



Egypt's Context-assessment and proposal support for  
National Climate Change Capacity Building Programme<sup>1</sup>

Please briefly describe potential or relevant linkages with UNDAF and CP outcomes

**UNDAF Outcome(s)** UNDAF Outcome 2: Environmental Sustainability

**CP Outcome(s):** Sustainable Management of Environment and Natural Resources incorporated into poverty reduction strategies/key national development frameworks and sector strategies

Programme Period: July 2011 – November 2011  
Programme Component: Climate Change -  
Project Title: Preparation of Egypt's Climate Change  
Capacity Building Project proposal  
PIMS: 4802  
Award ID: 00061973;  
Project ID: 00079144  
Project Duration: 3-6 months  
Management Arrangement: NEX

Total budget: USD 30,000  
EU-UNDP Global Programme Allocation: USD 30,000

AGREED BY UNDP RESIDENT REPRESENTATIVE / UNDP DIRECTOR:

*Khadija MUSA*  
UNDP Country Director a.i.

*Khadija MUSA*  
Signature

*6/26/2011*  
Date:

<sup>1</sup> This cover page to be completed by UNDP Country Office. PIMS number to be provided by UNDP HQ



**UNITED NATIONS DEVELOPMENT PROGRAMME  
EU-UNDP Climate Change Capacity Building Programme**

***Funding request for preparation Climate Change Capacity Building Project proposal in the framework of the EU-UNDP Climate Change Capacity Building Programme***

<b>Country:</b>	Egypt
<b>Project Title:</b>	Preparation of Egypt's Climate Change Capacity Building Project proposal
<b>Financing of context-assessment exercise</b>	US\$30,000
<b>Implementing Agency:</b>	UNDP
<b>Executing Agency:</b>	Egyptian Environmental Affairs Agency (EEAA)
<b>Estimated Starting Date of activities of National Climate Change Capacity Building Project:</b>	Indicate expected month when of Project Proposal is completed November 2011
<b>Duration of context-assessment and preparation of [Egypt]'s Climate Change Capacity Building Project proposal:</b>	3-6 months

## **OBJECTIVE OF THE CONTEXT-ASSESSMENT EXERCISE**

UNDP's and Government experience in supporting sustainable development shows that the most important success factor is alignment of proposed activities with national and local priorities. To be effective, [Egypt]'s climate change capacity building project (hereafter 'the project') must support [Egypt]'s socio-economic and human development challenges.

The context-assessment exercise has two symbiotic streams:

- a stocktaking and review aimed at identifying previous and current: strategy and policy documents, activities and projects, as well as engaged stakeholders relevant to the implementation of the project. The stocktaking should encompass all relevant national activities, not restricted to UNDP or the host government.
- Consultations with relevant stakeholders: within government Ministries and Agencies; in key sectors of private industries; the domestic donor and development partners community; and civil society.

The context assessment will assist the national team responsible for the preparation of the project proposal (hereafter 'the team') to:

- conduct a systematic analysis of relevant work ongoing and previously carried out;
- identify results, lessons learned, areas of capacity that can be built from, as well as gaps, further in-depth studies needed and capacity needs;
- through stakeholder consultations, identify and validate priority areas, strategies and institutional arrangements for the project.

The context-assessment will generate the information and process required for the preparation of the project proposal. More specifically, it will build a consensus among stakeholders on which Components and Modules (respectively Public Sector and Private Sector; and GHG Inventories, NAMAs, LEDS and MRV) from the menu-approach of the Global EU-UNDP Climate Change Capacity Building Programme are most appropriate for [Egypt] to pursue.

On the basis of outcomes of the context-assessment, [Egypt] will formulate and submit to UNDP [Egypt]'s Climate Change Capacity Building Project proposal.

For these purposes, the Government of [Egypt] requests UNDP to provide funding in the amount of US\$30,000 for the context-assessment exercise and project proposal formulation.

## **BRIEF DESCRIPTION OF OVERALL ACTIVITIES OF THE CONTEXT-ASSESSMENT EXERCISE**

The stocktaking and stakeholder consultations aim to deliver a practical project proposal, which will be discussed and consensus-agreed with stakeholders before submission to UNDP for review and approval. This section briefly describes the stocktaking and stakeholder consultation processes, but note that consultations with key stakeholders will take place throughout the stocktaking to ensure adequate support and ownership. They are described separately for clarity, but will be implemented together as part of the project proposal preparation.

## The stocktaking work

The stocktaking will help to ensure that the project builds on the activities, studies, outcomes, experiences and institutional settings of existing policies and other interventions relating to climate change. The stocktaking is expected to include the following:

- Preparation of a detailed workplan: The stocktaking should be based on a detailed workplan of activities, including the approaches that will be used for conducting the stocktaking. It will include the strategies that the national team will use to include broad and effective consultations in order to enhance ownership in the preparation and implementation of the project at the national level.
- An assessment of work carried out under previous relevant initiatives: This assessment is the central element of the work, as it will ensure that a framework for LEDS, GHG inventory systems, NAMAs and/or MRV schemes build upon results and lessons learned from relevant work, such as the National Communications, mitigation projects, UNDAFs, other national and regional plans, etc. It will consist of focused analysis of activities and results achieved under past, on-going and imminent (planned) initiatives. It will identify gaps and uncertainties, and provide justification for additional studies/assessments to improve information that will be critical to the development of the work under the project at the national level.
- Areas of work: The exercise will identify the studies to be carried out to cover areas or sectors not addressed under previous work but which are critical for the articulation of a LEDS, GHG inventory, NAMA and/or MRV work. The experiences gained through the GHG emissions inventories and mitigation analysis under the National Communications will be an important basis to identify gaps and new areas of work.
- Methodologies and approaches: The stocktaking will identify the emphases for the overall approach and the potential methodologies (and information requirements) that will be adopted to carry out the different analytical exercises that must inform the development of a robust LEDS, NAMA and related work.
- Synergies with related programmes and key policies processes: The exercise will identify how the LEDS, NAMAs and/or MRV will build on and establish linkages with relevant initiatives within the government of [Egypt] such as national energy (including renewable energy) policies, transport strategies, sustainable land management and agricultural policies, existing climate change and environmental vision statements and policies<sup>2</sup>. It will further identify partnered and supported relevant initiatives such as the National Communications, UNDAF, CCAs, etc and existing regional policy frameworks or initiatives in which [Egypt] participates. Experience in producing National Communications may provide a starting point for coordination processes. The exercise will also seek to identify and analyse any relevant private sector initiatives to address climate change that are domestically active, such as the Cement Sustainability Initiative (CSI), the Global Sustainability Initiative by the International Aluminium Institute (IAI) or other coalitions of activities supported by local industry associations.
- Capacity building needs: Strengthening institutional and technical capacities will be a key element of a framework for LEDS and essential for developing robust GHG inventory systems and credible NAMAs and MRV systems. Identification of capacity building needs will firstly establish existing expertise for applying the proposed methodologies in the different areas of work, and map this

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<sup>2</sup> This may include 'green economy', 'green jobs', 'clean growth strategies' etc.

against expected capacity requirements for each of the modules. The availability of existing capacity, and/or the level of difficulty and time required to build new capacity may be a key factor in decisions as to which programme modules will be prioritised.

- Stakeholder mapping: The stakeholder mapping will include a list of the government institutions, academia, NGOs, research institutions, private organizations, CSOs/NGOs and others as relevant, that will need to participate in the preparation of a LEDS, NAMA, MRV or GHG Inventory system. The list will include the institutions that will directly participate in this work but also those that could be asked to contribute to this process through multi-stakeholder consultations.
- Institution mapping: The institution mapping will analyse and map existing institutional arrangements, implementation functions and regulatory frameworks. The mapping will then assess these arrangements for likely effectiveness for formulation and implementation of a LEDS, NAMAs, MRV and/or a GHG Inventory system.
- Priorities for LEDS, MRV, NAMAs and GHG inventory management systems: The exercise is expected to make an initial assessment of, and summarise the suitability and projected benefits of LEDS, MRV, NAMAs and GHG Inventory systems, as well as identify key challenges for practical and timely implementation. This will lead to a prioritization that will be made through consultative processes with key stakeholders involving both the public and private sectors.

### **Stakeholders' consultations**

Effective implementation of LEDS, MRV, NAMAs and/or GHG Inventory systems in [Egypt] requires the active participation of two primary types of stakeholders:

- (a) Government Ministries directly responsible for climate policy, monitoring and reporting, which in [Egypt] is the [Ministry of State for Environmental Affairs/Egyptian Environmental Affairs Agency] and their national climate change teams, as well as other Ministries (e.g. Industry, Electricity and Energy, Finance) involved in climate change activities; and
- (b) private sector -business organisations, large industries, small and medium sized enterprises as well as state-owned enterprises which implement mitigation programs.

Secondary stakeholders also need to be engaged to ensure maximum buy-in and ownership of the project. These include a broader range of institutions locally working on climate change, ranging from donors, other government institutions, NGOs, civil society organizations, in addition to academic and research institutions.

The stakeholder consultation process is expected to include the following:

- Definition of stakeholders' involvement: Building on preliminary consultation process that may be relevant for the project; identify and review the key stakeholders and their roles under previous climate change interventions, as well as identify stakeholders that may be relevant, but have not been effectively participating in climate change dialogue to date. Elucidate a plan for managing communications and expectations during the preparation and inception phases of the project.
- Awareness raising and capacity assessment: The team will assess the level of effective engagement by stakeholders, and where engagement is insufficient, determine where this is due to a lack of capacity, and what capacity needs or gaps must be addressed. This process itself serves as an awareness raising function, and will be used as an opportunity to raise the level of awareness of

national institutions, NGO's, government and general public in the area of climate change, and to identify major challenges and opportunities to mainstreaming climate change into National Development processes.

- Develop strategies for stakeholder participation: The consultations will identify strategies for maintaining stakeholder engagement during implementation of the programme. This will include understanding the opportunities that will arise from the project (such as potential access to new funding streams), and articulating these to stakeholders in order to incentivise their participation.
- Ensuring adequate consultations for the preparation of the project proposal and its implementation: Stakeholder consultations may take place at different times in the preparation of the project proposal. For instance, consultations may be carried out at different stages of project formulation: i) at the initiation of the stocktaking work; ii) at the stage of identifying priorities for the project; and iii) during discussions of the draft project proposal. Depending on the scope of the discussions, different stakeholders may be brought in at different times of the stocktaking work. However, number of consultations and process put in place will be based on national circumstances.

This stakeholder consultation and analysis will enable the team to identify the current contributions & levels of involvement of stakeholders, & assess what level is likely to be required from currently engaged stakeholders, and establish plans for additional work to ensure sufficient engagement from other stakeholders. Together, this work aims to optimise participation in GHG Inventory Systems, LEDS, NAMAs and/or MRV processes as applicable.

### **Context-assessment report and Project Proposal**

- Final Report of the context-assessment: A report on the context-assessment exercise will be prepared to highlight the key gaps and lessons learned from previous interventions, and identify priorities (from Public Sector and Private Sector; and GHG Inventories, NAMAs, LEDS and MRV) for [Egypt]. The report will also briefly explain the process adopted for stakeholder participation and consultations carried out for the preparation of the project proposal. The report will be included as an annex to the project proposal (following guidance and template to be provided by UNDP).
- Preparation of the project proposal: The key output of this work is the Project Proposal. After final consultations with key stakeholders and Government approval, a draft Project Proposal will be submitted to UNDP for review and comments. Final approval by UNDP will take place after suggested adjustments, if any, are addressed by the national team.

### **PRELIMINARY LIST AND DESCRIPTION OF STAKEHOLDERS AND CONSULTATION PROCESS ENVISIONED**

The stakeholder consultations will help to ensure national ownership of the project proposal and later implementation. In particular, the consultation will be used as a means to:

- Ensure adequate linkages with existing climate change policy and project activities
- Validate the stocktaking exercise
- Selection and prioritisation of components and modules to be included in the project
- Build consensus on the institutional arrangements proposed for the project
- Clarify the roles and responsibilities of stakeholders expected to be involved

The stakeholder consultations will commence broadly, with the guidance of key government strategic decision makers to provide overall vision, and narrow down to individuals and focus groups to establish

sectoral details. A primary goal is to build consensus among stakeholders on which of the project components and modules (from Public Sector and Private Sector; and GHG Inventories, NAMAs, LEDS and MRV) offer opportunities for [Egypt] that can be exploited for key development aspirations.

Consultations should identify likely or expected institutional and stakeholder responsibilities and roles in project implementation, as well as capacity constraints in delivering the project. UNDP [Egypt] will facilitate and monitor progress of the stocktaking exercise and consultations in accordance with the agreed budget and outputs and disburse funds accordingly.

The following stakeholders are envisaged as participants during the stakeholder consultations:

*Preliminary list (to be revised):*

1. *Ministry of Environment*
  - *Climate Change Central Dept.*
2. *Ministry of Transport*
  - *Transport Planning Institute*
3. *Ministry of Electricity & Energy*
  - *Egypt Electricity Holding Co.*
  - *New & Renewable Energy Authority*
4. *Ministry of Industry*
  - *Cleaner Production Technology Center*
5. *Ministry of Agriculture & Land Reclamation*
  - *Agriculture Research Center*
6. *Ministry of Petroleum*
  - *Petroleum Research Institute*
7. *Ministry of Housing*
  - *tbd*

#### **BRIEF DESCRIPTION OF THE INSTITUTIONAL ARRANGEMENT FOR THE CONTEXT-ASSESSMENT EXERCISE AND PROPOSAL PREPARATION**

The national lead agency responsible for the oversight and implementation of the context-assessment and project proposal preparation is Ministry of State for Environmental Affairs, Egyptian Environmental Affairs Agency (EEAA). The involvement of the relevant stakeholders, and their support and commitment to the implementation of the proposed activities, will ensure the achievement of the overall outcome of the assessment.

The lead institution will ensure appropriate engagement by  
*[Establishing a national committee with nominated members from relevant ministries to be met before, during and after the project to guarantee project sustainability. The committee will meet in the Ministry of Environment which will be responsible for coordination between key-player ministries. A possible engagement of other relevant ministries/academia/civil societies/NGOs..etc may be decided upon committee members request and in light of country driven approaches. ]*

**OUTPUTS** *(Suggested activities. adjust, as needed to fit national circumstances or approach used to conduct the context-assessment. Countries may choose to use these outputs and activities if appropriate for the preparation of the project proposal.)*

The main output of the stocktaking exercise is a proposal for [Egypt]'s Climate Change Capacity Building Project proposal in the framework of the EU-UNDP Climate Change Capacity Building Programme. The expected outputs and corresponding activities to be carried out under the stocktaking exercise are the following:

Output 1: Planning and management of the stocktaking exercise

Activity 1.1: Preparation of a detailed workplan and scope of work

Activity 1.2: Execution of an Inception workshop/consultation

Activity 1.3: Preparation of TOR including the expected results and deliverables for the individual experts and/or Country Team, including the approach to be used during the stocktaking exercise.

Output 2: Stocktaking related activities

Activity 2.1: Implementation of the stocktaking exercise and preparing a stocktaking matrix describing and assessing relevant previous and on-going climate change policies, activities, projects and programmes

Activity 2.2: Identification /review of shortcomings in capacity and assessment of capacity needs for implementing each of the modules

Activity 2.3: Identify new studies/areas of work, particularly as related to missing data or information

Activity 2.4: Identification of potentials for linkages and synergies with other processes

Activity 2.5: Identify and assess opportunities for delivering sustainable development outcomes from the components and modules (Public Sector and Private Sector; and GHG Inventories, NAMAs, LEDS and MRV)

Activity 2.6: Development of prioritisation criteria and identification of priorities from the components and modules

Activity 2.7: Preparation of the stocktaking report

Output 3: Stakeholder consultation

Activity 3.1: Stakeholder mapping and analysis. Identify individuals and institutions that may be involved in the stocktaking exercise, their possible role, the benefits of their involvement, and any possible challenges (including capacity limitations) to their involvement. From this will be developed a strategy for stakeholder participation

Activity 3.2: Institution mapping and analysis. Describe institutional arrangements and how they relate to key climate related policy drivers, as well as changes that may be envisaged in project implementation

Activity 3.3: Stakeholder consultation. This consultation should be used to validate the stocktaking and opportunity identification; awareness raising and selection for priority issues and new areas of action; and review of the project proposal and stocktaking report. This may include a workshop to validate the project proposal

Output 4: Brief report on the stocktaking and stakeholder consultations: The team will prepare a brief report that will be included in the annex section of the project proposal.

Activity 4.1: Write the stocktaking and stakeholder consultations, which may include the following:

- (i) Description of the methodology used;
- (ii) Stakeholders and institutions consulted;
- (iii) Results and findings of the stocktaking exercise;



- (iv) Results and findings of the stakeholder consultation;
- (v) Identified priorities for the Project Proposal

Output 5: Develop a project proposal for submission to UNDP for review and approval

Activity 5.1: The project proposal will be developed following UNDP template (to be provided) with a detailed description of the following:

- Description of project's context, including relevant background
- Scope of project, including areas of work (e.g. GHG inventory system, NAMAs, LEDS, MRV) and sectors (e.g. energy, industries, agriculture, etc.)
- Expected outcomes, including studies to be carried out
- Key activities for each outcome identified
- Proposed methodologies or approaches to be adopted for the implementation of the project
- Institutional arrangements and coordination mechanisms to be put in place for the implementation of the project
- Monitoring and Evaluation framework
- Proposed budget
- Workplan for the duration of the project
- Annex sections, including:
  - o Brief report on the stocktaking and stakeholder consultation containing the following information:

Activity 5.2: Submission of the project proposal; to UNDP for feedback and comments

Activity 5.3: Incorporation of comments on the project proposal (a final consultation round may be scheduled if proposal has substantial comment or revision suggested by UNDP during approval processes).

**BUDGET**

<b>Award ID:</b>	00061973					
<b>Project ID:</b>	00079144					
<b>Award Title:</b>	PIMS No. 4802 [Egypt's] Context-assessment for the preparation of the National Climate Change Capacity Building Project proposal					
<b>Business Unit:</b>	EGY10					
<b>Project Title:</b>	PIMS No. 4802 [Egypt] Context-assessment for the preparation of the National Climate Change Capacity Building Project proposal					
<b>Implementing Partner (Executing Agency)</b>						
<b>GEF Outcome/Atlas Activity</b>	<b>Responsible Party/Implementing Agent</b>	<b>Fund ID</b>	<b>Donor Name</b>	<b>Atlas Budgetary Account Code</b>	<b>ATLAS Budget Description</b>	<b>Amount (USD)</b>
<b>OUTCOME 1</b> Project Proposal submitted to UNDP	<b>NEX</b>	To be provided	<b>EU</b>	71300	Local Consultant	20,000
				75700	Workshops	5,000
				74500	Misc. operation expenses	5,000
					<b>Sub-Total</b>	<b>30,000</b>

**7. SUGGESTED TIMETABLE (indicative –adjust as needed.) Note that this timeframe is based on a three-month preparatory phase. Countries may adjust to six month maximum, as needed.**

<b>Output /Activity</b>	<b>Weeks</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14
<b>Output 1: Planning and management of the stocktaking exercise</b>															
1.1 Preparation of a detailed workplan, including scope of work			■												
1.2 Inception workshop/consultation		■	■												
1.3 Preparation of TORs		■	■												
<b>Output 2: Stock-take of the related activities</b>															
2.1: Implementation of the stocktaking exercise				■	■	■	■	■							
2.2: Identification /review of shortcomings in capacity							■	■							
2.3: Identify new studies/areas of work							■	■							
2.4: Identification of potentials for linkages and synergies							■	■							
2.5: Identify and assess opportunities for delivering sustainable development outcomes from the components and modules									■	■					
2.6: Development of prioritisation criteria and identification of priorities									■	■					
2.7: Preparation of the stocktaking report									■	■	■	■			
<b>Output 3: Stakeholder consultation</b>															
3.1: Stakeholder mapping and analysis.		■	■												
3.2: Institution mapping and analysis.				■	■	■									
3.3: Stakeholder consultation.		■	■							■	■			■	
<b>Output 4: Stocktaking and stakeholder consultation report (annex)</b>															
4.1: Write Stocktaking and stakeholder consultation report to be included in annex section of the project proposal										■	■				
<b>Output 5: Develop the project proposal</b>															
5.1 Write the draft proposal									■	■	■	■			
5.2: Circulation of the proposal for comments by stakeholders.													■	■	
5.3: Submission of the project proposal to UNDP for comments.														■	
4.4: Incorporation of comments on the project proposal and submission of final version to UNDP.															■