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**United Nations Development Programme**

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<b>Project title: Third National Communication and First Biennial Update Report to the United Nations Framework Convention on Climate Change (UNFCCC)</b>		
<b>Country(ies): Republic of Marshall Islands (RMI)</b>	<b>Implementing Partner (GEF Executing Entity):</b> Climate Change Directorate, Ministry of Environment	<b>Execution Modality:</b> National Implementation Modality (NIM)
<p><b>Contributing Outcome (UNDAF/CPD, RPD, GPD):</b> <i>Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</i></p> <p><i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i></p>		
<b>UNDP Social and Environmental Screening Category:</b>  <i>Exempt</i>	<b>UNDP Gender Marker:</b>  <i>GEN1</i>	
<b>Atlas Award ID:</b> 00121370	<b>Atlas Project/Output ID:</b> 00117133	
<b>UNDP-GEF PIMS ID number:</b> 6272	<b>GEF Project ID number:</b> 10231	
<b>LPAC meeting date:</b> 24 September 2019		
<b>Latest possible date to submit to GEF:</b> N/A (this is Enabling Activity project)		
<b>Latest possible CEO endorsement date:</b> N/A (this is Enabling Activity project)		
<b>Planned start date:</b> 11 January 2021	<b>Planned end date:</b> 11 January 2025	
<b>Expected date of posting of Mid-Term Review to ERC:</b> N/A	<b>Expected date of posting Terminal Evaluation report to ERC:</b> N/A	
<p><b>Brief project description:</b> <i>The enabling activity aims to assist RMI in meeting reporting requirements under the UNFCCC Convention in accordance with its commitments as a non-Annex 1 Party (as mandated by Article 4 and 12 of this Convention and COP 16 and 17 decisions), and to strengthen the technical and institutional capacity of RMI to prepare and submit its Third National Communication (TNC) and first Biennial Update Report (FBUR) to the UNFCCC. The TNC will update the information provided regarding national circumstances, inventories of greenhouse gases, policies and measures undertaken to mitigate climate change, assessments of vulnerability to</i></p>		

climate change and steps taken to adapt, and information on public awareness, education, training, systematic research and observation, and technology transfer. The FBUR component of the project will focus on Greenhouse Gas (GHG) inventory for 2010-2017; mitigation actions/measures; constraints and gaps related to financial, technical and capacity and support needs and FBUR support received and needed. The project will also assist the Government to integrate climate change issues into sectoral and national development priorities.

<b>(1) FINANCING PLAN</b>	
GEF Trust Fund	USD 852,000
UNDP TRAC resources	Not applicable
Confirmed cash co-financing to be administered by UNDP	Not applicable
<b>(1) Total Budget administered by UNDP</b>	<b>USD 852,000</b>

<b>(2) CONFIRMED CO-FINANCING</b>	
<i>Government</i>	USD 100,000 (In-kind)
<b>(3) Total confirmed co-financing</b>	<b>USD 100,000</b>
<b>(4) Grand-Total Project Financing (1)+(2)</b>	<b>USD 952,000</b>

**SIGNATURES**

<b>Signature:</b>  Clarence Samuel Director for Climate Change Directorate, Ministry of Environment	<b>Agreed by</b> <b>Government</b> <b>Development</b> <b>Coordination</b> <b>Authority</b>	<b>Day/Month/Year:</b> _____
<b>Signature:</b>	<b>Agreed by</b> <b>Implementing</b> <b>Partner</b>	<b>Day/Month/Year:</b> _____
<b>Signature:</b>  Levan Bouadze Resident Representative, UNDP Pacific Office in Fiji	<b>Agreed by UNDP</b>	<b>Day/Month/Year:</b> _____

**Key GEF Project Cycle Milestones:**

**Project document signature:** within 25 days of DoA signature date  
**First disbursement date:** within 40 days of DoA signature date  
**Inception workshop date:** within 60 days of DoA signature date  
**Operational closure:** within 3 months of submitting of End of project report  
**Financial closure:** within 6 months of operational closure

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## LIST OF ACRONYMS

**AD** – Activity Data  
**AFOLU** – Agriculture, Forestry and other Land Use  
**AWP** – Annual Work Plan  
**BUR** – Biennial Update Report  
**CC** – Climate Change  
**CCA** – Climate Change Adaptation  
**CC/DRR** – Climate Change and Disaster Risk Reduction  
**CH<sub>4</sub>** – Methane  
**CO<sub>2</sub>e** – Carbon Dioxide equivalent  
**COP** – Conference of Parties  
**CSO** – Civil Society Organizations  
**DRM** – Disaster Risk Management  
**DRM NAP** – Disaster Risk Management National Action Plan  
**DRR** – Disaster Risk Reduction  
**EA** – Enabling Activity  
**EIA** – Environmental Impact Assessment  
**FBUR** – First Biennial Update Report  
**GEF** – Global Environment Facility  
**Gg** – Giga Gram  
**GHG** – Greenhouse Gas  
**GSP** – Global Support Programme on National Communications and Biennial Update Reports  
**INC** – Initial National Communication  
**INDC** – Intended Nationally Determined Contributions  
**IP** – Implementing Partner  
**IPCC** – Intergovernmental Panel on Climate Change  
**IPPU** – Industrial Processes and Product Use  
**LULUCF** – Land Use, Land Use Change and Forestry  
**JNAP** – Joint National Action Plan  
**LDC** – Least Developed Countries  
**MRV** – Monitoring, Reporting and Verification  
**M&E** – Monitoring and Evaluation  
**NAB** – National Advisory Board  
**NC** – National Communication  
**NCCPF** – National Climate Change Policy Framework  
**NDC** – Nationally Determined Contributions  
**NGOs** – Non-Governmental Organizations  
**NIM** – National Implementing Modality  
**NMVOC** – Non-methane volatile organic compounds  
**NO<sub>x</sub>** – Oxides of Nitrogen

**N<sub>2</sub>O** – Nitrous Oxide  
**PICTs** – Pacific Island Country Territories  
**PIR** – GEF Project Implementation Report  
**PMU** – Project Management Unit  
**POPP** – Programme and Operations Policies and Procedures  
**QA** – Quality Assurance  
**QC** – Quality Control  
**RMI** – Republic of the Marshall Islands  
**SBAA** – Standard Basic Assessment Agreement  
**SDG** – Sustainable Development Goals  
**SESP** – Social and Environmental Screening Procedures  
**SNC** – Second National Communication  
**SSTrC** – South-South and Triangular Cooperation  
**TNC** – Third National Communications  
**WG** – Working Group  
**UN** – United Nations  
**UNFCCC** – United Nations Framework Convention on Climate Change  
**UNDAF** – United Nations Development Assistance Framework  
**UNDP** – United Nations Development Programme  
**UNEP** – United Nations Environment Programme  
**USP** – University of the South Pacific  
**V&A** – Vulnerability and Adaptation

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## II. DEVELOPMENT CHALLENGE

Republic of Marshall Islands (RMI) ratified the UNFCCC Convention as a non-annex I Party in 1992 and the Kyoto Protocol in 2003. In accordance with the relevant provisions of the Convention, the Government of RMI developed and submitted its First National Communication in 2000 (1NC), Second National Communication (SNC) in 2015. The Government of RMI submitted its Intended Nationally Determined Contributions (INDCs) in line with COP 19 on 21<sup>st</sup> July 2015. RMI also ratified the Paris Agreement (PA) on 22<sup>nd</sup> April 2016.

RMI's Nationally Determined Contribution (NDC) was created through a collaborative process that engaged all relevant local stakeholders, including through a National Climate Change Dialogue held in September 2014. Identified priority sectors for action included the energy (such as electricity generation), transport (land and shipping), waste, and other (cooking and lighting). Although RMI's NDC largely identified mitigation actions, it also stressed its focus on adaptation, specifically to safeguard security and human rights while advancing its development aspirations. RMI's NDC has an economy-wide (excluding land use, land use change, and forestry) target to reduce greenhouse gas (GHG) emissions by 32 percent below 2010 levels by 2025. The NDC also provides an indicative target to reduce GHG emissions by 45 percent below 2010 levels by 2030. The targets put the Marshall Islands on a trajectory to nearly halving the GHG emissions between 2010 and 2030, with a longer-term view to achieving net zero GHG emissions by 2050, or earlier if possible.

RMI contributes less than 0.00001 percent of the global emissions (1.94 tons per capita in 2016). The country is heavily dependent on external support for financing, fuel, and other imported goods. The services sector dominates the Marshallese economy, contributing around 85 percent to national GDP (which includes remittances, among others), followed by industry (9.9 percent) and agriculture (4.4 percent) (2013).

The sectors that contribute the highest emissions are electricity generation (roughly 54 percent), waste (roughly 23 percent), and land and sea transport (roughly 12 percent). In the electricity generation and transport sectors, carbon dioxide emissions are a result of the combustion of imported fossil fuels, ranging from diesel for electricity generation to diesel and gasoline for transport. In addition, kerosene is used for lighting on the outer islands, and LPG, butane, and kerosene are widely used for cooking.

RMI is extremely vulnerable to the impacts of climate change given that it has no major points of elevation above two meters. As a low-lying nation, the country already experiences frequent and serious extreme weather and natural hazard events that include sea-level rise, sea surges causing inundation (king tides) floods, and droughts. These events threaten public health, water, coastal zones, and marine resources.

RMI faces several major challenges that will impede progress on climate mitigation and adaptation goals if not properly addressed. These challenges include: country's dependence on external sources of financing and resources for most of its economic activity; constrained ability to attract external investment due to its market context (small size and relatively expensive infrastructure); dependence on imported petroleum products, which satisfy 90 percent of energy needs; weak and limited access to financial services; undeveloped infrastructure and limited capacity.

The Government charted the Vision 2018 as the first segment of the Government's Strategic Development Plan Framework 2003-2018. It provides a sound basis for future economic resource and self-sufficiency including sustainable growth in consistent with the Sustainable and Millennium Development Goals and now the S.A.M.O.A (Small Island Developing States Accelerated Modalities of Action) Pathway.

The Climate Change Directorate of the Ministry of Environment is the national operational climate change focal point for RMI. The Ministry of Foreign Affairs as the political focal point for all climate and disaster related matters of national concern. The Climate Change Directorate acts as the chair and secretariat to the National Climate Change Committee (NCCC) established as part of rolling out activities of the 2011 National Climate Change Policy Framework.

RMI's development targets are outlined in the National Strategic Plan (NSP), the country's roadmap for development and progress focused on the medium term (2015-2017). The plan is designed to sync with the country's national planning and budgeting cycle. The NSP's objective is to improve the quality of life of the Marshallese through five priority areas of Social development; Environment, Climate Change, and Resiliency; Infrastructure Development; Sustainable Economic Development and Good Governance.

There are several ongoing and forward-looking documents, agreements, and policies, the implementation of which will contribute to the Marshall Islands' NDC and climate and sustainable development goals. The National Energy Policy (NEP) (2014) which aims to improve the quality of life through clean, reliable, affordable, and accessible sustainable energy services; National Climate Change Roadmap which sets out the Government of RMI's commitments and responsibilities to address climate change;

National Climate Change Policy Framework (NCCPF) which identify priority areas for urgent response which include infrastructure to protect from sea-level rise, sea surges, typhoons and rainfall intensity; water and food security issues from changing rainfall patterns and ocean acidification; health issues from rising temperatures and prolonged drought periods; potential increasing peak wind speeds; and changes to ocean circulation patterns.

Joint National Action Plan (JNAP) for Climate Change Adaptation sets goals to establish and support an enabling environment for the improved coordination of disaster risk management and climate change adaptation; enhancing emergency preparedness and response; improving energy security and working toward a low-carbon emissions future; enhancing local livelihoods and resilience for the Marshallese people; and considering climate change and disaster risk in development planning. The Disaster Risk Management National Action Plan (DRM NAP) outlines actions to adapt to the effects of natural disasters. RMI's broader adaptation strategy is to further enhance and develop its existing adaptation frameworks for disaster risk management strategies, considering legal and regulatory measures to support these approaches.

The 2050 Climate Strategy, *Til Eo* (Lighting the way), published in 2018, which is RMI's long-term low greenhouse gas emission climate-resilient development strategy under the Paris Agreement outlines a long-term pathway for RMI to achieve its objectives for net zero emissions and 100% renewable energy, as well as to facilitate adaptation and climate resilience in a way that ensures the future protection and prosperity of the country and its women, men and youth. A national NDC committee, called the *Til Eo* Committee has also been established comprised of people across the Government and ensures that near-term action is consistent with a longer-term strategy.

RMI has also developed an Electricity Roadmap (launched during CoP 24 in Katowice, Poland) funded by New Zealand Government, that connects the country's short-term energy sector investment plans with its high-level 2050 Strategy. The Roadmap focus on the electricity sector and potential electrification of the transport sector to map a pathway to the 2030 NDC target. The Roadmap presents well thought out, costed, technically sound pathways for the electricity sector to help achieve the Marshall Islands' ambitious climate change targets for 2025, 2030 and to have net zero emissions by 2050 or sooner. The Roadmap also intends to provide a coordination framework for development partners to ensure their investment is effective and avoids duplication, while also developing strategies for capacity building and long-term financing for the sector. The European Union is also providing additional support regarding RMI's energy policy.

RMI is committed to the strongest possible efforts in safeguarding security and human rights, as well as advancing development aspirations, in light of projected climate impacts and risks. RMI has no choice but to implement urgent measures to build resilience, improve disaster risk preparedness and response, and adapt to the increasingly serious adverse impacts of climate change. RMI commits to further developing and enhancing the existing adaptation framework to build upon integrated disaster risk management strategies, including through development and implement of a national adaptation plan (and further integration into strategic development planning tools), protecting traditional culture and ecosystem resources, ensuring climate-resilient public infrastructure and pursuing facilitative, stakeholder-driven methods to increase resiliency of privately-owned structures and resources. RMI seeks to consider, as appropriate, the legal and regulatory means to best support these approaches.

The Marshall Islands has established strong internal political support for its climate plans but faces two specific key challenges. First, the Government's human capacity and technical resources are extremely limited. The country, therefore, needs support to procure technical expertise and supplementary capacity, while taking a long-term approach to capacity building within the Marshallese Government sectors that are responsible for leading implementation on areas with more complex technical dimensions. Second, the Government will need to develop more detailed implementation plans as well as a long-term strategy for the Marshall Islands, including for adaptation.

Climate change is a cross-cutting development issue that affects every aspect of the Marshallese way of life, and it is imperative for RMI to collectively build and strengthen its drive to a low-carbon economy and resilience to climate change impacts. RMI looks to regional and global cooperation for support in pursuit of these mitigation and adaptation-related development priorities.

RMI as a party to the UNFCCC is keen to be part of the global efforts in addressing climate change and intends to fulfil reporting requirements under the convention which includes the Third National Communications (TNC) and the Biennial Update Report (BUR). RMI requests support from Global Environmental Facility (GEF) needed in order to continue with development and consolidation of technical and institutional capacities and with efforts to integrate climate change into national policies, plans and programs.

RMI's TNC and first Biennial Update Report (BUR) will provide an update of the last national communication submitted to the UNFCCC and will be based on findings and recommendations from the Second National Communication. This includes:

- Establish a system and a more detailed database to update all activity data required for the GHG inventory on an annual basis to speed up the inventory process and allow for annual monitoring of GHG emissions in the sectors.
- Reduce the amount of fossil fuel imports through the provision of affordable and environmentally sound technologies, as well as the implementation of energy efficiency and conservation measures.
- Mainstream the GHG inventory as an annual activity to allow regular monitoring of emissions and allow accurate and meaningful measurement of progress made in GHG abatement efforts.
- Focus on capacity assessment and development at the individual, organizational and societal levels before the implementation of technologies and projects.
- Strengthened Legal and Regulatory Frameworks for low carbon development sustainable energy technology.
- Difficulties retaining capacity and expertise developed during the preparation of previous National Communications are leading to draining of resources.
- Lack of mechanisms to monitor and evaluate the progress towards climate change resilience.
- Lack of human capacity as a key obstacle to RMI's effective access and management of climate change resources.
- Ensure that gender sensitivity and disability inclusiveness is addressed in its climate change programmes, projects and activities.



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### III. STRATEGY

The project activity aims to assist RMI in meeting reporting requirements under the UNFCCC Convention in accordance with its commitments as a non-Annex 1 Party (as mandated by Article 4 and 12 of this Convention and COP 16 and 17 decisions), and to strengthen the technical and institutional capacity of RMI to prepare and submit its TNC and first BUR to the UNFCCC.

The project is prepared in line with GEF-7 strategic focal area on climate change mitigation, objective CCM3 on fostering enabling conditions to mainstream mitigation concerns into sustainable development strategies. In particular, Program 5 of this objective aims to mainstream the integration of climate considerations into the national planning process and to help countries mainstream mitigation action in support of the 2030 Agenda for Sustainable Development and SDGs.

The project's immediate goal is to assist the country in preparing and submitting:

(1) its Third National Communication as mandated by Article 4, paragraph 1 and 12, paragraph 1 according to which each Party shall communicate to the Conference of the Parties, through the secretariat, the following elements of information:

- A national inventory of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, to the extent its capacities permit, using comparable methods to be promoted by the Conference of the Parties.
- A general description of steps taken or envisaged by the non-Annex I Party to implement the Convention.
- Any other information the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its communication, including, if feasible, material relevant for calculation of global emission trends.

At COP 8 Parties adopted the revised guidelines. (decision 17/CP.8).

(2) and First Biennial Update Report complying with its obligations under Decision 1/CP.16, paragraph 60 and Decision 2/CP.17, paragraph 41 and guidelines contained in its annex III. The core elements of BURs from non-Annex Parties include an update on their national GHG inventories, information on mitigation actions taken and their effects, and an outline of their needs and support received.

The Third NC and BUR will build on the gap/constraints findings and recommendations of previous National Communications, as well as the outcomes of the ongoing complementary projects in the country and is planned to be submitted to the UNFCCC in the last half of 2021 (FBUR) and 2023 (TNC).

The main related gap/constraints, findings and recommendations are the following:

#### **GHG Inventory**

The main gaps and constraints are:

- Lack of data in most of the categories of the inventory;
- Data uncertainty and inconsistency, across all the sectors;
- Insufficient technical and human capacity for addressing the impact of climate change on different sectors;
- Insufficient financial resources.

In order to improve uncertainty for GHG emissions, it is necessary to:

- Revise the activity data;
- Calculate national emission factors;
- Change the calculation methodology to multiple Tier, i.e. do an estimate of measurement uncertainty by also using Tier 2 methodology;

- Continue applying and working in accordance with quality assurance and quality control practices (QA/QC).

### **Vulnerability and Adaptation:**

The main gaps and constraints:

- Lack of an adequate strategic framework, lack of expert and scientific research, lack of data;
- Lack of technical and scientific research on the vulnerability of key sectors to climate change;
- Lack of confidence in global and regional climate models;
- Insufficient technical and human capacity and financial resources.

In order to improve vulnerability assessment and the drafting of adaptation measures, it is necessary to:

- Strengthen data collection for extreme weather and hydrology events;
- Strengthen support for scientific-research work and to improve inter-institutional cooperation;
- Establish databases per sector and to secure their regular updating;
- Encourage the drafting of studies, analyses, projections of the impact of climate change on priority adaptation sectors for implementation of adaptation measures.

### **Mitigation:**

The main gaps and constraints:

- Develop appropriate strategic framework (action plan) that will define roles, responsibilities and activities to mitigate the impact of climate change;
- Integrate mitigation measures into strategic documents;
- Define goals for the reduction of GHG emissions - overall and per sector;
- Analyze possibilities for and develop NAMA projects;
- Introduce and promote the best available techniques for mitigation measures regarding climate change, especially in the energy sector.

In order to improve the analyses of GHG abatement measures and assess their impact, it is necessary to:

- Develop plans of emission reductions per sector;
- Build institutional capacities for the application of methods and models for assessing the impacts of measures, formulating and prioritizing programs and measures and evaluating the cost of measures aimed at reducing GHG emissions.

The project's long-term objective is to mainstream RMI's climate change into national and sectoral sustainable development goals, giving continuity to the process of technical and institutional capacity-building, in part, initiated and sustained by the national communications process.

### **The expected outcomes of the project are:**

- Review and update of the national circumstances and institutional arrangements pertinent to preparation of the national communications and biennial update reports.
- National Greenhouse Gas Inventory and the inventory report for the period 2010-2017 (FBUR) and for the period 2010-2018 (TNC).
- Completed vulnerability study including recommended adaptation measures for identified vulnerable sectors.
- Assessment of sectors, actions and projects that could be included in the national emission reduction strategy.
- Development of Measurement, Reporting and Verification (MRV) system proposal.
- Updated assessment of the financial and technological assistance received and capacities building needs.
- FBUR and TNC completed and submitted to the UNFCCC Secretariat.

**The project outcomes will be achieved through a wide array of outputs that include:**

- Updated information on RMI's geographical characteristics, population, natural resources, climate, society, and economy that could affect its ability to cope with climate change mitigation and adaptation.
- Updated information on the institutional arrangements pertinent to preparation of the national communications and biennial update reports.
- Systematic and institutional management of greenhouse gas emission data, and preparation of a national inventory for 2010-2018 (TNC) and FBUR for 2010-2017 using 2006 IPCC guidelines for the key thematic sectors (Energy, Industrial Processes, Solvent and other Product Use, Agriculture, Land-Use, Land-Use Change and Forestry and Waste).
- National emission factors for key source categories (methane from enteric fermentation, nitrous oxide from agricultural soils, and CO<sub>2</sub> in the forestry sector) reviewed.
- Support provided for the creation of the National Greenhouse Gas Inventory System.
- Reference mitigation, vulnerability and adaptation scenarios developed up to the Year 2050 for reduction of greenhouse gas emissions and to identify adaptation measures.
- Relevant information on mitigation actions are compiled and analyzed.
- Information presented in table form on mitigation measures, such as the name, nature of the action, coverage, quantitative objectives, progress indicators, methods and associated assumptions, implementation progress and the results obtained.
- Data compiled on participation in international markets.
- Updated information on key sectors vulnerable to climate change.
- Improved technical and institutional capacities for climate change vulnerability studies.
- Vulnerability studies in sectors and regions including analysis of climate change impacts on these sectors and regions.
- Climate change adaptation programs and projects (risk management program, environmental management systems, technology transfer projects, etc.) analyzed.
- Proposals for implementation of climate change adaptation measures including the gender perspective.
- Updated assessment of financing, technology, capacity-building needs and support received.
- Assessment of the different options and possibilities for the national MRV system according to national circumstances and capacities and taking into account the different nature of the mitigation measures.
- Support provided for the development of national institutional mechanisms for internal control, reporting and verification.

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## **IV. RESULTS AND PARTNERSHIPS**

### **Expected Results:**

#### **National Circumstances and Institutional Arrangements**

Information provided on national circumstances is critical for understanding the RMI's vulnerability to the adverse effects of climate change, its capacity and its options for adaptation, as well as its options for addressing its GHG emissions, in particular in the energy sector, within the broader context of sustainable development.

Information on national circumstances will include the analyses of national and/or regional development priorities, objectives and policies that RMI is pursuing and those that would serve as the basis for addressing climate change and sea-level rise issues. Information on national circumstances will be linked to information provided in other chapters of the national communication. The analyses of development priorities and objectives would be of interest to other national stakeholders investigating the benefits of specific activities and policies and the linkages between the activities and policies relating to climate change and those of other Conventions, such as the UNCBD. Information will include:

- Geographical characteristics, including climate, forests, land use and other environmental characteristics;
- Population: growth rates, distribution, density and other vital statistics;
- Economy, including energy, transport, industry, and tourism, agriculture, fisheries, waste, health and services sector Education, including scientific and technical research institutions;
- Institutional arrangements, regarding how the RMI is organized to deal with climate change challenges, as well as in the implementation of the NC and BUR reporting on continuous basis;
- Gender-responsive Stakeholder's engagement, including how gender dimensions are integrated into climate change policy making and activity implementation.

#### **National GHG Inventory**

According to RMI's Second National Communication (SNC), nearly 100% of GHG emissions in RMI come from four activities: energy industries (electricity production); transport (road); other (residential & commercial) and waste - solid waste disposal on land and wastewater handling. The largest contributor to GHG emissions in year 2000 was energy industries (electricity production) amounting to 51.37 % of total emissions.

Total national GHG emissions excluding removals in year 2000 was 122.53 Gg CO<sub>2</sub>e; which comprises GHG emission 84.97 Gg CO<sub>2</sub>e from Energy Sector and 37.56 Gg CO<sub>2</sub>e from Waste Sector. Emissions for other GHGs like per fluorocarbons (PFCs), hydro fluorocarbons (HFCs) and sulphurs hexafluoride (SF<sub>6</sub>) were negligible in as the products containing these gases are not produced in the country. The data on Agriculture, Industrial Process and land-use change and forestry (LUCF) activities were not available, therefore emissions for these sectors were not estimated and considered for year 2000.

The SNC also highlighted that "Perhaps the biggest gap in the GHG inventory is the lack of accurate and reliable data", which is associated with problems of lack of expertise and technical, human, financial and institutional capacities to carry out inventory work on a continuous basis. The following recommendations were made to strengthen RMI's GHG inventory in coming years: Establishment of a system and a more detailed database to update all activity data required for the GHG inventory on an annual basis; Identification of options for improving the detail of activity data used for all sectoral GHG inventory and Mainstreaming the GHG inventory as an annual activity to allow regular monitoring of emissions. Currently there is no legal framework for RMI to periodically collect and compile the data and information relevant to GHG inventory development. This is expected to be initiated under the MRV component of the TNC and FBUR initiative.

In order to ensure national inventories with greater transparency, coherence, comparability, exhaustiveness and accuracy, the 1994 and 2000 inventories were prepared using the method described in the Intergovernmental Panel on Climate Change (IPCC) Guidelines for National Greenhouse Gas Inventories, 1996 revised version; the IPCC Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories; and Good Practice Guidance for Land-use, Land-use Change and Forestry. The 1994 and 2000 inventories were also developed using emission factors and other parameters extracted from the IPCC Guidelines for National Greenhouse Gas Inventories, 1996 revised version, and the Greenhouse Gas Inventory: Reference Manual, IPCC – 1997.

Appropriate training programmes to build the capacities of the stakeholders in the country is envisaged to be integrated as part of the MRV work. More specifically, training and capacity building will be carried out in data collection, analysis, archiving and management, and the use and applications of geographic information systems and remote sensing techniques as they relate to estimations of emissions and removals from land use change and forestry sector. Identification of key source categories of emissions is considered important in determining resource allocations in GHG inventories and therefore training is needed in this area as well as on the use 2006 IPCC guidelines on national greenhouse gas inventories, the IPCC good practice guidance on the National GHG inventories and Uncertainty Management and the IPCC Good Practice Guidance on Land use, land-use change and forestry.

In the Third National Communication the biannual time-series will be completed for the period 2010-2018 and in the FBUR for 2017 including finalization of time series for the previous inventories.

Special attention will be given to the key source categories and a sensitivity analysis will be undertaken to see how/whether the key sources have changed. Priority will be given to the activity data, which made constraints in the previous GHG inventory. Based on availability of data, relevant re-estimation of GHG emissions for the third GHG inventory will be made. The National GHG emission inventory will be performed according to the 2006 revised IPCC Guidelines with UNFCCC software v.1.3.

The main activities that will be carried out for this component are:

- Compilation of data and carrying out greenhouse gas emission calculation for the six key thematic sectors (Energy, Industrial Processes, Solvent and other Product Use, Agriculture, Land-Use Change and Forestry and Waste) including the interaction with data providers (TNC for the period 2010-2018 and FBUR for 2017);
- Renewal and strengthening of institutional mechanisms with other institutions and ministries for relevant sectors (energy; land-use, land-use change and forestry; agriculture; wastes; and industrial processes);
- Preparation of worksheets and summary tables, estimation and management of uncertainties, preparation of graphs and tables, and analysis of results;
- Strengthening of the existing data management systems to ensure preparation of good quality inventories over the long term;
- Develop quality assurance and quality control (QA/QC) procedures based on the IPCC Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories;
- Conduct training on the application of IPCC methodology/2006 guidelines including data collection, analysis and management and the use of IPCC Good Practice Guidance and Uncertainty Management in National GHG Inventories;
- Preparation of the GHGI as part of TNC (2010-2018) and FBUR (2017) including finalization of time series for the previous inventories;
- Preparation and publication of the 2010-2018 inventory report (TNC) and FBUR for 2017, including the procedures and arrangements undertaken to collect and achieve the data and information, anthropogenic emissions by source (GHG Inventory), the level and uncertainty associated with inventory data, their underlying assumptions, and the methodologies used for estimating these uncertainties, summary of all activities and consultations undertaken, recommendations for mainstreaming GHG inventory processes and addressing technological and capacity needs;

- Preparation of summary information tables of the previous inventories, together with the 2010-2018 inventory.

### **Vulnerability and Adaptation assessment**

The SNC identified 6 priority areas where appropriate interventions, consistent with the Joint National Action Plan (JNAP) for Climate Change Adaptation and Disaster Risk Management (JNAP) goals which could prove especially effective in removing obstacles and promoting DRR and CCA objectives. This include: Strengthening the capacity of the National Emergency Management and Coordination Office; Developing an information management system; Enhancing community-based awareness and education to change attitudes and behavior toward effective risk reduction; Climate-proofing new water supply developments; Reviewing and revising draft building codes and Testing early warning response.

Vulnerability and Adaptation for TNC assessment will highlight impacts of climate change on socio-economic development, natural environment and ecosystems (including forests) and human health, which have taken place over the past decade in RMI. A stocktaking exercise will be conducted to map out the most vulnerable country zones/territories to climate risks. Back to back study will complement the exercise and explore the link between Disaster Risk Reduction (DRR) and Climate Change Adaptation (CCA) for the development of response measures.

The key Activities include:

- Set up the working group, representing local and/or international experts from key socio-economic sectors, natural environment and ecosystems, human health.
- Analyze air temperature and atmospheric trends and deviations over the past several decades.
- Update projections of key climate indicators (temperature, precipitation, sea level rise) until 2100
- Elaborating climatic scenario for RMI including past, present and projections for the future.
- Perform a stocktaking exercise of vulnerability and sensitivity of the country territory to climate risks.
- Conduct an in-depth vulnerability assessment of key socio-economic sectors and natural environment to climate impacts.
- Analysis of Climate change adaptation programs and projects (risk management program, environmental management systems, technology transfer projects, etc.).
- In line with RMI's NDC targets develop proposal for implementation of climate change adaptation measures including the gender perspective.
- Assessment of vulnerability and recommendations for greater resilience of women and men to climate change as per the UNFCCC Gender Action Plan including: mainstreaming the gender perspective on climate change management, updating the risks differentiated by gender; ensure reports and economic analysis on vulnerability and adaptation highlight differentiated sectoral impacts on women and men, particularly in agriculture; monitor gender representation in training activities related to adaptation-related training.
- Conduct a study integrating response measures in the context of DRR and CCA.
- Compile and approve the section on V&A for the TNC incorporation.

### **Climate Change Mitigation Measures:**

The SNC provided a narrative analysis of the strategies, national policies and best practices for addressing GHG emissions and making a practical contribution to the global mitigation efforts. It mostly reported about large emitting sectors, such as energy industries, transport and waste. A number of measures to reduce GHG emissions have been proposed and accounted the current and forecasted trends in socio-economic development, newly adopted or revised policies and programs.

In the context of FBUR and TNC, mitigation measures section will analyze mitigation potential of RMI and assess its interventions towards a low-carbon future including newly adopted policies and sector-based frameworks (such as the 2050 Climate Strategy, Electricity Roadmap etc.). A list of abatement measures proposed for the mitigation for

each development sector will be reviewed and updated in the light of recent developments and needs. A stakeholder consultation and research will be conducted to assess possibilities for RMI to implement its newly developed low carbon development strategy/electricity roadmap in light of a Paris Climate Agreement.

The key Activities include:

- Enhance the capacity of the Climate Change Directorate and other relevant stakeholders to coordinate the mitigation ambitions in the country.
- Set up the working group, representing international and/or local experts from key socio-economic sectors.
- Assess mitigation potential in key development sectors and propose/update a list of key abatement/reduction measures.
- Assess the progress of policies and actions to mitigate GHG at national, sub-national and local levels.
- In line with RMI's NDC targets, conduct a study to implement the newly developed low carbon development strategy/electricity roadmap.
- Develop Mitigation Scenarios based on the available data from the GHG Inventory and the identified mitigation potentials.
- Training and capacity building in the use of appropriate technologies, methodologies and tools for assessment of mitigation options and development of mitigation scenarios.
- Compile and approve the section on Climate Change Mitigation Measures for the TNC and/or FBUR incorporation.

#### **Domestic Monitoring, Reporting and Verification (MRV)**

There are no MRV systems in RMI that have been developed and/or implemented previously to track the progress of GHG emissions and mitigation actions. In the absence of specific guidance on MRV systems to be implemented the project will have to work with the available UNFCCC decisions to develop a credible and functional MRV system.

Under the FBUR appropriate MRV system will be proposed for national mitigation actions. This includes:

- An assessment of options and possibilities to develop a domestic MRV system
- Establishment of institutional arrangements and the national MRV framework.
- Requirements and recommendations for development of institutional mechanisms for national MRV.
- Compilation and approval of the section on domestic MRV system for the FBUR incorporation.

#### **Constraints and gaps, finance, technology and capacity needs**

These activities as part of the TNC and FBUR will closely link the process and outcomes of the RMI's NCs to policy formulation, planning, capacity building and decision making. Based on the assessment produced within the project outcomes on Mitigation and Policy Measures as well as V&A, a study of financial, technological and capacity needs and constraints of institutions responsible for climate change activities will be conducted through the collection, synthesis and analysis of existing information, individual interviews and stakeholder engagement meetings. As part of the exercise, the project team will also outline a list of the most effective/new technology solutions for at least two development sectors, which are the most vulnerable to climate risks.

The key Activities include:

- Based on the assessment produced within the outcome 4, estimate finance resources needed for implementation of the GHG emission reduction strategy.
- Based on the V&A assessment, perform a cost benefit analysis, estimating potential costs for a long-term adaptation and BAU.
- Study on the needs and constraints relating to financial, technical and capacity gaps.
- Education, training and public awareness, by preparing outreach materials (leaflets, booklets, calendars, posters, quarterly newsletters, videos etc.) and by disseminating it through public media

- (TV, radio, newspapers, magazines, Internet, etc.).
- Enhanced climate change information sharing during workshops as well as distribution of presentations and reports. The findings of the studies will be disseminated among universities, research institutions and others for further elaboration and creation of linkages with relevant thematic and specific areas.

### **Other information**

Other information relevant for reporting in the frames of the TNC and FBUR will support the project outcomes with targeted studies and stocktaking analysis on gender, awareness, education and research on climate change. The project also intends to showcase best practices and lessons learned acquired within the country and region.

The key Activities include:

- Conduct a study on gender's role in adaptation and mitigation ambitions (please see gender approach description earlier), policy formulation and decision-making process.
- Perform a stocktaking exercise on best practices and lessons learned accumulated in the context of climate change in RMI and maintain the national knowledge platform to be accessed by the countries in the region.
- Stock-take any other relevant information, including awareness raising, education, and research.
- Compile and approve the section on other information, relevant for TNC and/or FBUR incorporation.

### **Submission of FBUR and TNC, Knowledge Management, Monitoring and Evaluation**

Compilation and approval process of FBUR and TNC will follow a close consultation with national stakeholders. Once finalized, both documents will be edited and submitted to the UNFCCC Secretariat for posting and dissemination. The FBUR is expected to be submitted in 2021, while TNC submission deadline is set for the late 2023.

The key Activities include:

- Compile FBUR and present it to the national stakeholders for approval.
- Edit and submit FBUR to the UNFCCC Secretariat.
- Compile TNC and present it to the national stakeholders for approval.
- Edit and submit TNC to the UNFCCC Secretariat.
- Project progress and financial reports prepared in line with the M&E plan
- Gender Analysis and Action Plan

### **Partnerships:**

The Project will build on the experiences of previous projects and identify synergies with other on-going and planned projects and development plans undertaken at national and local level to increase cost-effectiveness and enhance consistencies such as:

- RMI NDC Partnership Plan
- Electricity Roadmap
- National Adaptation Plan
- RMI Country Component of the "Deepening Efforts on NDC Implementation" Initiative
- RMI Ridge-to-Reef (R2R) project
- Enhancing Disaster and Climate Resilience in the Republic of the Marshall Islands through improved Disaster Preparedness and Infrastructure project
- Addressing climate vulnerability in the water sector (ACWA) in the Marshall Islands project
- Pacific Resilience Project Phase II for the Republic of the Marshall Islands



- Strengthening Data System and reporting process (MRV) from GHG Emission from waste, land-based transport and electricity sector towards achieving NDC – planned project by Pacific NDC Hub
- Low Carbon Sea Transportation Project.

### **Risks:**

Some of the main risks envisaged for implementing the project activities are listed below. Please refer to the detailed risk log included in Annex 5.

<b>Risk</b>	<b>Level of Risk</b>
Non- availability of data and information required for development of TNC and FBUR and poor absorptive capacity of stakeholders	High
Inadequate consultations and coordination among the stakeholders	Moderate
Lack of in country expertise and capacity in developing National Communications and Biennial Update Reports	Low
Project Management Issues	Low
Political instability and lack of support	High

### **Stakeholder engagement plan:**

RMI strongly believes that TNC and FBUR preparation can help in integration of climate change into existing planning processes as well as to strengthen institutional cooperation on climate change in a useful way during implementation of projects. RMI will also explore and use the existing institutional and stakeholder consultations mechanisms that have been established for initiatives such as the previous national communications and joint climate change and DRM planning processes to engage on TNC and FBUR.

The implementation of TNC and FBUR project in RMI would represent a very good example on how various ministries, agencies, institutions of government and non-government organizations can work together in a collaborative manner towards developing a national plan of action. The approach used in the INC and SNC formulation is similar to what is being proposed for the TNC and FBUR preparation, whereby the immediate needs and concerns related to identification and prioritization of mitigation and adaptation options, strategies and measures are highlighted and collectively addressed by the stakeholders.

The stakeholders of the project are expected to come from a wide range of backgrounds, including line departments and agencies, local communities, local authorities and NGOs, mass-media, research institutions, private sector and international organizations, with particular emphasis on related sectors. Engagement plan, roles and responsibilities of different stakeholders in the project will be mapped out in details during the Inception workshop and documented in the Inception Report.

<b>Stakeholder</b>	<b>Role</b>
Climate Change Directorate of the Ministry of Environment	Implementing agency and overall coordination
Ministry of Natural Resources & Commerce	GHG inventory lead for Agriculture and land use, land-use change and forestry (LULUCF)
National Energy Office	GHG inventory lead for Energy

Stakeholder	Role
Ministry of Transport, Communication & Information Technology	Activity Data (AD) and other information on transport
Ministry of Works, Infrastructure & Utilities	AD and other information on Waste Sector and road infrastructure
Environmental Protection Authority	AD and other information on Waste Sector
Ministry of Health & Human Services	AD and other information on Waste Sector
Public School System	Work on dissemination of results
College of the Marshall Islands	Provide research assistance
Women United Together Marshall Islands	Work on dissemination of results
Marshall Islands Conservation Society	Work on dissemination of results
University of the South Pacific (USP)	Provide technical inputs as implementing partner of the Low Carbon Sea Transportation Project
Marshall Islands Non-Governmental Organisation Office	Supporting awareness raising/capacity building
National Nuclear Commission Office	AD and other information on Energy Sector
Pacific NDC Hub	Provide technical assistance in relation to NDCs

The project team will create mechanisms for effective gender responsive stakeholder engagement and will ensure the meaningful participation of targeted groups. Efforts will be made to take into consideration the needs of excluded and marginalized groups, which are more affected by climate change. For this purpose, the project team will use various tools, including design thinking, behavioral science, and foresight, thus creating a collaborative space where different stakeholders will join forces to design policies and actions that will contribute to mitigation of GHG emissions and will enhance the resilience and adaptive capacities to climate change on national and local levels.

Furthermore, as a party to the convention, RMI is keen to develop its TNC and FBUR and display commitment towards achieving the global goal towards abating climate change and associated impacts. The recently completed 2050 Climate Strategy, Electricity roadmap, Nationally Determined Contributions (NDC), National Climate Change Policy Framework, Joint National Action Plan (JNAP) for Climate Change Adaptation and National Gender Mainstreaming Policy of the Republic of the Marshall Islands are envisaged to contribute towards preparation of RMI's TNC and FBUR.

A preliminary Stakeholder engagement plan includes the following meetings:

- Inception workshop to discuss conceptual framework and design for each chapter; and to highlight any prevailing challenges to data acquisition and sharing, monitoring assessment and reporting;
- Validation workshops to discuss results and validate accuracy of the analyses;
- Individual meetings with sector representatives;
- Group discussions to solicit ideas, create synergies and opportunities for networking, knowledge sharing and joint actions;
- Final dissemination workshop to discuss findings, raise awareness and reinforce collaboration and networking;

## **Gender equality and Women’s Empowerment:**

The guidance on gender integration through the NCs and BURs developed by the Global Support Programme through UNDP and in collaboration with UNEP and GEF, will be applied during project implementation (<http://www.un-gsp.org/news/gender-responsive-national-communications-toolkit>).

The project will comprehensively consider gender and equity issues in line with [the GEF SEC’s policy on gender equality](#)<sup>1</sup> and [Guidance to advance gender equality in GEF projects and programs](#)<sup>2</sup>. First of all, the project team will equally consider both female and male professionals and experts, dealing with climate change, economic development, natural environment, and human health. The project team will keep a track record of data disaggregation (gender, age, etc.) and use different approaches in involving female professionals to the discussions.

Project will prepare and finalize [Gender analysis and Gender action plan](#)<sup>3</sup> during its inception phase<sup>4</sup>.

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

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

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

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

A gender disaggregated analysis approach will be implemented and gender-sensitive stakeholders and partners involvement plan will be adopted. Understanding how the different social roles and economic status of men and women affect and are affected differently by climate change will improve actions taken to adapt and to mitigate climate change. In this sense, the update of the national circumstances chapter will consider gender dimension in

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<sup>1</sup> [http://www.thegef.org/sites/default/files/council-meeting-documents/EN\\_GEF.C.53.04\\_Gender\\_Policy.pdf](http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.53.04_Gender_Policy.pdf)

<sup>2</sup> [http://www.thegef.org/sites/default/files/council-meeting-documents/EN\\_GEF.C.54.Inf\\_.05\\_Guidance\\_Gender\\_0.pdf](http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.54.Inf_.05_Guidance_Gender_0.pdf)

<sup>3</sup> Guide to Conducting a Participatory Gender Analysis and Developing a Gender Action Plan for projects supported by UNDP with GEF financing: [https://intranet.undp.org/unit/bpps/sdev/gef/\\_layouts/15/WopiFrame.aspx?sourcedoc=/unit/bpps/sdev/gef/Gender%20Library/UNDP%20GEF%20Guidance.%20How%20to%20conduct%20gender%20analysis%20and%20gender%20action%20plan.pdf&action=default](https://intranet.undp.org/unit/bpps/sdev/gef/_layouts/15/WopiFrame.aspx?sourcedoc=/unit/bpps/sdev/gef/Gender%20Library/UNDP%20GEF%20Guidance.%20How%20to%20conduct%20gender%20analysis%20and%20gender%20action%20plan.pdf&action=default)

<sup>4</sup> The GEF Enabling Activities and policy/strategy work 33. Enabling Activity projects provide financing for the preparation of a plan, strategy, or national program to fulfill the commitments under the Conventions that the GEF serves, including national communication or reports to the Conventions. Similarly, many GEF-financed medium- and full-size projects include activities that focus on developing and preparing national policies or strategies and, as such, do not work directly with beneficiaries on the ground. These plans and strategies provide an essential opportunity to recognize, build capacity, and to develop actions to advance GEWE. Some possible actions to include in these national documents include the following:

- request that gender experts review draft plans and strategies;
- ensure that any background and stocktaking exercises associated with development of the plans and strategies adequately account for the different roles for women and men;
- ensure that women are effectively engaged as members of stakeholder groups consulted during development of the strategies and plans;
- consider including gender-disaggregated data collection and/or gender-specific indicators; and
- consider how national gender policies can be incorporated into sectoral strategies and action plans.

order to better understand how the different roles of men and women in social and economic circumstances may affect the country's ability to deal with mitigating and adapting to climate change.

The project is envisaged to perform a study analyzing the role of gender under all the activities including adaptation and mitigation activities, policy formulation and knowledge. The expected findings will build recommendations for most of the project outcomes (National Circumstances, V&A, Mitigation, etc.). Efforts will also be made to have acceptable gender representation (at least 30% women participation) in project management structures (committees, institutional frameworks, technical team) and capacity building actions (trainings, workshops).

Institutions to be consulted on gender issues at national level will include, but not limited to: Ministries in charge of gender, the gender focal point for the convention on climate change, civil society organizations working in the fields of gender and climate change as well as research institutions and development partners working on gender issues.

### **South-South and Triangular Cooperation (SSTrC):**

Learning opportunities 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 practices and facilitate dissemination through global ongoing South-South and global platforms, such as Africa Solutions Platform, the UN South-South Galaxy knowledge sharing platform and PANORAMA<sup>5</sup>. Furthermore, the project will explore opportunities for knowledge sharing and peer to peer learning among Pacific countries developing their respective National Communications and Biennial Update Reports, including Tonga and Vanuatu.

UNDP has a strong role to play as knowledge broker, capacity development supporter and partnership facilitator when developing countries work together to find solutions to common development challenges. South-South and Triangular Cooperation (SSTrC) is a necessity to ensure an inclusive global partnership towards sustainable development. The project will support and encourage SSTrC to ensure knowledge exchanges, technology transfers, peer support, and neighborhood initiatives, as well as countries forming common development agendas and seeking collective solutions.

The project will explore possibilities for South-South cooperation within the framework of the sectoral and intergovernmental networks in which RMI participates, both related to adaptation and mitigation, and to the elaboration of National Inventories of Greenhouse Gases (GHGI). In particular, through South-South cooperation, the country will be able to optimize the development of national capacities and / or the incorporation of specific technologies that contribute to a significant improvement in the implementation of adaptation and mitigation actions. In return, RMI may support other countries in the implementation of other initiatives.

Under the guidance and exchanges facilitated via the Global Support Program for National Communication and Biennial Update Reports, RMI will participate on the South-south learning and capacity building via webinars, regional workshops and networks on NC and BUR specific topics.

In addition, to bring the voice of RMI to global and regional fora, the project will explore opportunities for meaningful participation in specific events where UNDP could support engagement with the global development discourse on national communications and biennial update reporting. The project will furthermore provide opportunities for regional cooperation with countries that are implementing initiatives on national communications and biennial update reporting in geopolitical, social and environmental contexts relevant to the proposed project in RMI.

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<sup>5</sup> <https://panorama.solutions/en>

### **Innovativeness, Sustainability and Potential for Scaling Up:**

The project will continue further on the work done under the First and Second National Communication projects and will involve key national institutions/partners/stakeholders/experts responsible for specific sections/topics, in order to maintain continuity of the process.

Preparation and submission of the National Communications and Biennial Update Reports is a commitment of the Government of RMI under the UNFCCC. The process is sustained in the future through the use of results, practice, knowledge, and lessons, which have been accumulated during the project implementation. Enhanced capacity of the National Government and its principle stakeholders, who are supposed to implement the project, will undoubtedly contribute to the effective decision making and policy formulation at all stages of the climate-resilient development in the country.

The project, within the framework of its capacity building interventions, will support the development of the GHG emission data collection and MRV system. This will be done via analyzing opportunities for establishment of such system, development of institutional arrangements and frameworks for MRV and GHG Inventory. To ensure sustainability of the project impact, this work will be complemented by rigorous capacity building undertaken throughout the project duration to build the critical mass of expertise among stakeholders.

## V. PROJECT RESULTS FRAMEWORK

This project will contribute to the following Sustainable Development Goal (s): <b>Goal 13: Take urgent action to combat climate change and its impacts</b>			
This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): <i>Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</i>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	Objective and Outcome Indicators	Baseline	End of Project Target
<b>Project Objective:</b> Support the Government of RMI to prepare its Third National Communication (TNC) and First Biennial Report under the UNFCCC (FBUR)	Preparation and submission of the TNC and FBUR	SNC completed and submitted to UNFCCC. Significant data and information gaps identified as part of earlier communications.	FBUR approved and submitted to the UNFCCC by Dec 2022 TNC approved and submitted to the UNFCCC by Dec 2024
	Mandatory Indicator 1: # direct project beneficiaries disaggregated by gender (individual people)	0	14 experts (at least 7 women) from relevant ministries and agencies involved in preparation of TNC and FBUR increased their knowledge and capacity in climate change measurement and reporting
	Mandatory Indicator 2: # indirect project beneficiaries disaggregated by gender (individual people)	0	30 experts (at least 15 women) from the stakeholder group, academia, civil society and business sphere increased their knowledge in specific areas of climate change through participating capacity building activities
<b>Project component 1</b>	<b>Review and update of the national circumstances and institutional arrangements pertinent to preparation of the national communications and biennial update reports; Constraints and gaps, finance, technology and capacity needs; Other information</b>		
<b>Project Outcome 1</b> <b>National circumstances and institutional arrangements, constraints, gaps, capacity needs and other information</b>	Indicator 1. Extent of updated information on national circumstances, concerning the physical (geography, topography and climate) and socio-economic (economy, education, population, health, livelihoods, gender) characteristics of the country (Progress rating: 1, 2 and 3, against the indicator are defined below)  1. No updated information 2. Partially updated information 3. Fully updated information	The national circumstances in the SNC document reflects the data and information from 2014	Updated national circumstances chapter for FBUR and TNC

<b>This project will contribute to the following Sustainable Development Goal (s): Goal 13: Take urgent action to combat climate change and its impacts</b>			
<b>This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</b>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	<b>Objective and Outcome Indicators</b>	<b>Baseline</b>	<b>End of Project Target</b>
	<p>Indicator 2. Extent of constraints and gaps incorporated in the FBUR and TNC (Progress rating: 1, 2 and 3, against the indicator are defined below)</p> <ol style="list-style-type: none"> <li>1. Constraints and gaps not identified and therefore none to incorporate</li> <li>2. Constraints and gaps partially identified &amp; incorporated</li> <li>3. Constraints and gaps fully identified &amp; incorporated</li> </ol>	Information on the progress made and status of relevant components in the SNC	A chapter on constraints and gaps related to financial, technical and capacity in addressing climate change and the chapter on other information for FBUR and TNC
<b>Outputs to achieve Outcome 1</b>	<ol style="list-style-type: none"> <li>1.1.1. Sub-chapter/section on Geographical characteristics, including climate, forests, land use and other environmental characteristics.</li> <li>1.1.2. Sub-chapter/section on Population: growth rates, distribution, density and other vital statistics.</li> <li>1.1.3. Sub-chapter/section on Economy, including energy, transport, industry, and tourism, agriculture, fisheries, waste, health and services sector.</li> <li>1.1.4. Sub-chapter/section on Education, including scientific and technical research institutions;</li> <li>1.1.5. Sub-chapter/section on the review and analysis of national development objectives, priorities and circumstances, and the specific needs and concerns arising from the climate change risks</li> <li>1.1.6. Sub-chapter/section on the description of institutional arrangements relevant to the preparation of the national communications on a continuous basis including distribution of responsibilities within government departments, universities, research institutions, etc.</li> <li>1.1.7. Sub-chapter/section on the information on involvement and participation of stakeholders with a particular focus on gender integration with appropriate gender representation (at least 30% of the stakeholders are women).</li> <li>1.2.1. Sub-chapter/section on the technology, financial and capacity needs for mitigation assessed.</li> <li>1.2.2. Sub-chapter/section on identifying gaps, needs and opportunities to mainstream gender approach for climate management, with issues itemized, arising through sex- disaggregated data collection and analysis, and research and gender analysis specially on the vulnerability and adaptation sector</li> </ol>		

<b>This project will contribute to the following Sustainable Development Goal (s): Goal 13: Take urgent action to combat climate change and its impacts</b>			
<b>This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</b>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	<b>Objective and Outcome Indicators</b>	<b>Baseline</b>	<b>End of Project Target</b>
	<p>1.2.3. Sub-chapter/section on the review, assessment and identification of new constraints, gender gaps, technology, financial and capacity needs.</p> <p>1.2.4. Sub-chapter/section to the proposition of solutions to the identified constraints, gender gaps, technology, financial and capacity needs</p> <p>1.3.1 Sub-chapter/section on the study to determine the gender role in adaptation and mitigation ambitions, policy formulation and decision-making, process conducted;</p> <p>1.3.2. Sub-chapter/section on the updating of activities related to the strengthening of the capabilities and expertise of RMI to contribute to, and participate in, research and systematic observation, data collection and processing, archiving, analysis and dissemination identified and documented</p> <p>1.3.3. Sub-chapter/section elaborating the resources provided for capacity building including details on collaboration and synergy existing between the various Convention processes as they relate to capacity building and technology transfer</p> <p>1.3.4. Sub-chapter/section on the assessment of training and awareness-raising activities carried out on gender awareness and climate change issues at the community and national level (access to education, information, technologies, employment, landownership, financial resources and participation in economic and political decision-making)</p> <p>1.3.5. Sub-chapter/section on the study concerning the needs and constraints relating to financial, technical and capacity gaps with the assistance of bilateral and multilateral organizations</p>		
<b>Project component 2</b>	<b>National Greenhouse Gases Inventory (GHGI) and the inventory report for period 2010 - 2018 and FBUR for 2017.</b>		
<b>Outcome 2 GHG Inventory</b>	<p>Indicator 1. Percentage of National GHG Inventory updated for period 2010 – 2018 (TNC) and for 2017 (FBUR) (Percentage progress: 1, 2 and 3, against the indicator are defined below)</p> <ol style="list-style-type: none"> <li>1. 0%</li> <li>2. 50%</li> <li>3. 100%</li> </ol>	Completed national GHG emission inventories for INC and SNC; GHG emissions details under the RMI Electricity Roadmap & 2050 Climate Strategy.	GHG inventories under the TNC and FBUR for all relevant sectors and gases as per the IPCC 2006 guidelines prepared
<b>Outputs to achieve Outcome 2</b>	2.1.1 Sub-chapter/section on the data collected and GHG inventory conducted for the period of 2010 to 2018 (TNC) and 2017 (FBUR) including finalization of time series for the previous inventories for the six key thematic sectors (Energy, Industrial Processes, Solvent and other Product Use, Agriculture, Land-Use, Land-Use Change and Forestry and Waste) updated using 2006 IPCC guidelines.		



<b>This project will contribute to the following Sustainable Development Goal (s): Goal 13: Take urgent action to combat climate change and its impacts</b>			
<b>This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</b>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	<b>Objective and Outcome Indicators</b>	<b>Baseline</b>	<b>End of Project Target</b>
	<p>2.1.2. Sub-chapter/section on the review and update of the earlier GHG inventory submitted as part of the SNC using IPCC 2006 guidelines.</p> <p>2.1.3. Sub-chapter/section on the QA/QC procedures strengthened and applied in a systematic way</p> <p>2.1.4. Sub-chapter/section on the updated National Inventory Report (NIR)</p> <p>2.1.5. Reports on training and capacity building activities conducted on data collection, analysis, on the use of 2006 IPCC guidelines on national greenhouse gas inventories, the IPCC good practice guidance on the National GHG inventories and uncertainty Management and the IPCC Good Practice Guidance on Land use, land-use change and forestry.</p> <p>2.1.6. Training and workshop reports on institutional strengthening and capacity building conducted, including the thematic working groups for efficient and timely development and submission of GHG inventories.</p> <p>2.1.7. National GHG inventory system established</p>		
<b>Project component 3</b>	<b>Vulnerability assessment and adaptation (V&amp;A)</b>		
<b>Outcome 3 Vulnerability and Adaptation</b>	Indicator 1. In-depth vulnerability assessment, including recommended adaptation measures for priority sectors of socio-economic development and natural environment conducted.	<p>National adaptation policy and plans</p> <p>Information provided in the SNC 7 JNAP</p> <p>Past and on-going initiatives on climate change impacts on different sectors</p> <p>Available national climate scenarios</p>	<p>Better understanding on uncertainties of climate change scenarios</p> <p>Adaptation capacities to climate vulnerability and adaptation is enhanced</p> <p>Mainstreaming climate change vulnerability and adaptation to national sustainable development is improved.</p> <p>Coordination of national research and development on V&amp;A is strengthened.</p> <p>A chapter on V &amp; A for TNC</p>
<b>Outputs to achieve Outcome 3</b>	<p>3.1.1. Sub-chapter/section on the assessment and elaboration of the climatic scenario for RMI including past, present and future (2100) projection</p> <p>3.1.2. Sub-chapter/section on the identification of vulnerable sectors in RMI based on the latest assessment and studies</p> <p>3.1.3. Sub-chapter/section on the assessment of vulnerability and recommendations for greater resilience of women and men to climate change as per the UNFCCC Gender Action Plan including: mainstreaming the gender perspective on climate change management, updating the</p>		

<b>This project will contribute to the following Sustainable Development Goal (s): Goal 13: Take urgent action to combat climate change and its impacts</b>			
<b>This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</b>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	<b>Objective and Outcome Indicators</b>	<b>Baseline</b>	<b>End of Project Target</b>
	<p>risks differentiated by gender; ensure reports and economic analysis on vulnerability and adaptation highlight differentiated sectoral impacts on women and men, particularly in agriculture; monitor gender representation in training activities related to adaptation-related training.</p> <p>3.1.4. Sub-chapter/section on the description of current vulnerability and adaptation efforts; future risks including national/sectoral adaptation policies, strategies and measures</p> <p>3.1.5. Sub-chapter/section on the identified potential adaptation actions for priority sectors (e.g. Water, fisheries, agriculture etc.) including opportunities and barriers</p> <p>3.1.6. Sub-chapter/section on the improved technical and institutional capacities for climate change vulnerability (Vulnerability assessment training).</p>		
<b>Project component 4</b>	<b>Climate change mitigation measures and Domestic Monitoring, Reporting and Verification</b>		
<b>Outcome 4 Mitigation and MRV</b>	Indicator 1. Mitigation actions and their effects reported and monitored, and capacity to collect and analyze this information on an ongoing basis strengthened, with a particular focus in the energy sector.	<p>The 2050 Climate Strategy, Tile Til Eo (Lighting the way)</p> <p>RMI Electricity Roadmap 2018</p> <p>National Climate Change Policy Framework (NCCPF)</p>	<p>Integration of socio-economic implication into national mitigation prioritization/plans/ measures/actions</p> <p>National capacity enhancement for implementation of mitigation measures.</p> <p># of women and men (state how many is the targeted people to be training - the disaggregated)</p> <p>Outreach on new mitigation options.</p> <p>A chapter on measures taken to mitigate GHG emissions</p>
	Indicator 2. Extent to which the Domestic Measurement Reporting and Verification system	Approved MRV systems under the UNFCCC	Domestic MRV system established.

<b>This project will contribute to the following Sustainable Development Goal (s): Goal 13: Take urgent action to combat climate change and its impacts</b>			
<b>This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</b>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	<b>Objective and Outcome Indicators</b>	<b>Baseline</b>	<b>End of Project Target</b>
	<p>was supported (Progress rating: 1, 2 and 3, against the indicator are defined below)</p> <ol style="list-style-type: none"> <li>1. Domestic Measurement Reporting and Verification system was not supported</li> <li>2. Domestic Measurement Reporting and Verification system was partially supported</li> <li>3. Domestic Measurement Reporting and Verification system was fully supported</li> </ol>		
<b>Outputs to achieve Outcome 4</b>	<p>4.1.1. Sub-chapter/section on the identification of all potential mitigation options for each sector listed in the GHG inventory; and prioritization of mitigation options for each sector and categorization as long, medium and short-term priorities.</p> <p>4.1.2. Sub-chapter/section on the identification and assessment of low-cost, low-carbon development strategies/options in key sectors (Energy including electricity generation &amp; transport).</p> <p>4.1.3. Sub-chapter/section on the development of mitigation scenarios (emission forecast) based on the available data from the GHG inventory, as well as socio-economic information, and preparation of a series of mitigation scenarios to 2050 based on the low carbon strategies/plans/policies.</p> <p>4.1.4. Sub-chapter/section on the preparation of brief mitigation project profiles for existing and possible future implementation.</p> <p>4.1.4. Training and capacity building on the use of appropriate technologies, methodologies and tools for assessment of mitigations options and development of mitigation scenarios documented.</p> <p>4.2.1. Options and possibilities to develop a domestic MRV system assessed documented.</p> <p>4.2.2. Identification of the requirements for the development of institutional arrangements and the national MRV framework documented.</p> <p>4.2.3. Report describing the requirements and recommendations for development of institutional mechanisms for national MRV.</p> <p>4.2.4. The development process of national institutional arrangements and framework for domestic MRV supported documented.</p>		
<b>Project component 5</b>	<b>Submission of FBUR and TNC, Knowledge Management, Monitoring and Evaluation</b>		
<b>Outcome 5</b>	Indicator 1. Extent of which FBUR and TNC compiled, approved by the RMI Government and submitted to UNFCCC by 2021 (FBUR) and 2023	The outputs from outcome 1 to outcome 4	FBUR and TNC submitted to the UNFCCC

<b>This project will contribute to the following Sustainable Development Goal (s): Goal 13: Take urgent action to combat climate change and its impacts</b>			
<b>This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): Outcome 1.1: National, local and community capacities to effectively plan and implement enhanced natural resource management, biodiversity conservation, climate change adaptation and mitigation, and disaster risk reduction are strengthened</b>			
<i>Outcome 1.4 Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented</i>			
	<b>Objective and Outcome Indicators</b>	<b>Baseline</b>	<b>End of Project Target</b>
<b>Completion and submission of FBUR and TNC</b>	(TNC). (Progress rating: 1, 2, 3 and 4, against the indicator are defined below) <ul style="list-style-type: none"> <li>1. No FBUR/TNC</li> <li>2. Draft FBUR/TNC</li> <li>3. Government approved FBUR/TNC</li> <li>4. Submitted FBUR and TNC to the UNFCCC</li> </ul>		
	Indicator 2. Extent of which the project is regularly monitored, financially audited and lessons learned from implementation compiled. Progress rating: 1, 2 and 3, against the indicator are defined below) <ul style="list-style-type: none"> <li>1. No monitoring or financial audit or documentation of lessons learned.</li> <li>2. Project implementation monitoring, financial audit and documentation of lessons learned is partially done.</li> <li>3. Project implementation monitoring, financial audit and documentation of lessons learned is fully done</li> </ul>	The outputs from outcome 1 to outcome 4	End of Project Report submitted.
<b>Outputs to achieve Outcome 5</b>	5.1.1. FBUR compiled, approved and submitted. 5.2.1. TNC compiled, approved and submitted. 5.3.1 Inception workshop, project Board meetings and Stakeholders consultation workshops organized. 5.3.2. Gender Analysis and Action Plan. 5.3.3. Project financial and progress reports prepared and submitted. 5.3.4. End of Project report and lessons learned compiled.		

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## VI. MONITORING AND EVALUATION (M&E) PLAN

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

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

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

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

### **Additional GEF monitoring and reporting requirements:**

Inception Workshop and Report: A project inception workshop will be held within 60 days of project CEO endorsement, with the aim to:

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

### Quarterly:

- Based on the initial risk analysis submitted, the risk log shall be regularly updated in ATLAS. Risks become critical when the impact and probability are high. Note that for UNDP GEF projects, all financial risks associated with financial instruments such as revolving funds, microfinance schemes, or capitalization of ESCOs are automatically classified as critical on the basis of their innovative nature (high impact and uncertainty due to no previous experience justifies classification as critical).

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<sup>6</sup> See [https://www.thegef.org/gef/policies\\_guidelines](https://www.thegef.org/gef/policies_guidelines)

- Based on the information recorded in Atlas, a Project Progress Reports (PPR) can be generated in the Executive Snapshot.
- Other ATLAS logs can be used to monitor issues, lessons learned etc. The use of these functions is a key indicator in the UNDP Executive Balanced Scorecard.

#### Annual progress:

- Status Survey Questionnaires to indicate progress and identify bottleneck as well as technical support needs will be carried out once a year.

#### Periodic Monitoring:

A detailed schedule of project reviews meetings will be developed by the project management, in consultation with project implementation partners and stakeholder representatives and incorporated in the Project Inception Report. Such a schedule will include: (i) tentative time frames for project board Meetings, (or relevant advisory and/or coordination mechanisms) and (ii) project related Monitoring and Evaluation activities.

Day to day monitoring of implementation progress will be the responsibility of the Project Manager based on the project's Annual Work plan and its indicators. The Project Team will inform the UNDP CO of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely and remedial fashion.

Periodic monitoring of implementation progress will be undertaken by the UNDP CO through quarterly meetings with the project proponent, or more frequently as deemed necessary. This will allow parties to take stock and to troubleshoot any problems pertaining to the project in a timely fashion to ensure smooth implementation of project activities.

#### End of Project:

During the last three months, the project team will prepare the End of Project Report (template included in Annex 14). This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results.

Knowledge management: The project team will ensure extraction and dissemination of lessons learned and good practices to enable adaptive management and upscaling or replication at local and global scales. Results will be disseminated to targeted audiences through relevant information sharing fora and networks. The project will contribute to scientific, policy-based and/or any other networks as appropriate (e.g. by providing content, and/or enabling participation of stakeholders/beneficiaries).

The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to project implementation though lessons learned. The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects.

Finally, there will be a two-way flow of information between this project and other projects of a similar focus.

Agreement on intellectual property rights and use of logo on the project's deliverables and disclosure of information: To accord proper acknowledgement to the GEF for providing grant funding, the GEF logo will appear together with the UNDP logo on all promotional materials, other written materials like publications developed by the project, and project hardware. Any citation on publications regarding projects funded by the GEF will also accord proper acknowledgement to the GEF. Information will be disclosed in accordance with relevant policies notably the UNDP Disclosure Policy and the GEF policy on public involvement.

<b>Monitoring and Evaluation Plan and Budget:</b>			
<b>GEF M&amp;E requirements</b>	<b>Responsible Parties</b>	<b>Indicative costs (US\$)</b>	<b>Time frame</b>
<b>Inception Workshop</b>	Climate Change Directorate of the Ministry of Environment Project Manager	US \$ 3,000	Within 60 days of CEO endorsement of this project.
<b>Inception Report</b>	Project Manager	None	Within 90 days of CEO endorsement of this project.
<b>Monitoring of indicators in project results framework</b>	Project Manager will oversee national institutions/agencies charged with collecting results data.	To be finalized in Inception Phase and Workshop.	Annually prior to GEF PIR.
<b>Monitoring all risks (Atlas risk log)</b>	Project Manager	None	On-going.
<b>Project Board Meetings</b>	Implementing Partner Project Manager	None	Annually.
<b>Reports of Project Board Meetings</b>	Implementing Partner Project Manager	None	Annually.
<b>Lessons learned and knowledge generation</b>	Project Manager	None	Annually.
<b>Supervision missions</b>	UNDP Country Office	None	Annually
<b>Oversight missions</b>	UNDP-GEF RTA and UNDP-GEF Directorate	None	Troubleshooting as needed
<b>Audit</b>	Appointed auditors for project audits	US \$ 5,000	Frequency as per UNDP Audit policies.
<b>TOTAL indicative COST</b> Excluding UNDP staff time and travel costs		<b>US \$ 8,000</b>	

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## VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

### Roles and responsibilities of the project's governance mechanism:

Implementing Partner: The Implementing Partner for this project is the Climate Change Directorate of the Ministry of Environment, Government of RMI.

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

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

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

### Responsible Parties:

The following responsible parties will participate and contribute to achieving of the project results:

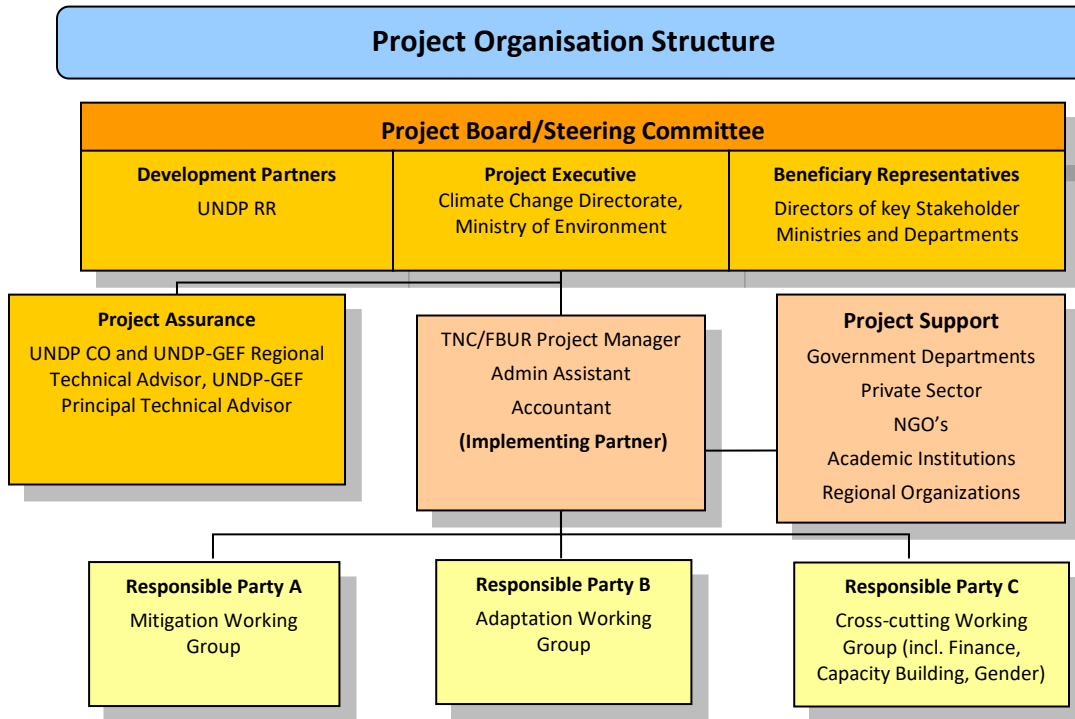
Mitigation Working Group, Adaptation Working Group and Cross-cutting Working Group (including Finance, Capacity Building and Gender).

Project stakeholders and target groups: The primary stakeholder and target groups of the project will consist of experts of relevant ministries and agencies involved in the preparation of TNC and BUR. As members of thematic Working Groups, they will have the opportunity to directly support the project's decision-making processes. Moreover, representatives of civil society, the academia and business sphere as indirect beneficiaries of the project will have the opportunity to increase their knowledge in specific areas of climate change by participating in capacity building activities of the project.

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



**Project organisation structure:**



**Project Board:** The Project Board (also called Project Steering Committee) is responsible for taking corrective action as needed to ensure the project achieves the desired results. 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 Resident Representative (or their designate) will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.

Specific responsibilities of the Project Board include:

- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints;
- Address project issues as raised by the project manager;
- Provide guidance on new project risks, and agree on possible mitigation and management actions to address specific risks;
- Agree on project manager’s tolerances as required, within the parameters set by UNDP-GEF, and provide direction and advice for exceptional situations when the project manager’s tolerances are exceeded;
- Advise on major and minor amendments to the project within the parameters set by UNDP-GEF;
- Ensure coordination between various donor and government-funded projects and programmes;
- Ensure coordination with various government agencies and their participation in project activities;
- Track and monitor co-financing for this project;
- Review the project progress, assess performance, and appraise the Annual Work Plan for the following year;
- Appraise the annual project implementation report, including the quality assessment rating report;
- Ensure commitment of human resources to support project implementation, arbitrating any issues within the project;
- Review combined delivery reports prior to certification by the implementing partner;
- Provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans;

- Address project-level grievances;
- Approve the project Inception Report
- Review the final project report package during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.
- Ensure highest levels of transparency and take all measures to avoid any real or perceived conflicts of interest.

The composition of the Project Board must include the following roles:

- a. Project Executive:** Is an individual who represents ownership of the project and chairs the Project Board. The Executive is normally the national counterpart for nationally implemented projects. The Project Executive is: Director, Climate Change Directorate, Ministry of Environment.
- b. Beneficiary Representative(s):** Individuals or groups representing the interests of those 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 civil society representative(s) can fulfil this role. The Beneficiary representative (s) is/are: Directors of key stakeholder ministries and Departments.
- c. Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding and/or technical expertise to the project. The Development Partner(s) is/are: Resident Representative of UNDP Pacific Office in Fiji (this is typically the UNDP Resident Representative. Other funding partners can also jointly hold this role.)
- d. Project Assurance:** UNDP performs the quality assurance role and supports the Project Board and Project Management Unit by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Project Board cannot delegate any of its quality assurance responsibilities to the Project Manager. UNDP provides a three – tier oversight services involving the UNDP Country Offices and UNDP at regional and headquarters levels. Project assurance is totally independent of the Project Management function.

**Project Manager:** The Project Manager has the authority to run the project on a day-to-day basis on behalf of the Implementing Partner within the constraints laid down by the Project Board. The Implementing Partner appoints the Project Manager, who must be different from the Implementing Partner’s representative in the Project Board.

The Project Manager’s primary responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The Project Manager will inform the Project Board and the Project Assurance roles of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted. The Project Manager will remain on contract until the required tasks for operational closure and transfer of assets are fully completed.

Specific responsibilities include:

- Manage the overall conduct of the project.
- Plan the activities of the project and monitor progress against the approved workplan.
- Execute activities by managing personnel, goods and services, training and low-value grants, including drafting terms of reference and work specifications, and overseeing all contractors’ work.
- Monitor events as determined in the project monitoring plan, and update the plan as required.
- Provide support for completion of assessments required by UNDP, spot checks and audits.
- Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form.
- Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.

- Monitor progress, watch for plan deviations and make course corrections when needed within project 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
- 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 project targets.

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

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## VIII. FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is USD 952,000. This is financed through a GEF grant of USD 852,000 and USD 100,000 as in kind co-financing from the Government of RMI. UNDP, as the GEF Implementing Agency, is responsible for the oversight of the GEF resources and the cash co-financing transferred to UNDP bank account only.

Confirmed Co-financing: The actual realization of project co-financing will be monitored during the implementation and will be reported to the GEF. Co-financing will be used for the following project activities/outputs:

Co-financing source	Co-financing type	Co-financing amount	Planned Co-financing Activities/Outputs	Risks	Risk Mitigation Measures
Government	In-kind	100,000	Office space, equipment, vehicle and manpower	None	Not Applicable

Implementing Partner (IP) request for UNDP to provide country support services: The Implementing Partner and GEF OFP have requested UNDP to provide support services in the amount of USD\$ 15,000 for the full duration of the project. The signed letter of agreement between UNDP and the Implementing Partner detailing these support services are included in Annex 8. To ensure the strict independence required by the GEF and in accordance with the UNDP Internal Control Framework, these execution services should be delivered independent from the GEF-specific oversight and quality assurance services (i.e. not done by same person to avoid conflict of interest).

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

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

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

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

Audit: The project will be audited as per UNDP Financial Regulations and Rules and applicable audit policies. Audit cycle and process must be discussed during the Inception workshop. If the Implementing Partner is an UN Agency, the project will be audited according to that Agencies applicable audit policies.

Project Closure: Project closure will be conducted as per UNDP requirements outlined in the UNDP POPP. On an exceptional basis only, and if there is no increase of the project budget, one extension of the operational closure date beyond the initial duration of the project may be approved by the UNDP-GEF Directorate. However, all costs incurred to close the project must be included in the project closure budget and reported as final project commitments presented to the Project Board during the final project review. The only costs a project may incur following the final project review are those included in the project closure budget.

Operational completion: The project will be operationally completed when the last UNDP-financed inputs have been provided and the related activities have been completed. This includes the final clearance of the Terminal Evaluation Report (that will be available in English) and the corresponding management response, and the end-of-project review Project Board meeting. **Operational closure must happen with 3 months of submitting the End of Project Report to the UNDP ERC.** The Implementing Partner through a Project Board decision will notify the UNDP Country

Office when operational closure has been completed. At this time, the relevant parties will have already agreed and confirmed in writing on the arrangements for the disposal of any equipment that is still the property of UNDP.

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

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

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

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

## IX. TOTAL BUDGET AND WORK PLAN

TOTAL BUDGET AND WORK PLAN			
Atlas Award ID: <b>Atlas [1] Proposal or Award ID:</b>	00121370	Atlas Output Project ID:	00117133
Atlas Proposal or Award Title:	RMI 3 <sup>rd</sup> NC and 1 <sup>st</sup> BUR		
Atlas Business Unit	FJI10		
Atlas Primary Output Project Title	RMI 3rd NC and 1st BUR		
UNDP-GEF PIMS No.	6272		
Implementing Partner	Climate Change Directorate, Ministry of Environment		

Atlas Activity (GEF Component)	Atlas Implementing Agent (Responsible Party)	Atlas Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Account Description	Amount Year 1 – 2021 (USD)	Amount Year 2 – 2022 (USD)	Amount Year 3 – 2023 (USD)	Amount Year 4 – 2024 (USD)	Total (USD)	See Budget Note:
<b>COMPONENT 1: Review and update of the national circumstances and institutional arrangements pertinent to preparation of the national communications and biennial update reports; Constraints and gaps, finance, technology and capacity needs and Other Information</b>	Climate Change Directorate, Ministry of Environment	62000	GEF	71300	Local Consultants	12,500	19,500	18,500	14,500	65,000	1
				75700	Trainings/Worksh ops	5,000	7,000	7,000	3,000	22,000	2
				71600	Travel	3,000	5,000	5,000	3,000	16,000	3
				74500	Miscellaneous	500	500	500	500	2,000	4
					<b>Sub-Total GEF</b>	<b>21,000</b>	<b>32,000</b>	<b>31,000</b>	<b>21,000</b>	<b>105,000</b>	
<b>COMPONENT 2: National Greenhouse Gases Inventory (GHGI) and the Inventory Report for period 2010 – 2018 and FBUR for 2017.</b>	Climate Change Directorate, Ministry of Environment	62000	GEF	71200	International Consultants	19,000	35,000	45,000	18,000	117,000	5
				71400	Contractual Services - Individ	15,500	15,500	15,500	15,500	62,000	6
				75700	Trainings/Worksh ops	3,000	5,000	4,000	2,000	14,000	7

Atlas Activity (GEF Component)	Atlas Implementing Agent (Responsible Party)	Atlas Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Account Description	Amount Year 1 – 2021 (USD)	Amount Year 2 – 2022 (USD)	Amount Year 3 – 2023 (USD)	Amount Year 4 – 2024 (USD)	Total (USD)	See Budget Note:
				72800	Information Technology Equipment	4,000	5,000	5,000	2,000	16,000	8
				71600	Travel	2,000	3,000	3,000	1,000	9,000	9
				74500	Miscellaneous	500	500	500	500	2,000	10
					<b>Sub-Total GEF</b>	<b>44,000</b>	<b>64,000</b>	<b>73,000</b>	<b>39,000</b>	<b>220,000</b>	
<b>COMPONENT 3: Vulnerability assessment and Adaptation (V&amp;A)</b>	<b>Climate Change Directorate, Ministry of Environment</b>	<b>62000</b>	<b>GEF</b>	71200	International Consultants	15,000	30,000	20,000	5,000	70,000	11
				71400	Contractual Services - Individ	11,000	11,000	11,000	11,000	44,000	12
				75700	Trainings/Worksh ops	2,000	3,000	2,000	1,000	8,000	13
				72800	Information Technology Equipment	2,000	5,000	4,000	1,000	12,000	14
				71600	Travel	2,000	4,000	4,000	2,000	12,000	15
				74500	Miscellaneous	1,000	1,000	1,000	1,000	4,000	16
					<b>Sub-Total GEF</b>	<b>33,000</b>	<b>54,000</b>	<b>42,000</b>	<b>21,000</b>	<b>150,000</b>	
<b>COMPONENT 4: Climate Change Mitigation measures and Domestic Monitoring, Reporting and Verification</b>	<b>Climate Change Directorate, Ministry of Environment</b>	<b>62000</b>	<b>GEF</b>	71200	International Consultants	25,000	48,000	41,000	5,000	119,000	17
				71400	Contractual Services - Individ	15,500	15,500	15,500	15,500	62,000	18
				75700	Trainings/Worksh ops	5,000	8,000	7,000	3,000	23,000	19
				72200	Equipment & Furniture	5,000	9,000	6,000	3,000	23,000	20

Atlas Activity (GEF Component)	Atlas Implementing Agent (Responsible Party)	Atlas Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Account Description	Amount Year 1 – 2021 (USD)	Amount Year 2 – 2022 (USD)	Amount Year 3 – 2023 (USD)	Amount Year 4 – 2024 (USD)	Total (USD)	See Budget Note:
				71600	Travel	4,000	5,000	5,000	2,000	16,000	21
				74500	Miscellaneous	500	500	500	500	2,000	22
					<b>Sub-Total GEF</b>	<b>55,000</b>	<b>86,000</b>	<b>75,000</b>	<b>29,000</b>	<b>245,000</b>	
<b>COMPONENT 5: Submission of FBUR and TNC, Knowledge Management, Monitoring and Evaluation</b>	<b>Climate Change Directorate, Ministry of Environment</b>	<b>62000</b>	<b>GEF</b>	71200	International Consultants	5,000	3,000	3,000	3,000	14,000	23
				72100	Contractual Services - Companies	2,000	4,000	4,000	4,000	14,000	24
				75700	Trainings/Workshops	3,000	3,000	3,000	4,000	13,000	25
				74100	Professional Services	0	1,000	1,000	3,000	5,000	26
				71600	Travel	1,000	1,000	1,000	1,000	4,000	27
				74500	Miscellaneous	1,000	1,000	1,000	1,550	4,550	28
					<b>Sub-Total GEF</b>	<b>12,000</b>	<b>13,000</b>	<b>13,000</b>	<b>16,550</b>	<b>54,550</b>	
<b>Project Management</b>	<b>Climate Change Directorate, Ministry of Environment</b>	<b>62000</b>	<b>GEF</b>	71400	Contractual Services - Individ	13,000	13,000	13,000	13,000	52,000	29
				72500	Supplies	2,000	3,000	2,000	1,000	8,000	30
				74500	Miscellaneous	500	500	950	500	2,450	31
				74596	Services to projects - GOE for CO	2,000	5,000	5,000	3,000	15,000	32
					<b>Sub-Total</b>	<b>17,500</b>	<b>21,500</b>	<b>20,950</b>	<b>17,500</b>	<b>77,450</b>	



Atlas Activity (GEF Component)	Atlas Implementing Agent (Responsible Party)	Atlas Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Account Description	Amount Year 1 – 2021 (USD)	Amount Year 2 – 2022 (USD)	Amount Year 3 – 2023 (USD)	Amount Year 4 – 2024 (USD)	Total (USD)	See Budget Note:
					<b>PROJECT TOTAL (USD)</b>	<b>182,500</b>	<b>270,500</b>	<b>254,950</b>	<b>144,050</b>	<b>852,000</b>	

Summary of Funds					
	Amount (USD)	Amount (USD)	Amount (USD)	Amount (USD)	Total (USD)
	Year 1 - 2021	Year 2 - 2022	Year 3 - 2023	Year 4 - 2024	
<b>GEF</b>	182,500	270,500	254,950	144,050	<b>852,000</b>
<b>Government (in kind)</b>	25,000	25,000	25,000	25,000	<b>100,000</b>
<b>TOTAL (USD)</b>	<b>207,500</b>	<b>295,500</b>	<b>279,950</b>	<b>169,050</b>	<b>952,000</b>

**Budget Notes:**

Items	Atlas Budgetary Account Code	Description
1	71300	Local consultant to review and update information on national circumstances, institutional arrangements, constraints and gaps, finance, capacity and technology needs, other information, including desk review and conducting consultations with government representatives and other stakeholders
2	75700	Outcome 1 - Stakeholders Consultations/ Workshops/ Trainings
3	71600	Travel expenses (inter-island mission for data collection and stakeholder consultations)
4	74500	Budget allocated for miscellaneous costs of any unforeseeable development during project implementation which requires adaptive management actions, such as inflation and currency gain-loss.
5	71200	International Consultants/GHG Inventory Expert – supporting data collection and verification and the review and preparation of the GHG Inventories for FBUR and TNC, providing training and capacity building on data collection and the use of the 2006 IPCC guidelines
6	71400	Contractual services: local experts supporting data collections and the establishment of a National GHG Inventory System
7	75700	Outcome 2 - Stakeholders Consultations/ Workshops/ Trainings
8	72800	Information Technology equipment

9	71600	Travel expenses (inter-island mission for data collection and stakeholder consultations)
10	74500	Budget allocated for miscellaneous costs of any unforeseeable development during project implementation which requires adaptive management actions, such as inflation and currency gain-loss.
11	71200	International Consultants to support V&A analysis, including the assessment of climatic scenarios, identification of vulnerable sectors and adaptation measures.
12	71400	Contractual services: local experts supporting V&A analysis and the identification of vulnerable sectors and adaptation measures.
13	75700	Outcome 3 - Stakeholders Consultations/ Workshops/ Trainings
14	72800	Information Technology equipment
15	71600	Travel expenses (inter-island mission for data collection and stakeholder consultations)
16	74500	Budget allocated for miscellaneous costs of any unforeseeable development during project implementation which requires adaptive management actions, such as inflation and currency gain-loss.
17	71200	International Consultants: Mitigation consultant to support and verify mitigation analyses
18	71400	Contractual services: local experts to support mitigation analyses
19	75700	Outcome 4 - Stakeholders Consultations/ Workshops/ Trainings
20	72200	Office Equipment and Furniture (office setup and computer for PMU)
21	71600	Travel expenses (inter-island mission for data collection and stakeholder consultations)
22	74500	Budget allocated for miscellaneous costs of any unforeseeable development during project implementation which requires adaptive management actions, such as inflation and currency gain-loss.
23	71200	Providing Gender Analysis and preparing Gender Action Plan
24	72100	Contractual services for preparation and publishing of the FBUR and TNC documents
25	75700	Outcome 5 - Stakeholders Consultations/ Workshops/ Trainings, including Inception Workshop
26	74100	Audit
27	71600	Travel expenses (inter-island mission for data collection and stakeholder consultations)
28	74500	Budget allocated for miscellaneous costs of any unforeseeable development during project implementation which requires adaptive management actions, such as inflation and currency gain-loss.
29	71400	Salary for project Manager and Project Assistant
30	72500	Office Supplies
31	74500	Budget allocated for miscellaneous costs of any unforeseeable development during project implementation which requires adaptive management actions, such as inflation and currency gain-loss.
32	74596	Direct project Cost: for services rendered by UNDP to the project, according to the Letter of Agreement (Annex F) 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 indicated 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.
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## **X. LEGAL CONTEXT**

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of RMI and UNDP, signed on 14 January 1994. All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

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

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

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## **XI. RISK MANAGEMENT**

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

- i. Prevent its employees, agents or any other persons engaged to perform any services under this Project Document, from engaging in SH or SEA;
- ii. Offer employees and associated personnel training on prevention and response to SH and SEA, where the Implementing Partner and its sub-parties referred to in paragraph 4 have not put in place its own training regarding the prevention of SH and SEA, the Implementing Partner and its sub-parties may use the training material available at UNDP;
- iii. Report and monitor allegations of SH and SEA of which the Implementing Partner and its sub-parties referred to in paragraph 4 have been informed or have otherwise become aware, and status thereof;
- iv. Refer victims/survivors of SH and SEA to safe and confidential victim assistance; and
- v. Promptly and confidentially record and investigate any allegations credible enough to warrant an investigation of SH or SEA. The Implementing Partner shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties referred to in paragraph 4 with respect to their activities under the Project Document, and shall keep UNDP informed during the investigation by it or any of such sub-parties, to the extent that such notification (i) does not jeopardize the conduct of the investigation, including but not limited to the safety or security of persons, and/or (ii) is not in contravention of any laws applicable to it. Following the investigation, the Implementing Partner shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.

b) The Implementing Partner shall establish that it has complied with the foregoing, to the satisfaction of UNDP, when requested by UNDP or any party acting on its behalf to provide such confirmation. Failure of the Implementing Partner, and each of its sub-parties referred to in paragraph 4, to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.

6. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
7. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
8. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
9. The Implementing Partner will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, responsible parties, subcontractors and sub-recipients in implementing the project or using UNDP funds. The Implementing Partner will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.
10. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to the Implementing Partner: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. The Implementing Partner agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at [www.undp.org](http://www.undp.org).

11. In the event that an investigation is required, UNDP has the obligation to conduct investigations relating to any aspect of UNDP projects and programmes in accordance with UNDP's regulations, rules, policies and procedures. The Implementing Partner shall provide its full cooperation, including making available personnel, relevant documentation, and granting access to the Implementing Partner's (and its consultants', responsible parties', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with the Implementing Partner to find a solution.
12. The signatories to this Project Document will promptly inform one another in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

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

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

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

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

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

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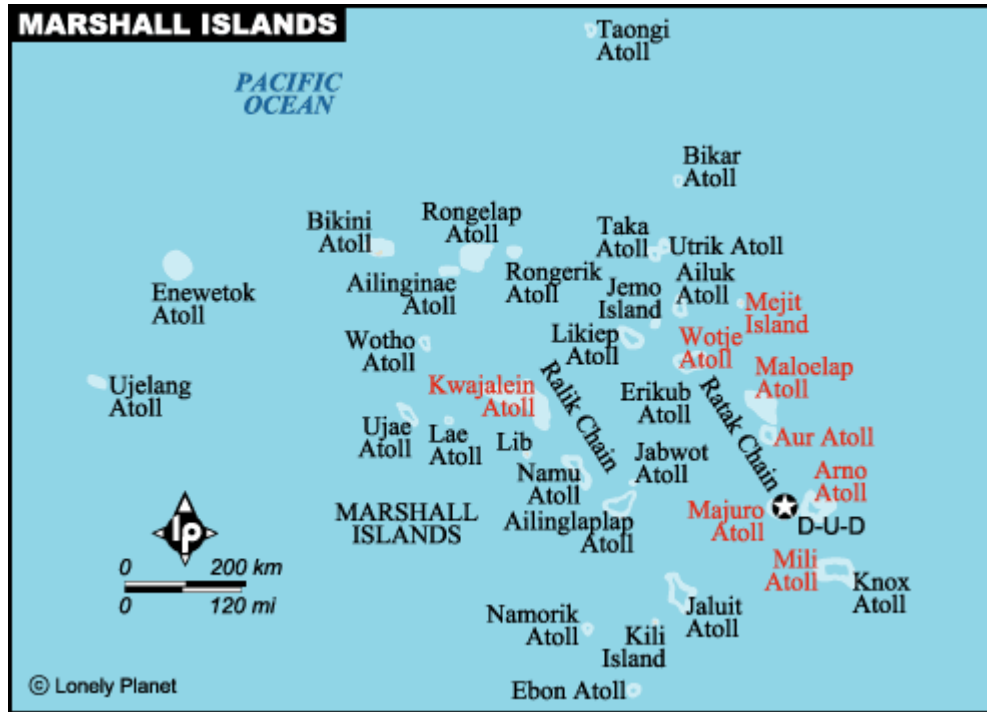
## **XII. MANDATORY ANNEXES**

- Annex 1: Project map and Geospatial Coordinates of project sites
- Annex 2: Multiyear Workplan
- Annex 3: Monitoring Plan
- Annex 4: Stakeholder Engagement Plan
- Annex 5: UNDP Atlas Risk Log
- Annex 6: Overview of technical consultancies and subcontracts
- Annex 7: Terms of Reference for Technical services to be provided by UNDP, the Project Board, Project Manager, Chief Technical Advisor and other positions as appropriate
- Annex 8: Signed LOA between UNDP and IP requesting UNDP Support Services
- Annex 9: Social and Environmental Screening Procedure (SESP)
- Annex 10: Gender Analysis and Action Plan
- Annex 11: Procurement Plan
- Annex 12: Partners Capacity Assessment Tool and HACT assessment
- Annex 13: UNDP Project Quality Assurance Report
- Annex 14: End of Project Report of RMI's National Communications/Biennial Update Report's project



**Annex 1: Project map and Geospatial Coordinates of project sites**

The Republic of Marshall Island is located at latitude 7.131474 and longitude 171.1844788. It is part of Oceania and the northern hemisphere.



## Annex 2: Multiyear Workplan

Outcomes	Outputs/Activities	Year 1				Year 2				Year 3				Year 4				Year 5
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
<b>Outcome 1: Review and update of the national circumstances and institutional arrangements pertinent to preparation of the national communications and biennial update reports; Constraints and gaps, finance, technology and capacity needs; Other information.</b>	1.1.1 Description of Geographical characteristics, including climate, forests, land use and other environmental characteristics.																	
	1.1.2 Description of Population: growth rates, distribution, density and other vital statistics.																	
	1.1.3 Description of Economy, including energy, transport, industry, and tourism, agriculture, fisheries, waste, health and services sector.																	
	1.1.4 Description of Education, including scientific and technical research institutions;																	
	1.1.5 Review and analysis of national development objectives, priorities and circumstances, and the specific needs and concerns arising from the climate change risks																	
	1.1.6 Description of institutional arrangements relevant to the preparation of the national communications on a continuous basis including distribution of responsibilities within government departments, universities, research institutions, etc.																	
	1.1.7 Information on involvement and participation of stakeholders with a particular focus on gender integration with appropriate gender representation (at least 30% of the stakeholders are women).																	
	1.2.1. Technology, financial and capacity needs for mitigation assessed.																	
	1.2.2. Identify gaps, needs and opportunities to mainstream gender approach for climate management, itemize issues arising through sex-disaggregated data collection and analysis, and research and gender analysis specially on the vulnerability and adaptation sector																	
	1.2.3 Review, assess and identify new constraints, gender gaps, technology, financial and capacity needs.																	
	1.2.4. Identify and propose solutions to the constraints, gender gaps, technology, financial and capacity needs																	
	1.3.1 Study on gender's role in adaptation and mitigation ambitions, policy formulation and decision-making, process conducted;																	
	1.3.2. Update on activities related to strengthening of the capabilities and expertise of RMI to contribute to, and participate in, research and systematic observation, data collection and processing, archiving, analysis and dissemination identified and documented																	
	1.3.3 Elaboration on resources provided for capacity building including details on collaboration and synergy existing between the various Convention processes as they relate to capacity building and technology transfer																	

Outcomes	Outputs/Activities	Year 1				Year 2				Year 3				Year 4				Year 5
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
	1.3.4 Assessment of training and awareness-raising activities carried out on gender awareness and climate change issues at the community and national level (access to education, information, technologies, employment, landownership, financial resources and participation in economic and political decision-making)																	
	1.3.5 Study on the needs and constraints relating to financial, technical and capacity gaps with the assistance of bilateral and multilateral organizations																	
<b>Outcome 2: National GHG Inventory updated for period 2010 – 2018 (TNC) and for 2017 (FBUR).</b>	2.1.1 Collection of data and GHG inventory for period of 2010 to 2018 (TNC) and 2017 (FBUR) including finalization of time series for the previous inventories for the six key thematic sectors (Energy, Industrial Processes, Solvent and other Product Use, Agriculture, Land-Use, Land-Use Change and Forestry and Waste) updated using 2006 IPCC guidelines.																	
	2.1.2. Review and update the earlier GHG inventory submitted as part of the SNC using IPCC 2006 guidelines.																	
	2.1.3. QA/QC procedures strengthened and applied on in a systematic way																	
	2.1.4 An updated National Inventory Report (NIR)																	
	2.1.5 Training and capacity building activities on data collection, analysis, on the use of 2006 IPCC guidelines on national greenhouse gas inventories, the IPCC good practice guidance on the National GHG inventories and Uncertainty Management and the IPCC Good Practice Guidance on Land use, land-use change and forestry.																	
	2.1.6 Institutional strengthening and capacity building including the thematic working groups for efficient and timely development and submission of GHG inventories.																	
	2.1.7 Establish a system (National GHG inventory system) and a detailed database to update all activity data required for the GHG inventory on an annual basis and mainstream the GHG inventory as an annual activity to allow regular monitoring of emissions																	
<b>Outcome 3: Vulnerability assessment and adaptation (V&amp;A)</b>	3.1.1 Assessment and elaboration of the climatic scenario for RMI including past, present and future (2100) projection																	
	3.1.2 Identification of vulnerable sectors in RMI based on the latest assessment and studies																	
	3.1.3 Assessment of vulnerability and recommendations for greater resilience of women and men to climate change as per the UNFCCC Gender Action Plan including: mainstreaming the gender perspective on climate change management, updating the risks differentiated by gender; ensure reports and economic analysis on vulnerability and adaptation highlight differentiated sectoral impacts on women and men, particularly in																	

Outcomes	Outputs/Activities	Year 1				Year 2				Year 3				Year 4				Year 5	
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	
	agriculture; monitor gender representation in training activities related to adaptation-related training.																		
	3.1.4 Description of current vulnerability and adaptation efforts; future risks including national/sectoral adaptation policies, strategies and measures																		
	3.1.5 Identified potential adaptation actions for priority sectors (e.g. Water, fisheries, agriculture etc.) including opportunities and barriers																		
	3.1.6 Improved technical and institutional capacities for climate change vulnerability (Vulnerability assessment training).																		
<b>Outcome 4: Climate change Mitigation measures and Domestic Monitoring, Reporting and Verification</b>	4.1.1 Identification of all potential mitigation options for each sector listed in the GHG inventory; and prioritization of mitigation options for each sector and categorization as long, medium and short-term priorities.																		
	4.1.2 Identification and assessment of low-cost, low-carbon development strategies/options in key sectors (Energy including electricity generation & transport).																		
	4.1.3 Development of Mitigation Scenarios (Emission Forecast) based on the available data from the GHG inventory, as well as socio-economic information, and preparation of a series of mitigation scenarios to 2050 based on the low carbon strategies/plans/policies.																		
	4.1.4 Preparation of brief mitigation project profiles for existing and possible future implementation.																		
	4.1.4 Training and capacity building on the use of appropriate technologies, methodologies and tools for assessment of mitigations options and development of mitigation scenarios.																		
	4.2.1. Options and possibilities to develop a domestic MRV system assessed.																		
	4.2.2. Identification of the requirements for development of institutional arrangements and the national MRV framework.																		
	4.2.3. Report describing the requirements and recommendations for development of institutional mechanisms for national MRV.																		
<b>Outcome 5: Submission of FBUR and TNC, Knowledge Management, Monitoring and evaluation</b>	5.1.1 FBUR compiled, approved and submitted.																		
	5.2.1 TNC compiled, approved and submitted.																		
	5.3.1 Inception workshop, project Board meetings and Stakeholders consultation workshops organized																		
	5.3.2. Gender Analysis and Action Plan																		
	5.3.3. Project financial and progress reports prepared and submitted.																		

Outcomes	Outputs/Activities	Year 1				Year 2				Year 3				Year 4				Year 5
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
	5.3.4. End of Project report and lessons learned compiled.																	
Project Management	Establishment and operation of Project Management Unit																	
	Establishment and operation of thematic Working Groups																	
	External Audit																	

### Annex 3: Monitoring Plan

Monitoring	Indicators	Targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
<p><b>Project Objective:</b></p> <p>Support the Government of RMI to prepare its Third National Communication (TNC) and First Biennial Report under the UNFCCC (FBUR)</p>	Preparation and submission of the TNC and FBUR	<p>FBUR approved and submitted to the UNFCCC by Dec 2021</p> <p>TNC approved and submitted to the UNFCCC by Dec 2023</p>	<p>SNC completed and submitted to UNFCCC.</p> <p>Significant data and information gaps identified as part of earlier communications.</p>	Annually	Project consultants and project team members responsible for implementation	FBUR and TNC Documents available online at UNFCCC website	<p>Non- availability of data and information required for development of TNC and FBUR and poor absorptive capacity of stakeholders</p> <p>Inadequate consultations and coordination among the stakeholders</p> <p>Lack of in country expertise and capacity in developing the TNC and FBUR</p> <p>Political instability and lack of support</p>
<p><b>Outcome 1</b></p> <p>Review and update of the national circumstances and institutional arrangements pertinent to preparation of the national communications and biennial update reports; Constraints and gaps, finance, technology and</p>	1.1 Updated information on national circumstances concerning the physical (geography, topography and climate) and socio-economic (economy, education, population, health, livelihoods, gender) characteristics of the country and how these might affect the way in which	Updated national circumstances chapter for TNC and FBUR	The national circumstances in the SNC document reflects the data and information from 2014	Annually	Project consultants and project team members responsible for implementation	Updated national circumstances chapter as part of TNC and FBUR	Data/ information required to update national circumstance document is readily available

Monitoring	Indicators	Targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
capacity needs; Other information.	RMI deals with climate change and sustainable development issues in the long term						
	1.2. Constraints and gaps identified; financial, technology, policy and capacity building needs assessed and recommendation for addressing the needs provided	Elaboration on resources provided for capacity building including details on collaboration and synergy existing between the various Convention processes as they relate to capacity building and technology transfer  A chapter on constraints and gaps related to financial, technical and capacity in addressing climate change for BUR and TNC	Information on the progress made and status of relevant components in the SNC.	Annually	Project consultants and project team members responsible for implementation	Expert review on the draft chapter	Data available, accessible and reliable
	1.3. Other information relevant for the preparation of FBUR and TNC consolidated	A chapter on other information for BUR and TNC	Information on the progress made and status of relevant components in the SNC	Annually	Project consultants and project team members responsible for implementation	Expert review on the draft chapter	Data available, accessible and reliable

Monitoring	Indicators	Targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
<b>Outcome 2</b> National GHG Inventory updated for period 2010 – 2018 (TNC) and for 2017 (FBUR).	2.1. National GHG Inventory updated for period 2010 – 2018 (TNC) and for 2017 (FBUR).	GHG inventories under the TNC and FBUR for all relevant sectors and gases as per the IPCC 2006 guidelines prepared	Completed national GHG emission inventories for INC and SNC; GHG emissions details under the RMI Electricity Roadmap & 2050 Climate Strategy.	Annually	Project consultants and project team members responsible for implementation	Technical reviews and reports.  Spreadsheets/modules/tool support for the inventory chapter in the BUR and TNC  Technical expert reviews  TNC and FBUR submitted	Data available, accessible and reliable  In-country capacity exists to carry out assessment exercises  National expert's capacity building through engagement of consultants as needed.
<b>Outcome 3</b> Vulnerability assessment and adaptation (V&A)	3.1. In-depth vulnerability assessment, including recommended adaptation measures for priority sectors of socio-economic development and natural environment conducted.	Better understanding on uncertainties of climate change scenarios  Adaptation capacities to climate vulnerability and adaptation is enhanced  Mainstreaming climate change vulnerability and adaptation to national sustainable development is improved.  Coordination of national research and development on V&A is strengthened.	National adaptation policy and plans  Information provided in the SNC 7 JNAP  Past and on-going initiatives on climate change impacts on different sectors  Available national climate scenarios	Annually	Project consultants and project team members responsible for implementation	Vulnerability assessment reports  Adaptation Policy and Strategy Documents  Workshops on V&A  TNC submitted	Lack of adequate climate relevant data, information and appropriate analytical tools in the areas of vulnerability and adaptation  Tools and vulnerability studies being developed will be accepted by the stakeholders



Monitoring	Indicators	Targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
		A chapter on V & A for TNC					
<b>Outcome 4</b> Climate change Mitigation measures and Domestic Monitoring, Reporting and Verification	4.1. Mitigation actions and their effects reported and monitored, and capacity to collect and analyze this information on an ongoing basis strengthened, with a particular focus in the energy sector	Integration of socio-economic implication into national mitigation prioritization/plans/measures/actions  National capacity enhancement for implementation of mitigation measures.  Outreach on new mitigation options.  A chapter on measures taken to mitigate GHG emissions	The 2050 Climate Strategy, Tile Til Eo (Lighting the way)  RMI Electricity Roadmap 2018  National Climate Change Policy Framework (NCCPF)	Annually	Project consultants and project team members responsible for implementation	Technical reviews and reports  Developed mitigation scenarios  Technical expert reviews  TNC submitted	Data available, accessible and reliable  In-country capacity exists to carry out assessment exercises  Capacity building of national experts through engagement of consultants as needed.
	4.2. Domestic Measurement Reporting and Verification system supported	Domestic MRV system established.	Approved MRV systems under the UNFCCC	Annually	Project consultants and project team members responsible for implementation	Technical expert reviews  Supported MRV systems  TNC submitted	In-country capacity exists to carry out assessment exercises
<b>Outcome 5</b> Submission of FBUR and TNC, Knowledge Management,	5.1. FBUR compiled, approved by the RMI Government and submitted to UNFCCC	FBUR submitted to the UNFCCC	The outputs from outcome 1 to outcome 4	Annually	Project consultants and project team members	Expert reviews on the FBUR  National Workshops on FBUR  FBUR available at UNFCCC's website.	Non- availability of data and information

Monitoring	Indicators	Targets	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
Monitoring and evaluation					responsible for implementation		<p>Inadequate consultations and coordination among the stakeholders</p> <p>Lack of in country expertise and capacity</p> <p>Political instability and lack of support</p>
	5.2. TNC compiled, approved by RMI Government and submitted to UNFCCC	TNC submitted to the UNFCCC.	The outputs from outcome 1 to outcome 4	Annually	Project consultants and project team members responsible for implementation	<p>Expert reviews on the TNC</p> <p>National Workshops on the TNC</p> <p>TNC available at UNFCCC's website</p>	<p>Non- availability of data and information required for development of TNC and FBUR and poor absorptive capacity of stakeholders</p> <p>Inadequate consultations and coordination among the stakeholders</p> <p>Lack of in country expertise and capacity in developing the TNC and FBUR</p> <p>Political instability and lack of support</p>
	5.3. Project regularly monitored, financial audit conducted and lessons learned compiled	End of Project report submitted.	The outputs from outcome 1 to outcome 4	Annually	Project consultants and project team members responsible for implementation	Quarterly, annual, and final progress reports submitted.	CC remains a priority on national agendas leading to fast tracking of national endorsement processes

#### **Annex 4: Stakeholder Engagement Plan**

Please refer to the Stakeholder Engagement section in the main body text.

## Annex 5: UNDP Atlas Risk Log

#	Description	Date Identified	Risk Category	Impact & Probability	Risk Treatment / Management Measures	Risk Owner	Status
1	Non- availability of data and information required for development of TNC and FBUR and poor absorptive capacity of stakeholders	During design	Technical Resources	Results in improper assessments and development of inappropriate outputs P = 2 I = 2	Carry-out extensive consultations with stakeholders during the project inception phase and incorporate their feedback in the work plan for data compilation.	Project Manager	N/A
2	Inadequate consultations and coordination among the stakeholders	During design	Resources & Management	Affects the project implementation, operation and long-term sustainability P = 2 I = 3	Involve all relevant stakeholder from the inception phase of project and maintain on-going communication and interaction throughout the project period.	Project Manager & Project Beneficiaries	N/A
3	Lack of in country expertise and capacity in developing the National Communications (TNC and FBUR)	During design	Resources & management	Impacts the long-term sustainability of project activities P = 2 I = 3	Hire consultants to assist the national team and to build capacities through training on the IPCC guidelines and procedures	Project Manager	N/A
4	Project Management Issues	During design	Organizational	Impacts on timely completion of project activities and outputs P = 2 I = 2	Include TNC and FBUR project management as part of the Climate Change Directorate's annual work plan and allocate appropriate resources	Project Executive and Project Manager	N/A
5	Political instability and lack of support	During design	Political	Change in political leadership can result in the new administration not being supportive of the project P = 2 I = 3	Develop business continuity plan in association with the implementing partner, project management unit, and key line agencies to ensure the means and points of coordination during disrupted periods.	Project Executive and Project Manager	N/A

## **Annex 6: Overview of technical consultancies/subcontracts**

To be completed during the Project Inception Phase in consultation with the Climate Change Directorate, thematic Working Groups and relevant stakeholders.

## **Annex 7: Terms of Reference for Technical services to be provided by UNDP, the Project Board, Project Manager, Chief Technical Advisor and other positions as appropriate**

### **1. Project Manager (PM)**

#### Background

The Republic of Marshall Islands (RMI) ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1992. The UNFCCC provides a unified means to combat the effects of climate change and recognizes that increased global temperature leads to climate change. As per the convention, all Parties must report on the steps they are taking or envisage undertaking to implement the Convention (Articles 4.1 and 12). As a Party (non-Annex 1 country) to the United Nations Framework Convention on Climate Change (UNFCCC), RMI officially submitted its Initial National Communication to the UNFCCC in 2000 and the Second National Communication (SNC) in 2015 with support from GEF funding.

The project for preparation of the Third National Communication on climate change is a logical continual step towards further implementation of the UNFCCC at national level. Its main objective is to prepare a comprehensive report on the climate change related issues. The analysis conducted within the SNC will be updated and upgraded/extended, which will result in preparation of a comprehensive national report. Furthermore, it will work towards ensuring that climate change issues are not considered as separate to national and local environmental concerns by integrating objectives into national and local strategic planning processes.

#### Scope of Work

The PM will manage the project on a day-to-day basis and is accountable to the Project Executive for the planning, management, quality control, timeliness and effectiveness of the activities carried out, as well as for the use of funds. The PM will ensure the regular monitoring and feedback from activities already under implementation. The PM will work closely with Climate Change Directorate of the Ministry of Environment, the UNFCCC focal point, the thematic Working Groups and the Project Board (PB).

#### Duties and Responsibilities

- Coordinate, manage and monitor the implementation of the project activities/tasks in cooperation with various thematic working groups, local experts; consultants, sub-contractors and co-operating partners;
- Prepare a detailed work plan and budget and monitor progress against the approved workplan and project targets;
- Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form;
- Execute activities by managing personnel, goods and services, trainings, workshops and low-value grants, including drafting terms of reference and work specifications, and overseeing all contractor's work;
- Prepare and submit to UNDP and the Climate Change Directorate of the Ministry of Environment quarterly financial and narrative reports;
- Coordinate and oversee the preparation of the outputs of the FBUR and TNC;
- Ensure effective stakeholder participation and communication and adequate information flow with the relevant authorities, institutions and government departments;
- Maintain and establish additional links with other related national and international programs and other Enabling Activities and other national projects;
- Assume overall responsibility for the proper handling of logistics related to all project workshops and events;
- Manage the Project finance, oversee overall resource allocation and where relevant submit proposals for budget revisions with the help of the UNDP officer;
- Manage and monitor project risks;

- 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;
- Provide support for completion of assessment required by UNPD, spot checks and audits;
- Undertake any other actions related to the Project as requested by the Climate Change Directorate of the Ministry of Environment and UNDP;
- Finalize the FBUR and TNC with the government personnel and national/international experts;
- Initiate and mobilize resources for the potential follow up activities.

#### Qualifications and Skills

- Advanced University degree (Bachelors or Masters Level) in fields related to climate change, environmental sciences, natural resources or any other related disciplines.
- Minimum of 5 years demonstrable experience in project/programme management;
- Substantial involvement in the preparation of national GHG inventory, mitigation analysis, vulnerability and adaptation assessment and the preparation of the first and/or second national communication;
- Demonstrated ability in liaising and cooperating with project stakeholders including government officials, scientific institutions, NGOs and private sector;
- Familiarity with international organizations operations and structure;
- Substantial experience in Government and in interdepartmental procedures;
- Familiarity with international negotiations and processes under the UNFCCC;
- Fluent written and oral communication in Marshallese and English;
- Strong communications and interpersonal skills;
- Excellent computer knowledge (MS Office, Internet).

## **2. Project Administrative Assistant (PA)**

#### Background

The preparation of FBUR and TNC will involve a multitude of tasks/activities ranging from project management, financing and administration to the implementation of day-to-day activities or tasks, which would be carried out, by numerous individuals and organizations. The PA will be located at the Climate Change Directorate of the Ministry of Environment who is responsible for the preparation of the FBUR and TNC.

#### Scope of Work

The PA will assist the PM in the coordination and management of daily activities and the organization of local travel for national/international experts. He/she will also be responsible for all administrative (contractual, organizational and logistical) and all accounting (disbursements, record-keeping, cash management) matters under the Project.

#### Duties and Responsibilities

- Support the day-to-day operations of the project, particularly with respect to the provision of technical services and support;
- Ensure that necessary financial, procurement, disbursement and personnel matters are effectively addressed;
- Compile and/or prepare the documentation necessary for the procurement of services, goods and supplies under the project;
- Ensure timely disbursement of funds from the project bank account;
- Maintain the project's files, supporting documentations and financial database;
- Maintain the project's disbursement ledger and journal;
- Prepare internal and external correspondence for the project;

- Maintain files and assist in the preparation of documentation in advance of and following all meetings, edit reports and other documents for correctness of form and content;
- Assist the PM in organizing meetings, trainings and workshops;
- Assist the PM in organizing and coordinating information exchange between participating institutions and internationally;
- Co-ordinate and assist in travel arrangements for project personnel or for representatives within the thematic working groups;
- Assist in the preparation of documents related to project activities;
- Undertake other administrative/financial duties as requested by the PM or Director, Climate Change Directorate, Ministry of Environment.

#### Qualifications and Skills

- Diploma in administration, management, accounting;
- Minimum of 3 years of working experience in the area of project administration/accounting;
- Demonstrated ability to cope with spreadsheets and book-keeping;
- Experience in Government and in interdepartmental procedures;
- Familiarity with environmental issues and UNFCCC preferred;
- Fluent written and oral communication in Marshallese and English;
- Strong time-management, organizational and inter-personal skills;
- Excellent computer knowledge (Word, Excel, Power Point, etc).

### **3. Project Board**

#### Overall responsibilities<sup>7</sup>

The Project Board is the group responsible for making by consensus management decisions for a project when guidance is required by the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions. In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance to standards<sup>8</sup> that shall ensure best value to money, fairness, integrity transparency and effective international competition. In case a consensus cannot be reached, final decision shall rest with the UNDP Programme Manager. Project reviews by this group are made at designated decision points during the running of a project, or as necessary when raised by the Project Manager. This group is consulted by the Project Manager for decisions when PM tolerances (normally in terms of time and budget) have been exceeded.

Based on the approved annual work plan (AWP), the Project Board may review and approve project quarterly plans when required and authorizes any major deviation from these agreed quarterly plans. It is the authority that signs off the completion of each quarterly plan as well as authorizes the start of the next quarterly plan. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and external bodies. In addition, it approves the appointment and responsibilities of the Project Manager and any delegation of its Project Assurance responsibilities.

#### Composition and organization:

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<sup>7</sup> Source: Guidelines on UNDP Implementation of UNDAF Annual Review Process

<sup>8</sup> UNDP Financial Rules and Regulations: Chapter E, Regulation 16.05: a) The administration by executing entities or, under the harmonized operational modalities, implementing partners, of resources obtained from or through UNDP shall be carried out under their respective 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. b) Where the financial governance of an executing entity or, under the harmonized operational modalities, implementing partner, does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, that of UNDP shall apply.



- **Project Executive:** Is an individual who represents ownership of the project and chairs the Project Board. The Project Executive is normally the national counterpart for nationally implemented projects.
- **Beneficiary Representative(s):** Individuals or groups representing the interests of those 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.
- **Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding and/or technical expertise to the project. The Development Partner's primary function within the Board is to provide guidance regarding the technical feasibility of the project.
- **Project Assurance:** UNDP performs the quality assurance role and supports the Project Board and Project Management Unit by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Project Board cannot delegate any of its quality assurance responsibilities to the Project Manager. UNDP provides a three – tier oversight services involving the UNDP Country Offices and UNDP at regional and headquarters levels. Project assurance is totally independent of the Project Management function.

Specific responsibilities of the Project Board include:

- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints;
- Address project issues as raised by the project manager;
- Provide guidance on new project risks, and agree on possible mitigation and management actions to address specific risks;
- Agree on project manager's tolerances as required, within the parameters set by UNDP-GEF, and provide direction and advice for exceptional situations when the project manager's tolerances are exceeded;
- Advise on major and minor amendments to the project within the parameters set by UNDP-GEF;
- Ensure coordination between various donor and government-funded projects and programmes;
- Ensure coordination with various government agencies and their participation in project activities;
- Track and monitor co-financing for this project;
- Review the project progress, assess performance, and appraise the Annual Work Plan for the following year;
- Appraise the annual project implementation report, including the quality assessment rating report;
- Ensure commitment of human resources to support project implementation, arbitrating any issues within the project;
- Review combined delivery reports prior to certification by the implementing partner;
- Provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans;
- Address project-level grievances;
- Approve the project Inception Report;
- Review the final project report package during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

**Annex 8: Signed LOA between UNDP and Government of the Republic of Marshall Islands (RMI) requesting UNDP Support Services (if required on exceptional basis)**

**Project Title** "Third National Communication and First Biennial Update Report to the UNFCCC"

*PIMS # 6272, Project ID:00121370, Output ID: 00117133*

Excellency,

1. Reference is made to consultations between officials of the Government of *Republic of Marshall Islands* (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;
  - (a) 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 Standard Basic Assistance Agreement (SBAA) between the Authorities of the Government of *Republic of Marshall Islands* and the United Nations Development Programme (UNDP), signed by the Parties on January 14, 1994 (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,

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Signed on behalf of UNDP

Mr. Levan Bouadze

Resident Representative, UNDP Pacific Office in Fiji

Date:

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For the Government of Republic of Marshall Islands

Mr. Clarence Samuel

Director, Climate Change Directorate, Ministry of Environment

Date:

Attachment: Description of UNDP Country Office Support Services

1. Reference is made to consultations between the Climate Change Directorate of the Ministry of Environment the institution designated by the Government of Republic of Marshall Islands (RMI), and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed programme or project “Third National Communication and First Biennial Update Report to the UNFCCC (PIMS # 6272, Project ID:00121370, Output ID:00117133)
2. In accordance with the provisions of the letter of agreement signed and the project document, the UNDP country office shall provide support services for the project as described below.
3. Support services to be provided:

Support services	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
1. Support MOE in the identification and/or recruitment of project personnel * Project Manager * Finance Officer	December 2020 – April 2021	As per the UPL: US\$ 1,244.82 per case, including recurring cost after hire (i.e. payments) Total approximately: US\$ 2,489.64	Should be approved by the Project Board; then UNDP will directly charge the project upon receipt of request of services from the Implementing Partner/Project Board
2. Procurement of goods: * Data show * PCs * Printers	January 2020 – May 2020	As per the UPL: US\$ 996.04 for each purchasing process Total approximately: US\$ 4,980.2	As above
3. Procurement of Services Contractual services for companies	Ongoing throughout implementation when applicable	As per the UPL: US\$ 458.12 each hiring Total approximately: US\$ 4,123.08	As above
4. Payment Process	Ongoing throughout implementation when applicable	As per the UPL: US\$ 44.59 for each Total approximately: US\$ 1,025.57	As above
7. Ticket request (booking, purchase)	Ongoing throughout implementation when applicable	As per the UPL: US\$ 50.49 for each Total approximately: US\$ 504.9	As above
8. F10 settlement	Ongoing throughout implementation when applicable	As per the UPL: US\$ 44.18 for each Total approximately: US\$ 441.8	As above
9. Support Implementing Partner in conducting workshops and training events	Ongoing throughout implementation when applicable	As per the UPL: US\$ 99.64 per day (for preparation and during workshop) Total approximately: US\$ 1,394.96	As above

Support services	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)
		Total: up to USD 15,000.00 from GEF grant	

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

UNDP will conduct the full process while the role of the Implementing Partner (IP) will be as follows:

- The Implementing Partner will send a timetable for services requested annually/ updated quarterly
- The Implementing Partner will send the request to UNDP for the services enclosing the specifications or Terms of Reference required
- For the hiring staff process: the IP representatives will be on the interview panel,

For Hiring CV: the IP representatives will be on the interview panel, or participate in CV review in case an interview is not scheduled

**Annex 9: Social and Environmental Screening Procedure (SESP)**

The project is exempt from the Social and Environmental Screening Procedure.

## **Annex 10: Gender Analysis and Gender Action Plan**

Gender Analysis and Action Plan will be prepared during the Inception Phase of the project and will be included in the Inception Report

**Annex 11: Procurement Plan – for first year of implementation especially**

To be completed during the Project Inception Phase in consultation with the Climate Change Directorate of the Ministry of Environment, Technical Working Groups (TWG's) and relevant stakeholders



**Annex 12: Partners Capacity Assessment Tool and HACT assessment**

Will be attached separately.

**Annex 13: UNDP Project Quality Assurance Report**

The web-link to the Project Quality Assurance Report: [RMI TNC BUR Project Design QA](#)

## **Annex 14: End of Project Report of RMI's National Communications/Biennial Update Report's project**

Monitoring and Evaluation plans of climate change enabling activities for the preparation of National Communications on Climate Change and/or Biennial Update Reports do not require the production and publication of Terminal Evaluation Reports. Therefore, a number of intended purposes of such terminal exercises are not captured in full, including:

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

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

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

National project teams in charge of the future enabling activity for the preparation of the National Communication or Biennial Update Report can therefore rely on a valuable source of information from inception to closure of the project, and UNDP support teams can further disseminate lessons across borders, fully up-taking its guiding role as implementing agency and partner within the Global Support Programme (GSP, previously known as National Communications Support Programme).

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

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

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

**Details of the project**

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

**Project identification phase**

Duration of preparatory phase (expressed in months) \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What were the major challenges faced during this phase?

\_\_\_\_\_

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

**Project implementation phase**

*Technical components*

**1. GHG inventory**

**Base year of the GHG inventory:**

**Base years used in previous GHG inventories:**

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
...	

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

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

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

## 2. Mitigation actions

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

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

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

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

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

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## 3. Vulnerability & Adaptation for NC or MRV for BUR

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

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

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

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

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

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**4. Constraints and Gaps/Support needed**

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	
...	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
...	

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

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

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

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*Capacities and use of capacities*

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

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

\_\_\_\_\_ % national consultants. \_\_\_\_\_ % international consultants and \_\_\_\_\_ % national staff.

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

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

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Additional remarks

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*Institutional arrangements*

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

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Please, describe the composition of the project team.

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

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

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

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What suggestions have you to make regarding the institutional arrangements for future NC/BUR work?

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Additional remarks

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*Technical support from GSP, CGE, or other bodies*

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

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

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

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

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

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**Next steps**

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

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

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

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

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**Additional information**

Date	
Name and e-mail address of person who completed this template	
Others involved in completion of this template (names of individuals and their institutions)	
In case a terminal evaluation report has been produced, please link it here.	
Other attachments	