrition security and their living environment.		

Monitoring and Evaluation Budget for project execution:	
GEF M&E requirements to be undertaken by Project Management Unit (PMU)	**Indicative costs (US$)**
Inception Workshop and Report	5,000 USD
M&E required to report on progress made in reaching GEF core indicators and project results included in the project results framework	21,880 USD
Preparation of the annual GEF Project Implementation Report (PIR)	None
Monitoring of [gender action plan, stakeholder engagement plan]	2,000 USD
Supervision missions	None
Learning missions	4,000 USD
Independent Mid-term Review (MTR):	15,000 USD
Independent Terminal Evaluation (TE):	20,000 USD
Oversight mission	None
TOTAL indicative COST	67,880 USD

GOVERNANCE AND MANAGEMENT ARRANGEMENTS

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

Implementing Partner: The Implementing Partner for this project is Ministry of Environment, Fisheries and Sustainable Development.

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.

Responsible Parties: NGO Acid

The Responsible Party (NGO ACID) will provide support to data collection, research, and technical assessments for Component 1 under an Agreement to be signed between the Responsible Party (RP) and the Implementing Partner. The deliverables produced by the RP will be accepted and cleared by the Implementing Partner before payment can be released to the RP.

Project stakeholders and target groups:
Four (4) Technical Committees will be set up. The technical committees will be composed of parties representing the public, private and NGO/CBO sectors. As necessary, parties will involve other public agencies and the private sector will be invited to participate in technical committees to discuss and advise on specific project activities. The technical committees will review the project deliverables as well as any other matters submitted to them for advice by the project committee and make appropriate recommendations to the project committee.

The four (4) Technical Committees will be constituted as follows:

Technical Committee 1 – Energy

Technical Committee 2 – Agriculture

Technical Committee 3 - Forest and Land Use

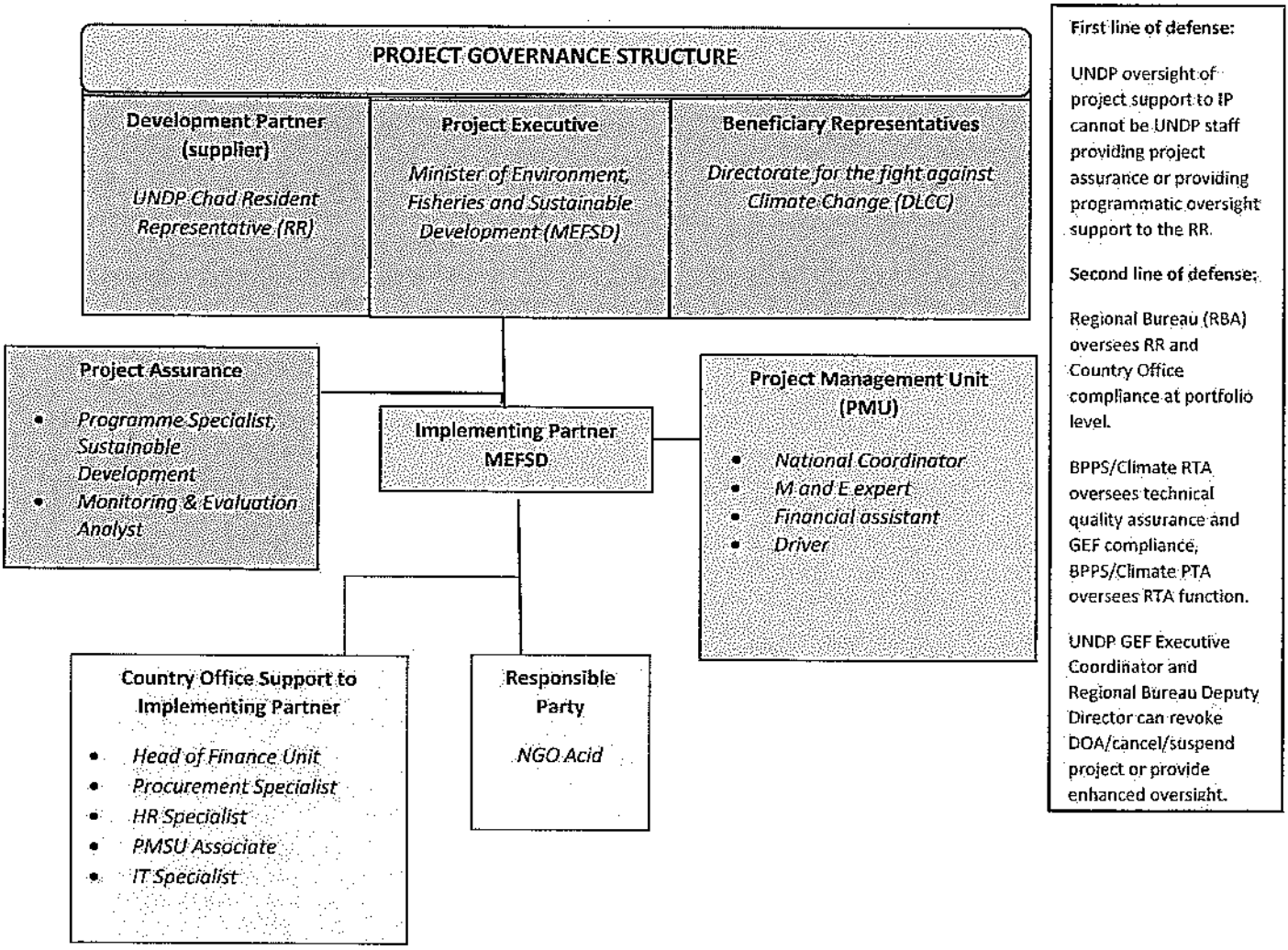
Technical Committee 4- Waste

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 GEF Executive Coordinator, 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 FOR NATIONAL PROJECT



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$ 21,999** 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.

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.

UNDP's implementation oversight role in the project – as represented in the project board and via the project assurance function – is performed by the Resident Representative (RR) of Chad UNDP CO on the Project Board, and the project assurance role is performed by the Programme Specialist, Sustainable Development Unit. UNDP's execution role in the project (as requested by the implementing partner and approved by the GEF) is performed by the Head of Finance, Procurement Specialist, HR Specialist, IT Specialist and PMSU Associate who will report to the Deputy Resident Representative of Operations.

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:
  - The project board provides overall overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.
  - Review project performance based on monitoring, evaluation and reporting, including progress reports, risk logs and the combined delivery report;
  - The project board is responsible for making management decisions by consensus.
  - 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.
  - 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:
  - 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.
  - Appraise annual work plans prepared by the Implementing Partner for the Project; review combined delivery reports prior to certification by the implementing partner.
  - Address any high-level project issues as raised by the project manager and project assurance;
  - 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);
  - Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily and according to plans.
  - Track and monitor co-financed activities and realisation of co-financing amounts of this project.
  - Approve the Inception Report, GEF annual project implementation reports, mid-term review and terminal evaluation reports.
  - Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.
- ✓ Risk Management:
  - Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
  - 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.
  - Address project-level grievances.
- ✓ Coordination:
  - Ensure coordination between various donor and government-funded projects and programmes.

- 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: Minister of Ministry of Environment, Fisheries and Sustainable Development (MEFSD)
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: Head of Directorate for the fight against climate change (DLCC).
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 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: Monitoring & Evaluation Analyst

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.

Specific roles and responsabilities of the PMU Members include:

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

- Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form.
- Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.
- Monitor progress watch for plan deviations and make course corrections when needed within PSC-agreed tolerances to achieve results.
- Ensure that changes are controlled, and problems addressed.
- Perform regular progress reporting to the PSC as agreed with the PSC, 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 PSC for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log.
- Capture lessons learned during project implementation.
- Prepare revisions to the multi-year workplan, as needed, as well as annual and quarterly plans if required.
- Prepare the inception report no later than one month after the inception workshop.
- Ensure that the indicators included in the project results framework are monitored annually in advance of the GEF PIR submission deadline so that progress can be reported in the GEF PIR.
- Prepare the GEF PIR.
- Assess major and minor amendments to the project within the parameters set by UNDP-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.
- Support the Terminal Evaluation process.

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: National Coodinator

FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is **USD 1,395,000.** This is financed through a GEF grant of **USD 1,045,000** administered by UNDP, **USD 150,000** in cash co-financing to be administered by UNDP and additional in-kind support of **USD 200,000** by the Recipient country government.

UNDP, as the GEF Implementing Agency, is responsible for the oversight of the GEF resources and the cash co-financing transferred to UNDP bank account only.

Co-financing: The actual realization of project co-financing amounts will be monitored by the UNDP Country Office and the PMU on an annual basis in the GEF PIR and will be reported to the GEF during the mid-term review and terminal evaluation process as follows:

Co-financing source	Co-financing type	Name of Co-financier	Investment Mobilized	Co-financing amount USD
Recipient Country Government	In-kind	Government of Chad through the Ministry of Environment, Fisheries and Sustainable Development	Recurrent expenditures	200,000
GEF Agency	Cash	UNDP	Investment mobilized	150,000
Total				350,000

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. The costs for audit cannot be included under M&E component and budget and must be included under PMC.

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[12]. 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 final clearance of the Terminal Evaluation Report and the corresponding management response and 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 Terminal Evaluation must have been submitted and the corresponding TE management response and 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).

[12] See https://popp.undp.org/ https://popp-prod.acquia.undp.org/policy-page/close-and-transition.

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).

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.

TOTAL BUDGET AND WORK PLAN

Total Budget and Work Plan			
Quantum Business Unit	UNDP-TCD		
Quantum Project ID:	01001729	Quantum Project Title:	PIMS – 6706 TCD-CBIT_Renforc Capacités Institutions
Quantum Award ID:	1268938	Quantum Award Title:	TCD-GEF-PIMS-6706-01001729
UNDP-GEF PIMS No.	6706		
Implementing Partner	Ministry of Environment, Fisheries and Sustainable Development		

Quantum Outcome (GEF Component)	Quantum Output (GEF Outcome)	Quantum Activity (GEF Output)	Quantum Responsible Party (UNDP, IP, or Responsible Party)	Quantum Fund ID	Quantum Donor ID	Quantum Budgetary Account Code	Quantum Budget Account Description	Year 1 (last 6 month of 2024)	Year 2 (2025)	Year 3 (2026)	Year 4 (2027)	Year 5 (first 6 months of 2028)	Total (USD)	See Budget Note: (reference as number, not as letter)
Component 1: Strengthening Chad's capacity to collect and process climate change data into useful information for policymaking and reporting to the United Nations Framework Convention on Climate Change (UNFCCC)	Outcome 1: Chad takes concrete actions to collect and process climate change data, submit GHG inventories and track NDCs, to comply with the Enhanced Transparency Framework.	Output 1.1. Memorandums of Understanding (MoUs), formal institutional agreements and an official document establishing the gender sensitive inter-ministerial coordination mechanism to enhance and operationalize the national transparency framework and ensure sustainability.	UNDP	62000	10003	71200	International Consultants	0	25,000	0	25,000	0	50,000	1
			MoE	62000		71800	Contractual Services - Impl. Partner	0	10,000	10,000	10,000	0	30,000	2
			UNDP	62000		71600	Travel	0	7,000	7,000	5,000	0	19,000	3
			UNDP	62000		74200	Audio Visual&Print Prod Costs	0	2,000	2,000	2,000	0	6,000	4
			UNDP	62000		75700	Training, Workshops and Confer	5,000	10,000	10,000	5,000	0	30,000	5
		Total Output 1.1						**5,000**	**54,000**	**29,000**	**47,000**	**0**	**135,000**	
		Output 1.2 Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to prepare and submit transparent, consistent, comparable, complete and accurate greenhouse gas (GHG) inventories.	UNDP	62000	10003	71200	International Consultants	0	46,000	46,000	46,000	0	138,000	6
			MoE	62000		71800	Contractual Services - Impl. Partner	0	20,000	20,000	20,000	0	60,000	7
			UNDP	62000		71600	Travel	0	20,000	20,000	20,000	8,000	68,000	8
			MoE	62000		72100	Contractual Services - Companies	0	10,000	10,000	9,000	0	29,000	9
			UNDP	62000		74200	Audio Visual&Print Prod Costs	2,000	9,000	6,000	6,000	0	23,000	10
			MoE	62000		75700	Training, Workshops and Confer	9,000	25,000	25,000	20,000	5,000	84,000	11
		Total Output 1.2						**11,000**	**130,000**	**127,000**	**121,000**	**13,000**	**402,000**	
			UNDP	62000	10003	71200	International Consultants	0	31,000	31,000	31,000	0	93,000	12

		Output 1.3. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to track Nationally Determined Contributions (Mitigation/Adaptation) and support needed and received.	MoE	62000		71800	Contractual Services - Impl. Partner	0	12,000	12,000	11,000	0	35,000	13
			UNDP	62000		71600	Travel	0	10,000	11,320	11,000	5,000	37,320	14
			MoE	62000		72100	Contractual Services - Companies	0	15,000	15,000	15,000	0	45,000	15
			MoE	62000		74200	Audio Visual&Print Prod Costs	0	7,000	9,000	9,000	0	25,000	16
			UNDP	62000		75700	Training, Workshops and Confer	0	25,000	25,000	25,000	0	75,000	17
		Total Output 1.3						**0**	**100,000**	**103,320**	**102,000**	**5,000**	**310,320**	
	Total Outcome 1							**16,000**	**284,000**	**259,320**	**270,000**	**18,000**	**847,320**	
Total Component 1								**16,000**	**284,000**	**259,320**	**270,000**	**18,000**	**847,320**	
Component 2: Monitoring and Evaluation (M&E)	Outcome 2: Project is effectively monitored and evaluated, including gender consideration	Output 2.1. Monitoring and evaluation products are delivered	UNDP	62000	10003	71200	International Consultants	0	15,000	0	20,000	0	35,000	18
			MoE	62000		71800	Contractual Services - Impl. Partner	4,800	5,760	5,760	760	4,800	21,880	19
			UNDP	62000		74200	Audio Visual&Print Prod Costs	0	1,000	0	1,000	0	2,000	20
			MoE	62000		75700	Training, Workshops and Confer	0	4,000	0	5,000	0	9,000	21
		Total Output 2.1						**4,800**	**25,760**	**5,760**	**26,760**	**4,800**	**67,880**	
Total Component 2								**4,800**	**25,760**	**5,760**	**26,760**	**4,800**	**67,880**	
Component 3: Knowledge Management	Outcome 3: The results of the project are used and serve as a basis for other similar initiatives	Output 3.1. Lessons learned, and good practices shared with other Parties through the Climate Transparency Platform and other cooperation networks, with inclusion on results from gender consideration.	MoE	62000	10003	71300	Local Consultants	0	0	0	10,000	0	10,000	22
			UNDP	62000		71600	Travel	0	0	0	10,000	5,000	15,000	23
			UNDP	62000		74200	Audio Visual&Print Prod Costs	0	0	0	0	2,800	2,800	24
			UNDP	62000		75700	Training, Workshops and Confer	0	0	0	0	7,000	7,000	25
		Total Output 3.1						**0**	**0**	**0**	**20,000**	**14,800**	**34,800**	
Total Component 3								**0**	**0**	**0**	**20,000**	**14,800**	**34,800**	
Project Management Costs	PMC	PMC	MoE	62000	10003	71800	Contractual Services - Impl. Partner	4,200	16,800	16,800	16,800	8,400	63,000	26
			UNDP	62000	10003	71600	Travel	0	1,830	1,850	0	0	3,680	27
				62000		74100	Professional Services	0	0	6,321	0	0	6,321	28
				62000		64397	Services to projects - CO staff	2,000	4,000	4,000	2,000	2,000	14,000	29
				62000		74596	Services to projects - GOE for CO	2,000	2,000	2,000	1,999	0	7,999	30

			PMC sub-total (GEF)					8,200	24,630	30,971	20,799	10,400	95,000	
			UNDP	000012	04000	72200	Equipment and furnitures	15,000	5,000	5,000	5,000	5,000	35,000	31
				000012	04000	72500	Supplies	60,000	7,000	0	0	0	67,000	32
				000012	04000	71300	Local Consultants	6,000	12,000	12,000	12,000	6,000	48,000	33
			PMC sub-total (TRAC)					81,000	24,000	17,000	17,000	11,000	150,000	
Total Project Management Cost								**89,200**	**48,630**	**47,971**	**37,799**	**21,400**	**245,000**	
Sub-total Project Grant (GEF)								**29,000**	**334,390**	**296,051**	**337,559**	**48,000**	**1,045,000**	
Sub-total Project Grant (UNDP TRAC)								**81,000**	**24,000**	**17,000**	**17,000**	**11,000**	**150,000**	
Total Project Grant								**110,000**	**358,390**	**313,051**	**354,559**	**59,000**	**1,195,000**	

#	Budget Note (Description)
1	Recruitment of an International Environmental Specialist Consultant under Output 1.1. **(160 days, 312.5 USD/per day) (Total: 50,000 USD)**
2	Recruitment of National Environmental Specialist Output 1.1. **(Total amount: USD 30,000)**
3	Travel expenses related to attending relevant workshops on the mechnism of the coordination of GHG inventories. Travel is planned from Year 2. **(Total amount: USD 19,000)**
4	Printing Project information sheets and other outreach material. **(Total amount: USD 6,000)**
5	Capacity building workshops, meetings to discuss methodological approach to follow under Component 1 Output(s) and agreement on memorandums **(Total amount: USD 30,000)**
6	Recruitment of Lead Technical Advisor and an International Specialist on climate change and MRV for GHG inventories under Output 1.2. **(Total: 138,000 USD)**
7	National consultant to support the preparation of technical documents under Output 1.2. **(Total amount: 60,000 USD)**
8	Travel expenses to attend relevant workshops. Travel and DSA of international consultant. **(Total amount: 68,000)**
9	Sub-contracting of company(ies) to organize learning-by-doing workshops. **(Total amount: USD 29,000)**
10	Printing Project Information sheets and other outreach material. **(Total amount: USD 23,000)**
11	Capacity building workshops on GHG inventories, meetings for discussing technical documents under Output 1.2. **(Total amount: USD 84,000)**
12	Recruitment of an International Specialist on climate change to support capacity building activities on reporting under output 1.3. **(Total amount: 93,000 USD)**
13	National consultant to support assistance in data collection; quality assurance of the reports and relevant results; ensure that the results are in line with national circumstances. **(Total: USD 35,000)**
14	Travel expenses to attend relevant workshops. Travel and DSA of international consultant. **(Total amount: 37,320)**
15	Sub-contracting of companies to carry out technical activities defined for output 1.3. **(Total amount 45,000)**
16	Printing Project information sheets and other outreach material. **(Total amount: USD 25,000)**
17	Capacity building workshops, meetings for discussing technical documents under Output 1.3. **(Total amount: USD 75,000)**
18	A monitoring and evaluation specialist to carry out the mid-term and the terminal evaluation of the project as per UNDP and GEF requirements **(Total amount: USD 35,000)**
19	Project Monitoring and Evaluation Officer to be recruited for M&E related activities **(Total amount: USD 21,880)**
20	Printing Project information sheets and other outreach material. **(Total amount: USD 2,000)**
21	Validation workshops incl. For M&E purposes **(Total amount: 9,000USD)**
22	An individual local consultant to lead the process of data collection and reporting on lessons learned from the CBIT project. **(Total amount: USD 10,000)**

23	Travel expenses related to knowledge sharing and other activities from learning management (local/international travel). **(Total amount: USD 15,000)**
24	Printing Project information sheets and other outreach material. **(Total amount: USD 2,800)**
25	Information and dissemination workshops of lessons learned from CBIT Chad project. **(Total amount: 7,000)**
26	Salaries of Project Manager and a driver to be recruited under the project **(Total of USD 63,000)**. Their recruitment will be led by the IP.
27	Local travel for project supervision purposes. **(Total: USD 3,680)**
28	Financial audit **(Total amount: USD 6,321)**
29	DPC: DPC costs **(Total amount: USD 21,999)** - Direct Project Costs: for services rendered by UNDP to the project, according to the Letter of Agreement (Annex 11 in ProDoc) 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.
30	
31	Equipment and office furnitures to support the installation of the PMU **(Total: USD 35,000)** - through UNDP cash co-financing
32	Expenses related to purchase of vehicles and other mobile equipment through UNDP cash co-financing. **(Total amount: USD 67,000)**
33	Salary of financial assistant of the project to be covered through UNDP cash co-financing. **(Total amount: USD 48,000)**

LEGAL CONTEXT

Option a. Where the country has signed the Standard Basic Assistance Agreement (SBAA)

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Chad and UNDP, signed on 14 October 1977. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

This project will be implemented by the Ministry of Environment, Fisheries and Sustainable Development 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.

RISK MANAGEMENT

Option a. Implementing Partner is a Government Entity (NIM)

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.

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), or justification of SESP exemption
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. Signed LOA between UNDP and IP requesting UNDP Support Services
12. Terms of Reference for Project Board and Project Team
13. GEF and/or LDCF/SCCF Core indicators
14. GEF Taxonomy
15. Results of the Partners Capacity Assessment Tool (PCAT) and HACT Micro Assessment
16. UNDP Project Quality Assurance Report (to be completed in UNDP online corporate planning system)

Annex 1: GEF Budget Template

Separately attached.

Annex 2: GEF execution support letter

REPUBLIQUE DU TCHAD
******
PRÉSIDENCE DE TRANSITION
******
PRIMATURE
******
MINISTERE DE L'ENVIRONNEMENT ,DE LA PECHE ET DU DEVELOPPEMENT DURABLE
******
SECRETARIAT GENERAL
******
DIRECTION GENERALE DE L'ENVIRONNEMENT

UNITÉ - TRAVAIL - PROGRÈS

17/10/2023

To: Mr. Pradeep Kurukulasuriya
Executive Coordinator and Director - Environmental Finance
Vertical Funds Programming Support, Oversight, and Compliance Hub
Bureau for Policy and Programme Support (BPPS)
United Nations Development Programme / 304 E45th Street, New York, NY 10010, USA

Subject: Letter of Support to request GEF Agency Execution for the Project "Strengthening the Capacity of Institutions in Chad to comply with the Transparency Requirements of the Paris Agreement" [GEF ID#10644]

In my capacity as GEF Operational Focal Point for Chad, I hereby request UNDP, the GEF Implementing Agency for the aforementioned project, to also carry out execution services for the above project, on an exceptional basis.

The execution services provided by UNDP are expected to include:

- **Human Resources:** Staff selection and recruitment process (advertising, long/short-listing, interviews), staff benefits administration and management, recurrent personnel management services: staff payroll, banking administration and management.
- **Finance:** Payments' process, creation of vendor forms; adjustment of financial transaction; monitoring and reviewing financial transaction; managing vendor profiles; reimbursement of travel expenses.
- **Procurement of Goods and Services:** Review of the terms of reference; preparation of bidding documents; advertising, bidding evaluation, contract issuing and management; issuing the purchase orders.
- **Travel:** Travel management, travel authorization; ticketing, settlement/reimbursement of travel claims.

The execution services to be provided by the Ministry of Environment and Fisheries and Sustainable Development are expected to include:

- Host and execute the project and ensure its overall management.
- 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.
- 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.

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.

Yours Sincerely,

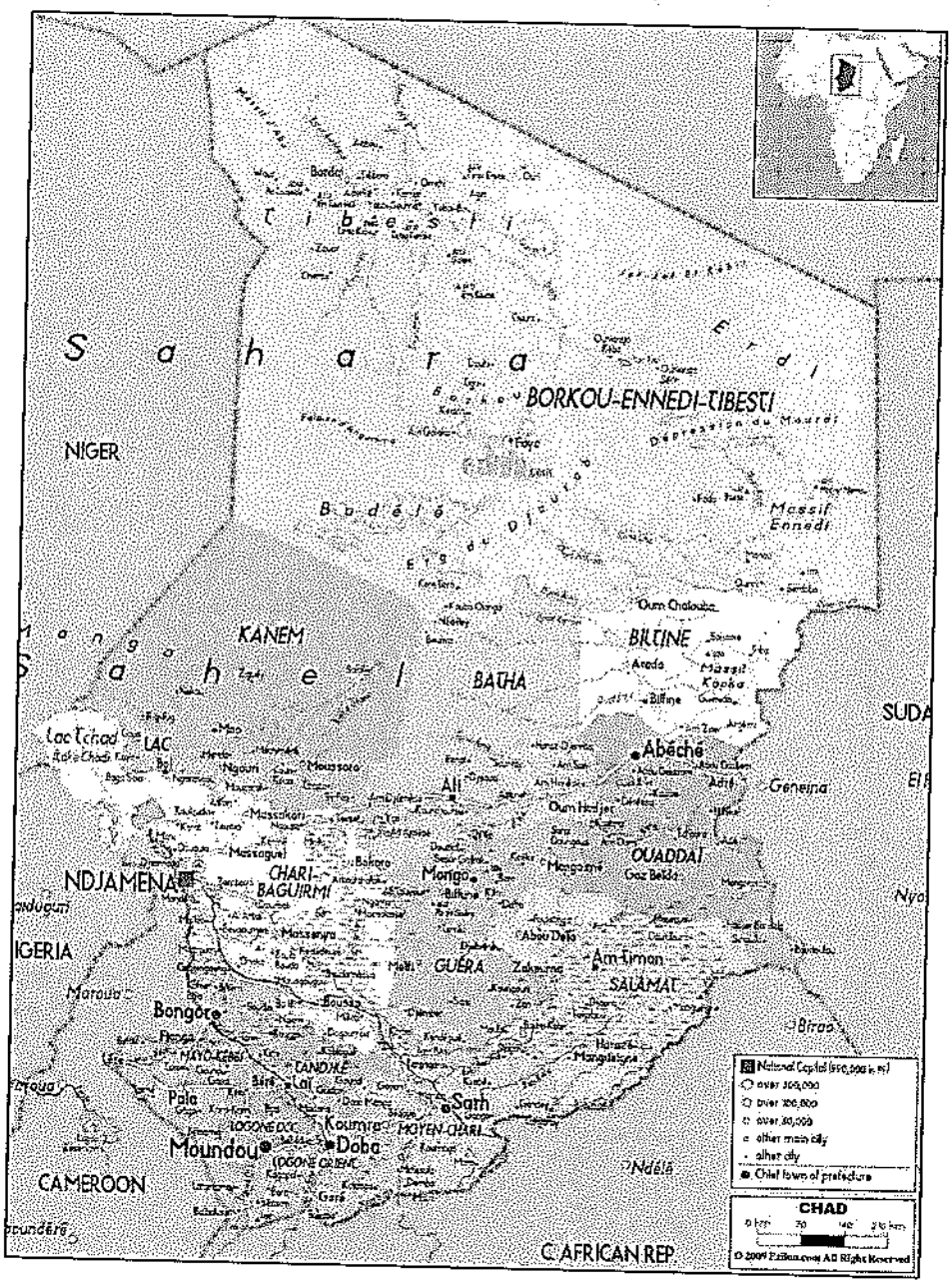


Oumar Gadji Soumaila
Climate Change Director
GEF Operational Focal Point
Ministry of Environment, Fisheries and Sustainable Development
Tel: +235 66 98 91 96
soumailagadji@yahoo.fr

Annex 3: Project Map and geospatial coordinates of the project area

Detailed map of Chad[13]

Ndjamena geo-coordinates: 12.1348° N, 15.0557° E.



[13] Map adapted from https://www.ezilon.com/

Annex 4: Multi Year Work Plan

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Project Management		PMU recruitment																
		Inception Workshop																
		1st Project Board meeting																
		Review and preparation of TORs for key technical consultancies																
Component 1: Strengthening Chad's capacity to collect and process climate change data into useful information for policymaking and reporting to the United Nations Framework Convention on Climate Change (UNFCCC)	Output 1.1. Memorandums of Understanding (MoUs), formal institutional agreements and an official document establishing the inter-ministerial coordination mechanism to enhance and operationalize the national transparency framework and ensure sustainability.	1.1.1. Conduct stakeholders' mapping and analysis (to be undertaken in conjunction with activity 1.3.1)																
		1.1.2. Draft and propose for adoption formal institutional arrangements and legal framework to collect, share and manage GHG Inventory data in a continuous and sustainable manner, establishing data collection and processing hubs in each of the four key sectors.																
		1.1.3. Draft and propose for adoption formal institutional arrangements and legal framework to enhance the existing coordination framework for NDC tracking (on																

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		climate action, support needed and received and/or vulnerability & adaptation, where needed) in a continuous and sustainable manner and strengthen the framework for inter-ministerial coordination.																
		1.1.4. Build the capacities of the established institutional arrangement bodies (training on the ETF requirements, equipment for data-sharing, etc.)																
	Output 1.2. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to prepare and submit transparent, consistent, comparable, complete and accurate greenhouse gas	1.2.1. Identify and strengthen the capacities of field teams in key sectors (energy/agriculture and livestock/land use and forestry/waste) in the collection, processing and analysis of GHG data																
		1.2.2. Adapt tools and protocols to the national context and test them in the GHG Inventory elaboration																
		1.2.3. Develop 02 emission factors for agriculture/livestock and energy sectors for																

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	(GHG) inventories.	emission category 1 and 2, based on the Tier 2 methodology of the IPCC																
		1.2.4. Adapt QA/QC tools to the Chadian context and adopt them in climate transparency reporting																
		1.2.5. Develop a long-term Capacity Development Plan, including a 'Training of Trainers' scheme for continuous capacity building and institutional development, with emphasis on gender mainstreaming.																
		1.2.6. Undertake training of trainers' programs to 15 to 20 people including 30% of women (from the Hubs and MEFSD) in improvement of GHG inventories and emission projections, based on IPCC 2006 latest guidelines/tools.																
		1.2.7. Scale up lessons learned and best practices on transparency activities through peer exchange programs for stakeholders at national level (public, private, academic, civil																

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		society sectors) and also at international level through networking and CBIT Global Support Programme.																
	Output 1.3. Technical support, training and tools provided to key stakeholders, including at least 30% of women, in Chad to track Nationally Determined Contributions (Mitigation/Adaptation) and support needed and received.	1.3.1. Conduct an analysis of practices and gaps in the current MRV system (to be undertaken in conjunction with activity 1.1.1).																
		1.3.2. Design, test and operationalize a national MRV system, with an online climate transparency portal																
		1.3.3. Design monitoring indicators for (i) the implementation of NDCs, (ii) the support needed and received																
		1.3.4. Develop tools, models, protocols and guidelines to track the above indicators																
		1.3.5. Inform and raise awareness among local authorities and other relevant stakeholders on the enhanced transparency requirements, including: (i) GHG emissions; (ii)																

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		mitigation measures; (iii) monitoring the support needed and received; (iv) Use and management of the online climate transparency portalT.																
		1.3.6. Participate in the CBIT global coordination platform and other stakeholder exchange activities on climate transparency																
		1.3.7. Provide training of trainers to 15-20 people, including 30% of women (from the Hubs and MTCANM) on the national MRV system and online climate transparency portal, monitoring of NDCs, and on providing information in the CBIT global coordination platform																
Component 2 : Monitoring and Evaluation	Output 2.1: Monitoring and evaluation products are delivered.	2.1.1. Organize a kick-off workshop and confirm the project baseline and indicators																
		2.1.2. Monitor and assess project implementation and results as they affect both women and men on an ongoing basis.																

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		2.1.3. Present project status and lessons learned to the Project Manager and Project Steering Committee as well as the GEF in the form of an annual Project Implementation management decision																
		2.1.4. Carry out mid-term review and a final evaluation within six months before the end of the project																
		2.1.5. Prepare and submit a final report to UNDP and the implementing partner																
Component 3 : Knowledge management	Output 3.1: Lessons learned and good practices shared with other Parties through the Global Coordination Platform and other cooperation networks, with inclusion on results from	3.1.1. Collect/Archive lessons learned from the project and results during its implementation.																
		3.1.2. Share models, lessons learned and best practices with all relevant stakeholders in Chad																
		3.1.3. Share models, lessons learned and best practices with other Parties through the Global Coordination Platform and other regional and global cooperation networks																

Components	Outputs	Activities	Year 1				Year 2				Year 3				Year 4			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	gender consideration.	3.1.4. Participate in selected regional and global CBIT workshops.																

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

Attached separately.

Annex 6: UNDP Risk Register

Project Title: Strengthening the Capacity of Institutions in Chad to comply with the Transparency Requirements of the Paris Agreement	**Project Number:** 00133847	**Date:** 08-Nov-23

#	Event	Cause	Impact(s)	Risk Category and Sub-category *(Including Risk Appetite)*	Impact, Likelihood & Risk Level *(see Annex 3 Risk Matrix)*	Risk Valid From/To	Risk Owner *(individual accountable for managing the risk)*	Risk Treatment and Treatment Owner
1	There is a risk that funds allocated for project implementation not available in time to cover all planned actions	As a result of Slowness in the procedures for disbursement of funds and delays in engagement	Which will impact in cause delays in the implementation of the work plan and cause objectives to be not achieved	**2. FINANCIAL (2.6. Budget availability and cash flow) - UNDP Risk Appetite: MINIMAL TO CAUTIOUS**	Likelihood: **1 - Not likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jul-24 To: 01-Jul-28	Project unit coordination	Risk Treatment 1.1: Ongoing financial monitoring: Develop a mechanism for planning, managing and regularly monitoring the project budget. Risk Treatment Owner: Ministry of Environment, Fisheries and Sustainable Developemnt
								Risk Treatment 1.2: Integrate flexibility mechanisms for disbursement; Diversify sources of funding (Explore and identify potential sources of funding; Explore, identify, and build strong and innovative public-private partnerships or grant funds) Risk Treatment Owner: UNDP - Ministry of Economy, Development Planning, and International Cooperation, Ministry of Environment, Fisheries and Sustainable Development
2	There is a risk that Training, and capacity-building sessions are not held on time	As a result of Delays in planning and availability of allocated funds and trainers	Which will impact in Impact on the implementation of activities	**4. ORGANIZATIONAL (4.3. Implementation arrangements) - UNDP Risk**	Likelihood: **1 - Not likely** Impact: **4 - Extensive**	From: 01-Jul-24 To: 01-Jul-27	Project unit coordination	Risk Treatment 2.1. Develop a detailed schedule of training sessions and capacity building sessions. Risk Treatment Owner: Ministry of Environment, Fisheries and Sustainable Development - UNDP

#	Event	Cause	Impact(s)	Risk Category and Sub-category *(Including Risk Appetite)*	Impact, Likelihood & Risk Level *(see Annex 3 Risk Matrix)*	Risk Valid From/To	Risk Owner *(Individual accountable for managing the risk)*	Risk Treatment and Treatment Owner
				Appetite: EXPLORATORY TO OPEN	Risk level: **HIGH RISK (equates to a risk appetite of SEEK)**			Risk Treatment 2.2: Recruit and contract the trainers as much as possible. Risk Treatment Owner: Ministry of Environment, Fisheries and Sustainable Development
3	There is a risk Stakeholders engage weakly in carrying out project activities	As a result of Low awareness and information about the project from the start	Which will Impact on the implementation of activities	**3. OPERATIONAL (3.5. Partners' engagement) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **1 - Not likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jul-24 To: 01-Jul-27	Project unit coordination	Risk Treatment 3.1: A stakeholder engagement plan is planned. Risk Treatment Owner: Ministry of Environment, Fisheries and Sustainable Development
4	There is a risk that Security issue disrupt the effectiveness of project activities 'implementation	As a result of Socio-political instability	Which will Impact on the implementation of activities	**8. SAFETY AND SECURITY (8.2. Political instability) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **4 - Highly likely** Impact: **4 - Extensive** Risk level: **SUBSTANTIAL (equates to a risk appetite of OPEN)**	From: 01-Jul-24 To: 01-Jul-28	Ministry of Environment, Fisheries and Sustainable Development	Risk Treatment 4.1: In case of proven risk, postpone project activities that involve the mobility and physical presence of the stakeholders. Risk Treatment Owner: Ministry of Environment, Fisheries and Sustainable Development
								Risk Treatment 4.2: Plan the organization of certain online activities. Risk Treatment Owner: Ministry of Environment, Fisheries and Sustainable Development
5	The project may exclude potentially affected stakeholders, particularly			**1. SOCIAL AND ENVIRONMENTAL (1.2. Gender equality and women's**	Likelihood: **2 - Low likelihood** Impact: **2 - Minor**	From: 01-Jul-24 To: 01-Jul-28	Project unit coordination	Risk Treatment: The project has a stakeholder engagement plan in place from its initial phase detailing specific measures to ensure the participation of women, indigenous people, and other

#	Event	Cause	Impact(s)	Risk Category and Sub-category *(including Risk Appetite)*	Impact, Likelihood & Risk Level *(see Annex 3 Risk Matrix)*	Risk Valid From/To	Risk Owner *(individual accountable for managing the risk)*	Risk Treatment and Treatment Owner
	marginalized groups, and local communities, from fully participating in project assessment activities. More specifically, activities 1.2.1, 1.2.6, 1.2.7 and 1.3.5 involve consultations with stakeholders (public, private, civil society, citizens), some of whom might be unintentionally excluded, such as young people and women.			**empowerment) - UNDP Risk Appetite: CAUTIOUS**	Risk level: **LOW (equates to a risk appetite of MINIMAL)**			groups in consultations, planning and project activities. In addition, a complaints management mechanism is provided for in the ProDoc. Risk Treatment Owner: Project unit coordination
6	Insufficient participation of women throughout the consultation and implementation of the project	As a result of gender sensitivity of CBIT	Which will impact on the implementation of activities gender issues and to align the project's endeavors with global standard such as the UNFCCC Gender Action Plan, and UNDP's Gender Strategy.	**1. SOCIAL AND ENVIRONMENTAL (1.2. Gender equality and women's empowerment) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **2 - Minor** Risk level: **LOW (equates to a risk appetite of MINIMAL)**	From: 01-Jul-24 To: 01-Jul-28	Project unit coordination	Risk Treatment: - Participation of women will be considered and encouraged before an activity is undertaken. - Activities will be suspended until sufficient representation of women is ensured. - Indicators will be used (identified in the document) to account for the full participation of women in all activities. - Training activities will be offered to raise awareness of the importance of women's

#	Event	Cause	Impact(s)	Risk Category and Sub-category *(including Risk Appetite)*	Impact, Likelihood & Risk Level *(see Annex 3 Risk Matrix)*	Risk Valid From/To	Risk Owner *(individual accountable for managing the risk)*	Risk Treatment and Treatment Owner
								participation in the different aspects of the project. - An assessment of female representation in all roles in the project hierarchy will be carried out. Representation will be ensured based on this analysis. -The project encourages equal participation of men and women and has been designed to ensure equal participation in project activities. A gender action plan will be implemented and monitored.
7	Climate risks for the project linked to disruptions to data collection and storage systems and infrastructure; difficulties in undertaking capacity building activities and change in stakeholder priorities.	As a result of ... The direct involvement of sector managers primarily and exclusively in mitigating the impacts caused by climatic phenomena	Which will impact in... Participation and validation of reports, studies, projections, scenarios, developed as part of the project	**1. SOCIAL AND ENVIRONMENTAL (1.5. Climate change and disaster risks) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **2 - Minor** Risk level: **LOW (equates to a risk appetite of MINIMAL)**	From: 01-Jul-24 To: 01-Jul-28	Project unit coordination	Risk Treatment: For data collection and archiving systems and infrastructure, the project will design resilient systems capable of withstanding the threats posed by the type of extreme events that, depending on the region, can affect the collection of raw data as well as their subsequent processing and storage. This will be mainly reflected through the preparation of guidelines, procedures and protocols, under components 2 and 3 of the project. As the core activities of this project will take place in N'Djamena (low vulnerability) and will primarily involve historical data that already exists in cloud servers, it is very unlikely that the activities themselves will be affected by the type of extreme events that could hit the country. However, the transparency system to be put in place by this CBIT project will survive the specific activities of

#	Event	Cause	Impact(s)	Risk Category and Sub-category *(including Risk Appetite)*	Impact, Likelihood & Risk Level *(see Annex 3 Risk Matrix)*	Risk Valid From/To	Risk Owner *(individual accountable for managing the risk)*	Risk Treatment and Treatment Owner
								the latter, requiring periodic collection and processing of data from across the country.
8	The risk of staff turnover in key government institutions	As a result of trainings and capacities enhanced through this project, people could move to another institution or due to the changing in the government, people could move to another ministry/institution.	Which will impact the institutional arrangement and the transparency management system for data and reporting.	**4. ORGANIZATIONAL (4.7. Human Resources) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jul-24 To: 30-Jun-28	Project Management Unit	During the establishment of the institutional arrangement, the PMU will request the nomination of 2 people per ministry/institution (a focal point and a deputy). During the training activities, the project will do a follow up and assessment of the trainees and will assist them to duplicate the training inside their ministry/institution. The project aims to ensure sustainability through train the trainers' activities to replicate the knowledge. In addition, to manage properly this risk of turnover, the Project team will work closely with the technical focal point inside the ministry by involving them in the training sessions in the procedures and project management. All guidelines and methodologies will be produced in written format (i.e., manuals), and documented extensively, which will contribute to retaining institutional memory.

Annex 7: Overview of Technical Consultancies/Subcontracts

Consultant	Time Input	Tasks, Inputs and Outputs
For Project Management		
Local / National contracting		
National Coordinator	*48 months/ over 4 years*	*The Project Manager (PM), together with the Lead Technical Advisor 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.* • *Ensure that changes are controlled, and problems addressed.* • *Perform regular progress reporting to the project board as agreed with the board, including measures to address challenges and opportunities.* • *Prepare and submit financial reports to UNDP on a quarterly basis.* • *Manage and monitor the project risks – including social and environmental risks - initially identified and submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log.* • *Capture lessons learned during project implementation.* • *Prepare revisions to the multi-year workplan, as needed, as well as annual and quarterly plans if required.* • *Prepare the inception report no later than one month after the inception workshop.* • *Ensure that the indicators included in the project results framework are monitored annually in advance of the GEF PIR submission deadline so that progress can be reported in the GEF PIR.* • *Prepare the GEF PIR.* • *Assess major and minor amendments to the project within the parameters set by UNDP-GEF.*

Consultant	Time Input	Tasks, Inputs and Outputs
		• *Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and social management plans.* • *Monitor and track progress against the GEF Core indicators.* • *Support the Mid-term review and Terminal Evaluation process.* *Required skills and expertise* • *A university degree (MSc or PhD) in a subject related to the natural or applied sciences, engineering 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.* *Competencies* • *Strong leadership, managerial and coordination skills, with a demonstrated ability to effectively coordinate the implementation of multi-stakeholder projects, including financial and technical aspects.* • *Ability to effectively manage technical and administrative teams, work with a wide range of stakeholders across various sectors and at all levels, to develop durable partnerships with collaborating agencies.* • *Ability to administer budgets, train and work effectively with counterpart staff at all levels and with all groups involved in the project.* • *Ability to coordinate and supervise implementation of technical activities in partnership with a variety of stakeholder groups, including government, private sector and local administrations.* • *Strong drafting, presentation and reporting skills.* • *Strong communication skills, especially in timely and accurate responses to emails.* • *Strong computer skills, in particular mastery of all applications of the MS Office package and internet search.* • *Strong knowledge about the political and socio-economic context related to the Indonesian protected area system, biodiversity conservation and law enforcement at national and subnational levels.* • *Excellent command of English and local language.*
Assistant/Finance officer	*48 months / over 4 years*	*Duties and Responsibilities* • *Keep records of project funds and expenditures and ensure all project-related financial documentation are well maintained and readily available when required by the Project Manager.* • *Review project expenditures and ensure that project funds are used in compliance with the Project Document and GoI financial rules and procedures.* • *Validate and certify FACE forms before submission to UNDP.* • *Provide necessary financial information as and when required for project management decisions.* • *Provide necessary financial information during project audit(s).*

Consultant	Time Input	Tasks, Inputs and Outputs
		• *Review annual budgets and project expenditure reports and notify the Project Manager if there are any discrepancies or issues.* • *Consolidate financial progress reports submitted by the responsible parties for implementation of project activities.* • *Liaise and follow up with the responsible parties for implementation of project activities in matters related to project funds and financial progress reports.*
Project Monitoring and Evaluation Officer	*34 months / over 4 years*	*Duties and Responsibilities* • *Monitor project progress and participate in the production of progress reports ensuring that they meet the necessary reporting requirements and standards.* • *Ensure project's M&E meets the requirements of the Government, the UNDP Country Office, and UNDP-GEF; develop project-specific M&E tools as necessary.* • *Oversee and ensure the implementation of the project's M&E plan, including periodic appraisal of the Project's Theory of Change and Results Framework with reference to actual and potential project progress and results.* • *Oversee/develop/coordinate the implementation of the stakeholder engagement plan.* • *Oversee and guide the design of surveys/ assessments commissioned for monitoring and evaluating project results.* • *Facilitate mid-term and terminal evaluations of the project, including management responses.* • *Facilitate annual reviews of the project and produce analytical reports from these annual reviews, including learning and other knowledge management products.* • *Support project site M&E and learning missions.* • *Visit project sites as and when required to appraise project progress on the ground and validate written progress reports.* *Qualifications* The Project Monitoring and evaluation officer will be recruited based on the following qualifications: • *A bachelor's degree or an equivalent qualification.* • *At least three years of work experience preferably in a project involving Monitoring and Evaluation of Environmental projects with focus on CC, national reporting and capacity-building.* • *Previous experience with UN project will be a definite asset.* • *Very good inter-personal skills.* • *Excellent language skills in English (writing, speaking, and reading) and in local languages*
Project Driver	*48 months/over 4 years*	*Duties and responsibilities* • *Drives the vehicle in compliance with road safety and SNU rules.* • *Drives office vehicles for errands and travel of office staff, visitors.* • *Conducts field missions in accordance with the defined itinerary.*

Consultant	Time Input	Tasks, Inputs and Outputs
		• *Ensures the transportation of materials and collecting and distributing mail, office documents and other packages/parcels.* • *Rigorously fill in the logbook for all trips made.* • *Makes minor repairs and maintenance necessary,* • *Ensures that periodic maintenance is carried out regularly and on time.* • *Provide logistical support for the organization of seminars/workshops related to the activities of the Office and the project in close collaboration with the Project Manager.* • *The driver must be willing to perform any other duties to achieve the results of the project.*
For Technical Assistance		
Component 1		
International Consultant		
Lead Technical Advisor *Rate: $2,000/week*	*16 weeks / over 4 years*	*The Lead Technical Adviser will be responsible for providing overall technical backstopping and management support to the Project.*
Interational Expert, Environmental specialist or Environmental Law Specialist	*200 days/ over 4 years*	*Duties and responsibilities:* • *Review and enhance coordination mechanism between national agencies for reporting and verification purposes under transparency frameworks,* • *Advice on legal framework changes to strengthen the ability of the country to meet reporting requirements under the UNFCCC and the Paris Agreement,* • *Identify entry points for climate change issues into sectoral legislation and draft suitable text for CC integration,* • *Develop relevant legal and/or regulatory provisions on MRV that can be included into environmental legislation and regulations.* • *Explore potential ways to institutionalize the flow of information and accordingly draft legal texts;* • *Development of reporting protocols, including compliance with key national reporting content and time frames for NDC and BTR.*
International Consultants, specialist of Climate	*280 days/over 4 years*	*Duties and responsibilities:*

Consultant	Time Input	Tasks, Inputs and Outputs
change and GHG inventory		• *Review the quality of information of each IPCC category in the latest GHG inventory, detailing sources of data, and corresponding QA/QC arrangements, as well as constraints of reporting more recent years for Chad, and the challenges in performing uncertainty assessments;* • *Assess Chad's ability to report on its Nationally Determined Contribution (NDC) progress by analyzing the available tracking tools for the policies that constitute it, both for adaptation and mitigation;* • *Analyze the current state of MRV;* • *Describe institutional arrangements for all above items depicting flows of information and their levels of formality;* • *Assess potential linkages for reporting under other conventions and recommendations on combining communication flows by consulting with stakeholders;* • *Conduct wide consultations with key ministries especially with SDG links;* • *Provide recommendations to improve GHG inventory, progress indicators, institutional arrangements. Recommendations will include timeline of implementation, indicative budgets, and will be fully in line with the UNFCCC Modalities, Procedures and Guidelines;* • *Revise recommendations with project team to identify priority areas and capacity-building needs;* • *Based on the assessment and the prioritized recommendations, draft transparency strategy that wil be adopted by the MRV network of partners and act as the roadmap for transparency for Chad institutions;* • *Draft monitoring and evaluation plan for the transparency strategy;* • *Propose periodic workplan considering all reporting activities which depicts milestones and deadlines for the MRV network to produce biennial transparency reports;* • *Provide a series of trainings for the MRV network of partners on sectoral IPCC 2006 guidelines and corresponding QA/QC* • *Produce training materials: exercises, case studies, fact sheets ;* • *Conduct a series of trial runs of information flows and further identification of gaps and needs;* • *Identify benefits and opportunities for partners in enhancing quality of information.* • *Provide a series of trainings on policy tracking general and trackable policy-making including indicator identification, prioritization and development;* • *Etc.*
Local / National contracting		
National environmental expert	*90 days/over 4 years*	*National environmental expert will be responsible for identification of the data providers, data flow, support International MRV consultant and Project manager in development of reporting protocols, including compliance with key national reporting content and time frames for NDC and BTR.*

Consultant	Time Input	Tasks, Inputs and Outputs
Legal expert	*590 days/ over 4 years*	*The legal expert will have two primary outputs: Propose formal institutional arrangements and legal framework to collect and manage GHG Inventory data, establishing data collection and processing hubs in each of the four key sectors (activity 1.1.2) ; Propose formal institutional arrangements and legal framework to collect and manage data for NDC tracking and strengthen the framework for inter-ministerial coordination.(activity 1.1.3)* *Scope of Work* *Under the overall supervision and guidance of the Project Manager, the Legal Expert(s) will carry out the following tasks:* • *Support reviewing and enhancing coordination mechanism between national agencies for reporting and verification purposes under transparency frameworks,* • *Support legislative changes to strengthen the ability of the country to meet reporting requirements under the UNFCCC and the Paris Agreement,* • *Identify entry points for climate change issues into sectoral legislation and draft suitable text for CC integration,* • *Develop relevant legal and/or regulatory provisions on MRV that can be included into environmental legislation and regulations,* • *Ensure consistency with current and potential requirements for establishment of MRV in the context of the ETF and UNFCCC climate change requirements.*
Mitigation expert	*120 days/over 4 years*	*The Mitigation expert will be responsible for Conduct stakeholders' mapping and analysis (activity 1.1.1) and Conduct an analysis of practices and gaps in the current MRV system*
IT Expert for development of web design and interface support	*90 days/over 4 years*	*The National IT Specialist will carry out a set of tasks for the improvement of the CBIT Project, which could include support for:* • *Improve the responsiveness and compatibility of the project website, redesign of all portal pages;.* • *Define and implement the processes for transferring and storing GHG emissions inventory information in the portal, including the IT system developed;* • *Define and implement project information dissemination processes.*
National GHG inventory expert	*150 days/over 4 years*	*The national GHG inventory expert will perform the following tasks:* • *Develop a capacitation plan, which will include a set of capacity building workshops and a step-by-step manual for using the Excel template-based model.* • *Conduct capacity building workshops on the use of Excel template-based template for data collection, processing and submission. Different workshops will be developed, grouping institutions according to their common characteristics.* • *Provide support to project stakeholders in using the system, identifying areas for improvement, and supporting refinement of the system.* • *Establish a database of training materials for government employees on transparency activities*

Consultant	Time Input	Tasks, Inputs and Outputs
		• *Draft guidance on database usage and procedures and provide periodic updates to this guidance based on user feedback.*
Gender expert	*20 days/over 4 years*	*Duties and Responsibilities* • *Monitor progress in implementation of the project Gender Action Plan ensuring that targets are fully met, and the reporting requirements are fulfilled.* • *Oversee/develop/coordinate implementation of all gender-related work.* • *Propose corrective measures to integrate gender into the development of component 1.* • *Review the Gender Action Plan annually, and update and revise corresponding management plans as necessary.* • *Work with the M&E officer and Safeguards Officer to ensure reporting, monitoring and evaluation fully address the gender issues of the project.* • *develop and implement training as necessary for project staff, consultants, and beneficiaries and will ensure that the project implementation is aligned with women's participation and gender equality strategies of UNDP Chad, UNDP-GEF, and the GEF* *Qualifications* *The Gender Consultant will be recruited based on the following qualifications:* *Academic Qualifications/Education:* • *Master's degree or equivalent in sustainable development, economics, public administration, social sciences, gender studies or a related field* *Experience:* • *At least 3 years of substantive professional experience in design, monitoring or evaluation of gender projects.* • *Demonstrated experience on gender mainstreaming in climate change/environment/sustainable development.* • *Preferable experience working on policy and programmatic issues with national and local governments and civil society. organizations including community organizations.* • *Desirable: experience working with international organizations related to climate change or gender.* *Language skills:* • *Fluency in written and spoken English and French.*
Component 2		
International Contracting		
International consultant/ Evaluator (s)	*50 days/over 4 years*	*The IC / Evaluator(s) will conduct the external MTR and terminal evaluation of the project and contribute to the project final report. The MTR and TE will be conducted in line with the UNDP-GEF guidelines: https://erc.undp.org/methods-center/guidelines/gef-project-evaluation-guidelines*

Consultant	Time Input	Tasks, Inputs and Outputs
15K USD/MTR *20K USD/TE*		
Component 3		
Communication expert	*60 days/over 4 years*	*The Communications expert will oversee knowledge management activities and knowledge sharing at the regional and global level. The Communications expert will be responsible for establishing links with other development programs, drafting and implementation of communication strategy with beneficiaries, will develop and maintain content on the web portal, as applicable.* *<u>Scope of Work</u>* *Under the overall supervision and guidance of the Project Manager, the Communications Officer will have the responsibility for leading knowledge management outputs in Component 3 and developing the project communications strategy at the project outset and coordinating its implementation across all project components. The Communications Officer will work closely with the M&E Officer on knowledge management aspects of the project. Specific responsibilities will include:* • *Develop a project communications strategy / plan, incorporate it with the annual work plans and update it annually in consultation with project stakeholders; coordinate its implementation.* • *Coordinate the implementation of knowledge management outputs of the project.* • *Coordinate and oversee the implementation of public awareness activities across all project components.* • *Facilitate the design and maintenance of the project website/webpages and ensure it is up-to-date and dynamic.* • *Facilitate learning and sharing of knowledge and experiences relevant to the project.* *<u>Qualifications</u>* *The Project Communications Officer will be recruited based on the following qualifications:* • *A bachelor's degree, preferably in the field of community development or natural resource / environmental management.* • *A communications qualification (diploma, Bachelor's degree)* • *At least three years of relevant work experience of communications for project or programme implementation, ideally involving international donors. Previous experience with UN projects will be a definite asset.* • *Previous experience in developing and implementing communications strategies for organizations or projects.* • *Strong professional working capacity to use information and communications technology, specifically including website design and desk top publishing software.* • *Very good inter-personal skills* • *Excellent language skills in English (writing, speaking, and reading) and in local languages.*

Annex 8: Stakeholder Engagement Plan

Introduction

The objective of the current Stakeholder Engagement Plan is to define a strategy and procedures which aim to involve all parties concerned in the project, "Institutional capacity-building in Chad to comply with the transparency requirements of the Paris Agreement", funded by the Capacity-Building Initiative for Transparency (CBIT).

Stakeholder engagement is essential to the success of this project which aims to enable Chad to fulfil the requirements of the strengthened transparency framework laid down by the Paris Agreement on Climate Change. Inclusive and effective participation of the relevant stakeholders such as government agencies and ministries, civil society, the private sector, development partners and research institutions, is essential for ensuring the project meets the country's climate transparency needs.

This Stakeholder Engagement Plan identifies the main parties concerned, analyses their level of interest and influence on the project, and defines a tailored strategy to encourage their active involvement. Appropriate engagement methods are proposed for each category of stakeholder together with a timetable, roles and responsibilities, and monitoring indicators.

Particular attention is given to gender integration and the participation of vulnerable groups in the consultation and decision-making processes of the project. This plan will be implemented in a flexible way, by adapting to the circumstances and stakeholder feedback as part of a continuous improvement process. Ultimately, it aims to maximize the project's benefits for all parties involved and for Chadian society as a whole.

IDENTIFIED STAKEHOLDERS

2.1 Government agencies and ministries

Several government agencies and ministries play a key role in implementing the CBIT project and will need to be closely involved.

The Ministry of Environment, Fisheries and Sustainable Development (MEFSD) is the project's executing agency. As a focal point for the international conventions on climate, the MEFSD is responsible for coordinating with other ministries and monitoring the implementation of Nationally Determined Contributions (NDCs). It is also home to the Climate Change Department which is responsible for the day-to-day coordination of the CBIT project.

The Ministry of Petroleum and Energy is a key player given that the energy sector is responsible for a large proportion of greenhouse gas emissions nationally. Its participation is essential for collecting reliable data on this sector and identifying mitigation options.

The Ministries of Agricultre and Livestock also play a vital role. The agricultural sector employs close to two thirds of Chad's labour force and represents around a third of the country's GDP. This sector, which is highly vulnerable to climate change, has great potential for mitigating emissions through sustainable agricultural practices.

The Ministry of Planning and International Cooperation is responsible for including climate issues in national budgets and planning. Its involvement in the CBIT project is necessary to ensure that climate data is considered in decision-making over the long term.

The Ministry of Territorial Administration and Autonomous Communities plays an important role in collecting local data and distributing it nationally. Its participation is required to ensure adequate information flows between the various levels of administration.

The Ministry of Infrastructure and Transport, responsible for land transport policies, holds relevant information on sector emissions which should be included in national GHG inventories. Their expertise will be sought to identify mitigation opportunities in this sector.

The National Institute for Statistics, Economic and Demographic Studies (INSEED) is the official body in charge of national statistics. Its skills in collecting, processing and distributing data will be very useful for the MRV system the CBIT project aims to set up.

The National Meteorological Agency (NMA) is a key player due to its official mandate on producing meteorological and climate data. It has long-term data sets which will be mobilized to monitor climate indicators. NMA will be a key partner in strengthening the MRV system.

The Agency for the Safety of Air Navigation in Africa and Madagascar (ASECNA), due to its skills in meteorological observations and predictions, will be able to provide valuable data on the evolution of the Chadian climate.

The Ministry of Urban Development will be able to clarify mitigation and adaptation issues linked to urban planning. Its data will contribute to a better assessment of emissions from the housing sector.

The Action Committee for Food Security and Crisis Management (CASAGC) will be an important source of information on food security, which is greatly impacted by climate change. Its field data will complement the vulnerability analyses.

The active engagement of all these government agencies will be crucial to the success of the project's activities which aim to strengthen climate transparency in Chad. Their regular participation will be required throughout the life cycle of the project, from collecting data to drafting national reports and developing monitoring tools. Each of these public institutions will bring its specific sectoral expertise to provide an integrated understanding of climate transparency challenges in Chad.

In conclusion, coordinated mobilization of all relevant technical ministries, as well as national agencies holding reference climate data, will be a key factor in successfully strengthening transparency, improving reporting, and informing public decision-making in relation to climate policies in Chad.

2.2 Civil Society

Civil society organizations (CSOs) in Chad play an essential role in monitoring, providing information and mobilizing in relation to environmental issues, and can contribute to increasing transparency in public climate policies. These players include, but are not limited to: House of Africa, *Chaîne Verte*, Leadership for Environment and Development in Chad (LEAD TCHAD), Chad Pastoral Platform (PPT), National Consultative Council of Rural Producers of Chad (CNCPRT), Chadian Volunteers' Association for the Protection of the Environment (ATVPE), *Espace Vert Sahel (EVS)*, Red Cross in Chad (civil society), Liaison and Information Unit for Women's Associations (CELIAD), Association of Peul Women and Autochthonous Peoples of Chad (AFPAT) and ACENT.

These national and local CSOs are raising awareness and supporting communities in their efforts to tackle climate change. Their networks on the ground and their knowledge of concrete issues will enrich the analysis of vulnerabilities and adaptation needs. They can also distribute climate data to local communities.

International NGOs bring technical expertise on various climate issues, such as sustainable land management or access to energy. Their good practices can inspire the MRV process the CBIT project intends to put in place.

National think tanks produce studies and recommendations on climate policies. They will be able to play an advisory role and suggest ways of improving climate transparency frameworks. The involvement of representatives from civil society in the project's steering committee will enable us to benefit from their expertise on the ground and their community networks. They will contribute to adapting CBIT project activities to local situations to ensure effective implementation.

2.3 Private sector

Although the private sector is still underdeveloped in Chad, it has an important role to play in the transition to a resilient, low-carbon economy. The main consular chambers (chamber of commerce, industry, agriculture, mines and crafts) can mobilize their members on climate transparency issues. They will relay information and collect data from companies.

Some large national businesses from the energy, banking, and telecommunications sectors have already shown interest in monitoring their carbon footprint. They are well placed to experiment with tools for measuring and reporting GHG emissions. Feedback from these "national champions" will inspire other players from the private sector.

Innovative SMEs develop products and services which contribute to mitigation measures and adaptation to climate change (renewable energy, intelligent agriculture, meteorological services, etc.). As users of climate data, they will bring a critical perspective to the production and accessibility of information as part of the CBIT project.

Professional, sectoral, and inter-professional associations represent the interests of their members in their dealings with public authorities. Their contributions will make it possible to consider the real constraints faced by companies when implementing MRV processes.

Private sector participation will involve both collective consultations with business representatives and operational partnerships with volunteer companies to test innovative approaches.

2.4 Development partners and donors

Several bilateral and multilateral development agencies are working on climate issues in Chad. Their experiences in other countries will inspire the design of the CBIT project.

The World Bank provides budgetary support to Chad as well as a "climate change" component which promotes the integration of climate risks into public policy. Its macroeconomic tools make it possible to evaluate the impact of climate investments from a sustainable development perspective.

The French Development Agency (FDA) supports Chad in the implementation of its Nationally Determined Contribution (NDC), through help with developing sectoral action plans and capacity-building. This CBIT project will be a useful contribution to its work.

The United Nations Development Programme (UNDP) provides technical assistance with coordinating actions to promote sustainable development. It is implementing several climate resilience projects and responses to climate crises with the State, an important part of which is included in the CBIT.

The African Development Bank (AfDB) funds several major projects on adaptation to climate change, such as the restoration of the banks of Lake Chad. Its experts bring valuable knowledge about hydrological data and the vulnerabilities of ecosystems.

The Green Climate Fund (GCF) recently approved a project for preparing climate funding aimed at capacity-building in Chad to design bankable projects and access international resources. The progress made thanks to CBIT will facilitate Chad's future access to the GCF.

The United Nations World Food Programme (WFP) plays a central role in issues of food security, which is tightly linked to climatic hazards in Chad. Its methodologies for collecting data in rural areas are inspiring.

2.5 Research instutitions and universities

The academic world in Chad has a wealth of high-level scientific expertise on climate issues, which is still under-exploited by public authorities. The University of N'Djamena has several institutes and research centres specializing in areas that are relevant to the CBIT project, such as the Institute for Research in Livestock for Development, the

International Health Support Centre, and the Chadian Institute of Agronomic Research for Development. These bodies lead field research programmes and have a large amount of primary data at their disposal. Their involvement in the project will enrich data sources for national reports.

Both the University of Sarh and the University Institute of Science and Technology in Abéché are carrying out cutting-edge work on rainfall trends, hydrology and meteorology in a region that is highly vulnerable to climate change. Their researchers will help to refine our knowledge of local impacts.

Chadian think tanks such as the Anthropology and Human Sciences Research Centre produce relevant analyses on adaptation to climate change policies and their compatibility with local ways of life. They will shed critical light on MRV processes.

Collaboration with these research institutes will allow us to scientifically validate data collected and analyses produced as part of the CBIT project. It will ensure that future national communications to the UNFCCC are both credible and reliable.

3. STAKEHOLDER ANALYSIS

3.1 Stakeholder interest and influence

In order to define a suitable engagement strategy, it is essential to evaluate each stakeholder's level of interest in the project and their influence on it. Their interest represents the benefits the stakeholder can receive from the project, as well the importance they give to the project objectives.

Influence corresponds to the power the stakeholder has to facilitate or hinder the progress of the project. It also depends on the official authority of the stakeholder and their informal influence. The positioning of the various stakeholders in the interest/influence matrix will provide guidance on the type of engagement strategy to adopt.

Stakeholders with strong interest and strong influence are key players to involve closely and regularly at all stages of the project. This includes above all the ministries directly concerned (Environment, Energy, Agriculture, Planning);

Stakeholders with strong interest but weak influence should be consulted and informed in order to obtain their support. They can nevertheless be very useful for implementation due to their expertise and local roots. This includes, in particular, CSOs, research institutions and local authorities;

Stakeholders with weak interest but strong influence are those we must absolutely seek to satisfy and keep engaged, because they can block the project if their interests are not considered. International donors belong in this category;

Stakeholders with weak interest and weak influence require less effort to engage, but it is desirable to keep them informed and to seek occasional contributions from them. In general, the private sector falls within this quadrant of the matrix.

Stakeholders	Challenges (people or institutions)	High added value expertise	Crucial expertise in implementation	Key role in strategy implementation	Able to finance the strategy	Minimal participation level
Key ministries	Yes	Yes	Yes	Yes	Yes	Decide
Other ministries	Yes	Yes	Maybe	Maybe	No	Consult
Private sector	No	No	Yes	No	No	Inform
Lessors	No	Yes	Yes	No	Yes	Decide
OSC	No	No	Yes	Yes	No	Inform
Populations locales	No	No	Non	Yes	No	Inform

This stakeholder mapping analysis will be refined and updated throughout the project, with some potentially gaining influence over time. A detailed matrix in the appendix presents a more detailed assessment of the interest and influence of each stakeholder.

Stakeholders	Interest level	Level of influence	Explanation
Minister of the Environment	High	High	Climate focal point and implementing agency, direct interest in strengthening inter-ministerial coordination and reporting capabilities. Authority and leadership on climate policies.
Ministries of Transport and Energy	Medium	Medium	Mixed interest in the face of potential constraints linked to data reporting on a strategic economic sector. Influence limited to its sectoral scope.
Ministries of Agriculture and Livestock	High	Medium	Strong interest in climate data useful for agricultural adaptation. Can indirectly influence other ministries through the weight of the agricultural sector.
Ministry of Planning	Low	High	Moderate interest but may require consideration of climate issues in public policies.
Ministry of Finance	Low	High	Little direct interest but controls the budgets allocated to climate actions.
NGOs	High	Low	Interest in increasing their advocacy and actions through better data. Little influence beyond awareness.
Businesses	Low	Low	Mixed interest in the face of reporting constraints. Influence limited by their limited number

Stakeholders	Interest level	Level of influence	Explanation
			and their relative economic weight.
Research institutes	Medium	Low	Interest in promoting their work. Little influence on public decisions.
Donors	Medium	High	Moderate interest but essential commitment for funding. Significant influence on the direction of the project.

3.2 Potential positive and negative impacts of the project

Beyond their direct interest in the project, each stakeholder can be impacted positively or negatively by the implementation of the CBIT project. It is important to anticipate these effects to adapt the engagement approach.

POTENTIAL positive impacts:

- For public institutions, capacity building in the collection, production and management of climate data will improve the effectiveness of national policies;
- CSOs will have better information for their advocacy and awareness-raising actions;
- The private sector will benefit from the increased competitiveness of the economy thanks to the low-carbon transition;
- Research institutes will advance scientific production on climate issues;
- The population will ultimately benefit from more resilient development in the face of climate change.

POTENTIAL negative impacts:

- The greater workload to collect and analyze data may frustrate some public officials.
- The private sector may perceive certain constraints linked to the reporting of climate information.
- Populations negatively affected by climate policies could express criticism.
- The reallocation of budgetary resources towards climate actions will sometimes be to the detriment of other sectoral priorities.

These potential negative impacts, even limited, must be taken into account to propose appropriate support measures as part of the commitment plan.

In conclusion, this preliminary analysis confirms that the inclusive engagement of all relevant stakeholders will constitute a decisive success factor for the CBIT project. By expressing their expectations and concerns from the project design stage, stakeholders will help maximize environmental and socio-economic benefits and ensure long-term national ownership. The strategy and methods of engagement detailed later in this plan aim to create favorable conditions for proactive participation by each of the stakeholders.

4. ENGAGEMENT STRATEGY

4.1 Objectives

Stakeholder engagement in the CBIT project has the following objectives:

- Proactively inform all stakeholders of project objectives, activities and progress;
- Consult stakeholders throughout the life cycle of the project in order to gather their needs, expectations, concerns and recommendations;
- Promote active participation of stakeholders in the implementation of project activities where relevant;
- Obtain stakeholder support for the objectives and methods of the project to ensure its sustainability;

- Stakeholder capacity-building to contribute to climate transparency objectives;
- Enrich the project by integrating the field expertise and knowledge of stakeholders;
- Contribute to changing mentalities towards valuing a culture of transparency and responsibility in the long term.

4.2 Guiding principles

The CBIT project stakeholder engagement strategy will be based on the following guiding principles:

- **National ownership**: national stakeholders will be first in line for capacity-building in climate transparency in the interests of Chad and their leadership will be promoted;
- **Inclusion:** all relevant groups will be represented in the engagement process, in particular women and young people. Particular attention will be paid to gender integration;
- **Informed participation:** stakeholders will have access to complete and accessible upstream information which will enable them to participate effectively;
- **Transparency:** all non-confidential information about the project will be shared. Engagement processes will be properly documented;
- **Flexibility:** the approach can be adjusted during the project in order to adapt to changing circumstances and optimize participation;
- **Accountability:** stakeholder contributions will be taken into account and feedback provided on how their inputs are used;
- **Continuous learning:** lessons learned about stakeholder engagement will be capitalized and distributed.

4.3 Stakeholder engagement methods

Depending on the objectives being pursued and the role of each stakeholder, various methods will be combined as appropriate:

Name of Key Stakeholders	Responsibility/ Expertise	Role in the Project	Means and frequency of Engagement
Governmental institutions			
Ministry of the Environment, Fisheries and Sustainable Development	Responsible, inter alia, of the management and monitoring of the national environmental information system.	Executing Agency. The Ministry will host and execute the project and ensure its overall management.	Executing Agency responsible for executing the project, through the PMU. Designated National Project Director. Project Executive role on the Project Steering Committee (PSC). Regular coordination workshops/meetings Circulation of information and documents Training sessions/workshops Technical working groups member Monitoring visits
Directorate for the fight against Climate Change (DLCC)	Propose elements of national policy for environmental preservation and management. Implement ratified international legal instruments on the environment and encourage accession to other international instruments. Work with the planning department to take environmental concerns	General coordination of the day-to-day activities, technical partner in the project development and implementation. Responsible for the creation and chairing of the COTNACC: Technical Committee on climate change)	Member of the Project Steering Committee (PSC). Regular coordination workshops/meetings Circulation of information and documents Training sessions/workshops Technical working groups member and chair of Technical Committee on climate change

Name of Key Stakeholders	Responsibility/ Expertise	Role in the Project	Means and frequency of Engagement
	into account in programs, projects and development actions		
Ministry of Transport, Civil Aviation and National Meteorology (MTCANM)	Responsible for the development and implementation of Chad's transport policy Responsible of the meteorological data management.	Will contribute to the data collection and data management system that will be established under the CBIT project.	Member of the Project Steering Committee (PSC). Regular coordination workshops/meetings Beneficiary of trainings of trainers and other Training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member.
Ministry of Energy	Responsible for the development and implementation of Chad Energy policy	Sectoral focal point as one of the mitigation target sector/hubs.	Member of the Project Steering Committee (PSC). Regular coordination workshops/meetings Beneficiary of trainings of trainers and other Training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member.
Ministry of Agriculture Production and Transformation	Responsible for the development and implementation of Chad Agricultural policy	Sectoral focal point as one of the mitigation target sector/hubs.	Member of the Project Steering Committee (PSC). Regular coordination workshops/meetings Beneficiary of trainings of trainers and other training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member.
Ministry of Economy, Plan, and Cooperation	National planning aligned data collection and integration of Climate Change into national plans	Sectoral focal point ensuring that transparency processes are mainstreamed into national budgetary and planning.	Member of the Project Steering Committee (PSC). Regular coordination workshops/meetings Beneficiary of trainings of trainers and other training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member.
Ministry of Territorial Administration	Collection and aggregation of district level data.	Sectoral focal point for local administration/government responsible for regional coordination of data collection and transmission.	Member of the Project Steering Committee (PSC). Ad hoc information and consultation meetings Beneficiary of trainings of trainers and other training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member.
Ministry of Women and Early Childhood	Responsible for managing national cohesion in a	It will ensure inclusion of minority groups which are	Member of the Project Steering Committee (PSC).

Name of Key Stakeholders	Responsibility/ Expertise	Role in the Project	Means and frequency of Engagement
	culturally diverse country with a complex set of disadvantaged minorities (religion, gender, culture and geography).	often more vulnerable to climate change while having less access/voice on climate data/information and climate action initiatives/planning.	*Ad hoc* information and consultation meetings Beneficiary of trainings of trainers and other training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member.
Ministry of Posts and Digital Economy	Defines and coordinates the implementation of the National policy in the areas of Posts and the digital economy.	Technical partner in setting up the digital platform of the National transparency framework	Member of the Project Steering Committee (PSC). *Ad hoc* information and consultation meetings Beneficiary of trainings of trainers and other training sessions/workshops. Circulation of relevant information Technical working group and Technical Committee on Climate Change member
National Institute for Statistics, Economic and Demographic Studies (INSEED)	It is the official statistical service of Chad established. Placed under the supervision of the Minister responsible for economic promotion and development, it is responsible for carrying out statistical activities of general interest and ensuring the technical coordination of the activities of the national statistical system.	It will provide information, propose tools and receive training.	Member of the Project Steering Committee (PSC). *Ad hoc* information and consultation meetings Beneficiary of trainings of trainers and other training sessions/workshops. Circulation of relevant information Technical Committee on Climate Change and other specific working groups member held during the execution phase
Agency for the Safety of Air Navigation in Africa and Madagascar (ASECNA)	Directs, guides and ensures the safety of air navigation in Africa and Madagascar	With its expertise in meteorological observation and forecasting, ASECNA will be able to provide valuable data on climate change in Chad.	*Ad hoc* information and consultation meetings Beneficiary of trainings of trainers and other relevant training sessions/workshops. Circulation of relevant information Technical Committee on Climate Change and other specific working groups member held during the execution phase
Ministry of Town Planning	As its name suggests, contributes to the development of town planning and the improvement of housing.	It will be able to shed light on mitigation and adaptation issues related to urban planning. Its data will contribute to a better assessment of emissions from the housing sector.	Beneficiary of trainings of trainers and other relevant training sessions/workshops. Circulation of relevant information Technical Committee on Climate Change member.
The Action Committee for Food Security and Crisis Management (CASAGC)	Its mission is to monitor the food situation to anticipate crises; consult, decide and coordinate actions to: - the prevention and management of food crises; the sustainable improvement of food	will be an important source of information on food security, which is greatly impacted by climate change. Its field data will complement the vulnerability analyses.	*Ad hoc* information and consultation meetings Beneficiary of trainings of trainers and other relevant training sessions/workshops. Circulation of relevant information Technical Committee on Climate Change and other specific working

Name of Key Stakeholders	Responsibility/ Expertise	Role in the Project	Means and frequency of Engagement
	security for the population; the creation and use of the national food security stockpile (SNSA).		groups member held during the execution phase
Civil Society Organizations			
CSOs active in the field of climate change: Association des femmes Peules autochtones du Tchad (*Association of indigenous Fulani women from Chad*) ; Association la plume pour la culture et le développement (*Feather for culture and development Association*); Tchad resilience ; Tout sain tout vert (*All Healthy All Green*); Asdeno-Nohi; L'Agence de Développement Economique et Social (ADES) ; Coordination Nationale des ODD (CNSODD) ; Association de coopération Internationale et de développement (ACID); CELIAF (Liaison and Information Unit of Women's Associations)	Support the government action in building resilience of populations	Technical partners: contribute to validation of the project's intervention logic. They ensure inclusion (gender, minorities and marginalised) into the CBIT and related processes in the country.	Those NGOs and partners will be members of working groups, and of the project steering committee. They are going to amplify the information and sessions held during the execution phase and help disseminating the useful resources during the trainings. They will be engaged and informed during all the execution phase as relevant to ensure the involvement of all the stakeholders to the project.
Private Sector			
Private sector such as telecommunication companies: Tigo Chad Telecommunications; Zain group; Société des Télécommunications Internationales du Tchad (SotelTchad)	Telecommunication companies operating in Chad to be potentially engaged in data transmission.	Data collected from the various sector hubs to be transmitted and aggregated.	Considering the nature of their activities in the field of climate change and the importance of their involvement to the project, the private sector will be involved in all relevant stages of execution phase, with focus on the trainings and other working groups they will be involved in. They will be active members of the Technical Committee on Climate Change.
Chamber of Commerce, Industry, Agriculture, Mines & Handicrafts of Chad The National Council of Chadian Employers (CNPT) Association of SMEs	Private sector associations.	Will facilitate the relationship between the project and the enterprises. Will support the data collection from the private sector.	Considering the nature of their activities in the field of climate change and the importance of their involvement to the project, the private sector will be involved in all relevant stages of execution phase, with focus on the trainings and other working groups they will be involved in. They will be active members of the Technical Committee on Climate Change.

Name of Key Stakeholders	Responsibility/ Expertise	Role in the Project	Means and frequency of Engagement
Academia			
Academia and research institutions: University of N'Djamena	Academic and research institutions are central institutions that gather additional data and provide new knowledge, analysis and insight. As such, they shall be involved in the project.	Particularly crucial in the development of country-specific emission factors. These may be national, regional or perhaps international. They will be identified during project development phase.	Considering the nature of their activities in the field of climate change and the importance of their involvement to the project, the private sector will be involved in all relevant stages of execution phase, with focus on the trainings and other working groups they will be involved in. They will be active members of the Technical Committee on Climate Change.
Development partners and donors			
The World Bank	is providing budget support to Chad with a "climate change" component that promotes the integration of climate risks into public policies.	Its macroeconomic tools will make it possible to assess the impact of climate investments from a sustainable development perspective.	Development partners and donors' involvement during specific workshops and trainings will ensure the availability of data related to the relevant projects they are implementing on the ground.
French Development Agency	is helping Chad to implement its Nationally Determined Contribution (NDC) by supporting the development of sectoral action plans and capacity building.	This CBIT project will be a useful complement to its intervention.	Development partners and donors' involvement during specific workshops and trainings will ensure the availability of data related to the relevant projects they are implementing on the ground.
The United Nations Development Programme (UNDP)	provides technical assistance in coordinating actions to promote sustainable development.	It implements several climate resilience and climate crisis response projects with the government, a significant proportion of which fall within the framework of the ITTC.	Development partners and donors' involvement during specific workshops and trainings will ensure the availability of data related to the relevant projects they are implementing on the ground. Project Steering Committee member. Project Assurance and Oversight. Regular informational meetings Detailed progress reports in line with M&E plan Monitoring visits
The African Development Bank (AfDB)	is funding a number of large-scale climate change adaptation projects, such as the restoration of the banks of Lake Chad.	Its experts will contribute valuable knowledge of hydrological data and ecosystem vulnerabilities.	Development partners and donors' involvement during specific workshops and trainings will ensure the availability of data related to the relevant projects they are implementing on the ground.
The Green Climate Fund (GCF)	recently approved a climate finance readiness project aimed at strengthening Chad's capacity to formulate bankable projects and access international resources.	The progress made thanks to the CBIT will facilitate Chad's future access to the FVC.	Development partners and donors' involvement during specific workshops and trainings will ensure the availability of data related to the relevant projects they are implementing on the ground.
The United Nations World Food Programme (WFP)	plays a central role in food security issues, which are closely linked to climate hazards in Chad.	Its methodologies for collecting data in rural areas are inspiring.	Development partners and donors' involvement during specific workshops and trainings will ensure the availability of data related to the relevant projects they are implementing on the ground.

All these key stakeholders, at different levels, have been engaged in the design of the project through sectoral consultations and national validation workshops. They will be continuously engaged in the implementation of the project through the institutional arrangement bodies, the steering committee meetings, specific working groups to address specific activities. The training sessions (both general training and training of trainers) will engage all stakeholders, with a focus on gender consideration.

4.4 Engagement timetable

Stakeholder engagement will continue throughout the life cycle of the project according to the following indicative timetable:

Phase	Activities
Preparation phase (year 1)	- Initial stakeholder mapping - Needs analysis consultations - Steering committees training and launch workshop - Communication campaign for the project launch
Implementation phase (years 1-4)	- Quarterly consultations with the steering committee - Annual public information campaigns - Annual consultation workshops with CSOs and the private sector - Biannual field visits with development partners - Biannual ministerial focal point training - Stakeholder engagement effectiveness evaluation
Closing phase (year 4)	- Final stakeholder survey - Results distribution workshop - Campaign to communicate outcomes - Project results integrated into public policy

This timetable will be refined in collaboration with stakeholders and can be adjusted in order to adapt to the context.

4.5 Roles and responsabilities

Stakeholder engagement will be managed by the CBIT management unit under the supervision of the steering committee.

The management unit's stakeholder engagement expert will be responsible for:

- Developing the initial engagement plan and keeping it updated;
- Leading the stakeholder mapping analysis;
- Designing and piloting the implementation of engagement activities;
- Ensuring processes are documented and information is distributed;
- Preparing stakeholder engagement progress reports.

Members of the project management unit will facilitate stakeholder engagement in their respective activities according to the plan. The steering committee will supervise the engagement strategy and will validate guidelines proposed by the project management unit. Each stakeholder's designated focal points will serve as an interface for operational aspects and will ensure internal mobilization of the required expertise.

4.6 Complaints handling mechanism

In order to allow stakeholders to express any project related complaints and to respond to them effectively, there will be a complaints handling mechanism from the outset of the project with the following features:

- Easy access to dedicated channels (green telephone line, email address, forms, local meetings, suggestions box, etc.);
- Clear process for receiving, recording, analysing and resolving complaints;
- Systematic acknowledgement of complaints and proactive communication regarding their resolution;

- Indicators for monitoring complaints in periodical reports;
- Protection of confidentiality of complaints if required;
- Possibility of external recourse in the case of disagreement about resolution.

The mechanism will be designed in detail in a participatory manner with stakeholders during the preparation phase, then there will be information campaigns about the mechanism to ensure it is accessible for all.
The effective implementation of this mechanism will make it possible to quickly anticipate and resolve potential conflicts, as well as improve the quality and acceptability of the project over time thanks to feedback collected.

5. Gender integration

5.1 Gender diagnosis

Gender equality is central to ensuring inclusive and equal participation of stakeholders in the CBIT project. A detailed gender diagnosis will be carried out during the preparation phase in order to identify obstacles and opportunities regarding the contribution of women and young people and the integration of a gender perspective.
This diagnosis will examine, in particular:

- The gender composition of stakeholder organisations, in decision-making posts in particular;
- Gender differences in access to information;
- Social norms and stereotypes which may limit women's expression;
- Practical constraints on women's participation (time available, mobility, etc.);
- Existing stakeholder capacities for gender analysis;
- Gender statistics and data available on project themes;
- The level at which gender is considered in current climate policies.

On the basis of this, specific recommendations will be made on ways to ensure equal opportunities for participation in the project. Gender monitoring indicators will be integrated into project results.

5.2 Gender-sensitive indicators and results

The main results expected from the project in terms of stakeholder engagement will integrate a gender perspective in order to reflect issues of gender equality.

Result	Indicators
Stakeholders will be informed about the project in an inclusive way	- % of information activities participants who are female - % of information and awareness-raising activities participants who are young people - % of communication documents that use non-stereotyped language and images
Stakeholders are consulted at all stages of the project.	- % of consultation workshop participants who are women - % of consultation workshop participants who are young people - Number of contributions received from women's organizations or networks
Equal stakeholder capacity-building for promoting climate transparency	- % of beneficiaries of capacity-building activities who are women - % of beneficiaries of capacity-building activities who are young people

These indicators can be completed during development of detailed work plans for stakeholder engagement activities.

5.3 Activities to promote gender equality

A number of specific activities will promote gender equality in stakeholder engagement:

- Establishing minimum quotas for gender representation in project governance bodies (steering committee, technical committees, etc.);
- Organizing dedicated consultations with women's associations and networks;
- Setting up discussion groups for women during local consultations;

- Including a clause promoting gender balance when recruiting consultants and experts to work on the project;
- Meeting times and places adjusted to facilitate women's participation;
- Providing support to women to enable them to participate (transport, childcare, etc.)
- Providing gender capacity-building training for stakeholders;
- Systematically producing gendered statistics as part of the project;
- Integrating a gender perspective in all communication documents and materials;
- Ongoing awareness-raising of gender equality for all stakeholders.

Monitoring of project performance on gender integration will enable these actions to be adapted to ensure ongoing progress towards the objective of equal participation of men and women.

6. Monitoring and evaluation

6.1 Engagement indicators

Indicators will be set to monitor performance of the stakeholder engagement strategy, in particular:

- Number and diversity of stakeholders consulted at the various stages;
- Overall satisfaction rate of stakeholders consulted;
- Proportion of stakeholders' recommendations taken into account in the project;
- Rate of participation in the various engagement mechanisms (meetings, workshops, etc.);
- Level of ownership and use of the complaints handling system;
- Evolution of stakeholders' climate transparency capacities;
- Quality and regularity of interactions between the management unit and stakeholders;
- Level of gender integration in stakeholder engagement.

These indicators will be monitored by gender in order to measure the effectiveness of women's participation.

6.2 Reporting processes

The main tools for reporting stakeholder engagement will be:

- Detailed reports on each engagement activity (meetings, workshops, visits, etc.);
- Monthly dashboard of stakeholder participation and satisfaction indicators;
- Biannual progress reports on stakeholder engagement;
- Annual satisfaction surveys from main stakeholders;
- Sections on stakeholder engagement in project progress reports;
- Final completion report on the implementation of the engagement strategy;

These reporting documents will be shared with stakeholders in the interests of transparency and will contribute to continuous learning with respect to engagement.

6.3 Adjustment mechanisms

Based on regular monitoring, adjustments can be made to the strategy and engagement plans in the following ways:

- Expanding stakeholder mapping if key players have been left out;
- Updating stakeholder analysis if their level of interest or influence changes;
- Adaptating engagement methods where participation or satisfaction is low;
- Integrating new categories of emerging stakeholders;
- Strengthening measures which promote inclusion and gender equality;
- Allocating additional resources to engagement activities if necessary;
- Adjusting engagement plans according to the evolving context of the project;
- Improving the complaints handling system if it is not working properly.

Thanks to this process of ongoing improvement, the engagement strategy will be agile and will be adapted to ensure optimum participation of stakeholders throughout the life cycle of the project. Their active commitment to and ownership of the climate transparency objectives will guarantee the lasting impact of the project.

[11] See section 6.1: engagement indicators.

Annex 9A: Gender Analysis and Gender Action Plan

INTRODUCTION

Gender integration is essential to guarantee the effectiveness and equity of this project aimed at strengthening climate transparency in Chad. This gender analysis aims to examine key issues and opportunities to promote gender equality in the context of strengthening climate transparency systems in Chad.

Chad has made significant commitments to gender equality and women's empowerment through the ratification of international conventions and the adoption of national policies. Chad has ratified several international conventions on women's rights, including:

- Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW);
- Convention on the Elimination of All Forms of Racial Discrimination (CERD);
- Convention on the Rights of the Child (CRC);
- Convention on Persons with Disabilities (CRPD);
- Maputo Protocol on the Rights of Women in Africa;
- African Charter on Human and Peoples' Rights;
- Protocol to the African Charter on Human and Peoples' Rights relating to the rights of women in Africa.

Chad also adopted a gender parity law in 2014, and is also a member of several regional organizations that promote gender equality, including the African Union, the Economic Community of Central African States (ECCAS) and the Community of Sahelo-Saharan States (CEN-SAD).

Chad has made progress on gender equality in recent years. The proportion of women in Parliament has increased, and women now hold high-level positions in government and the private sector. However, much remains to be done to achieve gender equality in Chad.

However, implementing these commitments remains a challenge. Chad lacks resources to implement its gender equality legislation, and traditional culture often discriminates against women. The representation of women in senior administration currently depends only on the good will of the authorities and not a constraint as provided for by the law on parity.

The government recognizes the differentiated impacts of climate change by gender and the importance of including women in climate action. However, major gaps persist in the implementation of these commitments. Structural inequalities between men and women in Chad, such as gaps in access to education, economic resources and political decision-making, translate into increased vulnerability of women to climate change.

Furthermore, the integration of gender in processes and institutions linked to climate transparency remains weak. National communications and the CDN present few analyzes differentiated by gender. Data collection systems mostly ignore gender disparities.

This project therefore represents a major opportunity to fill these gaps through capacity building and systematic integration of the gender dimension into MRV systems, NDC planning processes and reporting activities. This will better reflect the specific realities and priorities of women in climate action in Chad.

Gender Mainstreaming Strategy

Based on this contextual analysis, we propose a three-pronged strategy to mainstream gender equality throughout the project cycle: 1. Gender-based analysis, 2. Inclusive participation, 3. Collection and use of data disaggregated by sex.

Gender-based analysis

Gender-based analysis (GBA) is an essential tool for integrating gender equality into the project. It will identify differences in conditions, needs and access to resources between women and men, and their underlying causes. On this basis, targeted actions can be defined to reduce inequalities. GBA will be applied to all project components and activities using a participatory approach. During the launch workshops for each component, a

specific session will be dedicated to the introduction of ACS. Participants will be made aware of the importance of integrating gender and trained in GBA tools and methods.

To conduct the GSA, quantitative and qualitative gender-disaggregated data will be collected through various methods: desk review, surveys, focus group discussions, key informant interviews. Concrete recommendations will be made for each activity, for example:

- Adapt training content and methods to the differentiated needs of women
- Target a minimum quota of women among the beneficiaries of technical support activities
- Ensure equal participation in project governance bodies
- Design specific activities to empower women: capacity building, facilitation of access to credit, support for gender-sensitive IGAs, etc.
- Develop data collection systems and gender-disaggregated results indicators
- Integrate women's specific priorities and demands into planning and advocacy documents.

The implementation of the recommendations will be closely monitored by the project's gender team. Mid-term and final ACSs will assess progress towards gender equality. To institutionalize the approach, GBA training modules will be provided to all government and non-governmental partners. They will provide practical tools and concrete examples for conducting GBA in various contexts. Ongoing technical assistance will be provided to support the completion of the first ACS by the partners.

Inclusive Participation

The active and equitable participation of women will be promoted at all stages of the project: planning, implementation, monitoring and evaluation. At the national level, the project steering committee will include at least 30% women. The ministries responsible for gender and the advancement of women will play a leading role.

In local governance bodies, minimum quotas for female participation will be set in consultation with the authorities: municipal councils, consultation frameworks, management committees, etc. During public consultations, surveys and focus groups, proactive measures will be taken to ensure equal representation of women :

- Places and times adapted to facilitate the participation of women ;
- Targeted mobilization through local women's networks and leaders ;
- Participatory approaches considering socio-cultural barriers ;
- Rules of conduct that respect the expression of women.

Capacity building activities (training, study trips, mentoring) will ensure that at least 45% of female beneficiaries are reached. Specific training will be planned on themes of priority interest to women. In the areas of intervention, listening clubs will be created for women. They will allow them to obtain information, discuss their concerns and make recommendations for the project.

Considering the practical constraints of women in the organization of activities (schedules, childcare, etc.) will facilitate their regular presence. Strengthening the capacities of participants will help develop their leadership. Support will range from literacy to training of trainers and personal development. Communication campaigns will use channels adapted to women (rural radios, tontines, etc.) to make them aware of the project and collect their opinions. The involvement of men will also be sought through awareness-raising activities on women's rights and the promotion of new models of positive masculinity.

Monitoring-evaluation will include gender-specific indicators: proportion of women among beneficiaries, expressed satisfaction, acquired skills, etc. Data analysis will make it possible to adjust actions to optimize women's participation. Thus, inclusive participation will be promoted at all stages, by identifying and removing obstacles to equitable involvement of women. This approach will sustainably anchor their leading role in local governance of development and adaptation to climate change.

Data disaggregated by sex

The project will support the improvement of the production, analysis and use of sex-disaggregated data at several levels:

- Technical support to integrate gender into data collection methodologies by the National Institute of Statistics;
- Training of sectoral staff in gender analysis in their field;
- Revising reporting guidelines to include gender reporting requirements;
- Systematic breakdown of project data by gender in monitoring-evaluation reports;
- Public dissemination of project results and data to women and their organizations.

KEY PROJECT ACTIVITIES

Component:
Output 1.1:

- Launch workshop with mandatory module on gender integration in GHG inventories
- Guide and checklist for gender sensitive GHG data collection
- Training of decentralized local authorities on gender analysis of local GHGs

Output 1.2:

- Training data collection teams on collecting sex-disaggregated data
- Development of gender specific GHG emission factors where relevant
- Publication of GHG inventory data disaggregated by sex

Output 1.3:

- Integration of gender indicators into the MRV framework to monitor progress toward gender equality in the implementation of NDCs.
- Direct consultations with women to ensure the inclusion of their needs and priorities in the development of NDCs.
- Training of journalists in writing gender-sensitive reports on climate issues.
- Inclusion of gender analyses in biennial transparency reports to reflect the specific realities of women.
- Development of gender and climate training modules for government officials.

Monitoring and evaluation

Quantitative and qualitative performance indicators on gender will be integrated into the project monitoring-evaluation framework, in particular:

- Proportion of women among direct beneficiaries of project activities;
- Proportion of women occupying management positions in project coordination bodies;
- Degree of gender integration in reporting and analysis supported by the project;
- Level of knowledge on gender and climate issues among targeted stakeholders;

The final evaluation report will include a detailed section analyzing the project's findings on women's empowerment and gender equality, as well as recommendations for future initiatives.

CONCLUSION

In conclusion, this project proposes a global and participatory approach to strengthen the consideration of gender in climate policies and processes in Chad. The main dimensions addressed are gender analysis, inclusive participation of women and the use of sex-disaggregated data.
Conducting gender-based analysis systematically throughout the project cycle is essential. It will make it possible to identify the specific vulnerabilities, needs and priorities of women in the face of climate change. On this basis, targeted measures can be taken to reduce gender inequalities in access to resources and the benefits of climate actions; strengthening the capacities of public institutions to carry out these analyzes is a major objective to sustain this approach.

Promoting meaningful participation of women in decision-making is essential for their voices to be heard. Minimum quotas, proactive targeting of women in capacity building activities, adapted schedules and culturally sensitive approaches are some of the recommended measures. The development of women's leadership will enable them to take ownership of climate issues.

Improving the production, analysis and use of data disaggregated by sex will fill current gaps in the specific realities of women. Integrating gender into climate information systems is essential for designing equitable and effective climate policies.

However, the effective implementation of this strategy requires strong commitment from all stakeholders. Political support at the highest level, combined with dedicated human and financial resources, will be determining factors for success. Capacity building for all stakeholders is also a primary need.

Furthermore, the support of specialized technical expertise on gender integration, through the involvement of women's organizations and specialists, will be decisive. Their role of advice, methodological support and close monitoring is essential to guarantee a quality approach.

Replication and scaling of good practices from this project will also be important. Capitalizing on experiences, sharing knowledge and advocating to integrate gender equality into future climate policies will make it possible to accentuate and sustain the changes initiated.

Thus, through a concerted approach and dedicated resources, this project has the potential to stimulate a virtuous dynamic towards gender equality in climate action in Chad. Its success could have a positive ripple effect in the region and beyond. This is a unique opportunity to make concrete progress towards the country's international commitments on gender and climate.

National companies in the energy, banking and telecommunications sectors have already expressed interest in monitoring their carbon footprint. They are well placed to experiment with tools for measuring and reporting GHG emissions. The feedback from these "national champions" will inspire other private actors.
Innovative SMEs develop products and services contributing to mitigation and adaptation to climate change (renewable energy, smart agriculture, meteorological services, etc.). As users of climate data, they will be able to provide a critical look at the production and accessibility of information as part of the CBIT project.
Professional, sectoral and interprofessional associations represent the interests of their members to public authorities. Their contributions will make it possible to consider the real constraints of companies in the implementation of MRV processes.
Private sector participation will involve both collective consultations with business representatives and operational partnerships with volunteer companies to test innovative approaches.

ANNEX 9B: Gender Action Plan

CONTEXT

Chad faces significant inequalities between men and women, especially in rural areas. According to the 2018 ECOSIT3 survey, the illiteracy rate for women is 74.3%, compared to 53.5% for men. Only 10.6% of rural women have completed secondary education, compared to 29.1% of men. Women have limited access to land, agricultural inputs, technologies, extension services and credit. They perform many domestic and productive tasks, with a very heavy workload

These inequalities increase women's vulnerability to climate change. Droughts, floods and other climate risks affect their food security, income and health. Their livelihoods depend heavily on natural resources. Yet they have little say in resource management and climate policymaking.

Chad has made strong commitments to gender equality through the ratification of CEDAW and the Maputo Protocol, and the adoption of the National Gender Policy 2011-2020. However, implementation remains a challenge. Gender mainstreaming in climate action remains limited. Women are poorly represented in national climate institutions. Data collection tools mostly ignore gender differences.

The CBIT project represents a critical opportunity to strengthen the systematic consideration of gender in order to build more inclusive and effective climate action in Chad. The Gender Action Plan aims to operationalize this objective through a participatory approach.

Main objective

Actively promote gender equality and women's empowerment in all project components and processes, in line with Chad's national and international commitments on gender and climate transparency.

Action Plan

Objective	Activities	Indicators	Targets	Responsible	Calendar	Budget
1. Integrate gender equality into project governance	Establish quotas for the representation of women in the steering committee and the management team	% of women on the steering committee	30% women on the steering committee	Minister of the Environment, Fisheries and Sustainable Development	All along the project	Meeting fees
	Recruit a gender specialist into the project team	% of women in the management team	50% women in the management team	Minister of the Environment, Fisheries and Sustainable Development	1st year	Gender specialist salary
	Integrate gender indicators into the monitoring-evaluation framework	Number of gender indicators in the M&E framework	10 minimum gender indicators	Gender specialist	All along the project	Gender specialist salary
2. Ensure the collection and use of sex-disaggregated data	Disaggregate all collected data and indicators by gender	Number of datasets disaggregated by sex	100% disaggregated data	INSEED	1st year	Assistance technique
	Train focal points on gender analysis	Number of focal points trained	30 focal points trained	Minister of the Environment, Fisheries and Sustainable Development	1st year	Training costs
	Integrate gender into GHG and MRV inventory methodologies	Degree of gender integration in methodologies	Gender guide for methodologies	Consultants	1st year	Assistance technique
3. Promoting women's participation	Consult women's groups for NDCs and reports	Number of women's group consultations	5 consultations	Ministry of Gender	2nd and 3rd years	Consultation fees
	Achieving parity in capacity building activities	% of women among training beneficiaries	30% women	Gender specialist		Participation fee

Objective	Activities	Indicators	Targets	Responsible	Calendar	Budget
4. Developing women's leadership	Organize mentoring sessions for women	Number of women mentees	20 women mentees	Gender specialist	2nd and 3rd years	
	Support women's exchange forums	Number of forums organized	2 forums	Civil society		Forum costs
5. Disseminate good gender practices	Regularly share the gender results of the project	Number of gender communication products	10 products minimum	Gender specialist	All along the project	Communication costs
	Promote female role models	Number of gender communication products	10 products minimum	Communication agency		

This table summarizes the main objectives, activities, indicators, targets, responsibilities, deadlines and resources of the gender action plan. It provides an operational roadmap for the implementation of the proposed actions. Monitoring these indicators will make it possible to measure progress and make the necessary adjustments to achieve the expected results in terms of gender equality within the framework of the project.

Annex 10: Procurement Plan

- The procurement plan covers a 12-month period during the first year of the contract.
- UNDP shall update the procurement plan throughout the duration of the project at least annually by including contracts previously awarded.
- All procurement plans, their updates or modifications shall be published on the website of UNDP.

#	Type of Supply	Type of Vendor	Description of goods (per item), services or works (per milestone/output)	Expected date for specification to be submitted	Planned contract start date	Estimated budget (USD)
1	LC	Individual consultant	Financial assistant of the project to be covered through UNDP cash co-financing.	1-Jul-24	1-Dec-24	48,000
2	RFQ	Company/Goods	Purchase of vehicles	1-Jul-24	1-Dec-24	60,000
3	RFQ	Company/Goods	Purchase of office equipment	1-Jul-24	1-Dec-24	7,000

Project Procurement Thresholds

The following UNDP procurement thresholds shall apply to procurement of goods and works:

Procurement method	Contract value	Type of requirement	Method of solicitation	Type of completion
Micro purchasing	Below $ 10,000	Goods & Works	Canvassing (by phone, internet, shopping, etc.)	Limited international or national
Request for quotation	$10,000 to $310,000	Goods & Works	Written request for quotation	Limited international or national
Invitation to bid	Below 74,000	Goods & Works	Advertisement in international/national media	Limited international or national
Desk review	Below 250,000	Consulting Services	Competitive sourcing	Limited National and international
Advertisement	$100,000 and above	Consulting Services/ Staff/ UN volunteers	Advertisement in international/national media	Open international/national

Prior or Post Review

The following UNDP prior or post review requirements apply to the various procurement and consultant recruitment methods used for the project.

UNDP Policy on Prior and Post Review

	Level 1 (Country Level): Contracts, Assets and Procurement Committee	Level 2 (Regional): Regional Advisory Committee on Procurement (country offices only)	Level 3 (HQ): Advisory Committee on Procurement
Competitive procurement process			
Any contract or series of contracts including amendments to be awarded to a vendor *in a calendar year* that in aggregate has a cumulative value:	Above US $50,000 (above US $100,000 for Individual Contracts) and up to the standard delegated procurement authority – Direct Review by CAP Chairperson Above the standard delegated procurement authority and up to any increased delegated procurement authority – by CAP Committee	Above the delegated procurement authority and up to US $2 million (applies per year for Long-Term Agreements)	Country offices: above US $2 million (applies per year for Long-Term Agreements)
Direct contracting			
Any contract or series of contracts, including amendments to be awarded to a vendor *in a calendar year* that in aggregate has a cumulative value:	Above US $50,000 and up to 50 percent of the standard delegated procurement authority – Direct Review by CAP Chairperson Above 50 percent of the standard delegated procurement authority and up to 50 percent of any increased delegated procurement authority – by CAP Committee	Above 50 percent of the delegated procurement authority and up to US $2 million (applies per year for long-term agreements)	Headquarters units: above 50 percent of the delegated procurement authority Country offices: above US $2 million (applies per year for long-term agreements)
Amendment of all contracts			
Any amendment or series of amendments to a contract which, in aggregate, increases the contract value by 20 percent or the delegated procurement authority, whichever is less:	Above US $50,000 and up to the standard delegated procurement authority – Direct Review by CAP Chairperson. Above the standard delegated procurement authority and up to the increased delegated procurement authority - by CAP Committee	Above the delegated procurement authority and up to US $2 million (applies per year for long-term agreements)	Country offices: above US $2 million (applies per year for long-term agreements)
Ex ante review			
Ex ante review refers to the review of the procurement strategy roadmap prior to commencement of the procurement process for complex procurement actions with a value:	N/A	Above US $1 million and up to US $2 million (applies per year for long-term agreements)	Above US $2 million (applies per year for long- term agreements)

	Level 1 (Country Level): Contracts, Assets and Procurement Committee	Level 2 (Regional): Regional Advisory Committee on Procurement (country offices only)	Level 3 (HQ): Advisory Committee on Procurement
Notes:	1. The procurement support unit shall participate when requested in the committee review of ex ante submissions. 2. An ex-ante review is not required if: a. The business unit has had a previous successful experience in the procurement of similar goods/services/works that was already subject to an ex-ante review; or b. There is sufficient specific corporate guidance and templates on the procurement of the said goods/services. 3. Irrespective of the above, the procurement authority may submit the cases for ex ante review if significant risks are perceived.		

Multi-year Procurement Plan (Indicative)

Activity #	Description	Type	Categorie	Quantity	Total Budget (USD)	Period - start	Period - end	Period - realization	Procurement method (Yes : competitive ; No: non-competitive
1.	ICT Equipment and furnitures								
1.1.	Laptop and other ICT Equipment	Goods	Technology	3	10,000	Aug-24	Sep-24	Sep-24	yes
1.2.	Office consummable	Goods	Technology	1	25,000	Aug-24	Jul-28	May-28	yes
	Communication and audio visuals equipment		Consulting Services	1	48,000	Aug-24	Mar-24	Apr-24	yes
2.	printing								
2.1.	Audio visual and print podcoasts	Services	Consulting Services	1	4,800	Aug-24	Jun-28	May-28	yes
3	Individual Consultants- National								
3.1.	National consultant to support the preparation of technical documents under Output 1.2.	Individual Contractor	Consulting Services	1	20,000	Jan-25	Dec-25	Nov-25	yes
3.2	National consultant to support the preparation of technical documents under Output 1.2.	Individual Contractor	Consulting Services	1	20,000	Jan-26	Dec-26	Nov-26	yes
3.3	National consultant to support the preparation of technical documents under Output 1.2.	Individual Contractor	Consulting Services	1	20,000	Jan-27	Dec-27	Nov-27	yes
3.4	Recruitment of National Environmental Specialist Output 1.1.	Individual Contractor	Consulting Services	1	10,000	Jan-25	Dec-25	Nov-25	yes
3.5	Recruitment of National Environmental Specialist Output 1.1.	Individual Contractor	Consulting Services	1	10,000	Jan-26	Dec-26	Nov-26	yes
3.6	Recruitment of National Environmental Specialist Output 1.1.	Individual Contractor	Consulting Services	1	10,000	Jan-27	Dec-27	Nov-27	yes
3.7	National consultant to support assistance in data collection; quality assurance of the reports and relevant results; ensure that the results are in line with national circumstances. (Total: USD 35,000)	Individual Contractor	Consulting Services	1	12,000	Jan-25	Dec-25	Nov-25	yes

Activity #	Description	Type	Categorie	Quantity	Total Budget (USD)	Period - start	Period - end	Period - realization	Procurement method (Yes : competitive ; No: non-competitive
3.8	National consultant to support assistance in data collection; quality assurance of the reports and relevant results; ensure that the results are in line with national circumstances. (Total: USD 35,000)	Individual Contractor	Consulting Services	1	12,000	Jan-26	Dec-26	Nov-26	yes
3.9	National consultant to support assistance in data collection; quality assurance of the reports and relevant results; ensure that the results are in line with national circumstances. **(Total: USD 35,000)**	Individual Contractor	Consulting Services	1	11,000	Jan-27	Dec-27	Nov-27	yes
3.10	Project Monitoring and Evaluation Officer to be recruited for M&E related activities **(Total amount: USD 26,800)**	Individual Contractor	Consulting Services	1	26,800	Aug-24	Jul-28	Jul-28	yes
3.11	An individual local consultant to lead the process of data collection and reporting on lessons learned from the CBIT project	Individual Contractor	Consulting Services	1	10,000	Jan-27	Dec-27	Nov-27	yes
3.12	recruitment of financial assistant of the project to be covered through UNDP cash co-financing	Individual Contractor	Consulting Services	1	48,000	Aug-24	Jul-28	Jun-28	yes
4.	**Training,workshop and conferences**								
4.1.	training room rentall (in Ndjamena)	Services	General Operations	100	84,000	Nov-24	Feb-28	Jan-28	oui
4.2.	Training room rentall (out of ndjamena)	Services	General Operations	150	75,000	Nov-24	Feb-28	Jan-28	oui
4.3.	teaching materials	Goods	General Operations	1	91,000	Nov-24	Feb-28	Jan-28	yes
6.	**Consultancy Services - Firms**								
601	Sub-contracting of company(ies) to organize learning-by-doing workshops.	Services	Consulting Services	1	10,000	Jan-25	Dec-25	Nov-25	yes
6.2	Sub-contracting of company(ies) to organize learning-by-doing workshops.	Services	Consulting Services	1	10,000	Jan-26	Dec-26	Nov-26	yes
6.3	Sub-contracting of company(ies) to organize learning-by-doing workshops.	Services	Consulting Services	1	9,000	Jan-27	Dec-27	Nov-27	yes
6.4	Sub-contracting of companies to carry out technical activities defined for output 1.3. (total amount 45,000)	Services	Consulting Services	1	15,000	Jan-25	Dec-25	Nov-25	yes
6.5	Sub-contracting of companies to carry out technical activities defined for output 1.3. (total amount 45,000)	Services	Consulting Services	1	15,000	Jan-26	Dec-26	Nov-26	yes

Activity #	Description	Type	Categorie	Quantity	Total Budget (USD)	Period - start	Period - end	Period - realization	Procurement method (Yes: competitive ; No: non-competitive
6.6	Sub-contracting of companies to carry out technical activities defined for output 1.3. (total amount 45,000)	Services	Consulting Services	1	15,000	Jan-27	Dec-27	Nov-27	yes
7.	**Individual Consultants - International**								
7.1	Recruitment of an International Environmental Specialist Consultant under Output 1.1	Individual Contractor	Consulting Services	1	25,000	Jan-25	Dec-25	Nov-25	yes
7.2	Recruitment of an International Environmental Specialist Consultant under Output 1.1	Individual Contractor	Consulting Services	1	25,000	Jan-27	Dec-27	Nov-27	yes
7.3	Recruitment of Lead Technical Advisor and an International Specialist on climate change and MRV for GHG inventories under Output 1.2	Individual Contractor	Consulting Services	1	46,000	Jan-25	déc 2025	Nov-25	yes
7.4	Recruitment of Lead Technical Advisor and an International Specialist on climate change and MRV for GHG inventories under Output 1.2	Individual Contractor	Consulting Services	1	46,000	Jan-26	Dec-26	Nov-26	yes
7.5	Recruitment of Lead Technical Advisor and an International Specialist on climate change and MRV for GHG inventories under Output 1.2	Individual Contractor	Consulting Services	1	46,000	Jan-27	déc 2027	Nov-27	yes
7.6	Recruitment of an International Specialist on climate change to support capacity building activities on reporting under output 1.3.	Individual Contractor	Consulting Services	1	31,000	Jan-25	Dec-25	Nov-25	yes
7.7	Recruitment of an International Specialist on climate change to support capacity building activities on reporting under output 1.3.	Individual Contractor	Consulting Services	1	31,000	Jan-26	Dec-26	Nov-26	yes
7.8	Recruitment of an International Specialist on climate change to support capacity building activities on reporting under output 1.3.	Individual Contractor	Consulting Services	1	31,000	Jan-27	Dec-27	Nov-27	yes
7.9	A monitoring and evaluation specialist to carry out the mid-term evaluation of the project as per UNDP and GEF requirements.	Individual Contractor	Consulting Services	1	15,000	Oct-25	Dec-25	Nov-25	yes
7.10	A monitoring and evaluation specialist to carry out the terminal evaluation of the project as per UNDP and GEF requirements.	Individual Contractor	Consulting Services	1	20,000	Oct-27	Dec-27	Nov-27	yes
8.	**Motor Vehicles and Parts**								
8.1	purchase of vehicles and other mobile equipment	Goods	General Operations	2	67,000	Aug-24	Oct-24	Oct-24	non

Activity #	Description	Type	Categorie	Quantity	Total Budget (USD)	Period - start	Period - end	Period - realization	Procurement method (Yes : competitive ; No: non-competitive
	through UNDP cash co-financing.								
9.	Travel								
9.1.	Ticket	Services	General Operations	15	20,000	Mar-25	Sep-28	Sep-28	no
	DSA (out of Ndjamena)	Services	General Operations	176	21,000	Jan-25	Sep-28	Sep-28	no
9.2.	DSA (Africa)	Services	General Operations	112	47,000	Jan-25	Sep-28	Sep-28	no
9.3	DSA (out of Africa)	Services	General Operations	109	55,000	Jan-25	Sep-28	Sep-28	no
15.	Audit Services								
15.1.	Financial audit	Services	Consulting Services	1	6,321	Jan-26	Dec-26	Nov-26	yes

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

STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE MINISTRY OF ENVIRONMENT, FISHERIES AND SUSTAINABLE DEVELOPMENT FOR THE PROVISION OF SUPPORT SERVICES BY UNDP TO THE PROJECT "STRENGTHENING THE CAPACITY OF INSTITUTIONS IN CHAD TO COMPLY WITH THE TRANSPARENCY REQUIREMENTS OF THE PARIS AGREEMENT"

Dear Yamita Hassane Tete, Secretary General of the Ministry of Environment, Fisheries and Sustainable Development,

1. Reference is made to consultations between officials of the Government of *[CHAD]* (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. 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) Identification and/or recruitment of project and programme personnel;
(b) Identification and facilitation of training activities;
(c) Procurement of goods and services;

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 [Concurrence Letter of 30 April 2022] (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 programmes and projects.

Yours sincerely,

_____

Signed on behalf of UNDP

Kamil Kamaluddeen

Resident Representative

_____

For the Government

Yamita Hassane Tete

Secretary General of the Ministry of Environment, Fisheries and Sustainable Development

Attachment

DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1. Reference is made to consultations between Ministry of Environment, Fisheries and Sustainable Development, the institution designated by the Government of Chad and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed programme or project "*Strengthening the Capacity of Institutions in Chad to comply with the Transparency Requirements of the Paris Agreement*", [or "the Project"].

2. In accordance with the provisions of the letter of agreement signed on ... 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 (insert description)	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
1. Project management unit recruitment and personnel management (including but not limited to): -Staff selection and recruitment process -Staff human resources and benefits administration and Management	First year of project implementation and throughout project duration as necessary	12,761.36 USD	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner
2. Services related to financial transaction (including but not limited to): -Payments -Issuing cheques	First year of project implementation and throughout project duration as necessary	2,402.88 USD	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner
3. Services related to procurement of goods and services (including but not limited to): -Conferences and workshops organization -Consultant and/or consultancy firms' recruitment -Vendor creation -Travel management	Throughout project duration when applicable	6,834.68 USD	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner

-Office refurbishment for the PMU			
		Total: 21,999 USD	

4. Description of functions and responsibilities of the parties involved:

The Government of Chad, through the Ministry of the Environment, is directly responsible for the project and will host and implement the project and ensure its overall management.

UNDP will act as the GEF Implementing Agency and will be responsible for supervision, quality assurance and reporting to the donor.

In alignment with the annual work plan, the implementing partner will send to UNDP a request for support services clarifying the requested service. The request must be supported by the necessary information to launch the procurement, and/or human resource and/or finance process (Terms of references in case of expertise mobilization; Logistical note in case of conferences and workshops organization; Technical specifications in case of procurement of goods, etc.)

Upon receipt of the service request from the Implementing Partner, UNDP will initiate the process, as appropriate, and inform the implementing partner.

Annex 12: Terms of Reference for Project Board

The standard Project Board TOR can be found here.

Annex 13: GEF Core indicators

Project Core Indicators		Expected at CEO Endorsement
1	**Terrestrial protected areas** created or under improved management for conservation and sustainable use (Hectares)	
2	**Marine protected areas** created or under improved management for conservation and sustainable use (Hectares)	
3	Area of **land restored** (Hectares)	
4	Area of **landscapes under improved practices** (excluding protected areas)(Hectares)	
5	Area of **marine habitat under improved practices** (excluding protected areas) (Hectares)	
	Total area under improved management (Hectares)	
6	**Greenhouse Gas Emissions Mitigated** (metric tons of CO2e)	
7	**Number of shared water ecosystems** (fresh or marine) under new or improved cooperative management	
8	Globally over-exploited **marine fisheries** moved to more sustainable levels (metric tons)	
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)	
10	Reduction, avoidance of emissions of **POPs to air** from point and non-point sources (grams of toxic equivalent gTEQ)	
11	Number of **direct beneficiaries disaggregated by gender** as co-benefit of GEF investment	80 persons: 24 women 56 men

Annex 14: GEF Taxonomy

Level 1	Level 2	Level 3	Level 4
Influencing Models	Strengthen institutional capacity/decision-making Convene multi-stakeholder alliances		
Stakeholders	Private Sector Civil Society Type of Engagement Communications	Non-Governmental Organization Academia Information Dissemination Partnership Participation Awareness Raising Education	
Capacity, Knowledge and Research	Capacity Development Enabling Activities Knowledge Generation and Exchange Knowledge and Learning Stakeholder Engagement Plan	Knowledge Management Capacity Development Learning	
Gender Equality	Gender Mainstreaming Gender results areas	Sex disaggregated indicators Gender-sensitive indicators Participation and Leadership Access to benefits and services Capacity Development Awareness Raising	
Focal Area/Theme	Climate Change	United Nations Framework on Climate Change	Capacity building Initiative for Transparency
Rio Marker	Climate Change Mitigation 2 Climate Change Adaptation 1		

Annex 15: Results of the Partners Capacity Assessment Tool (PACT) and HACT Micro Assessment

Attached separately.

Annex 16: UNDP Project Quality Assurance Report

Completed - Attached separately.