



# **PROJECT: Enabling Activities for the Preparation of Cape Verde's Third National Communication to the UNFCCC**

**United Nations Development Programme  
Cape Verde**

Preparation of the project document of the Third National Communication (TNC) to the Conference of Parties to the UN Framework Convention on Climate Change (UNFCCC). The project aims to present the activities envisaged under the TNC, which shall allow updating the actions developed during the Second National Communication preparation process.

# Project Title: Enabling Activities for the Preparation of Cape Verde's Third National Communication to the UNFCCC

## UNDAF Outcome(s):

The institutions strengthen environmental governance and integrate the principles of environmental sustainability, climate change and natural disasters risk reduction in policies and programs of national and local development.

## Expected CP Outcome(s):

### Expected CPAP Output (s)

- i. Integration of climate change and disaster risk reduction into territorial plans; national institutions and CSOs (civil society organisations) trained and strengthened in environmental management.
- ii. By 2016, the capacity of national and subnational statistical institutions is reinforced to better integrate indicators related to the Millennium Development Goals and the Programme of Action of the ICPD

**Executing Entity/Implementing Partner: National Institute for Meteorology and Geophysics**

**Implementing Entity/Responsible Partners: United Nations Development Programme**

### Brief Description

The Cape Verde Third National communication aims to develop technical and institutional capacities for the preparation of National Communications in a more sustainable manner. Three major outcomes are proposed: (i) Technical and institutional capacities for the preparation of National Communications are developed in a more sustainable manner (ii) Linkage between climate change and development priorities/planning process is strengthened through the National Communication (iii) Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas.

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PAC Meeting Date	15 May 2013

Total resources required	500,700 USD
Total allocated resources:	
Regular	
○ Other:	
○ GEF	480,000 USD
○ Government	20,700 USD ( in kind)
○ Other	_____
In-kind contributions	_____

Agreed by (Government): *National Directorate for Political Affairs and Cooperation National Directorate (DNAPEC)*  
*Mr. Fernando Wahnnon Ferreira, National Director.*

Date/Month/Year

Agreed by (Executing Entity/Implementing Partner): *National Institute for Meteorology and Geophysics*  
*Mrs. Ester Brito, President.*

Date/Month/Year

Agreed by (UNDP):  
*Mrs. Ulrika Richardson-Golinski, Resident Representative.*

Date/Month/Year

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## ACRONYMS

<b>ACACC</b>	Adaptation of Coastal Areas to Climate Change
<b>ADB</b>	African Development Bank
<b>CBD</b>	UN Convention on Biological Diversity
<b>CCD</b>	UN Convention to Combat Desertification
<b>NSTC-MC</b>	National Scientific and Technical Committee on Climate Change
<b>CoP</b>	Conference of Parties
<b>UNFCCC</b>	UN Framework Convention on Climate Change
<b>PRSP</b>	Poverty Reduction Strategy Paper
<b>GDE</b>	General Directorate for Environment
<b>EIB</b>	European Investment Bank
<b>GEF</b>	Global Environment Fund
<b>GHG</b>	Greenhouse Gases
<b>IPCC</b>	Intergovernmental Panel for Climate Change
<b>INMG</b>	National Institute of Meteorology and Geophysics
<b>MAHOT</b>	Ministry of Environment, Housing and Land Management
<b>CC</b>	Climate Change
<b>CDM</b>	Clean Development Mechanism
<b>NAMAs</b>	Nationally Appropriate Mitigation Actions
<b>NAPA</b>	National Adaptation Plan of Action
<b>NCSA</b>	National Capacity Self-Assessment for Environmental Global Management
<b>MDG</b>	Millennium Development Goals
<b>PANA II</b>	II National Environmental Action Plan
<b>FNC</b>	First National Communication
<b>SNC</b>	Second National Communication
<b>TNC</b>	Third National Communication
<b>TCN-CC</b>	Third National Communication on Climate Change
<b>UNEP/PNUD</b>	UN Environmental Program/UNDP
<b>V&amp;A</b>	Vulnerability and Adaptation

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## **BRIEF DESCRIPTION**

The here-proposed project shall allow Cape Verde prepare its Third National Communication (TNC) to the Conference of Parties of the UN Framework Convention on Climate Change (UNFCCC). The activities envisaged under the TNC shall allow updating the actions undertaken under the Second National Communication preparation process. In accordance with the provisions of the decision 17/CP.8, they shall facilitate the presentation of progress to date and all actions already initiated by Cape Verde as the country's contribution to address climate change. The Cape Verde Third National communication aims to develop technical and institutional capacities for the preparation of National Communications in a more sustainable manner. Three major outcomes are proposed: (i) Technical and institutional capacities for the preparation of National Communications are developed in a more sustainable manner (ii) Linkage between climate change and development priorities/planning process is strengthened through the National Communication (iii) Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas. The National circumstances and the improvement of a national system to collect and report on the green house gases (GHG) emissions are essentials outputs to be obtained to enhance the quality of reporting and the systematic data collection. The vulnerability assessments for climate change adaptation and appropriate mitigation actions will be carried out to help sector reduce their environmental footprint and foster the participation. Public awareness campaigns will engage the NGOs, community associations and community radio's and media in general to support the climate change awareness among children and youths, vulnerable coastal communities and civil society.

More than just a simple reporting on the emissions levels, the here-proposed project will support the development of system of inventory where data produced by individual sectors are organized and compiled in one database. In this regard, the legal and regulatory framework is deemed as an important achievement. Furthermore, enabling conditions to ensure that the central authority, in charge of climatological data, has all adequate hard and software to help fine tune the scenario prediction model and refine the model downscaling for better prevision of Cape Verde's climate change scenarios. These aspects shall, in a more comprehensive manner, bring climate change issues on the national agenda through strengthened cooperation and increased involvement of all stakeholders in the process. To ensure a firm basis it shall be necessary to implement an institutional framework capable of addressing all relevant climate change risks and opportunities in the various sectoral and national development plans.

The project shall contribute to aggregate and pull together national capacities involved in different GHG mitigation mechanisms and meet the UNFCCC requirements.

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## **INTRODUCTION**

Cape Verde ratified the United Nations Framework Convention on Climate Change (UNFCCC) on March 29<sup>th</sup> of 1995. The country became an official non-Annex I party of the convention the 22<sup>th</sup> June 1995 when the convention entered into force.

As a Contracting Party, Cape Verde is required to periodically report on its progress towards implementing the convention through the submission of a "National Communication to the United Nations Framework Convention on Climate Change". National Communications ( NC) are a party commitment to provide the Conference of Parties with information on the national progress, but also problems, gaps and constraints in implementing the convention.

At minimum, the NC should include: i) National inventory of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol; ii) a general description of steps taken or envisaged by the Party to implement the Convention; iii) any other information that the Party considers relevant to achieving the objectives of the Convention.

The National Communication helps non- Annex I parties to meet their reporting requirements and is expected to serve as a medium for the presentation of information in a consistent, transparent, comparable and flexible manner. For the CoP it provides the information required to assess the overall aggregated effects of the implementation of the Convention.

To ensure that Cape Verde continues participating and progressing in the implementation of the UNFCCC, support was provided by the GEF through UNDP enabling activities to prepare its Third National Communication.

## **Situation Analysis**

### **Context and significance**

#### **Environmental, Policy and institutional context**

All regional climate scenarios predict that climate change will impact negatively the archipelago of Cape Verde, and threat to reverse the economic and social development achieved since its independence in 1975. For instance, the Second National Communication to UNFCCC indicated that since 1990 the islands have registered a gradual yearly temperature increase of 0.04 °C. The recent predictions indicated a potential increase between 0.4-0.7°C until 2020 and 1.0°C in 2090.

According to the NAPA and based on models developed in connection with the elaboration of First National Communication for the UNFCCC, rainfall precipitation in Cape Verde is predicted to decrease 20-30% in the next 25-30 years due to climate change. It is predicted that climate change will affect underground water resources by modifying water volume (with an expected 40% decrease) and

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quality (i.e. higher organic material concentration).

Aware of the risks and opportunities the CCA and UNDAF (2012-2016) defined as major priority the environmental sustainability and adaptation to climate change. The overall objective is to strengthen the environmental governance by integrating the principles environmental sustainability, climate change and disaster risk reduction in the policies, programs and projects.

As reported in the 2<sup>nd</sup> National Communications to the UNFCCC, published in 2010, the greenhouse gas emissions in Cape Verde increased by 11% between 1995 and 2000 to some 306,000 tons of CO<sub>2</sub> equivalents. Although more recent data is not yet available, it is worth noting that GHG emissions in Cape Verde are low (on a per capita basis at less than 1 ton of CO<sub>2</sub>eq per year per inhabitant). 45% of total GHG's emissions come from the transport sector and around 30% of GHG's emissions are caused by the energy sector.

The Government of Cape Verde, under the Barbados Declaration, has committed itself towards a target of a reducing in greenhouse gases by 35% by 2020 and a 30% improvement in energy-efficiency by the same date. By the year 2050, Cape Verde is committed to being a zero emitter country. In order to achieve this ambitious target, renewable energy and energy-efficiency have a critical role in helping to reduce GHG emissions in a cost-effective manner. In 2012, the Government of Cape Verde initiated the preparation of a National Action Plan for the UN Secretary General's Sustainable Energy 4 All (SE4ALL) Initiative. While this national action plan is not yet completed, the rapid gap analysis assessment which has already been undertaken has clearly identified renewable energy and energy-efficiency as important priority areas for greenhouse gas emissions' reduction.

The country's renewable energy projects include: i) a 28MW wind project recently completed in late 2012 which is expected to reduce 15,000 tones of CO<sub>2</sub>eq per year (5% of total Cape Verde GHG emissions); ii) 36 solar powered micro generators for street lighting planned on several islands; iii) 3 MW solar PV power generation project, iv) mini-water plant on Santo Antão island and; v) 1 MW wind farm in Santo Antão island.

Institutional engagement and clear strategic vision demonstrates the country's commitment under the UNFCCC. However, the lack of an integrated policies and mitigation plan of action as well as a system that compel sectors to report on systematic and periodic basis contributes to a weak sectoral involvement during the Greenhouse inventory phase, which in turn hinders the effective reporting and identification of appropriate mitigation actions per sector.

Recent institutional mapping identified relevant institutions direct and indirectly implicated with climate change. The study demonstrated the need of an inter-sectoral coordination and made obvious the relevance of unusual sectors (i.e. Ministry of finance and planning) and the need for policies to foster climate change integration in the planning process sectoral and local institutions.

The Resolution N. 16/2009 created the inter-ministerial committee on Climate Change serving also as the Designated National Authority to coordinate the government actions under UNFCCC and Kyoto Protocol as well as its subsidiary instruments. The Inter-ministerial Committee for Climate Change



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may request collaboration from public or private bodies and entities representing the civil society to fulfill its mandate. However, the inter-ministerial committee has not been fully operational and most of its mandates and responsibilities have been exclusively carried out by the National Institute for Meteorology and Geophysics (INMG).

Climate change risks also provide opportunities to promote adaptation measures and avoidance of maladaptation measures during the sectoral planning process. Although relevant examples can be demonstrated, strong capacity development has shown necessary to ensure that sectoral and municipal development plans are climate proofed and resilient to climate change.

Despite the ambitious master plan to become a zero emitter and a number of germinal projects that contribute to reduce GHG at large scale, the country demonstrates a lack of capacity to tap into the CDM (Clean Development Mechanisms) and carbon markets. Therefore, institutional capacity building is needed to strengthen the capabilities in resource mobilization to better take advantage of multiple climate finance opportunities to support the achievement of 100% renewable goal.

### **Significance**

The current project proposal is intended to create the enabling conditions for Cape Verde compliance with the United Nations Framework Convention on Climate Change. The scope of this compliance goes over the formal requirement of reporting through National Communications, but implies as well supporting capacity development for the implementation of the Convention.

In this line, the project proposal is relevant to national sustainable development objectives not only because it will reinforce the participation of the country on the global environmental governance mechanisms, but also because it designed to strengthen national capacities to effectively appraise and tackle the local impacts of climate change.

The Convention recognizes that vulnerability and adaptation issues are considered to be of highest priority in many vulnerable non-Annex I Parties, especially for SIDS (Small Islands Developing States). In the case of Cape Verde, adaptation priorities but also mitigation strategies are intrinsically linked with national development policies. According to the DECRP III 2012- 2016 (National Strategic paper on poverty reduction and growth) the development of the agribusiness, tourism and marine economy are essential for national development. In order to ensure the durability of investments on these clusters, the country needs to address the vulnerabilities faced by them, especially those related to decrease on water resource availability, prevalence of extreme-climate events and increased soil and coastal erosion. Moreover, renewable energies and energy efficiency investments are in the focus of government interventions as a strategy that will not only contribute to limit Cape Verde's GHG's emissions but will also reduce the country dependency on imported fossils fuel, reducing production costs and improving country economy's competitiveness.

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## **Lessons Learned from Previous National Communications**

In 2000, Cape Verde submitted its First National Communication. National Strategy and Action Plan on Climate Change were concluded the same year. In 2010, the country completed its Second National Communication to the UNFCCC which was presented at the 16<sup>th</sup> COP.

The SNC met the Convention requirements in terms of contents and methodology used for greenhouses gas inventory. Later analysis conducted through the “self-assessment exercise for the preparation of the third-national communication” identified main issues and gaps on information’s delivery.

In regards to the National Greenhouse Gases emission inventory, one of the main issues identified was the absence of a system for continuous data collection and treatment. To date, inventories have implied an enormous one-time effort to collect data to be treated by project recruited experts. However no framework is design for continuous collection and analysis. Reporting requirements either do not exist or are not respected by sector operators and regulators. Another gap in regards to the GHG inventory is related to the emissions factors. Most of the calculations on emissions by sector reported on the inventory are based on IPCC default data due to the absence of national sectors data on equipments’ characteristics and use.

In regards to the mitigation analysis and measures, past communications have showed an insufficient level of detail on the assessments of mitigation potentials and cost-effectiveness associated. The logic behind the prioritization of sector and interventions was not sufficiently justified. Additionally, formulation of the measures to be adopted, the assessment of the mitigation potential and the financial requirements were not made explicit enough to serve as a basis to develop project proposals and to attract financial resources for implementation. Lessons learned from past experiences point to the need of a more comprehensive analysis of emissions’ reduction potential that could support as well the adoption of emissions’ reduction targets by sector.

In regards to the vulnerability and adaptation chapter, lessons learned from previous communication refer to the need for improvements on the methodologies used to assess sector vulnerability. Climate change modeling needs to be reviewed and updated in order to conduct technically strong risk analysis. The review of the adaptation chapter suggests that costs and benefits associated which each adaptation practice, technology and/or measure should be better appraised in order to better guide policy decisions and to provide an improved basis for project proposals formulation. Cost- comparison of adaptation options will inform prioritizing exercise.

In terms of institutional arrangements for National Communication process, previous experiences have allowed the country to understand the importance of creating sustainable institutional arrangements that contribute to improve data and knowledge sharing among national institutions and to reinforce

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institutional and technical capacity for climate change analysis.

In this sense, the current project proposes the consolidation of a sustainable institutional arrangement which competencies and role that overpass the NC preparation process and continuously leads and coordinates climate change related issues integration in national agendas.

To this purpose, the consolidation of the existing National Climate Change Committee is proposed. Operationalization is to be conducted through a revision and reformulation of its working modalities and approaches and directly using this platform as a consultative body for project implementation. To contribute to the Committee operationalization is proposed that steering committee, project board and technical team will ultimately report and refer to the Committee board.

## **STRATEGY**

### **Project Rationale**

National Communications (NC) and Biennial Update Reports (BUR) are the only requirements for non-Annex I parties of the conventions. Through the NC report domestic efforts aimed at addressing climate change are documented and shared with the Conference of Parties. Despite being a reporting requirement, NC should not be considered merely as a Convention's monitoring tool. Countries are expected to utilize the NC as a strategic tool for resource mobilization and awareness and political support raising.

This project is expected to reinforce national capacities to engage in NC preparation with a strategic approach in mind. Through NCs countries share climate relevant information amongst different stakeholders, national policy and decision makers, civil society organizations, private sector, as well as with multi and bilateral donors. Information produced during this process should inform relevant policy and programs and should contribute to improve national response and reinforce awareness on climate change related issues.

Through this project, UNDP is committed to assist the country in aligning legitimate national interest and priorities with the overall goals of the UNFCCC. The Cape Verde 2012- 2016 UNDAF acknowledges the extreme vulnerabilities to climate change impacts that Cape Verde faces. Sea-level rise, extreme climate events and average temperature rising will reinforce the vulnerabilities intrinsic to a small islands state with a limited natural resource basis and located on a geo-climatic arid region. The UNDAF, as well as all relevant national strategic plans recognize the adaptation opportunities arising for the country as well as the existing potential for climate change mitigation, especially through the promotion of sustainable energy systems.

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## **Country Ownership**

The engagement of the country on its third national communication shows a strong national political commitment towards Convention's implementation. Preparation and operationalization efforts of the National Adaptation Plan of Action, as well as the progress towards National Renewable energy program's implementation show the level of country appropriation of climate change adaptation and mitigation agendas.

National institutions and stakeholders are strongly committed to transform NC into a strategic tool to mobilize support for their mitigation and adaptation strategies. To this purpose, the Ministry of Environment, Housing and Land use ( MAHOT) have expressed its commitment and interest in transforming the National GHG's emissions inventory on a sustainable inventory system that will support the identification, preparation and monitoring of sector-focus NAMAs (Nationally appropriated mitigation actions). In this same line, UNDP is supporting the government to prepare a Low-Emissions climate resilient development strategy (LECRDS).

The current project proposed strategy will reinforce country ownership by investing in technical and institutional capacity building for sustainable GHG's emissions monitoring systems. Additionally, re-activation and operationalization of the National Climate Change Committee will be promoted to achieve the sustainability objectives.

## **PROJECT OBJECTIVES, OUTCOMES AND OUTPUTS/ACTIVITIES**

### **Project Development Objective**

The Project overall objective is to strengthen Cape Verde's technical and institutional capacity to mainstreaming Climate Change risks and opportunities into sector and national development planning priorities. By implementing different activities, the project shall contribute to strengthening Cape Verde's technical and institutional capacities allowing better integration of the key issues related to Climate Change in national policies, plans and programs of action for a sustainable development, safeguarding the provisions established in Decision 17/CP8. During project implementation period, efforts shall concentrate on improving public access to information on Climate Change. Cross-cutting issues shall be addressed to enhance action and achieve synergies between the UNFCCC and the UN Convention to Combat Desertification and Convention on Biological Diversity.

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## **Specific Objective**

Specifically, the project shall enable Cape Verde to prepare a Third National Communication which complies with Convention reporting requirements and national development needs in Cape Verde and submit it to the UNFCCC to comply with its obligations to the Convention.

The National communication process is expected to contribute to strengthen linkages between climate change and development priorities and planning process.

## **Proposed Project Outcomes, Outputs and Activities**

The activities proposed in this project were selected taking into account their (i) suitability to the objectives outlined under UNFCCC implementation, (ii) their consistency with sustainable development in Cape Verde, and (iii) adequacy with activity results under the INC and SNC, and (iv) the comments, observations and inputs from the NCSP (national communications support program) team on the SNC. Moreover, the guidelines provided in decision 17/CP.8, and included in the "UNFCCC – Resource Guide for preparing National Communications of Non-Annex I Parties" as well as Annex 1-Project Document Template- for preparation of National Communication Report, served as technical tools to add quality to this project document. In this document, the approach for the proposed activities under the implementation phase relates to each outcome and outputs as defined hereafter.

***Outcome 1 – Developed technical and institutional capacities for the preparation of National Communications in a more sustainable manner;***

### **Output 1.1: National circumstances updated**

The SNC self-assessment, as well comments and other inputs thereto have highlighted several weaknesses. Several gaps were identified on the national circumstance chapter of the Second National Communication. Namely, national and regional development priorities and strategies were not clearly identified and summarized. Moreover, climate and socio-economic information need to be improved in order to better articulate and summarize relevant economic and human development indicators. Moreover, climatic profile, climate changed scenarios and anticipated impacts should be appraised against national development plans.

The national institutional framework for climate change risk management should be better analyzed in order to appraise potential bottlenecks, duplication and propose most effective arrangement when pertinent. Moreover, where possible, a gendered approach will be applied when collecting and processing data.

In order to achieve this output the following activities are proposed:

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**Activities:**

1. Validate the gaps in information identified under stocktaking exercise and recent and relevant publications;
2. Review national programs on (energy, infrastructure, transport, environmental conservation, agriculture and animal husbandry, housing, tourism, water and sanitation) to appraise integration of climate change on the strategic planning;
3. Review degree of climate change mainstreaming in sustainable development policies;
4. Review institutional structure to prepare National Communication and report to UNFCCC;
5. Draft the National Circumstances section.

**Output 1.2: Improved GHG emissions inventory and enhanced inventory systems**

Inventory preparation processes are a continuous exercise to inform the country progress in terms of greenhouse gas emissions at national level. Under its main obligations as a party to the UN Framework Convention on Climate Change, Cape Verde must prepare and periodically update the National GHGs Inventory not controlled by the Montreal Protocol.

Cape Verde submitted its first GHG inventory in the Initial National Communication in 1999, based on 1995 data. In the first GHG inventory efforts were promoted to improve the existing estimates through baseline data collection, allowing the use of more detailed methodologies. The Second Inventory, 2010, which is included in the SNC, was based on the year 2000. Both inventories were developed based on the Guidelines for the Preparation of National Communications from Parties not included in Annex I to the Convention, established in decision 17/CP.8 from the Eighth Conference of the Parties to the 2002 Convention.

Similar to the Second Inventory, the Third GHG's emissions Inventory should be technically supported by the guidelines published in the "Revised 2006 IPCC Guidelines for National Greenhouse Inventories," published in 2006. GHGs whose emissions and anthropogenic removals shall be estimated in the next inventory are CO<sub>2</sub>, CH<sub>4</sub>, N<sub>2</sub>O, HFCs, PFCs and SF<sub>6</sub>. Although not considered as direct greenhouse gases such as carbon monoxide (CO), nitrogen oxides (NO<sub>x</sub>) and other non-methane volatile organic compounds (NMVOCs), have influence on chemical reactions which occur in the atmosphere. All information on greenhouse gas anthropogenic emissions shall be included when available.

Lessons learned from previous communications' process pointed the lack of time-series of activity data as well as information gaps for technology used by sector in order to calculate and apply domestic

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emissions factors. Those gaps point to national constraints in terms of data collection, development and maintenance. Weakness exists in terms of regulatory frameworks to oblige sector to report data on emissions on a consistent and comparable manner. Those constraints refer to: financial gaps to develop data collection systems; technical capacity to manage data and conduct sound analysis on a regular basis; absence of a clear institutional framework for data compilation and quality control; as well as difficulties to analysis, report findings and formulate recommendations on a way relevant to inform decision-making process.

The proposed activities are designed to address the need to create an institutional and regulatory framework and reinforce technical capacities to enable the country to conduct inventory process on a sustainable manner:

### *Activities*

1. Proposal of a regulatory framework for sector data production and sharing;
2. Proposal of an institutional mechanism for continuous data collection, quality assurance, management at the sector level
3. Design of institutional framework and mechanisms for quality assurance, data compilation, management and analysis at the national level
4. Design of national database system for GHG emissions
5. Establishment of procedures to validate and improve national data quality;
6. Analyze, select and validate methodologies for GHG inventory estimates on main GHG (CO<sub>2</sub>, CH<sub>4</sub>, N<sub>2</sub>O, CO, NOX e NMVOC);
7. Capacity building of GHG inventory working group on UNFCCC methodologies and tools;
8. Identification of actions to improve national data and emission and conversion factor setting;
9. Collection of GHG inventory data, treatment and analyze
10. Completion of data IPCC workbooks and data reporting according to IPCC and UNFCCC guidelines and requirements.
11. Prepared national GHG emission projections for 2015, 2030 and 2050
12. Inventory public review and validation

The proposed activities seek to fill some of the gaps identified in the Second National Communications in terms of data availability and quality, namely : i) the lack of sector disaggregated data; inconsistency in data, leading to the use of estimates to produce data; ii) inexistence of a comprehensive database, containing required information for the preparation of GHG's inventory; iii) lack of tools and mechanism to assess in detail the quality of sub-sector and sector data for use in

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preparing the GHG inventory in order to reduce uncertainties and errors; iv) weak national technical capacities to undertake studies conducting to the determination of national emissions and conversions factors in order to improve the quality and accuracy of the inventory.

***Outcome 2: Linkage between climate change and development priorities/planning process is strengthened through the National Communication***

According to lessons learned identified on the umbrella UNDP project for National Communications' process support, very little project proposals explicitly include a strategy and activities to enhance the role of National Communications in integrating climate change issues into national development planning frameworks.

In the case of Cape Verde, although explicitly stated through the document, the national communication process has not been clearly utilized to inform and advocate for climate change issues integration on development planning process. In order to address this weakness, the current project will include specific activities to guarantee that the information compiled and analyzed for the communication will be readily usable for sector planning and will inform decision-making process. Relevant institutions and stakeholder' awareness will be raised on the need to approach the communication process and use NC as more strategic tool for policy planning and resources mobilization.

The following outputs have been identified as contributing to the achievement of the stated outcome:

**Output 2.1.National climate change adaptation agenda is strengthened**

This project component falls under subparagraphs b) and c) of the 1<sup>st</sup> paragraph of UNFCCC Article 12, according to which: “ Each Party should provide the COP information on the general descriptions of steps taken or envisaged towards formulating, implementing, publishing and regularly updating national and, where appropriate, regional programs containing measures to facilitate adequate adaptation to climate change, and any other information they consider to be relevant to the achievement of the objective of the Convention and suitable for inclusion in their communications?”. Thus, the activities planned under this output are intended to produce and report on the information related to human systems, sectors and areas that are vulnerable. The potentials and opportunities of adaptation, as well as the cost-efficiency of the proposed measures will be appraised and reviewed by sector.



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The basis for the provision of information (guidelines and methodologies for vulnerability assessment will be reviewed and explained) and limitation on assessments will be acknowledged and reported.

Key baseline conditions at national and sector level will be reviewed through detailed analysis and links to climate change will be made explicit.

The activities planned under this output are intended not only to produce the communication chapter referred to vulnerability assessment and adaptation but also to inform decision-making and facilitate country resource mobilization for adaptation projects and promote the definition of a monitoring and evaluation framework for adaptation measures already implemented, in execution or planned.

### ***Activities***

1. Capacity building for climate change scenario prediction and analysis
2. Revision and update of climate change scenarios for 2020, 2030, 2050 and 2100. In order to consider for extreme events, concertation will be ensure with the ongoing disaster risk assessment project ( MAHOT/PNUD) that will in this phase conduct a national hazard assessment. During this hazard assessment, the susceptibility, frequency and magnitude of climate-related hazards will be appraised.
3. Review and presentation of environment and socio-economic scenarios. Those scenarios are essential for vulnerability analysis. National demographic projections and economic development scenarios will be used to review and update those scenarios. Since demographic data in the country is gender disaggregated those reviews will be gender sensitive. Environment scenarios will focus on sectors and/or natural resources identified as a priority on the NAPA (especially water resources, coastal zones and agriculture sector)
4. Modeling of climate change impacts by sectors and main elements and systems at risk ( exposure-units)
5. Compilation and review of risk and vulnerability assessment methodologies and approaches
6. Refinement and improvement of risk and vulnerability assessment methodologies applied to sector specific assessments
7. Capacity reinforcement for improved risk and vulnerability assessment and development of support decision tools.
8. Technical assistance for integration of risk and vulnerability profiles into sector planning exercises and tools (programming, budgeting, monitoring and evaluation).
9. Update and detail sector vulnerability assessment: water resources, agriculture sectors, tourism sector, critical infrastructure and coastal zones

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10. Update and further detail adaptation proposals (strategies and measures) contained in NAPA by sector: identification and quantification (when possible) of adaptation measures' impacts.
  11. Evaluation and prioritization of adaptation strategies and measures according to social, economic and political feasibility and/or cultural acceptance.
  12. Critical review of National Action Plan for Adaptation to Climate Change
  13. Critical review and cost-efficiency assessment of national past and/or current adaptation measures and practices
  14. Development of a matrix summarizing by sector impacts, vulnerabilities and adaptation options.
  15. Identification of capacity gaps and financial needs to implement adaptation measures
  16. Identification and review adaptation funding opportunities and design of a roadmap for funding mobilization
  17. Proposal of specific programs and/or projects to be submitted to adaptation funds.

**Output 2.2 National potential for climate change mitigation is harnessed through enhanced capacities to conduct mitigation analysis and promote mitigation actions.**

Based on lessons learned from previous communications the activities planned under this outcome are intended to reinforce institutional and technical capacities to conduct more comprehensive analysis of mitigation measures. To this purpose, and based on the results of the GHG's emissions inventory, sector capacities will be strengthened through technical assistance and technical training to conduct analysis on emissions' reduction potential from specific mitigation actions.

Decision supporting tools will be developed in order to allow sector decision-makers to assess cost-effectiveness of the potential mitigation actions. Moreover, the activities planned will reinforce national capacities to assess financial requirement against mitigation potential and to translate this on concrete project proposals that could be used to mobilize private and public investments. Support will also be mobilized to assist country institutions in identifying and implementing a resource mobilization strategy targeted towards a diversified range of climate change finance mechanisms.

In order to capitalize on successful country stories on public-private partnerships for renewable energy projects, case study will be promoted and success elements will be singled out.

Under this output stakeholder participation will be promoted in order to raise awareness on mitigation potentials. Activities planned are targeted as well towards improving the use of mitigation analysis' results to inform policy design and implementation and prioritization of measures.

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The mitigation studies to be conducted under the TNC should be based on the review of methodological tools and update of basic data used for the SNC. The studies should review the mitigation results of national programs in the pipeline and under implementation.

Mitigation analysis should highlight the different measures (technical, economic, legal, administrative, fiscal, financial, etc.) adopted or envisaged in the mitigation programs. The study results should be validated by key stakeholders (economic operators, central and local administration, technical services, development partners, higher education and research institutions, civil society organizations, etc.) involved in different stages of the study.

The proposed analysis should be the basis for setting sector and national mitigation targets.

### ***Activities:***

1. Identify and analyze new approaches, tools and methodologies to evaluate climate change mitigation potentials and measures to achieve mitigation outputs.
2. Research and compile state-of-the art technologies for GHG mitigation
3. Sector specific mitigation potentials and needs assessment is conducted: the sectors to be chosen will be fixed after GHG's emission inventory completion that will provide orientation for prioritization. However, from past inventory data is already known that mitigation needs assessment and potential analysis could be focus on energy and agricultural sectors. If possible assessment of mitigation potential could be enlarged to waste (solid and wastewater) management activities.
4. Identify and analyze best practices on Climate Change mitigation at the national and international levels: the purpose of this activity is to compile and capitalize on best practices on climate change mitigation to identify replication and scale up potentials. At the national level, public private partnerships for the development of large scale renewable energies project and smalls scale off-grid renewable energies projects have been implemented successfully. The purpose of this review is to distill key points on the design and implementation of these projects that have ensured success and to identify policy implications. Review of international best practice will inspire mitigation potential analysis.
5. Conduct and update sector GHG mitigation studies on:
  - i. Renewable Energies and Energy Efficiency Strategy: review and combine with climate scenarios and projections.
  - ii. Integrate climate scenarios results in mitigation measures.

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6. Revision and integration of climate change mitigation measures in Strategic & Sector planning: especially agriculture, energy, building and infrastructure, tourism, industry, forest, transport and sanitation.
  7. Capacity building to formulate proposals to be funded through clean development mechanism ( CDM)
  8. Technical assistance to Finance Ministry, General Directorate of Environment and General Directorate of Energy's technical and planning staff to identify carbon market (voluntary or CDM) opportunities and negotiation of proposals: in concrete, this will be implemented through funding and mechanisms mapping, preparation of technical guidance for project formulation; training on carbon off-setting potential analysis and calculation; training for technical staff on project formulation; training on negotiation skills for carbon markets.
  9. Capacity building to government institutions ( INMG,DG Environment, DG Energy, DG Agriculture and Rural Development) technical staff and planners on NAMA identification and strategic use
  10. Identification and public review of a draft NAMA: Nationally Appropriate Mitigation Action Plan on a priority sector. The sector chosen will be lately definition after GHG's inventory data is updated and in consultation with MAHOT/DGA which is leading the LECRDS project.

***Outcome 3: Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas***

Awareness raising on climate change risks, vulnerabilities and adaptation and mitigation opportunities is an essential step to ensure effective integration on the development planning process. Decision-makers, law-makers, civil society organizations, private sector, public institutions, technicians, scientific community, media will be targeted by information, education and communication activities in order to improve their awareness, knowledge and access to data on how climate change issues can and should be considered and integrated at each planning level.

**Output 3.1. Improved information, education and communication on climate risks and public awareness to a broader range of stakeholders and decision-makers**

This project component supports a key objective of the implementing partner, the INMG (National Institute of Meteorology and Geophysics): the raising of national awareness on climate change adaptation and mitigation issues is seen to be critical to the enhancement of national capacities as it is expected that the socialization of climate change will influence the perception and participation of the

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broader public in the implementation of climate change adaptation and mitigation measures in the country. The activities indicated under this output target planners, decision makers and stakeholders within the various development sectors.

Under this component, NGOs, community associations and community radio's capacities in education and awareness will be utilized to target children and youths, women, and vulnerable coastal communities.

### ***Activities***

1. Awareness raising of the general public, journalist, scientific community, decision-makers, private sector and civil society organizations to understand climate change impacts and risk
2. Capacity building of all relevant partners and stakeholders to understand climate change adaptation and mitigation potentials.
3. Development and dissemination of end-user (sector and/or role specific) targeted relevant information on climate change adaptation and mitigation
4. Development of decision-support tools based for adaptation and mitigation measures assessment and prioritization
5. Identification, analysis, documentation and dissemination of best practices of climate change mitigation, adaptation and vulnerability reduction
6. Development of documents on CC related issues, as well as thematic brochures, documentary films, radio programs, among others.
7. Training and/or retraining of technical staff at central and municipal levels, as well as NGOs and Community Associations;
8. Information and awareness campaigns targeted to a wide range of stakeholders: policy Makers, deputies, locally elected officials, technical staff, and students from different levels of education (Primary, secondary and college), private operators, NGOs, community associations and general population.
9. Promotion of a national community of practice on climate change
10. Identification of key international think-tanks, communities of practices and resources centers on climate change policy
11. Support of exchanges amongst national practitioners and researchers and international communities of practices and participation of Cape Verde on international networks on climate change.
12. Publication of case studies review from mitigation and adaptation measures nationally implemented.
13. Promotion of conference and brainstorming on climate change related issues in collaboration with national research and education institutions.

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The proposed activities will seek to fill out some of the key issues identified in the Second National Communication report which refers to the insufficient level of public awareness and limited use of NC information for agenda setting, policy review and sector planning. Moreover, adequate knowledge sharing and management mechanisms need to be designed in order to improve data sharing among institutions and capitalize on investments on data collection and analysis.

**Output 3.2. National communication report and Biennial Updated Report ( BUR) is prepared and submitted to UNFCCC**

The information produced and compiled through the National Communication process will be used to develop the NC report following the requirements and good practices identified by the UNFCCC. The formal submission will be followed by a presentation to CoP and other forums, as well as dissemination amongst different partners in order to gather support and mobilizing resources for the mitigation and adaptation proposals identified on the respective chapters.

The activities planned under this output are expected to ensure that NC report respect all information requirement and format, as per UNFCCC guidelines. The main purpose of these guidelines is to ensure that information is presented on a consistent, comparable, complete, accurate, transparent and flexible manner. The activities will ensure that the TNC is publically reviewed and presented at the national level, formally submitted and presented at the COP level.

Through all the activities planned under the above components it is expected to clearly identify the additional information (under the other information NC communication) the country would like to report on. According the activities planned under this output the information compiled will be organized in an accessible manner under relevant chapter. Additional information relates to: activities related to technology transfer, climate change research and systematic observations, information on capacity building activities and needs. Important information the country might want to report on are the constraints and gaps, and related financial technical and capacity needs.

That information could be included under specific chapters of the NC or could also be summarized on additional information chapter to be defined.

The TNC will be presented at the COP and is expected to provide the other parties with sufficient information to carry out its responsibility for assessing the implementation of the Convention.

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## **Activities**

1. Compilation of different components and drafting of an integrated and structured report
2. Public discussion, revision and validation of BUR ( biennial Updated Report)
3. Compilation, edition and submission of BUR by December 2014.
4. Public discussion, revision and validation of TNC report
5. Revision and approval of TNC at the National Climate Change Committee.
6. Editing and translation of the TNC report
7. Public dissemination of the TNC report
8. Formal submission to UNFCCC
9. Presentation and distribution of the TNC document at the CoP.

## **Sustainability and Replicability**

As highlighted under the country ownership section, one of the main focuses of the current project is to ensure that national capacities are reinforced for conduct inventory and communication process on a more sustainable manner. To this purpose, capacity building and target technical assistance initiatives are planned to ensure that an inventory system is designed and the regulatory and institutional frameworks are drafted to support continuous data collection and analysis.

The existence of sector-specific and nationwide inventory systems embedded into national sector and general statistical systems will decrease the costs associated with reporting according to UNFCCC requirements.

The reactivation of the National Climate Change Committee (NCCC) will also contribute to ensure NC process sustainability. The Commission will be given a coordination role among all stakeholders and will ensure complementarity with other ongoing or projected initiatives. The operationalization of the NCCC, as well as a reinforced involvement of the General Directorate of Environment (as the organism responsible for coordination of all environmental policies) will ensure the harmonization of approaches and methodologies for sector vulnerability assessment and the identification of adaptation and mitigation measures.

## PROJECT RESULTS FRAMEWORK

<b>This project shall contribute to achieving the following Country Program Outcomes as defined in CCPD and UNDAF :</b>						
Outcome #4 Institutions reinforce environmental governance and integrate principles of environmental sustainability, climate change and disaster relief; public and private institutions adopt a holistic approach to conservation and protection of critical habitats and biodiversity.						
<b>Country Program Outcome Indicators:</b> % of public resources allocated to environment; Number of key sector strategies integrating environmental dimension.						
<b>Primary applicable Key Environment and Sustainable Development Key Result Area:</b> 1. Mainstreaming environment and energy 2. Catalyzing environmental finance 3. Promoting climate change adaptation						
<b>Applicable GEF V Strategic Goal:</b> 2. Reduce global climate change risk by: 1) Stabilizing GHG atmospheric concentrations through emissions reduction actions; 2) Assisting countries to adapt to climate change.						
<b>Applicable GEF V (Climate Change-Focal Area) Objective:</b> O.6 Support enabling activities and capacity building under the Convention.						
<b>Applicable GEF Expected Outcomes:</b> Adequate resources allocated to support enabling activities under the Convention; Human and institutional capacity of recipient countries strengthened.						
<b>Applicable GEF Strategic Objective and Program:</b> Objective 6- Support enabling activities and capacity building						
<b>Applicable GEF Outcome Indicators:</b> Percentage of eligible countries receiving GEF funding						
		<b>Indicator</b>	<b>Baseline</b>	<b>End of Project target</b>	<b>Source of Information</b>	<b>Risks and assumptions</b>
<b>Project Objective:</b>  Strengthen Cape Verde's technical and institutional capacity to mainstreaming Climate Change risks into sector and national developmental planning priorities.		Increased capacity of the government and civil society to take informed action on climate change	Recent effort to screen DECRP and other strategic documents for climate change risks and opportunities	Knowledge and tools for analysis of climate change vulnerabilities and impacts on the population, key sectors and eco-regional zones are available for planning purposes	<ul style="list-style-type: none"> <li>- Public service survey</li> <li>- Sector plans reflect findings and recommendations of vulnerability assessments.</li> </ul>	<u>Risks:</u>  National experts do face difficulties in enhancing the depth and quality of assessments to be carried out under this project due to limited capacities and lack of adequate climate relevant data, information and appropriate analytical tools in almost all thematic areas but especially in the areas of vulnerability and adaptation and mainstreaming climate change issues into national and sectoral planning frameworks.
		Level of National Adaptive Capacity determined by:  • Availability of climate	Regional climate change scenarios does adequately represent the islands climatic variability	Climate scenarios Baseline and Future climate scenarios generated for 2015, 2030 and 2050 generated at	<ul style="list-style-type: none"> <li>- Public service survey</li> <li>Sector plans reflect findings and recommendations of vulnerability</li> </ul>	<u>Assumption:</u>  Tools and vulnerability studies



	change scenarios.  • Availability of vulnerability assessments.  • Level of stakeholder engagement		a country scale using local data and climate models	assessments.	being developed shall be accepted by and into line ministry and department planning - Once trained, workers shall make effort to mainstream CC into work programs
<b>Outcome 1:</b>  Developed technical and institutional capacities for the preparation of National Communications in a more sustainable manner;	Proposal and adoption of a system to continuous monitoring and integration of GHG emissions data.	National Communication process has allowed creating and training a technical team. However no regulatory proposals have been made to streamline the inventory process	Regulatory provision proposed to define a continuous monitor GHG emission system.	Self-assessment for 4th National Communications;	<u>Risk:</u> Resistance of certain sectors to share their data on voluntary basis  <u>Assumption:</u> Legal and regulatory framework maybe necessary to ensure compliance
<b>Output 1.1:</b> National Circumstances Updated	National Circumstance document updated	National Circumstance document exist reflecting information/ data	National Circumstance document updated to reflect most current information; specially present capacity gaps and current national climate change policies and strategies	Updated chapter of the National Circumstance in the National Communication Report.	<u>Risk:</u> Weak engagement of the national counterpart to undertake this task.  <u>Assumption:</u>  Under the leadership of INMG and in coordination with Directorate of Environment this document will be update as planned
<b>Output 1.2:</b> Improved GHG emission inventory and enhanced inventory systems;	Sector emissions determined for 5 thematic areas (Reference year 2012)	Emissions inventories were conducted but no systematic approach was taken for constant data collection and	Emissions inventory system is enhanced through the establishment of legal and	Documents  •Project documentation •IPCC excel sheets •Government reports •TNC	<u>Risks:</u> Sector agencies and private operators resist sharing data and/or reporting on emissions data.

			management.	institutional procedure for data collection and analysis		<u>Assumptions:</u> Data available, accessible and reliable
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<b>Outcome 2:</b> Linkage between climate change and development priorities/planning process is strengthened through the National Communication	Number of sectors that mainstream climate changes risks and opportunities	The government of Cape Verde is implementing a project on building adaptive capacity and resilience in the water sector	PRSP and relevant sectors mainstream climate change risks	Actions taken to mainstream climate change reported in the Third National Communication	<u>Risks:</u> National Communication is understood as a mere administrative requirement
<b>Output 2.1:</b> National climate change adaptation agenda is strengthened	Completed Vulnerability assessments in the areas Coastal Development, Water and Agriculture	Site and sector specific reports on vulnerabilities and resilience	Vulnerability assessment updated and extended to all sectors and islands	Sector vulnerability assessment reports	<u>Risks:</u> No funding is available to finance programs identified.
<b>Output 2.2:</b> National potential for climate change mitigation is harnessed through enhanced capacities to conduct mitigation analysis and promote mitigation actions.	Complete assessment of at least 5 sectors likely to reduce emissions	In preparation the NAMA for informing Low Emission Climate Resilient strategic document	Mitigation assessment chapter containing baseline scenario, BAU and Mitigation scenarios .	Capacity building workshops reports	<u>Risks:</u> Capacity to conduct a mitigation analysis Government resistance to endorse

<p><b>Outcome 3:</b> Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas;</p>	<p>Sector planning and budgeting processes effectively integrate climate change risks</p>	<p>Some policies and national programs semantically integrate climate change issues. Context analysis for some specific programs consider these issues but considerations on risks, mitigation and adaptation potentials are not incorporated when designing intervention strategies and/or selecting the preferred alternatives.</p>	<p>Planners and decision makers have tools and specific guidelines to mainstream climate change risks and potentials into planning and budgeting processes.</p> <p>Capacities of technical staff are reinforced to conduct climate screening and to mainstream CC onto program design and implementation</p>	<p>Climate screening of most relevant policy documents and programs.</p>	<p><u>Risks:</u> policy makers and planners do not consider life cycle cost of investments and disregard risk mitigation measures or climate change issues considerations because of the increased initial investments costs.</p> <p>Climate change risks and opportunities considerations are mainstreamed at a semantic and theoretic level but practical consideration during programming and budgeting processes remain too general and abstract to be relevant.</p>	
	<p><b>Output 3.1:</b> Improved information, education and communication on climate risks and public awareness to a broader range of stakeholders and decision-makers.</p>	<p># of schools, community radios and community associations (elementary, secondary and High school) participating in the training and awareness program</p>	<p>Schools are involved in the national environmental education Program. The NAPA Follow up project has worked with some schools in Santiago and Santo Antao islands to show-case and pilot adaptation practices in school gardens; as</p>	<p>At least 30 schools, community radios and community-based associations nationwide are involved in the training and awareness program on climate change</p>	<p>Survey and project reports</p>	

			well as to promote awareness raising activities among the school community (field visits to adaptation pilot projects, training of trainers, etc.).	adaptation and mitigation		
	<b>Output 3.2:</b> National communication report and Biennial updated report are prepared and submitted to UNFCCC.	BUR submitted in December 2014  Approved TNC	Both 1 <sup>st</sup> and 2 <sup>nd</sup> Communications document have been finalized and received national endorsement for submission to the UNFCCC Secretariat	TNC formalized into national publication	Cabinet paper and summary document finalized	<u>Risks:</u>  <u>Assumption:</u>  CC remains a priority on national agendas leading to fast tracking of national endorsement processes

## LIST OF ACTIVITIES PER OUTPUT AND OUTCOME AS PART OF THE SRF

<b>Outcome 1:</b> Developed technical and institutional capacities for the preparation of National Communications in a more sustainable manner;	
Output	Activities
1.1.National Circumstances Updated	<ol style="list-style-type: none"> <li>1. Validate the gaps in information identified under stocktaking exercise and recent and relevant publications;</li> <li>2. Review national programs on (energy, infrastructure, transport, environmental conservation, agriculture and animal husbandry, housing, tourism, water and sanitation) to appraise integration of climate change on the strategic planning;</li> <li>3. Review degree of climate change mainstreaming in sustainable development policies;</li> <li>4. Review institutional structure to prepare National Communication and report to UNFCCC;</li> <li>5. Draft the National Circumstances section.</li> </ol>
1.2. Improved GHG emissions inventory and enhanced inventory systems	<ol style="list-style-type: none"> <li>1. Proposal of a regulatory framework for sector data production, storage and sharing;</li> <li>2. Proposal of an institutional mechanism for continuous data collection, quality assurance, management at the sector level</li> <li>3. Design of institutional framework and mechanisms for quality assurance, data compilation, management and analysis at the national level</li> <li>4. Design of national database system for GHG emissions</li> <li>5. Establishment of procedures to validate and improve national data quality;</li> <li>6. Analyze, select and validate methodologies for GHG inventory estimates on main GHG (CO<sub>2</sub>, CH<sub>4</sub>, N<sub>2</sub>O, CO, NO<sub>x</sub> e NMVOC);</li> <li>7. Capacity building of GHG inventory working group on UNFCCC methodologies and tools;</li> <li>8. Identification of actions to improve national data and emission and conversion factor setting;</li> <li>9. Collection of GHG inventory data, treatment and analyze</li> <li>10.Completion of data IPCC workbooks and data reporting according to IPCC and UNFCCC guidelines and requirements.</li> <li>11.Prepared national GHG emission projections for 2015, 2030 and 2050</li> <li>12.Inventory public review and validation</li> </ol>

Outcome 2: Linkage between climate change and development priorities/planning process is strengthened through the National Communication	
Output	Activities
2.1.National climate change adaptation agenda is strengthened	<ol style="list-style-type: none"> <li>1. Capacity building for climate change scenario prediction and analysis</li> <li>2. Revision and update of climate change scenarios for 2020, 2030, 2050 and 2100.</li> <li>3. Review and presentation of environment and socio-economic scenarios</li> <li>4. Modeling of climate change impacts by sectors and main elements and systems at risk ( exposure-units)</li> <li>5. Compilation and review of risk and vulnerability assessment methodologies and approaches</li> <li>6. Refinement and improvement of risk and vulnerability assessment methodologies applied to sector specific assessments</li> <li>7. Capacity reinforcement for improved risk and vulnerability assessment and development of support decision tools.</li> <li>8. Technical assistance for integration of risk and vulnerability profiles into sector planning exercises and tools (programming, budgeting, monitoring and evaluation).</li> <li>9. Update and detail sector vulnerability assessment: water resources, agriculture sectors, tourism sector, critical infrastructure and coastal zones</li> <li>10.Update and further detail adaptation proposals (strategies and measures) contained on NAPA by sector: identification and quantification (when possible) of adaptation measures' impacts.</li> <li>11.Evaluation and prioritization of adaptation strategies and measures according to social, economic and political feasibility and/or cultural acceptance.</li> <li>12.Critical review of National Action Plan for Adaptation to Climate Change</li> <li>13.Critical review and cost-efficiency assessment of national past and/or current adaptation measures and practices</li> <li>14.Development of a matrix summarizing by sector impacts, vulnerabilities and adaptation options.</li> <li>15.Identification of capacity gaps and financial needs to implement adaptation measures</li> <li>16.Identification and review adaptation funding opportunities and design of a roadmap for funding mobilization</li> <li>17.Proposal of specific programs and/or projects to be submitted to adaptation funds.</li> </ol>

<p>2.2. National Potential for Climate Change Mitigation is harnessed through enhanced capacities to conduct mitigation analysis and promote mitigation actions.</p>	<ol style="list-style-type: none"> <li>1. Identify and analyze new approaches, tools and methodologies to evaluate climate change mitigation potentials and measures to achieve mitigation outputs.</li> <li>2. Research and compile state-of-the art technologies for GHG mitigation</li> <li>3. Sector specific mitigation potentials and needs assessment is conducted.</li> <li>4. Identify and analyze best practices on Climate Change mitigation at the national and international levels..</li> <li>5. Conduct and Update sector GHG mitigation studies on:             <ol style="list-style-type: none"> <li>i. Renewable Energies and Energy Efficiency Strategy: review and combine with climate scenarios and projections.</li> <li>ii. Integrate climate scenarios results in mitigation measures.</li> </ol> </li> <li>6. Revision and integration of climate change mitigation measures in Strategic &amp; Sector planning: especially agriculture, energy, building and infrastructure, tourism, industry, forest, transport and sanitation.</li> <li>7. Capacity building to formulate proposals to be funded through clean development mechanism ( CDM)</li> <li>8. Technical assistance to Finance Ministry, General Directorate of Environment and General Directorate of Energy’s technical and planning staff to identify carbon market (voluntary or CDM) opportunities and negotiation of proposals</li> <li>9. Capacity building to government institutions ( INMG,DG Environment, DG Energy, DG Agriculture and Rural Development) technical staff and planners on NAMA identification and strategic use</li> <li>10. Identification and public review of a draft NAMA: Nationally Appropriate Mitigation Action Plan.</li> </ol>
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**Outcome 3:** Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas;

Outputs	Activities
<p><b>Output 3.1</b> Improved information, education and communication on climate risks and public awareness to a broader range of stakeholders and decision-makers</p>	<p><b>Activities</b></p> <ol style="list-style-type: none"> <li>1. Awareness raising of the general public, journalist, scientific community, decision-makers, private sector and civil society organizations to understand climate change impacts and risk</li> <li>2. Capacity building of all relevant partners and stakeholders to understand climate change adaptation and mitigation potentials.</li> <li>3. Development and dissemination of end-user (sector and/or role specific) targeted relevant information on climate change adaptation and mitigation</li> <li>4. Development of decision-support tools based for adaptation and mitigation measures assessment and prioritization</li> <li>5. Identification, analysis, documentation and dissemination of best practices of climate change mitigation, adaptation and vulnerability reduction</li> <li>6. Development of documents on CC related issues, as well as thematic brochures, documentary films, radio programs, among others.</li> <li>7. Training and/or retraining of technical staff at central and municipal levels, as well as NGOs and Community Associations;</li> <li>8. Information and awareness campaigns targeted to a wide range of stakeholders: policy Makers, deputies, locally elected officials, technical staff, and students from different levels of education (Primary, secondary and college), private operators, NGOs, community associations and general population.</li> <li>9. Promotion of a national community of practice on climate change</li> <li>10. Identification of key international think-tanks, communities of practices and resources centers on climate change policy</li> <li>11. Support of exchanges amongst national practitioners and researchers and international communities of practices and participation of Cape Verde on international networks on climate change.</li> <li>12. Publication of case studies review from mitigation and adaptation measures nationally implemented.</li> <li>13. Promotion of conference and brainstorming on climate change related issues in collaboration with national research and education institutions.</li> </ol>



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**Output 3.2:** National communication report and Biennial Updated Report ( BUR) is prepared and submitted to UNFCCC

1. Compilation of different components and drafting of an integrated and structured report
2. Public discussion, revision and validation of BUR ( biennial Updated Report)
3. Compilation, edition and submission of BUR by December 2014.
4. Public discussion, revision and validation of TNC report
5. Revision and approval of TNC at the National Climate Change Committee.
6. Editing and translation of the TNC report
7. Public dissemination of the TNC report
8. Formal submission to UNFCC
9. Presentation and distribution of the TNC document at the CoP.

## BUDGET

<b>Project ID:</b>	00078150
<b>Award ID:</b>	00061625
<b>PIMS:</b>	4774

<b>Business Unit</b>	CPV10
<b>Project Title:</b>	Third National Communication to UNFCCC
<b>Implementing Partner (Executing Agency):</b>	Ministry of Environment - National Institute for Meteorology and Geophysics (INMG)

Outcome	Resp. Party/Impl. Agent	Donor Name	ERP/ATLAS Budget Code	ATLAS Budget Description	Year 1 (US\$)	Year 2 (US\$)	Year 3 (US\$)	Budget Total (US\$)	Budget Note
<b>Outcome 1:</b> Developed technical and institutional capacities for the preparation of National Communications in a more sustainable manner;	<b>MAHOT/INMG</b>	<b>GEF</b>	72100	Contractual Services-Comp	7,000	15,000	10,000	32,000	a
			71300	Local Consultants	23,250	23,250	0	46,500	b
			71200	International Consultants	12,600	12,000	0	24,600	c
			72800	Information Technology Equipment	8,000	2,000	2,000	12,000	d
			71600	Travel	7,000	7,000	2,000	16,000	e
			72500	Supplies	3,500	3,000	2,000	8,500	f
			74200	Audio visuals & Print Production Cost	0	1,000	3,500	4,500	g
			74500	Miscellaneous	500	500	500	1,500	h
<b>GEF Subtotal</b>					<b>61,850</b>	<b>63,750</b>	<b>20,000</b>	<b>145,600</b>	
<b>Outcome 2:</b> Linkage between climate change and development	<b>MAHOT/INMG</b>	<b>GEF</b>	71200	International Consultants	39,600	0	0	39,600	i
			71300	Local Consultants	18,850	18,850	18,850	56,550	j

priorities/planning process is strengthened through the National Communication			72100	Contractual Services-Comp	10,000	11,000	11,000	32,000	k
			71600	Travel	18,900	1,500	1,500	21,900	l
			72500	Supplies	1,000	1,000	2,000	4,000	m
			72800	Information Technology Equipment	28,000	24,000		52,000	n
			74200	Audio visuals & Print Production Cost	3,600	2,100	5,600	11,300	o
			74500	Miscellaneous	500	500	500	1,500	p
			<b>GEF Subtotal</b>					<b>120,450</b>	<b>58,950</b>
<b>Outcome 3:</b> Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas;		<b>GEF</b>	71200	Local Consultants	11,200	11,200	16,150	38,550	q
			71600	Travel	3,000	3,000	2,460	8,460	r
			72100	Contractual Services-Comp	2,000	3,000	4,000	9,000	s
			74200	Audio visuals & Print Production Cost	4,000	7,000	15,000	26,000	t
			74500	Miscellaneous	-	500	840	1,340	u
			<b>GEF Sub-Total</b>					<b>20,200</b>	<b>24,700</b>
Project Management, including Monitoring and evaluation	<b>MAHOT/INMG</b>	<b>CVI</b>	71400	Contractual Services - Ind	5,400	5,400	5,400	16,200	v
			74200	Miscellaneous	1,500	1,500	1,500	4,500	w
		<b>GEF</b>	71400	Contractual Services - Ind	5,400	5,400	5,400	16,200	x
			72500	Supplies	2,000	2,000	2,000	6,000	y

		72400	Audio visuals & Print Production Cost	4,000	-	-	4,000	z
		74100	Professional Services (Audit Fees)		3,000	3,000	6,000	aa
		<b>CVI Sub-Total</b>		<b>6,900</b>	<b>6,900</b>	<b>6,900</b>	<b>20,700</b>	
		<b>GEF Sub-Total</b>		<b>11,400</b>	<b>10,400</b>	<b>10,400</b>	<b>32,200</b>	

<b>GEF Sub-Total</b>	213,900	157,800	108,300	480,000
<b>CVI Sub-Total</b>	6,900	6,900	6,900	20,700
<b>Total All funds</b>	220,800	164,700	115,200	500,700

## Project Budget Notes

Project Budget Notes			
Budget note	Account Category	Account Code	Budget Notes
<b>Outcome 1: Developed technical and institutional capacities for the preparation of National Communications in a more sustainable manner;</b>			
a	Contractual Services-Comp	72100	2 national validation session1 (@ 10,000 per session). Design of online applications to visualize data and to run simulations ( emissions calculators)
b	Local Consultants	71300	Agriculture Land Use Change Expert: Vulnerability Modeling of national staple crops- Agriculture/Land-use Change (1 person at \$150.00 per effort/day; total of 80 days) Industry Specialist: Utilize IPCC methodology to conduct Inventory Assessments- Industrial processes/Solvents (1 persons at \$150.00 per effort/day; total of 50 effort days).Energy Specialist: Utilize IPCC methodology to conduct Inventory Assessments- Energy (1 persons at \$150.00 per effort/day; total of 70 effort days). Sanitation Engineer: Utilize IPCC methodology to conduct Inventory Assessments- Waste (1 persons at \$150.00 per effort/day; total of 50 effort days). Database expert: conceptual, logical and physical database design for GHG's inventory ( national & sector level) + support for data entry protocols definition, user-view and customized applications for report extraction: ( 1 person at \$ 150 per effort/day; total of 60 days).
c	International Consultants	71200	<b>International expert in Green House Inventory system:</b> to advice on Inventory policy ; legal and regulatory framework; data collection and management( 1 person at \$600.00 per effort/ day; total of 14 effort days) <b>International expert in Green House Inventory assessment</b> to oversee and guide works of local assessors to determine local emission factors and complete inventory ( 2 phases mission: 1 person at \$600 per effort/day; total of 10 days by mission phase) .
d	Travel	71600	Travel includes DSA ( daily 260 USD) and trip for international consultants ( aprox. 1600 USD); as well as internal travel associated with coordination, consultation and data collection requirements of Output 2
e	Supplies	72500	Supplies supporting the inventory and data collection
f	Information Technology Equipment	72800	Database Management System ( DBMS) to data storage and analysis at national and sector level
g	Audio visuals & Print Production Cost	74200	Reproduction and dissemination of the GHG inventory
h	Miscellaneous	74500	Miscellaneous support for the GHG inventory process

**Outcome 2: Linkage between climate change and development priorities/planning process is strengthened through the National Communication**

i	International Consultants	71200	1 international consultant expert capacity building for: downscaling, climate data scenario and analysis(@ at \$600 USD per effort/day; total of working 18 days) 1 international consultant climate change vulnerability assessment (@ at \$600 USD per effort/day; total of working 18 days); Consultancy in Capacity Building for: carbon offset calculations; cost-benefit analysis; due-diligence; project proposal formulation for CDM and carbon market ( 1 person at \$600.00 per effort/ day; total of 21 effort days)
j	Local Consultants	71300	8 local consultants to help the vulnerability assessment process ( 8 persons @ 110 USD/ efforts day; total of 30 days); 8 local consultants to support sector specific mitigation analysis ( 8 persons @ 110 USD/ efforts day; total of 30 days); 1 local consultant in capacity building for cost benefit analysis for mitigation measures ( 1 person @ 150 USD by effort day, total of 25 days)
k	Contractual Services-Comp	72100	Services to support the consultancy of vulnerability assessment and design of web-based information systems and applications; Services to support the consultancy of mitigation analysis and to set up web-based calculators, applications and web-based applications.
l	Travel	71600	DSA ( daily 260 USD) and trip for international consultants ( aprox. 1600 USD); as well as internal travel associated with coordination, consultation and data collection requirements ; DSA ( daily 260 USD) and trip for international consultants ( aprox. 1600 USD) Support travel cost to bring other partners from remote islands
m	Supplies	72500	Stationery and other Office supplies and materials
n	Information Technology Equipment	72800	Climate data analysis high performance Computer clusters and software for running performing climatic models and predicting new climatic scenario for climate change at the scale of Cape Verde; 8 high performance desktops and 2 printers/copiers;
o	Audio visuals & Print Production Cost	74200	Communication materials; Web-based applications and printing cost of vulnerability and mitigation analysis briefings.
p	Miscellaneous	74500	Miscellaneous support vulnerability assessment activities and mitigation analysis process

**Outcome 3: Public awareness and institutional capacities are strengthened for information management and technology transfer for effective climate change issues understanding and integration in national agendas;**

q	Local Consultants	71300	1 local consultant on education and communication for 280 working days (@120 USD effort day)for the duration of the project; 1 local consultant to compile data and edit ( 1 person for 45 @ 110 USD effort day )
r	Travel	71600	Support travel cost to bring other partners other islands for validation workshops

s	Contractual Services-Comp	72100	Services to support awareness raising activities;
t	Audio visuals & Print Production Cost	74200	Services to support NC dissemination + Translation services ( at \$30 USD/page)
u	Miscellaneous	74500	Miscellaneous support for education and communication
<b>Outcome 4: Project Management</b>			
v	Contractual Services - Ind	71400	<b>CVI co-financing:</b> Project Assistant: 36 person- months ( @ \$ 450USD):Project support; financial & admin assistantship
w	Miscellaneous	74500	Miscellaneous expenses related to project management
x	Contractual Services - Ind	71400	<b>Project Coordinator:</b> 36 person- months ( @ \$ 450USD):Project planning, day-to-day management of project activities, project reporting, maintaining key relationships among stakeholders.
y	Audio visuals & Print Production Cost	72400	Services to project management
z	Supplies	72500	Office supplies and materials
aa	Audit Fees	74100	Indicative cost for audit per year: 3,000 USD.

**MANAGEMENT ARRANGEMENTS**

**Implementation Arrangements**

The project will be implemented by the United Nations Development Program (UNDP), under its National Implementation (NIM) modality and Harmonized Approach to Cash Transfer (HACT) procedures, over a three year period, starting with the PRODOC signature.

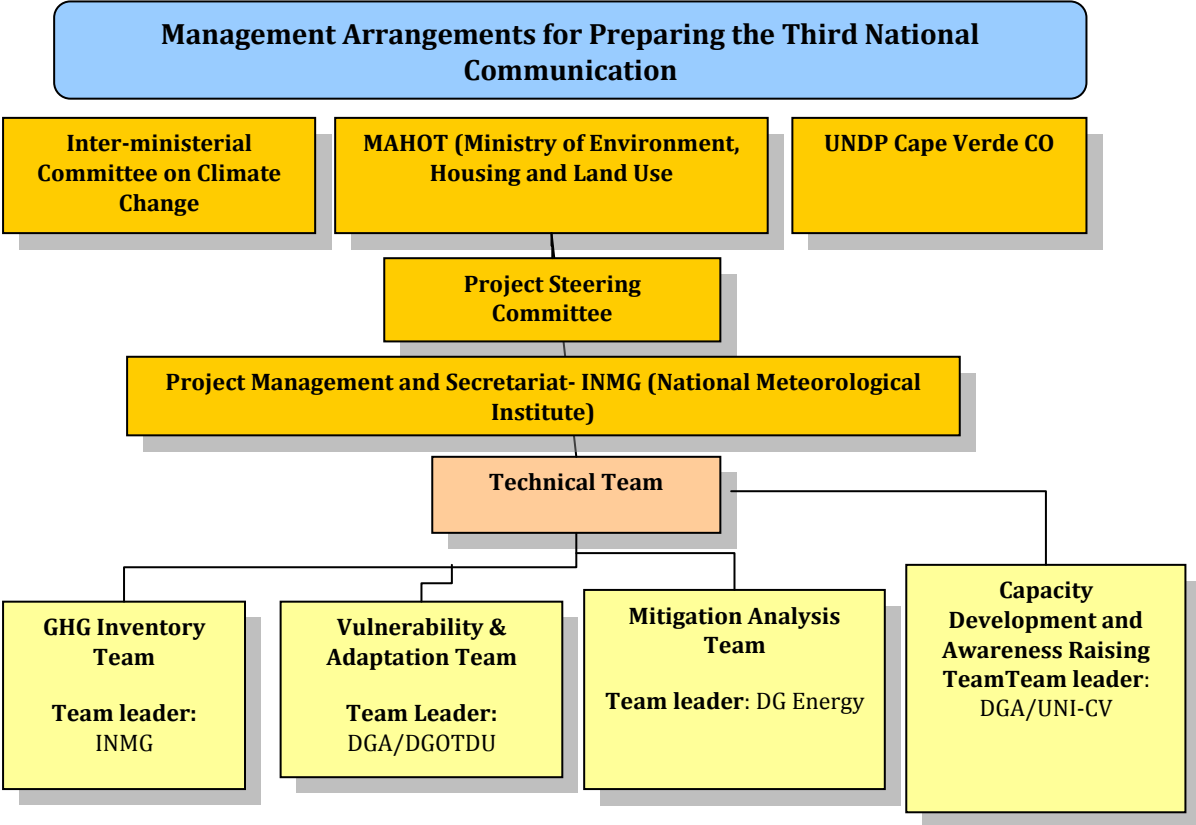


Fig. 1 Management Arrangements for preparing the third national communication

The UNDP shall act as the Implementing Agency/Senior Supplier for this project. As a part of the Project Board, the UNDP brings to the table a wealth of experience working with the Cape Verde Government in the arena of biodiversity conservation, protected areas management, climate change mitigation and adaptation, disaster prevention and response, and sustainable development. UNDP is well-positioned to assist in both capacity-building and institutional strengthening.

As always, the UNDP Country Office (UNDP-CO) will be answerable as the agency responsible for transparent practices, appropriate conduct, and professional auditing.



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The lead executing agency shall be the National Meteorology and Geophysics Institute (INMG), which is institutionally linked to Ministry of Environment, Housing and Land Use Planning (MAHOT).

The project management, coordination and secretariat will be ensured by INMG, through a designated project coordinator and with support of INMG's finance and administrative department.

The National inter-ministerial Committee in Climate Change, will have an advisory role on this project, ensuring transversal approach and all sector specific climate change issues and potential consideration.

### ***National Technical Team (NTT)***

Consisting of representatives from institutions responsible for sectors engaged in activities directly covered by the project, particularly energy, climate, environment, health, infrastructure, agriculture, water and forest, transport and civil protection sectors, the National Technical Team shall ensure coordination among the national economic sectors, public institutions, civil society organisations and stakeholder, playing the role of a research, advocacy and action center on climate change. It shall be able to link the different sectors experience, identify the national needs and develop a coherent national policy.

Under the NTT coordination, Working Groups (WG) will be set up according to sectors or technical studies for the main subject areas, including the National GHG Inventory, Vulnerability, Adaptation and Mitigation, to perform project activities as outlined for the respective areas.

Each WG will be led by a public entity, which will ensure planning and coordination of team activities, and will be responsible for group deliverables:

- i. *GHG's inventory* working group will be led by the INMG ( National Meteorological and Geophysics institute)
- ii. *Vulnerability and Adaptation* working group will be co-lead by the Directorate General of Environment ( DGA) and the Directorate General of Land-use planning and urban development ( DGOTDU)
- iii. *Mitigation Analysis* working group will be led by the Directorate General of Energy
- iv. *Capacity development and awareness raising team* will be led by the Directorate General of Environment and the National Public university ( Uni-CV).

Working Group planning, working modalities and procedures will be developed under the guidance of INMG acting as the project secretariat.

Each working group will be integrated by experts of the participating organizations appointed as focal

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points to the project. The organizations identified as members for each group are pre-identified on the list of relevant institutions to be engaged on the Third National Communication (available at annex B of this PRODOC). The exact composition of each group will be defined at project inception.

Each working group leader is responsible defining strategies and implementation methodology of the scientific and research project components under its mandate.

International and/or external technical assistance needed to strengthen capacities will work directly with each working group members and will be paired with national experts serving at those groups.

The working group leader institution, project coordinator and UNDP CO are responsible for reviewing working group progress and ensure quality control of technical documents produced by the thematic working groups, and provide substantial technical advice and material assistance to these, as well as coordination with other programs and existing development projects in Cape Verde.

Any other information to be compiled and reported for the national communication report, including technology transfer, research, observation, education, training and public awareness, not covered by any specific WGs, will be collected by the project secretariat.

It is recommended that the same experts involved in the SCN are designated as NTT members in the implementation process for the TCN preparation activities. The experts already involved in the preparation of strategic documents can be involved, integrating the WGs within each subject area.

### ***Management Modalities***

#### **Project Assurance/ Oversight:**

The supervision of project activities is the responsibility of two committees: the Project Steering Committee (PSC).

#### **Steering Committee:**

This committee should meet at least twice a year to oversee all administrative and operational issues relating to the project, or when special meetings are deemed necessary. The Committee shall be composed of representatives from the MAHOT (DGA), the INMG and UNDP Country Office and any other institutions (national or local), organization or partner with a financial participation in the project. The National project coordinator ( NPC) shall act as Secretary of the CPP.

The operational day to day supervision shall be ensured by the UNDP, through the Cape Verde Joint Office based in Praia; and strategic supervision shall be ensured by the UNDP CO, as well as the Regional Technical Advisor of the UNDP EEG responsible for the project.

Functions detailed in the attached ToR

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## **Project Management**

Project Management and Secretariat role will be assumed by the National implementing partner (INMG).

The project will be coordinated through a NPC (national project coordination) with direct responsibility for delivering on the project objectives and outcomes and ensuring effective implementation of activities. The project management team will ensure as well a supervisory / advisory responsibility for each of the thematic working groups. The national project coordinator will be a qualified technical staff of INMG appointed and dedicated to this role.

Project coordinator will liaise with the UNPD CO, RTA (regional technical advisors) and other project consultants for technical advice and issues regarding project activity implementation and planning.

## **Project Support**

The Project Support role will be provided by INMG through its finance and operation departments.

The Cape Verde UNDP's Environment, Energy & Disaster Prevention Unit (Program Specialist; Program Analyst & Program Associate), the Finance Officer, the Procurement Officer and the M&E Officer will provide technical, financial, administration, and management support to the project as required. UNDP will provide procurement and contracting services in accordance with the relevant UNDP rules and regulations, policies and procedures for procurement, human resources management and RBM guidelines. Direct project costs will not be charged against the GEF-financed project budget for these services.

Additional support roles shall be undertaken by the regional office and National Communications Support Program at UNDP HQ office.

In addition, various national and international consultants shall supplement the work of project coordination and working groups. These consultants shall be recruited for short and medium-term technical inputs.

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## MONITORING & EVALUATION FRAMEWORK

The project shall be monitored through the following M& E activities.

### *M&E Work Plan*

Type of M&E activity	Responsible Parties	Time frame
Inception Workshop and Report	INMG – PCU UNDP CO,	Within first two months of project start up
Measurement of Means of Verification of project results.	UNDP GEF RTA/Project Manager shall oversee the hiring of specific studies and institutions, and delegate responsibilities to relevant team members.	Start, mid and end of project (during evaluation cycle) and annually when required.
Measurement of Means of Verification for Project Progress on output and implementation	Oversight by Project Manager Project team	Annually prior to annual reports and annual work plan preparation
Periodic status/ progress reports	Project manager and team	Quarterly
Project Terminal Report	Project manager and team UNDP CO Local consultant	At least three months before the end of the project
Audit	UNDP CO Project manager and team	TO be determined based on UNDP Audit requirements for CO
Field Visits	NDP CO UNDP RCU (as appropriate) Government representatives	Yearly

The project will be monitored through the following M& E activities. The M& E budget is provided in the table below.

### **Project start:**

A Project Inception Workshop will be held within the first 3 months of project start with those with assigned roles in the project organization structure, UNDP country office and where appropriate/feasible regional technical policy and programme advisors as well as other stakeholders. The Inception Workshop is crucial to building ownership for the project results and to plan the first year annual work plan.

*The Inception Workshop should address a number of key issues including:*

a) Assist all partners to fully understand and take ownership of the project. Discuss the roles, functions, and responsibilities within the project's decision-making structures, including reporting and communication lines, and conflict resolution mechanisms. The Terms of Reference for project staff will be discussed again as needed.

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b) Based on the project results framework and the relevant GEF Tracking Tool if appropriate, finalize the first annual work plan. Review and agree on the indicators, targets and their means of verification, and recheck assumptions and risks.

c) Provide a detailed overview of reporting, monitoring and evaluation (M&E) requirements. The Monitoring and Evaluation work plan and budget should be agreed and scheduled.

d) Discuss financial reporting procedures and obligations.

e) Plan and schedule Project Steering Committee meetings. Roles and responsibilities of all project organization structures should be clarified and meetings planned. The first Project Steering Committee meeting should be held within the first 12 months following the inception workshop.

f) Describe all activities executed as of the inception workshop date, to ensure the project start. Revision and update of any relevant external conditions shall also be conducted during the Inception Workshop and reflected on the Inception Report.

### **Reporting:**

An Inception Workshop report is a key reference document and must be prepared and shared with participants to formalize various agreements and plans decided during the meeting.

An Inception Workshop report is a key reference document and must be prepared and shared with participants to formalize various decisions and plans decided during the meeting. The Inception Report shall be reviewed by the UNDP CO and the GEF/UNDP Regional Advisor/Service Center.

### **Quarterly:**

#### ***Planning***

A detailed quarterly work plan and budget shall be submitted to the UNDP CO prior to each quarter for review and validation. Revision of Quarterly planning shall be organized through a quarterly monitoring meeting to be held regularly between project coordination Unit and UNDP CO Environment, Energy & Disaster Prevention Unit team.

Quarterly monitoring meetings shall also allow reviewing project progress on the previous quarter, monitor risk, identify any problems on project implementation and take mitigation, preventive and/or corrective measures to ensure progress towards project objectives and smooth implementation. Quarterly monitoring meetings should allow as well for validation of quarterly progress report. Additional/ Ad-hoc monitoring meetings shall be organized as needed.

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### ***Reporting***

Short reports (no more than 150 words) outlining the main updates in project progress shall be provided quarterly to the local UNDP Country Office and the UNDP-EEG regional office by the project team for review and validation.

Progress made shall be monitored in the UNDP Enhanced Results Based Management Platform. 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.

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.

### **Annually:**

#### ***Planning***

Annual work plan and detailed budget are submitted before the beginning of the fiscal/operational year.

#### ***Reporting***

### **Bi-annually:**

➤ Questionnaires to indicate progress and identify bottlenecks as well as technical support needs will be carried out twice a year.

### **Quarterly:**

- Progress made shall be monitored in the UNDP Enhanced Results Based Management Platform.
- 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...

### **Thematic Reporting**

As and when called for by UNDP, UNDP/EEG, GEF, the Government or the Executing Agency, the project team shall prepare Specific Thematic Reports, focusing on specific issues or areas of activity. The request for a Thematic Report shall be provided to the project team in written form by the UNDP and shall clearly state the issue or activities that need to be reported on. These reports can be used as a form of lessons learnt exercise, specific oversight in key areas, or as troubleshooting exercises to evaluate and overcome obstacles and difficulties encountered. The UNDP is requested to minimize its

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requests for Thematic Reports, and when such are necessary shall allow reasonable timeframes for their preparation by the project team.

**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 Steering Committee 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 Coordinator based on the project's Annual Workplan 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 a brief terminal report. This brief 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.

Audit & Financial Reporting

**Audit clause:**

Audit on project will follow UNDP Financial Regulations and Rules and applicable Audit policies.

The UNDP is responsible for preparing quarterly and annual Combined Delivery Reports (CDRs), based on financial statements prepared by the Project Accountant. CDRs reflect the expenditures of the ending period. Quarterly CDRs can be certified by the NPC while Annual CDRs must be certified by MAHOT/INMG.

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### **Communications and visibility requirements:**

Full compliance is required with UNDP and GEF's Branding Guidelines. These can be accessed at <http://intra.undp.org/coa/branding.shtml>, and specific guidelines on the UNDP logo use can be accessed at: <http://intra.undp.org/branding/useOfLogo.html>. Amongst other things, these guidelines describe when and how the UNDP logo needs to be used, as well as how the logos of donors to UNDP projects need to be used. To avoid any doubt, when logo use is required, the UNDP logo needs to be used alongside the GEF logo. The GEF logo can be accessed at: [http://www.thegef.org/gef/GEF\\_logo](http://www.thegef.org/gef/GEF_logo). The UNDP logo can be accessed at <http://intra.undp.org/coa/branding.shtml>.

Full compliance is also required with the GEF's Communication and Visibility Guidelines (the "GEF Guidelines"). These GEF The Guidelines can be accessed at: [http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08\\_Branding\\_the\\_GEF%20final\\_0.pdf](http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08_Branding_the_GEF%20final_0.pdf).

Amongst other things, the GEF Guidelines describe when and how the GEF logo needs to be used in project publications, vehicles, supplies and other project equipment. The GEF Guidelines also describe other GEF promotional requirements regarding press releases, press conferences, press visits, visits by Government officials, productions and other promotional items. Where other agencies and project partners have provided support through co-financing, their branding policies and requirements should be similarly applied.

### **Learning and knowledge sharing:**

Project results shall be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project shall 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 shall identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects.

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



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## **Legal Context**

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the SBAA and all CPAP provisions apply to this document.

Consistent with the Article III of the Standard Basic Assistance Agreement, 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.

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.

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 this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the 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/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

This Project Document shall be the instrument referred to as such in Article I of the Standard Basic Assistance Agreement between the Government of Cape Verde and the United Nations Development Program (as part of UN Joint Office in Cape Verde), signed by the parties on January 31, 1976. The host country-implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

The UNDP Resident Representative in Praia is authorized to effect in writing the following types of revision to this Project Document, provided that he/she has verified the agreement thereto by the UNDP-EEG Unit and is assured that the other signatories to the Project Document have no objection to the proposed changes:

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- a) *Revision of, or addition to, any of the annexes to the Project Document;*
  - b) *Revisions which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of the inputs already agreed to or by cost increases due to inflation;*
  - c) *Mandatory annual revisions which re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility; and*
  - d) *Inclusion of additional annexes and attachments only as set out here in this Project*
  - e) *Document.*

## ANNEX A: COMPONENT/ACTIVITY SCHEDULE

	Year 1				Year 2				Year 3			
	1°	2°	3°	4°	1°	2°	3°	4°	1°	2°	3°	4°
<b>Output 1.1: National Circumstances Updated</b>												
Validate the gaps in information identified under stocktaking exercise and recent and relevant publications;												
Review national programs to appraise integration of climate change on the strategic planning;												
Review degree of climate change mainstreaming in sustainable development policies												
Review institutional structure to prepare National Communication and report to UNFCCC												
Draft the National Circumstances section.												
<b>Output 1.2: Improved GHG emission inventory and enhanced inventory systems</b>												
Proposal of a regulatory framework for sector data production, storage and sharing;												
Proposal of an institutional mechanism for continuous data collection, quality assurance, management at the sector level												
Design of institutional framework and mechanisms for quality assurance, data compilation, management and analysis at the national level												
Design of national database system for GHG emissions												
Establishment of procedures to validate and improve national data quality												
Analyze, select and validate methodologies for GHG inventory estimates on main GHG (CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O, CO, NO <sub>x</sub> e NMVOC)												
Capacity building of GHG inventory working group on UNFCCC methodologies and tools;												
Identification of actions to improve national data and emission and conversion factor setting												
Collection of GHG inventory data, treatment and analyze												
Completion of data IPCC workbooks and data reporting according to IPCC and UNFCCC guidelines and requirements.												
Prepared national GHG emission projections for 2015, 2030 and 2050												
Inventory public review and validation session												
<b>Output 2.1: Integrated Climate Change vulnerability assessments and Programs containing measures to facilitate adequate adaptation to climate change</b>												
Capacity building for climate change scenario prediction and analysis												

Revision and update of climate change scenarios																		
Review and presentation of environment and socio-economic scenarios																		
Modeling of climate change impacts by sectors and main elements and systems at risk ( exposure-units)																		
Compilation and review of risk and vulnerability assessment methodologies and approaches																		
Refinement and improvement of risk and vulnerability assessment methodologies applied to sector specific assessments																		
Capacity reinforcement for improved risk and vulnerability assessment and development of support decision tools.																		
Technical assistance for integration of risk and vulnerability profiles into sector planning exercises and tools (programming, budgeting, monitoring and evaluation).																		
Update and detail sector vulnerability assessment: water resources, agriculture sectors, tourism sector, critical infrastructure and coastal zones																		
Update and further detail adaptation proposals (strategies and measures) contained on NAPA by sector: identification and quantification (when possible) of adaptation measures' impacts.																		
Evaluation and prioritization of adaptation strategies and measures according to social, economic and political feasibility and/or cultural acceptance.																		
Critical review of National Action Plan for Adaptation to Climate Change																		
Critical review and cost-efficiency assessment of national past and/or current adaptation measures and practices																		
Development of a matrix summarizing by sector impacts, vulnerabilities and adaptation options.																		
Identification of capacity gaps and financial needs to implement adaptation measures																		
Identification and review adaptation funding opportunities and design of a roadmap for funding mobilization																		
Proposal of specific programs and/or projects to be submitted to adaptation funds.																		
<b>Output 2.2: National Potential for Climate Change Mitigation is harnessed through enhanced capacities to conduct mitigation analysis and promote mitigation actions.</b>																		
Identify and analyze new approaches, tools and methodologies to evaluate climate change mitigation potentials and measures to achieve mitigation outputs.																		
Research and compile state-of-the art technologies for GHG mitigation																		
Sector specific mitigation potentials and needs assessment is conducted																		
Identify and analyze best practices on Climate Change mitigation at the national and international level.																		

Conduct and Update sector GHG mitigation studies on: 4.1.Renewable Energies and Energy Efficiency Strategy: review and combine with climate scenarios and projections; and 4.2.Integrate climate scenarios results in mitigation measures.																				
Revision and integration of climate change mitigation measures in Strategic & Sector planning: especially agriculture, energy, building and infrastructure, tourism, industry, forest, transport and sanitation.																				
Capacity building to formulate proposals to be funded through clean development mechanism ( CDM)																				
Technical assistance to identify carbon market (voluntary or CDM) opportunities and negotiation of proposals.																				
Capacity building to government institutions ( INMG,DG Environment, DG Energy, DG Agriculture and Rural Development) technical staff and planners on NAMA identification and strategic use																				
Identification and public review of a draft NAMA: Nationally Appropriate Mitigation Action Plan.																				
Completion of GHG mitigation study to be included in the TNC																				
<b><i>Output 3.1: Improved information, education and communication on climate risks and public awareness to a broader range of stakeholders and decision-makers</i></b>																				
Awareness raising of the general public, journalist, scientific community, decision-makers, private sector and civil society organizations to understand climate change impacts and risk																				
Capacity building of all relevant partners and stakeholders to understand climate change adaptation and mitigation potentials.																				
Development and dissemination of end-user (sector and/or role specific) targeted relevant information on climate change adaptation and mitigation																				
Development of decision-support tools based for adaptation and mitigation measures assessment and prioritization																				
Identification, analysis, documentation and dissemination of best practices of climate change mitigation, adaptation and vulnerability reduction																				
Development of documents on CC related issues, as well as thematic brochures, documentary films, radio programs, among others.																				
Training and/or retraining of technical staff at central and municipal levels, as well as NGOs and Community Associations;																				
Information and awareness campaigns targeted to a wide range of stakeholders																				
Promotion of a national community of practice on climate change																				
Identification of key international think-tanks, communities of practices and resources centers on climate change policy																				

Support of exchanges amongst national practitioners and researchers and international communities of practices and participation of Cape Verde on international networks on climate change.														
Publication of case studies review from mitigation and adaptation measures nationally implemented.														
Promotion of conference and brainstorming on climate change related issues in collaboration with national research and education institutions.														
<b><i>Output 3.2: National Communication report and Biennial Updated Report prepared and submitted to UNFCCC.</i></b>														
Compilation of different components and drafting of an integrated and structured report														
Public discussion, revision and validation of BUR ( biennial Updated Report)														
Compilation, edition and submission of BUR by December 2014.														
Public discussion, revision and validation of TNC report														
Revision and approval of TNC at the National Climate Change Committee.														
Editing and translation of the TNC report														
Public dissemination of the TNC report														
Formal submission to UNFCCC														
Presentation and distribution of the TNC document at the CoP.														

**ANNEX B: LIST OF NATIONAL INSTITUTIONS ENGAGED IN THE THIRD NATIONAL COMMUNICATION PREPARATION PROCESS**

<b>Institutions</b>	<b>Mission and attribution</b>	<b>Reasons underlying their participation</b>	<b>Contribution in the TNC preparation process</b>
<p><b>National Institute of Meteorology and Geophysics (INMG)</b></p>	<p>INMG, an institute under the Ministry of the Environment Housing and Land Use Planning (MAHOT), responsible for promoting coordination and implementation of government policy measures and actions in the fields of Meteorology and Geophysics, with the task of carrying out weather, climate and geophysical monitoring, based on national and international information.</p> <p>INMG is responsible as well for ensuring information provision to the public, specialized agencies (such as airport and aerial security agency, ASA or Maritime and Port Institute, IMP ) and policy decision makers.</p> <p>The INMG is the focal point of the United Nations Framework Convention on Climate Change (UNFCCC) and Focal Point of the Intergovernmental Panel on Climate Change (IPCC).</p>	<p>As the National entity responsible for meteorology and focal point for the UNFCC its participation is essential.</p> <p>INMG is responsible for the national climate observation and it has responsibilities over climate data collection, archiving and monitoring and analysis.</p> <p>Government agency responsible for weather forecast, climate data collection and analysis. INMG is responsible for analyzing climate data and preparing weather and climate forecast, climate projections and scenarios.</p> <p>INMG host the country historic climate databases and has the technical expertise for climate data collection and analysis.</p>	<p>Project implement</p> <ul style="list-style-type: none"> <li>- INMG will act as the project implementing partner, ensuring project coordination, management and steering committee secretariat.</li> <li>- INMG will also lead technical working group on GHG inventory.</li> <li>- Will be responsible for the quality control and compilation of all technical reports in related areas.</li> <li>- Will ensure public review and dissemination of technical reports. Will provide technical information and data for GHG inventory, mitigation and adaptation analysis.</li> </ul>
<p><b>Directorate General of Environment (DGA)</b></p>	<p>The Directorate General of Environment is a central service within the Ministry of Environment, Housing and Land Use Planning (MAHOT) responsible for designing, implementing and coordinating natural resources management and</p>	<p>Currently DGA is co-leading a project financed by UNDP for the preparation of a Low-Emissions Climate Resilient Development Strategy.</p> <p>As the agency responsible for the national environmental policy it should lead the efforts to</p>	<ul style="list-style-type: none"> <li>- Collaborate on data collection and analysis</li> <li>- Support the preparation of technical reports.</li> <li>- Co-lead the adaptation and</li> </ul>

	<p>environmental protection policies DGA, represented by its Director, is GEF's (Global Environmental Fund) operational Focal Point.</p>	<p>raise awareness on climate change issues and challenges for development and promote efforts for CC risk and opportunities mainstreaming into the national development policy and planning processes.</p> <p>DGA will participate as well in GHG assessment in environmental sectors and will ensure coordination with national ongoing climate change adaptation projects</p>	<p>vulnerability assessment working group.</p> <ul style="list-style-type: none"> <li>- Co-lead the preparation of sector NAMAs and its utilization as strategic tools for resource mobilization</li> </ul>
<p><b>Directorate General of Energy (DGE)</b></p>	<p>Institutionally located at the Ministry of Tourism, Industry and Energy, it's the government agency responsible for the national energy policy. Ensure policy design, implementation and monitoring.</p> <p>DGE is responsible for regulation of the electricity and water desalination sectors in Cape Verde.</p>	<p>DGE through their programs is promoting renewable energies and energy efficiency. Considering the importance of these programs for climate change mitigation, their participation is essential for the NC process.</p> <p>DGE, as the regulator of the energy sector and responsible for the energy statistics production (energy balance), is essential for the GHG's emissions inventory process and the preparation of mitigation analysis.</p> <p>Is expected that will contribute as well on the identification and implementation of climate change mitigation programs on the energy and water desalination sectors.</p>	<ul style="list-style-type: none"> <li>- Leads the mitigation analysis working group</li> <li>- Support the design and implementation of a GHG's inventory systems</li> <li>- Participate on data collection for inventory</li> <li>- Provides data, mainly through the preparation of the national Energy Balance.</li> </ul>
<p><b>National Institute for Development of Fisheries</b></p>	<p>Under the Ministry of Infrastructure, Transport and Maritime Economy. The INDP is in charge of studies and research of interest to fisheries development along the Cape Verde's economic</p>	<p>As the government entity responsible for fisheries development and monitoring it will participate in identifying, analyzing and monitoring of possible CC impact on Cape Verde's coastal areas and</p>	<ul style="list-style-type: none"> <li>- Support climate vulnerability and adaptation assessments</li> <li>- Promote awareness raising of</li> </ul>



<b>(INDP)</b>	exclusive zoneEEZ. It assesses the coastline´s physical and physiological context (physical and biological oceanography) and promotes policies to support sustainable fisheries development	fishery resources Its research activities will also contribute to appraise feasibility of adaptation measures	climate change impacts for coastal zone and marine systems. – Data provision – Participation on technical working group on vulnerability and adaptation.
<b>National Institute for Agricultural Research and Development (INIDA)</b>	Government agency responsible for research, experimentation and development of agricultural sciences and technologies and natural resources. INIDA is responsible for monitoring biological and ecological aspects of natural ecosystems and agricultural production systems, forestry and animal husbandry. Is responsible too for vocational training on these areas.	INIDA through research and experimental projects they have participating in evaluation of climate change impacts on ecosystems and agricultural production systems. INIDA also participate in analyzing and providing policy and technical advice on adaptation practices on the water and agriculture sector. Have conducted research on adaptation practices and techniques (integrated pest management, soil conversation, soil erosion control, water conservation and water efficiency measures, protected crops, etc.)  As a research institution, equipped with labs and technical staff, it´s equipped to participate in the analysis of the observed and the potential impacts of Climate change in water, soil and agricultural systems.	– Support climate vulnerability and adaptation assessments by conducting sector assessments, piloting and evaluating adaptation practices in the agriculture sector. – Its participation in research could support the analysis of observed and potential impacts of climate change in water, soil and agricultural production systems. – Testing of adaptation practices on the agricultural sector and informing cost-effectiveness analysis for adaptation alternatives. – Support the set up and implementation of a national GHG´s emission inventory system – Support the collection and provision of data on agriculture sector GHG´s emissions.
<b>National Laboratory of</b>	State-owned research and development institution. The main goals of the LEC are to carry out	As a specialized laboratory in the field of infrastructure; its research and testing capacity is	– Through its research could contribute to analyze and test

<p><b>Civil Engineering (LEC)</b></p>	<p>innovative research and development and to contribute to the best practices in civil engineering.</p> <p>LNEC also plays a key role in advising the government in technical and scientific matters of civil engineering as an unbiased and independent body</p>	<p>used to design and monitor the country's basic infrastructure (dams, ports, roads, buildings). Its experiments, research, analysis's, databases and technical expertise will be helpful in understanding the real and potential climate change impacts observed in recent years and the climate change related risks for the country's infrastructures.</p>	<p>mitigation potentials of specific materials and construction practices and techniques;</p> <ul style="list-style-type: none"> <li>– Its research and experiments will support the appraisal of the feasibility of some structural climate change adaptation alternatives.</li> <li>– Participates in the set up and data collection for the operation of the national GHG's inventory system</li> </ul>
<p><b>National Institute for Water Resources Management (INGRH)</b></p> <p><b>ANAS ( National Agency on water and sanitation)</b></p>	<p>INGRH has been responsible until now for the preparation and implementation of government policy regarding underground water resources management.</p> <p>It is responsible for water mobilization, conservation, regulation and management (price setting, maintenance of hydraulic infrastructures). It has been as well responsible for the water resources availability and quality monitoring.</p> <p>Under the water and sanitation sector reform a new institutional framework is under design and the ANAS will undertake the formers INGRH responsibilities and will concentrate responsibilities over all type of water resources ( surface, underground, wastewater and desalinized ) and for all purposes ( human consumption and agriculture) planning, management and regulation responsibilities.</p> <p>ANAS will also accumulate the responsibilities of solid waste and sanitation sector regulation, being</p>	<p>INGRH is responsible for a UNDP/GEF LDCF project on building adaptative capacity to climate change on the water sector.</p> <p>The Institute is involved also in some project of water basins monitoring. It participates as well in a project for the creation of a national water information system.</p> <p>ANAS will be taking over the responsibilities of water management policy implementation so its participation will be essential to ensure climate change risks and opportunities are mainstreamint on water resources management policies and sector planning processes.</p>	<ul style="list-style-type: none"> <li>– INGRH/ANAS will participate on the vulnerability and adaptation technical working group</li> <li>– ANAS will participate on the set up of the GHG's emissions inventory system and will collect and input data on emissions related to waste management.</li> </ul>

	responsible for policy design and monitoring.		
<b>ELECTRA &amp; City Halls / SAA</b>	Planning and supply of drinking water as well as distribution, passing through study stages, design, implementation, management and operation of production and distribution facilities, water quality control and resource protection	Participation in studies on water resource vulnerability to CC and adaptation options to impacts;  Participation in municipal surveys on CC.	Data provision for Energy balance and national circumstances;  Consultation and reporting;  Program/Project funding.
<b>ARE ( Economic regulation agency)</b>	Administrative autonomous agency responsible for the economic regulation of water, energy and public transportation (urban and maritime) sectors. ARE is responsible for promoting economic efficiency and financial equilibrium of the regulated sectors in order to ensure offer of public interest services.		

<p><b>Municipalities (CM) and Municipalities' associations</b></p>	<p>Cape Verde is divided in 22 municipalities, which are the decentralized government institutions democratically elected.</p> <p>Local governments (Camaras Municipais) are responsible for land use planning within their territory. Some municipalities, through their autonomous services are responsible as well for the water provision, wastewater and solid waste management.</p> <p>In partnership with the State deconcentrated services they have some shared roles and responsibilities on housing and social protection; environmental protection, agriculture, animal husbandry and forest management, infrastructure management, civil protection and public safety, culture promotion, public health and education.</p>	<p>Municipalities have participated and will need to continue taking part on vulnerability studies on risk areas and vulnerable sectors to climate change and in the development of adaptation measures.</p> <p>They are key partners as well on identifying local adaptation and mitigation potentials and ensuring the implementation and monitoring of initiatives on this sense.</p> <p>Some pilot municipalities have received training and technical assistance to “climate-proofing” their land use planning tools (municipal master plan).</p> <p>Their participation is important to ensure climate change risks and adaptation mainstreaming on municipal development planning.</p>	<ul style="list-style-type: none"> <li>– Contribute in the assessment of local vulnerabilities and review of adaptation alternatives</li> <li>– Contribute to data collection efforts for the inventory system (especially when they have been responsible for water and waste management through their autonomous water and sanitation services.</li> <li>– They ensure local awareness raising and information dissemination</li> <li>– Support the consultation process and public review of project proposals.</li> </ul>
<p><b>National Civil Protection Service (SNPC)</b></p>	<p>Government agency responsible for the implementation of government policy on civil protection at national and municipal level</p> <p>SNPC is responsible for studying natural and technological hazards</p> <p>Responsible for ensuring disaster preparedness, mitigate disaster risks and ensure emergency response coordination.</p> <p>The SNPC is also responsible for public information, early warning and public awareness on disaster risks</p>	<p>As the leader of the National Hyogo platform for disaster risk reduction, the SNPC promotes mainstreaming of disaster risk reduction measures in national policies and programs.</p> <p>In addition, the SNPC is a central element of any national civil protection system, considering its mission to stimulate and catalyze the entire national effort with the aim of reducing risks and managing disasters they when occur ( coordinate response and recovery efforts)</p> <p>Participates in activities related to CC, with</p>	<ul style="list-style-type: none"> <li>– Ensures coordination with disaster risk assessment projects</li> <li>– Data provision for the vulnerability assessments</li> <li>– Establishment of cooperation with local and national bodies with responsibilities on disaster risk reduction;</li> <li>– Participate in awareness raising campaigns</li> </ul>

		quantitative information on the impacts of weather events.	<ul style="list-style-type: none"> <li>– Ensure preparedness of communities and public institution for climate change risks</li> <li>– Participate on climate change vulnerability analysis by providing insights on communities’ vulnerabilities to climate change risks</li>   <li>– Promotion of international partnerships aiming at strengthening the national capacity in civil protection and disaster risk reduction.</li> </ul>
<b>Directorate General of Agriculture and Rural Development (DGADR)</b>	<p>Implements government policy on agriculture and rural development. In charge of designing development strategy in different sectors, determining the guidelines and implement actions to ensure and value rational use of agricultural resources.</p> <p>Designs strategies for forest preservation and development.</p> <p>Establishes policies and programs to combat desertification.</p>	<p>CC mainstreaming in national agriculture policy. Participation in GHG evaluation related to land use changes and fertilizer use.</p> <p>CC mainstreaming in national policy on agriculture. Participation in the evaluation of GHG emissions related to land use and fertilizer use.</p> <p>CC mainstreaming in the future strategy.</p> <p>Participation in studies for the GHG inventory preparation (carbon sources) and vulnerability study of the forest sector vis a vis CC and definition of afforestation and reforestation plans.</p>	<ul style="list-style-type: none"> <li>– Participate on the vulnerability and adaptation working team</li> <li>– Contribute to the set up and operation of a GHG’s emission inventory system</li> <li>– Coordinates data collection on GHG’s related to agriculture, forest and animal husbandry sectors.</li> <li>– Support public awareness raising among sector stakeholders</li> <li>– Ensure climate change mainstreaming onto national agriculture and rural development policies.</li> </ul>

<p><b>Ministry of Infrastructure, Transport and Marine economy</b></p> <p>General Directorate of Infrastructures &amp; General Directorate of Transports.</p>	<p>Preparation and implementation of government policy in the areas of public works and infrastructures (roads, ports, public facilities, transportation (land, air and sea) and marine resources.</p>	<p>CC mainstreaming in strategy and development of programs in the transport sector.</p> <p>Participation in GHG evaluation related to transport and GHG mitigation measures</p>	<ul style="list-style-type: none"> <li>- Participate on the vulnerability and climate adaptation working group</li> <li>- DG Transports participate on the mitigation analysis working group</li> <li>- Support climate change risks mainstreaming into government infrastructure planning process</li> <li>- Support the set up and operation of the GHG's inventory system through collection of data on transportation sector.</li> <li>- Support mainstreaming efforts on national policies.</li> <li>- Participate in awareness raising efforts of sector stakeholders.</li> </ul>
<p><b>Direction General of Land Use Planning and Urban Development ( DGOTDU)</b></p>	<p>Under the MAHOT ( Ministry of Environment, Housing and Land Use planning) the Directorate General of Land Use Planning and Urban Development is responsible for designing, implementing and coordinating national land use planning policies.</p> <p>Is responsible as well for designing and implementing national policies to ensure a sustainable urban development.</p>	<p>In coordination with Cadastre and Cartography unit and SNCP is leading a disaster risk assessment project in partnership with UNDP.</p> <p>As the government agency responsible for designing and implementing the national land use planning policies its participation is essential to ensure climate change risks are mainstreamed.</p> <p>Participation in studies and evaluations on CC impacts;</p> <p>Proposed measures for land use planning in risk areas in association with SNPC and CM.</p>	<ul style="list-style-type: none"> <li>- Co-leads the working group on vulnerability assessment and adaptation</li> <li>- Supports awareness raising of decision makers</li> <li>- Ensure climate change risks and adaptation is mainstreamed in land use plans and regulations.</li> </ul>
		<p>As the main statistics body of the Cape Verde State</p>	

<p><b>National Institute of Statistics (INE)</b></p>	<p>It is responsible for collection, compilation, analysis, treatment and publication of statistic information on the group of social and economic activities in the country;          Coordinate statistical work of all data producing bodies, collaborating with these in statistical information collection, compilation and publication, including those resulting from their activity;          Conduct different surveys and population and housing censuses; Prevent duplication in information collection by public bodies; Conduct surveys, studies, and other statistic work as requested by CNEST;          Ensure information safety and confidentiality. Promote basic statistic training for workers and agents from sector statistic producing bodies;          Provide technical assistance in terms of statistics to entities needing them; Perform other functions as requested by law.</p>	<p>its participation is essential to ensure data is available for vulnerability analysis.          Moreover, INE technical expertise will be essential to ensure sector statistics' capacities are reinforced and that statistics efforts (survey, database) integrate indicators that allow monitoring GHG's emission; climate change impacts; vulnerability patterns, etc.          INE is involved in some initiatives to develop country environmental indicators to ensure the data collection and analysis (through different mechanisms and tools) on environmental status of the country. Climate change issues are included on these environmental indicators. The collection of this data will be essential to appraise effectiveness of the proposed policies, programmes and projects.</p>	<ul style="list-style-type: none"> <li>- Participates on the GHG inventory working group. Especially ensures Data provision as well as sector information to prepare calculations and estimates that should be included in the national GHG inventory and updating of national circumstance component</li> <li>- Supports the design of the national inventory system and support sector statistics services to integrate some indicators</li> <li>- Supports capacity development of sector institution for sector statistics production and analysis</li> </ul>
<p><b>Parlamentarians' Network for desertification, environmental protection</b></p>	<p>Network of deputy members interested in desertification and environmental degradation issues. The network promotes capacity building and awareness raising among deputy members around these issues; and advocates for a better integration on countries policies and laws.</p>	<p>The Parlamentarians network has been involved in some climate change mainstreaming policies and capacity building actions.          Its participation is essential to build awareness among deputy members and law makers on climate change issues and mainstreaming relevance.</p>	<ul style="list-style-type: none"> <li>- Support awareness raising efforts among law-makers</li> <li>- Support mainstreaming climate change in country' law and regulatory systems</li> </ul>
<p><b>National Institute of Gender Equity and Equality promotion</b></p>	<p>Government agency responsible for promotion of gender equity promotion and mainstreaming gender equality into public policies.</p>	<p>ICIEG is involved in projects related to mainstreaming gender onto environmental protection and management projects (Protected</p>	<ul style="list-style-type: none"> <li>- Ensure gender disegration approaches for data collection, whenever possible.</li> </ul>

( ICIEG)		Areas, etc.)	<ul style="list-style-type: none"> <li>– Ensure gender integration when conducting vulnerability analysis</li> <li>– Ensure communication and awareness raising is gender sensitive</li> </ul>
<p><b>Private Sector</b></p> <p>( Commercial and industrial associations, industrial/commercial enterprises / business groups, construction companies, oil companies / gas companies / production and distribution companies of conventional and renewable energy)</p>	<p>Supports national economic development policies and strategies;</p> <p>Develops and strengthens commercial and industrial sectors;</p> <p>Participates in and contributes to economic growth and increasing national competitiveness;</p> <p>Encourages or participates in technology and "know-how" transfer</p>	<p>Participation and contribution in strengthening the business and industrial sector;</p> <p>Socio-economic development</p> <p>Contribution to technology transfer related to CDM;</p> <p>Renewable Energy sector; development;</p> <p>CC mainstreaming in commercial and industrial sector development and strategy;</p> <p>Participation in the evaluation of GHG emissions in industry and GHG mitigation.</p>	<p>Data provision;</p> <p>Consultation and reporting;</p> <p>Research;</p> <p>Program funding related to the carbon market</p>
<p><b>Higher Education and Research Institutes and Universities</b></p>	<p>Higher education and research institutions dealing directly or indirectly with CC:</p> <p>Monitoring the impact of climate change on natural resources;</p> <p>Involvement in Clean Development Mechanism processes</p>	<p>Vulnerability assessment of CC vulnerable sectors and development of adaptation measures;</p> <p>Prospective studies concerning climate forecasts;</p> <p>Participation GHG inventories</p> <p>As the institutions responsible for technical research and capacity building, their participation is essential, especially when designing and implementing capacity building and technology</p>	<ul style="list-style-type: none"> <li>– Support data collection and analysis through their research efforts</li> <li>– Participate in preparation, public review and validation of technical reports</li> </ul>



		transfer initiatives. Capacity development of national higher education institutions will ensure endogenous capacity is created.	<ul style="list-style-type: none"> <li>– Contribute to the design of an inventory system</li> <li>– Contribute to data collection efforts for specific technical reports</li> <li>– Support awareness raising, technology transfer and capacity building initiatives</li> </ul>
<b>NGOs , community associations and women organizations.</b>	<p>Civil society and community based organizations in Cape Verde has been largely involved in community-based adaptation practices, as well as in some climate change mitigation project initiatives. They are essential to engage local communities in awareness raising campaigns.</p> <p>They produces studies, surveys and research in the field of CC and renewable energy as well as participation in projects.</p> <p>Actively participates in workshops within CC projects</p>	<p>Some NGOs, such ADAD and Atelier-Mar has been involved in renewable energies promotion projects and participate as well in awareness raising actions related to environmental degradation</p> <p>Other local NGOs and community associations participate actively on community-based climate change adaptation practices design and implementation. Some are active in waste management and other (especially women organization and micro-finance promotion entities such as Morabi) contribute to the promotion of alternative sustainable income generating activities that contribute to mitigate climate change (by reducing deforestation and/or emissions from polluting activities) and/or promote adaptation.</p> <p>National NGO platform, as well as other environmental NGOs have a role on policy advocacy and lobbying and have participated in international consultation processes and awareness raising campaigns related to sustainable development and climate change issues.</p>	<ul style="list-style-type: none"> <li>– Support public awareness raising on climate change risks and adaption opportunities.</li> <li>– Contribute to climate risks vulnerability assessment.</li> <li>– Support participatory identification of adaptation alternatives and public review of proposed programmes.</li> </ul>

		With support of different partners, NGOs	
		Information dissemination on CC.	
<b>Center for strategy policies</b>	Depending on the Prime Minister Office, this center acts as a government think tank for priority policies. The center is responsible for advancing policy research in strategic areas for Cape Verde Development.	CEP is currently leading a feasibility study for the government plan Cape Verde 100% Renewable. This study conducted by a German Institute ( IFAS) This study includes a module on carbon finance and its intended to give orientations to planners and policy makers on how to mobilize carbon finance to finance the country RE Master Plan.	<ul style="list-style-type: none"> <li>– Support policy analysis for climate change mitigation</li> <li>– Support the development of NAMAs and strategic use of NAMAs and NC for resource mobilization.</li> <li>– Promote policy makers awareness on climate change issues and support mainstreaming initiatives</li> </ul>
<b>NOSI ( Operational Nucleus for Information Society)</b>	Government institution responsible for coordinating the promotion of information society and e-governance.	Responsible for the government data center management and hosting all governmental online management system and data backup.	<ul style="list-style-type: none"> <li>– Provide support for the creation of GHG’s inventory system; host web based applications for data sharing; provide computing capacity for running climate models.</li> </ul>
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## **ANNEX C: INDICATIVE TERMS OF REFERENCE FOR PROJECT COORDINATOR**

The National Project Coordinator is responsible for overseeing the day-to-day management and implementation of the Second National Communication, providing technical support to project activities. More specifically, his/her responsibilities are as follows:

- Prepare and review activity detailed work plan to ensure harmonization of the timetable for project activities,
- Prepare a monitoring and evaluation program to ensure the timely evaluation of project activities;
- Ensure timely and effective activity management as scheduled;
- In consultation with the NCCC and UNDP identify team leaders responsible for different components under the TNC such as: national GHG inventory; section on vulnerability and adaptation measures for GHG reduction, education, training and public awareness; compilation of other information ;
- Coordinate, oversee and in some cases implement the preparation of outputs for each project component;
- Identify training needs for all activities, as described in the project document, and prepare a training program;
- Develop a list of tasks and the respective terms of reference for team leaders, key consultants;
- Ensure the publication and dissemination of domestic products identified in the project document;
- Support the UNDP in hiring consultants or firms to carry out project activities, through the proper government channels, to work closely with UNDP in fund disbursement under related project activities;
- Prepare quarterly progress reports to the NCCC, ensure that all project outputs are delivered to the GEF through the Designated Officer for Climate Change;
- Prepare technical documents, or policy statement, as requested;
- Assist in the organization of consultations/workshops scheduled and ensure success;
- Prepare periodic activity progress reports;
- Control costs and ensure the proper resource management;
- Coordinate and support the work of all experts consulted;
- Assist and be a facilitator in NCCC meetings;

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- Interact closely with all relevant stakeholders and Project Steering Committee and other partners to ensure their participation in the TNC;
  - Promote/facilitate, establish and maintain links with other climate change related projects, UNDP-GEF and other related national and international projects;
  - Oversee and contribute to the project's final products, such as annual reports, GHG inventory reports and the Second National Communication final document;
  - Review all national information generated during the project;
  - Prepare a national project completion report

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## **Qualifications and experience**

- Advanced degree (minimum Master or equivalent) climate related areas, project management, energy, environmental management or any area relevant to the project;
- At least 5 years of professional experience in an area relevant to the project;
- Substantial participation in the preparation of the initial National Communication is an advantage;
- Demonstrated ability in project management and establishment of cooperative relations with all project personnel including government officials, scientific institutions, NGOs and private sector;
- Good understanding of issues related to sustainable development;
- Substantial experience in government and interdepartmental procedures;
- Skills in international negotiations and processes under the UNFCCC is required;
- Computer skills in word processing;
- Good knowledge of English language.
- Capeverdean Citizen

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## **ANNEX D: INDICATIVE TERMS OF REFERENCE FOR KEY CONSULTANTS FOR THE NATIONAL GHG INVENTORY AND MITIGATION ANALYSIS**

The purpose of the GHG inventory section in the TCN is to conduct an inventory of all greenhouse gases considered by Convention and in all existing economic sectors in Cape Verde. As a result of this National Inventory Report, the Second National Communication of Cape Verde will be prepared and submitted to the CoP. The team responsible for the GHG inventory should work in consultation with and under the supervision of National Project Manager.

### **Main duties**

- Invite experts and establish the GHG inventory evaluation and mitigation options team based on the list of experts established during the diagnosis exercise and the UNDP / GEF regional project on improving the evaluation process of the national inventory and mitigation options;
- Develop a list of tasks and their terms of reference for consultants and other team members (national experts);
- Lead the team in conducting the national GHG inventory and mitigation options assessment taking into account the information available in the country;
- Ensure timely and effective management of the activities as scheduled;
- In consultation with the National Project Coordinator, select and implement methodologies to conduct the inventory and assessment of GHG mitigation options;
- Identify gaps and key sectors for GHG inventory and assessment of mitigation options;
- Organize consultations / workshops scheduled and ensure success;
- Produce the National Inventory Report in accordance with the reporting formats established by the IPCC and UNFCCC, the GHG inventory/mitigation options manual and the national strategy to ensure the sustainable processes of GHG inventory /mitigations valuation.

### **Qualifications and experience**

- Advanced degree in energy, environmental management or any area relevant to the project;
- At least 7 years of professional experience in areas relevant to climate change;
- Substantial participation in the preparation of the initial National Communication is an advantage;
- Good understanding of GHG inventory process and knowledge of IPCC and GPG;
- Demonstrated ability of analytical and planning work;
- Computers skills in word processing;
- Good knowledge of English is an advantage

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## **ANNEX E: INDICATIVE TERMS OF REFERENCE FOR V&A COMPONENT UNDER THE THIRD NATIONAL COMMUNICATION**

These standard terms of reference for the preparation of V&A studies identify the basic set of activities under the responsibility assigned to the V&A specialist/ consultant, working under the supervision of the National Coordinator. It is important to note that these standard terms of reference do not intend to limit the work of the expert, they rather guide countries regarding the general profile of the V&A expert and activities that generally are expected to be performed.

### **Profile of the V&A specialist/consultant**

The specialist V & A should have substantial knowledge and practical experience in V&A issues, as well as solid knowledge of the gaps and needs for developing / improving vulnerability assessments, and technical expertise in the formulation of adaptation options. The V&A expert should be able to list technical studies in V&A related areas and develop an implementation strategy to carry out the different V&A activities under the TNC. He / she should also have a solid understanding of institutional arrangements and resources required to perform the V&A effort.

Although the TNC project document already provides the framework for V&A studies, the specialist should be able to recommend any necessary adjustments at both organizational and technical level, for the successful implementation of V & A studies.

### **Activities**

In general, the V&A specialist/consultant should be responsible for and ensure that the following set of activities is carried out. The emphasis on different activities will depend on the list of works provided in the TNC document and/or in specific activities to be assigned to the V&A specialist

### **Policy and institutional issues**

1. Identify key policy issues to be addressed by the V&A studies under the TNC, for example:
  - a) List and scale of risks associated with projected climate change;
  - b) Assistance in identifying adaptation priorities;
  - c) Support in the development of a national adaptation strategy.

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2. Identify the expected output generated by the V&A study under the TNC project based on the project document, for example:

- a) Assessment of sector impacts against the priorities identified in the project document;
- b) A national adaptation strategy, including policies, programs and projects.

3. Develop a clear strategy to link the V&A outputs to the national development planning. This would include, among others:

- a) Assessment of institutional arrangements/stakeholders engagement required to facilitate connection of V&A study results with sector or national planning;
- b) Framework to evaluate how links above can be monitored and set the action in the short and long term through, for example, the development of practical indicators.

## **Technical Issues**

### **Scope of the V&A study**

4. Prepare in space (geographic, thematic, sector coverage and time) the V&A study, as follows:

- a) Designing a strategy to build and carry on the achievements by the NAPA project under the FNC and, where applicable;
- b) Preparing the set of studies directed to the sectors/regions not covered by the FNC and sectors/regions identified as sensitive/vulnerable to climate change as per the proposed TNC;
- c) Preparing a detailed work plan for each of the studies to be conducted, including a strategy expected to involve, among others, relevant stakeholders;
- d) Designing a strategy, as applicable, to link the V&A studies with previous and resulting projects/activities (e.g., land degradation, biodiversity and international waters).

### **Methodological framework**

5. Prepare the overall methodological framework for V&A studies as per the project document and in consultation with the Project Coordinator. In doing so, the V&AE expert should ensure that:

- a) The proposed methodological framework is most appropriate given the policy issues to be considered, the characteristics of the study (e.g., sector focus, spatial and temporal scales, stakeholders involved, and data requirements, etc.), and availability of data;



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b) The local experience required for such a methodological framework is available. If necessary, the V&A expert should develop a strategy targeted to technical capacity gaps. For example, investigating the possibility of applying another framework in which there is more local experience, or designing a strategy to support training/ technical, and others.

### **Development of scenarios**

1. Identifying the types of scenarios required to conduct the V&A evaluation, for example, climate, socio-economic issues, sea level, adaptation capacity, technology, and mapping the earth coverage.
2. Identify the temporal and spatial resolution needed for the scenarios (e.g., national, sub-national, watershed, community, farm level, multi-decade average, annual, monthly, daily, average conditions, extreme events, etc..). By doing so, the expert should justify the choices.
3. Develop strategies to develop such scenarios, for example, based on models and expert opinion, among others.

In preparing the strategy for the scenarios development, the expert should assess the feasibility of the scenarios needs and methods for developing these scenarios, given the study characteristics and data availability. For example, it is expected that the expert advises on alternative options for running regional climate models or other exercises that are resource consuming or time intensive. The V&A expert will also assess whether there is sufficient experience to develop such scenarios and/or identify options to meet the needs of additional experience.

### **Sector assessment in the V & A study**

1. Develop based on the methods and tools chosen as per the project document, to undertake sector assessments, e.g., numerical models, request for expert views, stakeholder consultations, focus groups, and others. By doing so, the expert will advise on any necessary adjustments to the options identified in the project document;
2. Provide justification for the selection of methods/tools considering the research issues, study characteristics, data requirements and technical expertise of these methods / tools;
3. Evaluate the necessary local experience to apply the methods/tools selected and prepare a strategy to support training/technical, as needed;
4. Develop a strategy to integrate the outcomes from sector assessment, as needed (e.g., applying an integrated model, summarizing sector information, etc.);

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## **Technical Assistance Needs**

1. Develop a technical strategy to support training in order to strengthen the national capacity necessary to perform the different V&A studies. This would include details on the type of support needed (training courses on tables/ particular methodological tools, guidance material, technical documents and best practices) and respective schedule;
2. Develop a list of tasks and their terms of reference for consultants and other team members (national experts);
3. Leading the team in conducting the national assessment of the GHG inventory and mitigation options taking into account the information available in the country;
4. Ensure timely and effective management of activities as scheduled;
5. In consultation with NPM select and implement methodologies to conduct the GHG inventory and assessment of mitigation options;
6. Identify gaps and key sectors for GHG inventory and assessment of mitigation options;
7. Organize consultations/workshops scheduled and ensure success;
8. Produce the National Inventory Report in accordance with the reporting formats of IPCC and UNFCCC, the GHG inventory/mitigation options manual and the national strategy to ensure Sustainable Inventory Process/Mitigation Evaluation.

## **Qualifications and experience**

- Advanced degree of knowledge of the energy sector, environmental management and / or other relevant area to the project;
- At least 7 years of professional experience in areas relevant to climate change;
- Substantial participation in the preparation of the initial National Communication is an advantage;
- A good understanding of GHG inventory process and knowledge of IPCC and GPG;
- The demonstrated ability in analytical and planning work;
- Computer skills in word processing;
- Good knowledge of English is a preferential factor.

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**SIGNATURE PAGE****Country: Cape Verde**

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**UNDAF Outcome (s)/Indicator (s):** The institutions strengthen environmental governance and integrate the principles of environmental sustainability, climate change and natural disasters risk reduction in policies and programs of national and local development.

**CPAP Outcome (s)/Indicator (s):**

**CPAP Output (s)/Indicator (s):**

- i. Integration of climate change and disaster risk reduction into territorial plans; national institutions and CSOs (civil society organizations) trained and strengthened in environmental management.
- ii. By 2016, the capacity of national and subnational statistical institutions is reinforced to better integrate indicators related to the Millennium Development Goals and the Programme of Action of the ICPD

Executing Entity/Implementing Partner: **National Institute for Meteorology and Geophysics**

Implementing entity/Responsible Partner: **United Nations Development Programme**

Programme Period:	Jan 2012 – Dec 2016	Total resources required	USD 500,700 _____
Atlas Award ID:	00061625 _____	Total allocated resources:	USD 500,700 _____
Project ID:	00078150 _____	• Regular	_____
PIMS #	4774 _____	• Other:	_____
Start date:	Aug 2013 _____	○ GEF	USD 480,000 _____
End Date	Aug 2016 _____	○ Government	USD 20,700 ( in
Management Arrangements	NIM _____	kind) _____	
PAC Meeting Date	15 May 2013 _____	○ Other	_____

**Agreed by (Government):**

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NAME	SIGNATURE
Date/Month/Year	

**Agreed by (National Meteorological and Geophysics Institute):**

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NAME	SIGNATURE
Date/Month/Year	

**Agreed by (UNDP):**

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NAME

Date/Month/Year

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