



**United Nations Development Programme
Country: Cambodia**



PROJECT DOCUMENT

Project Title: Cambodia Climate Change Alliance (CCCA)

UNDAF Outcome:

Outcome 2: Agriculture and rural development for improved livelihoods

Expected CP Outcome:

Outcome 3: National and local authorities and communities are better able to conserve biodiversity and respond to climate change

Expected CPAP Output:

Output 3.2: Capacities of government and local communities enhanced to respond to climate change

Implementing Partner: Ministry of Environment (MoE)

Programme Period:	2006 - 2010	Total resources required	10,674,049 USD
Atlas Award ID:	_____	o Regular Resource:	
Project ID:	_____	• UNDP (Trac):	3,000,000 USD
Start date:	15 February 2010	o Other Resources:	
End Date:	31 December 2012	• EC: (2,205,816.06 EUR) 3,242,550 USD	
Management Arrangements:	National Implementation	• SIDA: (15,000,000 SEK) 2,131,500 USD	
		• DANIDA: (3,000,000 DK) 550,000 USD	
		• GEF-LDCF: 1,650,000 USD (Parallel)	
		o In-kind contributions:	
		• RGC/MoE: 100,000 USD (In-kind)	

Agreed by (Government): H.E. Keat Chhon, Deputy Prime Minister, Minister of Economy and Finance, and First Vice Chairman of Council for the Development of Cambodia

Agreed by (Implementing partner): H.E. Dr. Mok Mareth, Senior Minister Ministry of Environment

Agreed by (UNDP): Mr. Jo Scheuer, Country Director

_____ 23.02.2010



United Nations Development Programme
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UNDAF Outcome:
 Outcome 2: Agriculture and rural development for improved livelihoods

Expected CP Outcome:
 Outcome 2: National and local authorities and communities are better able to conserve biodiversity and respond to climate change

Expected CPAs Output:
 Output 2.1: Capacities of government and local communities enhanced to respond to climate change

Implementing Partner: Ministry of Environment (MoE)

Program Period	2016 - 2019
Area Fund ID	
Project ID	
Start Date	15 February 2016
End Date	31 December 2019
Management Arrangement	National Implementation
Total resource mobilized	10,674,049 USD
Regular Resource	2,000,000 USD
• UNDP (Trust)	
• Other Resources	
• EC (2,328,878 EUR) 2,342,880 USD	
• SIDA (12,000,000 SEK) 2,181,880 USD	
• DANIDA (2,000,000 DKK) 950,000 USD	
• GER-LDC (1,850,000 USD Parallel)	
• In-kind contributions	
• RESOURCE (100,000 USD in-kind)	

Agreed by (Government): H.E. Chan Chhin, Deputy Prime Minister, Minister of Economy and Finance, and First Vice Chairman of Council for the Development of Cambodia

Agreed by (Implementing partner): H.E. Dr. Mok Manth, Senior Minister, Ministry of Environment

Agreed by (UNDP): Mr. [Signature], Deputy Director

23.02.2016



Government of Cambodia

**United Nations Development Programme
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Project Document

Cambodia Climate Change Alliance (CCCA)

Brief description

Cambodia Climate Change Alliance (CCCA) is a multi-donor initiative (funded by Sida, DANIDA, EC and UNDP) with a comprehensive and innovative approach to address Climate Change and Disaster Risks Reduction in Cambodia. On the one hand it aims at creating conditions in the form of capacity development and institutional strengthening to preparing for and mitigate Climate Change risks, and on the other hand, to directly help vulnerable communities by enhancing their resilience to Climate change and other natural hazards. The overall objective of the CCCA is that *Climate Change activities in Cambodia are nationally owned, led and aligned with Cambodia's development priorities, and are effectively coordinated and implemented*. CCCA has 3 results as the following: (1) NCCC capacity to coordinate national policy making, capacity development, and outreach/advocacy efforts, and to monitor the implementation of national climate change strategy is strengthened; (2) A platform is established and in operation providing Cambodia with updated knowledge and learning opportunities on Climate Change; and (3) Key line ministries, agencies and civil society organisations have access to financial and technical resources to design, implement and monitor climate change adaptation interventions.



Government of Cambodia

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Project Document

Cambodia Climate Change Alliance (CCA)

brief description

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Annex I

CAMBODIA CLIMATE CHANGE ALLIANCE (CCCA)

1 Executive Summary

The impact of climate change will be an unprecedented and increasing global threat to life, livelihoods and life-supporting systems. There is an urgent need to agree on a global mitigation regime, but at the same time to prepare for the new risks threatening the world. Cambodia's net contribution to global warming is negligible but the country is nonetheless suffering from excessive Greenhouse Gas (GHG) emissions elsewhere. How Cambodia will be affected by global change is difficult to anticipate due to limited data. It is however generally agreed that Cambodia does not belong to the countries which will experience the most dramatic climate events as a result of Climate Change. Like other countries in Southeast Asia, Cambodia is expected to experience increased precipitation but also increased intensity in precipitation. Coastal communities and eco-systems will be affected by sea level rise. Temperature rise and higher humidity will create conditions for increased incidence for malaria.

Few of the Climate Change consequences will be totally novel, but they are likely to amplify and compound already existing development challenges, stresses and problems, including seasonal excessive flooding and drought, which today are already resulting in agricultural failures and poverty exacerbation. Even if the country as the whole will be affected by Climate Change, it is the poor and marginalized populations who are already negatively affected by flash floods and drought, that will be the worst affected. Among the poor people, it is the women and children that are particularly vulnerable. Given the low level of GHG emissions and the weather-driven vulnerability facing large segments of the population, it is rational to give priority to Climate Change adaptation in Cambodia.

Cambodia ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1995 and acceded to the Kyoto Protocol in 2002. The first formal communication with UNFCCC also took place in 2002 and the National Adaptation Programme of Action to Climate Change (NAPA) was approved by Government in 2006. In 2003 the Ministry of Environment established a Climate Change Department and in 2006 the Government set up the National Climate Change Committee (NCCC), with representation of 19 Government ministries and agencies. Even if the institutional framework is largely in place, it is considered that more can be done to address increasing risks caused by Climate Change, by both the Government and the donor community. It should be recognized that UNDP and DANIDA have and are still providing support to strengthening the Ministry of Environment and the Climate Change Department. Donor support to help Cambodia address the Climate Change challenge is however increasing - this EC Global Climate Change initiative being one example. In addition, Cambodia has been selected as one of 9 countries in the World Bank's Pilot Programme for Climate Resilience (PPCR).

The overall objective of the CCCA is that:

Climate Change activities in Cambodia are nationally owned, led and aligned with Cambodia's development priorities, and are effectively coordinated and implemented

CCCA is a comprehensive and innovative approach to address Climate Change and Disaster Risks in Cambodia. On the one hand it aims at creating conditions in the form of capacity building and institutional strengthening to preparing for and mitigate Climate Change risks, and on the other hand, to directly help vulnerable communities by enhancing their resilience to Climate change and other natural hazards. The CCCA is anchored in the government's National Climate Change Committee (NCCC), which is the mandated Government coordinating and policy support entity for all aspects of climate change and has the capacity to provide the coordination required by other government agencies and civil society. The CCCA includes a unified engagement point for development partners and a multi-donor financial facility to provide resources for Climate Change capacity building at national and local government level. It will also include a mechanism for knowledge sharing and learning which will extend beyond the Government to civil society and the broader Community of Practice.

This strategic approach is based on a few basic principles:

- Climate change must be given higher priority by the government and society.
- Adaptation and mitigation must be addressed in a broad development context and linked to the government's poverty reduction agenda.
- Climate change is about people and their livelihoods. Special efforts are needed to include women and youth in the process.

Capacity building and institutional strengthening for Climate Change adaptation is a major element of the initiative. Initially the NCCC will be given priority but gradually other government agencies and the broader society will profit from increasing attention. The main instrument for addressing capacity building challenges is the CCCA Climate Change Support Programme (hereby referred to as the Programme). The Programme is integrated into the organisation and function of the Climate Change Department and is a flexible mechanism which is designed to attract a broad range of development partners.

The Programme will support capacity building and institutional strengthening and provide a grant facility. Initially a grant component focusing on building resilience to Climate Change to in coastal areas will be undertaken. Other Components may be added at a later stage on request from government agencies or civil society. A Trust Fund, managed by UNDP, will be established to provide funding for the Programme. Programme governance centres on the National Climate Change Committee, via the Ministry of Environment. The Programme will be integrated into the Climate Change Department. Decisions on funding and other policy and operational matters will be made by a Programme Support Board, which will include selected members of the National Climate Change Committee and donor representatives. Through these linkages with the Programme Support Board, the NCCC will have overall Programme oversight for the Government and will help coordinating linkages to other ministries and agencies. A multi-stakeholder Technical Advisory Panel will advise both the National Climate Change Committee and the Programme Support Board on technical matters. The Technical Advisory Panel will also ensure linkages with civil society and academia.

CCCA grant components will be implemented by Government and civil society, with technical support provided by external development partners as required. UNEP will provide

technical advice and support for the grant component 1 on adaptation in the coastal areas presently under preparation.

Implementation of the Programme will start with a 6 month inception period during which necessary operational manuals and other guiding documents will be prepared and agreed upon. A detailed work plan will also be prepared. At the end of the second year, a mid-term evaluation will take place.

Approximately USD 8.9 million has been committed for implementation of the Programme.

2 Introduction

A stable macroeconomic environment and double-digit GDP growth have contributed to Cambodia's excellent economic performance in recent years. However in 2008 negative consequences of the global financial crisis and weakening external demand impacted Cambodia. The country is economically vulnerable to external shocks given its narrow production base, concentration of exports by product and destination, and dependence on external investment inflows. As a result, economic activity has slowed in most sectors and liquidity conditions are tightening. On a positive note, inflation pressures, which were intensifying until mid-2008, have decreased owing mainly to the fall in commodity prices. Real GDP growth is projected by the IMF at minus 2.75% for 2009, rebounding to 5.25% in 2010. The government's economy strategy to address the recession includes development of its rural economy, diversification of its industrial base and continued attraction of foreign direct investments.

Climate Change adds a new level to the development challenges facing Cambodia. The impact of Climate Change is an unprecedented and increasing global threat to life, livelihoods and life-supporting systems. If the most stringent mitigation measures were put in place today, the impacts of Climate Change due to present factors would continue for centuries. There is an urgent need to plan for the inevitable consequences, including immediate, effective actions to accelerate adaptation to Climate Change before the impacts become unmanageable.

Contributions to global warming vary across the world as do the consequences. Cambodia's net contribution to global GHG emissions is negligible and the country is ranked as number 109 by the World Resources Institute, emitting only 0.29 tonnes of CO₂ per capita per year. Despite its minimal GHG contribution, the country will suffer from excessive emissions in other parts of the world. The precise nature of the expected impact of Climate Change in Cambodia is difficult to predict due to limited historical data. It is generally agreed that Cambodia does not belong to the countries which will experience the most dramatic climate events. However, South East Asia as a region will experience important systemic changes including increased precipitation but also increased intensity in precipitation, in addition to increased average temperature. Coastal areas in the region will be impacted by sea level rise with severe consequences for coastal communities and eco-systems. Cambodia will face all these challenges including those related to increasing variability and incidences of extremes. In addition, the country will likely also be affected by Climate Change related consequences in neighbouring countries, in particular Vietnam and its Mekong Delta, where an increase in sea level may eventually result in massive losses of agricultural and urban land, which in turn may trigger large scale trans-boundary consequences. Through the Mekong River, Cambodia is intimately linked to the up-stream countries in the Mekong Basin. The Central Plain around Tonle Sap Lake is particularly sensitive to changes in the Mekong River water regime

In Cambodia, few of the anticipated Climate Change consequences will be totally novel but are more likely to compound and amplify already existing development challenges, stresses and problems. Examples of these impacts include more severe water scarcity and more frequent floods, resulting in agricultural failure and food shortages, and accelerated loss of biodiversity and subsequent declining ecosystem services. It has been estimated that 70 percent of current losses in agricultural productivity result from flooding. In addition, climate change will likely have health implications. Increased temperature and higher humidity create conditions for increased incidence of malaria and dengue. Even though the country as a whole will be affected and will have to address present and future climate alterations, it is the poor and marginalized – women and children - who are now the most negatively affected by flash floods and droughts, and that will be the worst affected by future accelerated and amplified changes.

Given the country's low level of GHG emissions and the climate-driven vulnerability facing large segments of the population, it is essential to respond to the need for adaptation to Climate Change. Early adaptation to Climate Change consequences is not only a necessary response, but is also a pro-active measure to build a stronger and more resilient country for the future. Delaying actions on adaptation will only raise costs in the future. However Cambodia, like many other countries, is facing significant barriers and constraints with regard to planning and implementing adaptation efforts, including the lack of the necessary finance and technology. Even if adequate financial and technological resources were in place, capacity to utilize these resources on adaptation in developing countries is a pressing concern. Therefore rapidly building key capacity is a prerequisite for any adaptation effort.

The international community is also paying increasing attention to the need for supporting Climate Change adaptation and mitigation. In 2007, the European Union agreed to build a Global Climate Change Alliance (GCCA) between the European Union and developing countries hardest hit by Climate Change. The overall objective of the GCCA is to help developing countries increase their capacities to cope with the effects of Climate Change in support of the achievements of the MDGs and have their voice better heard in Climate Change negotiations. The present programme, Cambodia Climate Change Initiative (CCCA) outlined below, emanates from this EU initiative.

3 National framework and institutional arrangement

3.1 Policy Framework

The National Strategic Development Plan 2006-2010 (NSDP) articulates the objectives of the national economic growth and poverty reduction strategy. The Government's vision is to have a *“socially cohesive, educationally advanced and culturally vibrant Cambodia without poverty, illiteracy and disease”*. The plan is built around three pillars:

- Economic growth that is broad enough to include sectors within which the poor derive their livelihood,
- Social and cultural development, and
- Sustainable use of natural resources and the environment.

This will be achieved through application of a rectangular strategy for economic growth, employment, equity and efficiency which gives emphasis on improved agricultural

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productivity through expansion of irrigation and more efficient management of water resources to reduce vulnerability. Climate Change does not figure prominently in the NSDP, however NSDP calls for enhanced resource mobilisation to support NAPA implementation. Additionally, the Rectangular Strategy recognises climate change as a challenge to Cambodia's sustainable development and commits to mobilise financial and technical resources to address Climate Change.

The Government's commitment to addressing the global Climate Change threat is reflected in its early ratification of United Nations Framework Convention on Climate Change (UNFCCC) in 1995 and its accession to the Kyoto Protocol in 2002. The Ministry of Environment is the designated focal point for UNFCCC and the national authority for Clean Development Mechanism (CDM) under the Kyoto Protocol. The first communication with UNFCCC was submitted in 2002. The country is currently in the process of carrying out its Second National Communication, which was initiated in January 2007.

The National Adaptation Programme of Action to Climate Change (NAPA) was endorsed by the Council of Ministers in October 2006 and submitted it to UNFCCC in 2007. The goal of the NAPA is to *"provide a framework to guide the coordination and implementation of adaptation initiatives through a participatory approach and to build synergies with other relevant environment and development programmes"*. Four priority focus areas for adaptation are outlined in the NAPA including water resources management and agriculture, forestry, health and the coastal zone. They are well aligned with the goals set out in the NSDP. A number of barriers to the implementation of NAPA have been identified. These include:

- Inadequate technical, financial and institutional capacity of the Government agencies and local communities in dealing with climate hazards and limited coordination among them;
- Limited integration of Climate Change issues into national policies and programmes;
- Inadequate funding from non-Annex 1 countries;
- Limited awareness of Climate Change issues.

Cambodia is going to prepare a Climate Change Strategy and Action Plan (CCSAP). It is expected to be finalized in June 2010.

3.2 Institutional context

The early ratification of UNFCCC and the relatively speedy preparation of the NAPA have been followed up by institutional strengthening for Climate Change. The Government has mandated Ministry of Environment (MoE) responsibility to supervise and coordinate the Government's Climate Change efforts. A Climate Change Office was established in MoE in 2003 and in 2006 the Government established a National Climate Change Committee (NCCC) with current representation of 19 Ministries and agencies and chaired by the Minister of Environment (Sub-decree on the Establishment of the National Climate Change Committee, dated 24 April 2006). In a recent NCCC resolution, the Prime Minister was made the honorary Chairman, thereby enhancing the Committee's status while elevating the CCO to become the Climate Change Department (CCD). The CCD serves as Secretariat for the NCCC, which is working both on Climate Change adaptation and mitigation. NCCC has the mandate to establish a Climate Change Technical Team, the purpose of which would be to provide the NCCC with technical expertise. This is yet to be done, but the process is initiated. Several ministries including Ministry of Agriculture, Forestry and Fisheries (MAFF),

Ministry of Water Resources and Meteorology (MoWRAM) and Ministry of Health (MoH) have been given specific Climate Change mandates, and a few have established Climate Change focal points.

A relevant element of the Climate Change architecture is the National Committee for Disaster Management (NCDM), which is mandated to provide emergency relief and promote disaster prevention. The NCDM is an inter-ministerial committee which was established in 1995. It is chaired by the Prime Minister. A Senior Minister is in charge of the management with the support of a NCDM Secretariat. NCDM is not specifically focused on Climate Change, but since there are obvious links between Climate Change and Disaster Preparedness. The coordination mechanisms between NCCC and NCDM will be further clarified through the CCCA Programme.

3.3 Financial allocations and donor engagement

It is not possible to determine the government's expenditures on Climate change adaptation, as Climate Change related investments are not explicitly identified in budgets but are embedded into regular development programmes. What is apparent is that the international community is becoming increasingly active. Many financial partners are involved in CDM and REDD related matters.

At global level, the programme will be complementary to other climate-related actions funded by the EU under the thematic programme for the environment and sustainable management of natural resources including energy (ENRTP) as well as those funded from geographic envelopes.

Following the adoption by the European Union of a DRR Strategy for Developing Countries, in February 2009, coordination on DRR has been stepped up between the various Commission Directorate Generals, with an active inter-service group including DG RELEX, DG AIDCO, DG Development, DG Environment and DG ECHO. A 2009-2013 implementation plan is presently being developed. This includes the mapping of DRR actions, including in Asia, as well as the identification of instruments and programmes in which DRR measures could be enhanced.

UNDP and DANIDA are providing capacity development support to the CCD. The first adaptation project proposed under NAPA, being funded by UNDP and GEF Least Developed Country Fund (LDCF), aims at improving the capacity of Ministry of Agriculture, Forestry and Fishery to manage agriculture and water resources and develop locally appropriate adaptation options. Another LDCF funded NAPA related project, is being prepared by UNEP and focuses on vulnerability assessment and adaptation planning in the coastal area. It is included as grant component 1 on adaptation in coastal areas of current NCCC programme.

Cambodia is one of 9 countries in the World Bank Pilot Programme for Climate Resilience (PPCR) and is expected to receive approximately \$20 million grant for Climate Change adaptation. The PPCR is also providing an additional \$20 million in concessional loans although Cambodia has not made any commitment with regards the loan. The PPCR will focus on climate resilient investment, building on the NAPA and supporting the integration of Climate Change into national and sub-national development and sector plans. PPCR has a mandate partially overlapping with this Programme in the sense that it has capacity building and institutional strengthening as one of several objectives. It is important that the initial

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contacts which have already been established result in an agreement on a government-led division of responsibilities¹.

In addition, Cambodia has applied for the Forest Carbon Partnership Facility (FCPC) under the Strategic Climate Fund facilitated by the World Bank.

3.4 Regional interaction

At the regional level there are several initiatives getting started which aim at enhancing regional capacity to adapt to Climate Change. Cambodia is participating in and benefiting from several of these initiatives including the regional chapter of the UNEP led Global Climate Adaptation Network. To this network is attached a Regional Knowledge Platform for Climate Change Adaptation in South East Asia, funded by Sida. The regional Platform will have Cambodia as one of the focus countries when the Platform is formally launched. The Mekong River Commission (MRC) has recently launched a Climate Change Adaptation Initiative. This initiative will in due course benefit Cambodia. Another example of recent regional initiatives is the Asian Cities Climate Change Network initiated by Rockefeller Foundation and a range of development partners. Cambodia is not part of this first phase, but will be added later. ADB has added Climate Change as a priority to the GMS Core Environmental Programme under the Greater Mekong Sub-region Economic Program, which Cambodia is part of. ASEAN has recently produced a declaration on Climate Change and some initiatives are being planned to enhance regional capacity building, networking and information sharing through ASEAN, including the establishment of a regional Technical Working Group on Climate Change.

4 Strategic dimensions

4.1 Strategic approaches

Climate Change has gained recent recognition as a development challenge in Cambodia, as in most other countries. Though the institutional framework is largely in place to address the Climate Change threat, Cambodia's institutional and social capacity requires strengthening and financial support. The lack of precision on the long term consequences of global warming for Cambodia is compounded by a low level of institutional and societal awareness of general and potential future climate change impacts.

The CCCA is designed to address these issues. Capacity development and institutional strengthening is a pre-condition for implementing any efforts to systematically and effectively address Climate Change risks. Capacity requires development and special efforts must be put in place to ensure that analytical and executive competences are strengthened and applied at all levels. The shortage of financial resources will be addressed with the establishment of an open multi-donor trust fund to provide supplemental funding for developing capacity, mainstreaming climate change considerations in policies, plans and programmes, promoting learning and knowledge sharing, developing community based adaptation mechanisms, disaster preparedness and response and other related activities.

Another of the CCCA's strategic approaches is to integrate Climate Change considerations in the national development agenda, instead of treating it as a discrete development challenge.

¹ The design of the PPCR will be completed by mid 2010. Phase I has a budget of USD 1.5 million which could, in principle, be channelled through the CCCA Fund. There is a clear commitment for CCCA and PPCR to cooperate closely.

Global warming is in essence a consequence of unsustainable development and therefore needs to be dealt with in the Sustainable Development context. This means that addressing future Climate Change challenges will require changes in Government operations and priorities. Business as usual is not an option. Climate Change cannot be the responsibility of any single ministry or agency, and every Ministry and agency has its share of responsibility to facilitate the mainstreaming process. In Cambodia this was recognized by the Government when it decided to establish a National Climate Change Committee with representation from all relevant segments of the government administration. But this positive step alone will not deliver the necessary changes unless the NCCC has a relevant mandate and power to ensure that government structure is integrating Climate Change and Sustainable Development into their operations. Mainstreaming Climate Change throughout the Government including the local Government system is an important element of the strategic approach.

Climate change is not only the responsibility of the Government - the whole society needs to be engaged. This requires increasing efforts to raise nation-wide and across society awareness, but also to reach out to and engage with civil society, international organizations operating in the country, academia and the private sector. Each has a role to play and can make valuable contributions.

Climate Change is not a theoretical concept which can be solved with any technological fixes as it is about peoples' livelihood. Practical adaptation efforts must be carried out at local government and community levels. Engaging the whole community without forgetting women and children is basic to the approach of the CCCA imperative. Enhancing peoples' resilience with the help of community based adaptation planning and implementation strategies has proved successful in other countries and their experiences can be of good use in Cambodia.

In summary, it is suggested that the strategic approach to address Climate change challenges be guided by the following general principles:

- Climate Change must move up on the political agenda, not as an environmental issue alone, but recognised as a challenge to human development and economic growth
- Adaptation and mitigation must be addressed in a broad development context recognizing Climate Change as an additional opportunity to reduce poverty and contribute to sustainable development
- Climate Change is about people and peoples' livelihood; special efforts are required to include women in the adaptation process
- Approaches to Climate Change must be flexible and adaptive to reflect the uncertainty of the exact nature of consequences and to allow for uptake of new knowledge
- Climate Change is a crosscutting issue which calls for coordination and integration, both horizontally across sectors and vertically through different levels of society

4.2 Approach to Capacity Building

Capacity building and institutional strengthening is a central element of the CCCA initiative. The initial focus would be to strengthen the NCCC's capacity to coordinate, communicate and mainstream climate change considerations into key sectors at national and sub-national levels. Capacity building will be based on a systematic and comprehensive capacity building needs

analysis, initially in key ministries including the Ministry of Environment but later also among other stakeholder including: sub-national and local levels of Government, research organisations, NGOs and Civil Society Organisations.

A priority element of the approach is to equip the NCCC and CCD with competence and knowledge to make it possible to exercise a strong national ownership and leadership on Climate Change. Empowering NCCC will help make the Climate Change agenda a national priority and feed into sector priorities. Strong leadership has been missing in the past in absence of an efficient management structure, lack of financial resources and shortage of competent manpower, and perhaps lack of political capital.

To ensure mainstreaming of Climate Change considerations in different ministries' mandates, policies and operations will likely require changing attitudes among the senior management based on better information of Climate Change challenges facing the country but will also require larger awareness of the society. This will also require application of analytical tools and guidance material which would allow identification of gaps in present policies, plans and programmes but also access to best practises on how to mainstream Climate Change.

The capacity building will make use of all relevant types of instruments including but not restricted to on-the-job training, shorter or longer training courses or other group based training methods, study tours and learning from participating in regional events while sharing experiences with policy makers and practitioners at all levels engaged in similar programmes in neighbouring countries.

4.3 Knowledge management and learning

The Government authorities are aware of how Climate Change may affect the country but there is less knowledge and understanding on how to prepare for and adapt to the inevitable. An important element of the CCCA is to build up a Knowledge Management and Learning Platform which would collect experiences and best practices not only from Cambodia but also from the region and disseminate it to interested parties.

4.4 Addressing Poverty and other Crosscutting Themes

Poverty reduction: Poverty reduction is a cross cutting theme which is given high priority in the NSDP, and therefore shall be guiding the application and implementations of the Programme. Society as a whole will have to cope with Climate Change, however it is the poor and marginalized communities that will be the most vulnerable because they are sensitive to, and have the least capacity to adapt to these changes. Building the adaptive capacity and increasing resilience to Climate Change will concomitantly build broader resilience to general changes in people's development context. This way, Climate Change adaptation becomes a poverty reduction instrument. To increase the relevance of the Programme as a poverty reduction initiative, activities targeting vulnerable communities are important.

Gender equality: Climate Change has a distinctive gender dimension in the sense that women (and children) firstly are more exposed to the consequences of Climate Change and secondly have less influence over decisions related to Climate Change adaptation. From this perspective it is imperative that interventions not the least at the community level, are designed to ensure that women's perspectives are reflected at all levels and that women are given a voice over decisions affecting their livelihood. This may require development of

special capacity building interventions aiming to empower the women in order to give them a rightful influence over development. Existing tools and those developed during components implementation will be explicitly inclusive of gender criteria. Gender considerations will also inform the selection of field level impact/result indicators. Reporting on progress will give special emphasis on how women are engaged in the various programme activities.

Governance: Governance will be an integral part of the policy development processes which will improve communication and openness. The Programme is committed to work at National and sub-national levels of Government and other elements at all levels of the society. An important element is to improve the quality and availability of environmental information. The management modalities of the implementation of the Programme will be designed with the highest possible standards with regard to transparency in decision making and accountability with regard to managing funds and inclusiveness in decision making. Improved governance is indeed a part of the capacity building process.

Youth: Some consequences of Climate Change may already be observable, however more dramatic effects will probably take time to materialize. This means that it is the young generation that at present have not yet completed their education which will bear the brunt of the consequences of accelerating Climate Changes. This makes it important to ensure that the young generation be made aware of the Climate Change challenges awaiting them and their communities, and how to mitigate Climate Change impacts. Efforts must also be made to engage the young generation in the Climate Change discourse through educational institutions and media, including the internet.

5 Programme description

The CCCA is designed as a flexible and innovative instrument to systematically and efficiently address the Climate Change and disaster risk challenge in Cambodia. It includes efforts for development of capacity and institutions at national and sub-national level to address current and future climate related challenges, securing external funding for selected priority interventions through a multi - donor Trust Fund and enhancing long term resilience to climate change among vulnerable communities and eco-systems. CCCA is implemented through a Climate Change Support Programme. Grant funding for approved interventions will be provided on demand basis after requests by eligible national entities. The requests are screened and reviewed by the Climate Change Support Programme to ensure that they contribute to the objectives of the CCCA and contribute to achieving the expected results.

At the time of launching CCCA, interventions have been prepared and are largely ready for implementation. At the core, is the establishment and implementation of CCCA in Cambodia including establishing CCCA governance structures including the CCCA Trust Fund and a National Information, Knowledge Management and Learning Centre etc, develop a system for and provide capacity building at all levels of the society, and setting up mechanisms for mainstreaming of Climate Change in policies, strategies, plans and programmes. An overview logical framework encapsulating these elements of the CCCA is included in Annex IIa.

A second intervention which is grant component 1 on adaptation in coastal areas, has a geographical and eco-system focus with a purpose to increase the resilience of vulnerable communities in coastal areas through adaptation planning, demonstrated targeted local interventions and provision of practical learning experiences. An indicative logical framework is included in Annex IIb.

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5.1 Development objective

The overall objective of the CCCA is that:

Climate Change activities in Cambodia are nationally owned, led and aligned with Cambodia's development priorities, and are effectively coordinated and implemented

5.2 Expected results and main activities

Three key results have been identified:

Result 1: NCCC capacity to coordinate national policy making, capacity development, and outreach/advocacy efforts, and to monitor the implementation of national climate change strategy is strengthened.

- Logic guiding implementation of activities under this result includes: The provision of TA and workshop support to support the mainstreaming of the Climate Change Strategy and Action Plan (CCSAP) and other key outputs of SNC and NAPA.
- Provision of TA, workshop support and communication and audio visual equipment to better disseminate climate change considerations to line ministries and agencies with corresponding support provided to enable participatory preparation and implementation of targeted action at national and sub-national level;
- Targeted TA, equipment and workshop support to strengthen Cambodia's negotiation capacity on Climate Change matters and to ensure National compliance to UNFCCC obligations.

Result 2: A platform is established and in operation providing Cambodia with updated knowledge and learning opportunities on Climate Change;

- Logic guiding implementation of activities under this result includes: The provision of TA in support of defining institutional and management arrangements and strategies to ensure multi-stakeholder climate change data management and knowledge sharing and learning at national and sub-national level;
- Provision of TA, workshops, and communication, audio visual equipment and Information Technology to strengthen and enhance the Community of Practice on Climate Change in Cambodia.
- The provision of TA, workshops, equipment and Information Technology in support of a National Climate Change Data, Knowledge Management and Learning Centre to act as a clearing house for climate change data, resources, and learning services and dissemination of climate change information;
- The provision of TA and workshops in support of a Climate Change Communications Strategy and a corresponding public awareness and learning campaign are established;

Result 3: Key line ministries, agencies and civil society organisations have access to financial and technical resources to design, implement and monitor climate change adaptation interventions.

- Logic guiding implementation of activities under this result includes: The provision of specific practice-oriented environmental/climate change TA, workshops, and

equipments in support of “learning by doing”, initially in the coastal zone (grant component 1);

- The provision of TA, workshops and relevant equipment in support of development and dissemination of mainstreaming materials, guidelines and concepts and their progressive integration into sector activities at national and sub-national level;
- The provision of TA in support of identifying capacity needs and opportunities for effective climate change mainstreaming in key sectors and priority measures formulated and implemented;
- A demand-driven process is established through the provision of TA, training and workshop support, and maintained to provide technical and grant support to mainstream Climate Change and Disaster Risk Reduction at national and sub-national level;

5.3 Expected impact

The vision is that the organisations involved in national and local development planning and service delivery recognises the importance of considering the impacts of Climate Change and can capitalise on the Climate Change related financing and other opportunities available to address these issues.

NCCC and CCD have the capacity and resources to address Climate change challenges across the country. The CCD will draw on the experience of the SNC to establish a decentralised platform for the collection, analysis and communications of Climate Change related data. This will feed into a (nationally owned) multi-stakeholder platform for the sharing of knowledge and lessons learned to provide a basis for effective decision making, planning and awareness raising. Support is then provided to the relevant Government agency, civil society organisations and academia in the form of capacity building, technical assistance and/or seed-funding to support design and implementation of Climate Change mainstreaming initiatives.

6 Coastal Adaptation and Resilience Planning and Capacity Development (Grant Component 1 on adaptation in coastal areas²)

6.1 Immediate objective

The immediate objective of this component is:

Increased resilience of coastal communities and ecosystems to climate change through adaptation planning, demonstrated targeted local interventions and provision of practical learning experience in adaptation planning to the NCCC/CCD.

6.2 General approach and strategy

The vision is that the organisations involved in national and local adaptation planning for climate change impacts will have capacity and practical experience to conduct similar planning for other areas and awareness and increased resilience to climate change impacts have been demonstrated in high risk coastal communities. Another aspect of the capacity building is that relevant agencies realise the importance of climate change adaptation

² To be finalised during the six months inception phase

measures and integrates funding of adaptation measures in development plans and programmes.

The strategy for this component is to contribute to strengthening of the NCCC, CCD, other ministry departments and provincial departments to have capacity to assess climate change information, climate change forecasts and risk assessment so that they can provide planning, information and guidance to local communities. Identified high risk communities will be strengthened through awareness raising and livelihood activities aiming at increasing community resilience to climate change impacts. The activities will also provide practical learning experience to the NCCC, CCD and other relevant agencies. The adaptation planning could also lead to identification of others areas/communities where adaptation measures are needed and assist local Government in developing adaptation plans for funding. The component supports three priority actions from the NAPA and thereby provides a close linkage to the national climate change agenda and its actual implementation. The component will work closely with communities, and civil society organisations in the implementation of the identified adaptation measures in high risk areas. Overall the component will take an integrated, participatory and cross-sectoral approach to reducing vulnerability in the four coastal provinces of Cambodia. The risks to be addressed include changes to patterns in floods, drought and changes in precipitation on coastal region systems, including coastal agriculture systems and mangrove ecosystems, and will provide policy advice at the national level, scientific tools for proper adaptation planning, and demonstration through resilience strengthening at the community level. The national, provincial, and coastal community level will benefit from the component as it will identify and implement climate change adaptation measures increasing coastal resilience and strengthen adaptive capacity of the relevant institutions and linking this to national efforts for poverty alleviation and national development plans.

6.3 Expected results and immediate activities

Result 1: Preparation of a methodology for designing and implementing adaptation measures developed and adopted by the Government

There are undisputed evidences that Climate Change are already resulting in significant alteration of coastal ecosystems, coastal hazards, and lifestyle changes for fishers, coastal resource users, waterfront property owners and coastal communities. Stepped up efforts are needed to guide proactive adaptation actions that benefit human and natural ecosystems for present and future generations.

Activities under this result area include but will not be restricted to the following activities:

- Training in processes for development of adaptation methodology such as assess climate change impacts, sensitivity, exposure , trends and vulnerability, risk analysis and risk assessment, and funding for adaptation measures methodology such as assess climate change impacts, sensitivity, exposure, trends and vulnerability, risk analysis and risk assessment, and funding for adaptation measures

Result 2: Development and use of indicators for monitoring climate change in coastal areas

It is of utmost importance to identify and apply climate change indicators for the coastal area to determine development and trends in climate impacts. The existing and available data will

be assessed and potential indicators and gaps identified. The identified indicators will be applied in the 3rd State of the Coastal Environment and Socio-economy Report.

Activities under this result area include but will not be restricted to the following activities:

- Develop methodology and guidelines
- Develop climate change indicators for the coastal area based on existing data
- Report on climate change indicators in State of Coastal environment reporting

Result 3 and 4: *Vulnerability and risk assessments for coastal communities, ecosystems and infrastructure, including maps and scenario forecasts*

Presently extensive development projects such as water resources and irrigation projects have been carried out in the coastal provinces of Cambodia. However, these projects have been implemented without consideration of potential impacts of climate change and places local communities in highly vulnerable areas without proper preparedness to manage impacts from climate change. Furthermore, coastal development takes place without consideration of setback lines and zoning and by this makes the coast more vulnerable to extreme weather events and sea level rise, and at the same time put constructions at risk.

The purpose is to build capacity in CCD and other relevant national institutions for carrying out vulnerability and risk assessment. This output will also for the identified hotspot areas provide climate change scenario forecasts which can be used by the relevant line ministries and local communities to provide budget for the necessary climate change adaptation measures to be implemented on a proper scientific planning background. The output will contribute towards the establishment of a climate change resilient coastal development regime that will be able to withstand anticipated increased frequency of climate-induced coastal inundations and storm surges by provision of setback lines and zones based on coastal vulnerability.

Detailed vulnerability maps for climate change planning purposes in the coastal provinces will be prepared including scenario forecasts. These maps can be used in the preparatory work by Government and local Government for adaptation to climate change

Activities under this result area include but will not be restricted to the following activities:

- Baseline characterization of the coastal area and identification of sensitive communities and ecosystems
- Shoreline investigation for identification of infrastructure and beaches/coast sensitive to sea level rise and extreme climate events
- Topographic analysis for the coastal area
- Climate scenario modelling, water resources and coastal climate change impacts modelling
- Vulnerability analysis and risk assessment for the coastal area and sensitive habitats
- Detailed coastal vulnerability maps including scenario development to 2100

Result 5 and 6: Institutional capacity for identifying adaptation solutions based on different climate change scenarios developed and integrated into land use and coastal development plans

As the different activities and all outputs will be established in a learning by doing process institutional capacity will be strengthened at the national and provincial level for conduction vulnerability assessment, assessment of climate data and forecast simulations, risk analysis and assessment so local experience will be available for carrying out similar activities in other provinces of Cambodia and at the same time provide information and lessons learned to the national knowledge management.

Development plans for the coastal area will include the results of the above activities to ensure that development activities in the coastal area will be restricted to areas identified for development and zoned according to this and fully considering the relevant adaptation measures for the zoned locations.

Activities under this result area include but will not be restricted to the following activities:

- Conduct a Training Needs Assessment (TNA) and facilitate training and capacity-building courses related to climate change issues in the coastal area national-level and provincial level government staff
- Provide capacity building in relation to GIS and in interpretation of climate modelling and impact modelling results, risk assessment and analysis with focus on coastal area
- Develop a coastal adaptation measures plan with the established capacity inside CCD
- Identify vulnerable high risk areas for implementation of demonstration adaptation measures
- Develop land use planning guide integrating climate change consideration for the coastal area

Output 7: Increased resilience of coastal communities and coastal ecosystem buffers to climate change and improved livelihoods

The rice production at present in the coastal area is not sufficient for local demand and significant efforts have been provided for increasing the production and providing facilities that can protect these areas against floods such as rehabilitating of dikes through development assistance. In designing these facilities and rehabilitation of dikes the potential impacts due to sea level rise or changed variability in extreme events e.g. floods were not considered though climate change is expected to adversely affect these systems, partly through salinization (and through changes to precipitation, temperature and potential drought patterns. Presently there is a strong pressure from local communities and developers on the ecosystems in the coastal area e.g. mangroves, which function as a significant buffer to impacts from extreme weather events.

This output will be achieved working closely with the affected communities in vulnerable areas through a participatory approach to build up awareness and resilience for impacts of climate change. Based on the scenario development from output 3 an understanding will be established between the national authorities and the local water user communities for identifying necessary works to be conducted to maintain dikes and other facilities to ensure an acceptable low risk level in relation to forecasted climate change and for identifying the

necessary budget for the relevant work to be carried out. The demonstration approach of this component is expected to provide significant benefits for the coastal communities by replication in other areas.

The results of this output will restore mangrove but also raise the awareness in the local communities for the necessity to generally ensure a healthy mangrove system as a defence for extreme weather events. It is expected that this demonstration activity could be replicated in other areas along the coast and thereby provide wider beneficial impacts on vulnerable local communities through enhanced resilience to climate change impacts.

Activities under this result area include but will not be restricted to the following activities:

- Organize local coastal communities for operation and maintenance of Water resources/flood protection for climate change scenarios
- Adaptation of coastal agricultural practises to climate change and livelihood improvement

6.4 Expected impact of the component support

The component support is expected to lead to a considerable improvement in the adaptation, community resilience and effective response to climate induced changes and natural disasters. Ultimately this will improve the living standards, health and welfare of the people presently affected by climate change and those who would otherwise be more severely affected in the future.

Climate Change in Cambodia is more likely to affect the poorer, marginalised groups whose livelihoods are dependent on natural resources and who inhabit low lying and flood exposed and potential drought prone areas. The component support will thus assist in reducing the poverty of these people mainly but not only through preventative means.

At the same time the component will provide important information and learning experience which will feed into CCCA's capacity building and institutional strengthening activities.

6.5 Specific implementation arrangements

Implementation arrangements will follow what is been designed for the Programme as a whole. UNEP will provide Technical Assistance on the grant component 1 on adaptation in coastal areas through a cooperation agreement with UNDP based on PSB approved work plans and budgets. This component will be implemented with the support of several government, local government and non-government partners. A full time Component Coordinator will be appointed by the NCCC/MoE to deliver the component outputs in accordance with prior approved work plans and budget. The Component Coordinator reports to the NPC. Funds will be available from the CCCA Trust Fund as per UNDP rules and regulations. UNDP will have the overall responsibility for financial management. A long-term Senior Technical Advisor will be appointed to advise the Component Coordinator. The Senior Technical Advisor reports to the Component Coordinator and works closely with the CTA. The indicative budget also includes allocations for short term national and international/regional consultants. The NPC will ensure the necessary linkages between the Support Programme and grant component 1.

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7 Management arrangements and implementation modalities

7.1 Basic principles

The organisation and management structure is designated to facilitate extended partnerships and funding as may be required to achieve the programme objectives. This is achieved through the use of a multi-donor fund arrangement which harmonises operational and reporting requirements whilst the move to a program based approach promotes a results focus. To ensure national ownership NCCC is responsible for overall guidance via the Programme Support Board (PSB). The Trust Fund grant facility is demand driven, and the Support Programme is integrated into the management and operational structure of the CCD. Technical soundness is achieved through a multi-stakeholder Technical Advisory Panel (TAP) to the NCCC and PSB and a dedicated Chief Technical Advisor (CTA) to the National Programme Coordinator (NPC). The CCCA Trust Fund and Support programme will initially³ be administered by UNDP to ensure maximum accountability and transparency with assurance provided by a dedicated Trust Fund Administrator (TFA).

The present agreement is for three years but the Programme is planned as a long-term commitment by the Government and the donors and efforts will be made by all parties to mobilise ongoing support preferably through country systems.

The donors to the CCCA Trust Fund have committed funds and established individual agreements with UNDP. The present programme document has been agreed by all donors. The participating donors have also agreed on a general Statement of Cooperation (SoC) among Development Partners involved in supporting Cambodia address the challenge of Climate Change. This SoC details key principles of cooperation and harmonisation and recognizes the need to consult and co-operate in an open and transparent manner in order to eliminate duplication of efforts, coordinate policies and procedures, ensure Government ownership, and define common standards of performance and accountability as per internationally accepted standards.

7.2 Organizational structure

CCCA will follow the implementation principles as agreed between the donor community and the Government. The NCCC, meeting on 29 June 2009, suggested that CCCA donors establish a national climate change trust fund until satisfactorily country systems are in place to ensure a coherent approach to climate change support in Cambodia. Therefore the present multi-donor initiative should be seen as transitional and eventually to be substituted by country systems, possibly government managed trust fund or direct budget support, in a later phase. The proposed CCCA governance structure is presented in an organigram below.

The organizational structure is based on strong Government ownership and alignment with the existing Government institutional arrangements. The Ministry of Environment (MoE), on behalf of the National Committee for Climate Change (NCCC), will be the Government implementing partner (IP). The NCCC will provide policy oversight and ensure necessary intra-ministerial guidance and coordination. The MoE will establish a National Support Programme within the Climate Change Department (CCD). The CCCA Trust Fund is the multi-donor instrument which will fund the National Support Programme to develop the

³ The Mid Term Review will assess feasibility and advise how the Trust Fund could be integrated into country systems and review the initial implementation mechanisms.

systems for addressing Climate Change challenges and enhancing vulnerable people's resilience. The CCCA Support Programme will be integrated within the structure and overall work plan of the CCD and headed by a National Programme Coordinator (NPC). The NPC will be responsible for the overall management of the CCCA Support Programme and will ensure that it is managed in an effective, transparent and accountable manner in line with prior approved work plans and budgets and in accordance with an Operational Manual - to be approved by the PSB. The NPC will report to the PSB. The draft ToR of the NPC is enclosed as annex

Policy level decision making within the CCCA Support Programme will be entrusted to a Programme Support Board (PSB). The initial PSB structure will have eight members, of whom four will represent the different Government agencies as nominated by the NCCC and four the CCCA donors. In addition, the PSB will include, as observers, the NPC, the Chief Technical Advisor (CTA), the Trust Fund Administrator (TFA) and, on invitation, representatives of the Technical Advisory Panel (TAP) panel, other relevant Development Partners (e.g. World Bank PPCR), component coordinators and technical advisors. The PSB will initially be co-chaired by an NCCC and a CCCA donor representative. The Terms of Reference of the PSB is included as an annex. The PSB will meet at least quarterly and will review and approve⁴ annual CCCA and grant component budgets and work plans, endorse new recommended grant proposals before they are submitted to the UNDP Trust Fund Administrator for release of funds in accordance with UNDP financial rules and regulations.

The Trust Fund will be administered by UNDP according to UNDP rules and procedures. An Operational Manual will be prepared during the Inception Phase which will include details on the operational and administrative specificities of the Programme. UNDP will recruit a Trust Fund Administrator who provides capacity development to RGC as well as financial assurance and reports on the utilization of the CCCA Fund to the Government and the donors in accordance with provisions of the agreements with donors. Each donor enters into a contractual agreement with UNDP for the administration of its funds. Contributions to the Trust Fund are pooled and not tagged to activities in anyway. The Trust Fund is open for additional contributions from initial and new donors.

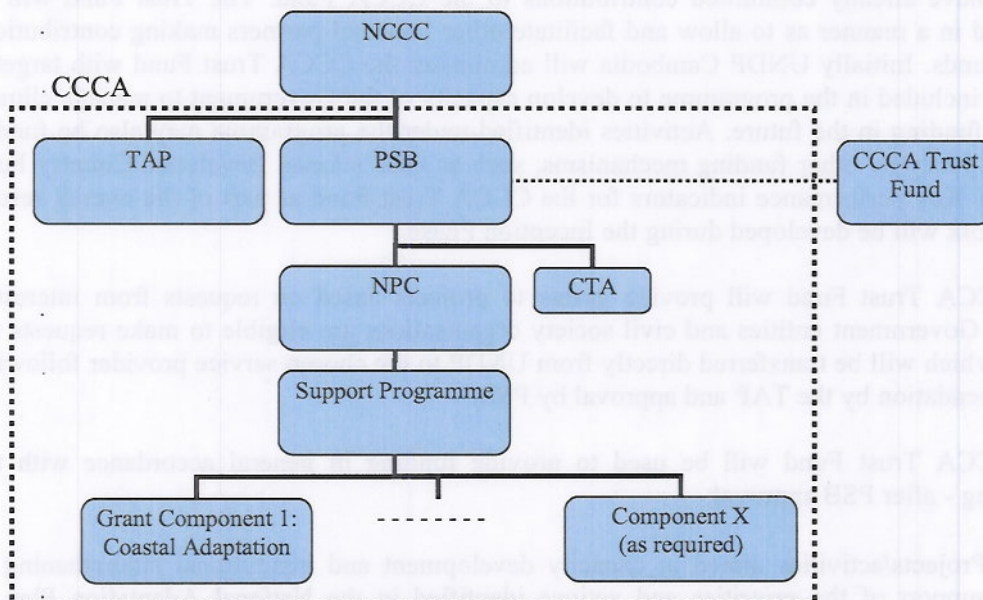
A multi-stakeholder Technical Advisory Panel (TAP) will provide technical support to the CCCA and will advise the PSB and the NCCC on technical and programme issues, and ensuring access to the views of the broader society. In particular, the TAP will review and recommend to the PSB proposals for funding by the Trust Fund. The TAP is also a dissemination channel for awareness raising and knowledge sharing. The TAP will include 10 to 15 members including representatives from technical units of key ministries, technical advisors, academia, civil society and non-Government organizations with a good proven track record on climate change issues. The TAP, whilst being multi-stakeholder, has a similar role to the proposed Climate Change Technical Team of the NCCC and where possible a merging of the two committees will be sought to avoid fractionation. The ambition would be to have one advisory board or panel serving both the NCCC and Programme. The ToR for the TAP is included in the Annex.

The NPC and staff of the CCCA Support Programme are Government staff and will work alongside and in some cases integrate with other units of the CCD. A Chief Technical Advisor (CTA), and a Trust Fund Administrator (TFA) for the Programme will be recruited by UNDP

⁴ Both PSB co-chairs need to receive such documents at least one month before a PSB meeting.

and will be full-time based in the CCD. Short term Technical Advisors required from time to time will also be based in the CCD.

Figure 1: Organigram of Management Arrangements for Cambodia Climate Change Alliance programme



7.3 Implementation modalities

Programme grant components are approved on demand basis. Proposals for funding from the Trust Fund are submitted to the National Programme Coordinator (NPC) of the Support Programme. The NPC with the assistance of the CTA and CCD staff will provide initial administrative screening of the proposals received. After clearing the proposals they will be submitted to the TAP for review. The TAP will then provide recommendations for funding to the PSB who will make the final decision. If approved, the co-Chairs of the PSB will provide the proposals to the UNDP office, via the Trust Fund Administrator, accompanied by appropriate authorisations for the disbursement of funds as per UNDP's rules and procedures in accordance with the operational modalities specified in the operational manual.

The CCCA programme is designed for duration of 3 years. The UNDP will administer the Trust Fund for this duration. The CCCA programme will be implemented by the inter-ministerial task force set up by Ministry of Environment on behalf of the NCCC, with UNDP providing technical support and oversight. The grant components approved by the Programme Support Board will be executed by relevant key line ministries, agencies and civil society organizations. The grant component 1 on adaptation in coastal areas will be executed by UNEP.

7.4 Trust Fund Management

Funding of the Programme will be provided through a Climate Change Trust Fund. Development Partners are invited to make contributions to the fund in the form of pooled and non-targeted resources on basis of contractual agreements between each donor and UNDP. Trust Fund disbursement will be based on Operational Manual procedures as approved by the

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PSB and in accordance to UNDP's financial rules and procedures. EC, Danida, Sida, and UNDP have already committed contributions to the CCCA Fund. The Trust Fund will be designed in a manner as to allow and facilitate other financial partners making contributions to the funds. Initially UNDP Cambodia will administer the CCCA Trust Fund with targeted support included in the programme to develop capacity of the Government to manage climate change funding in the future. Activities identified under the programme may also be funded fully or partly by other funding mechanisms, such as GEF's Least Developed Country Fund (LDCF). Key performance indicators for the CCCA Trust Fund as part of the overall results framework will be developed during the Inception Phase.

The CCCA Trust Fund will provide grants to projects based on requests from interested parties. Government entities and civil society organisations are eligible to make requests for grants which will be transferred directly from UNDP to the chosen service provider following recommendation by the TAP and approval by PSB.

The CCCA Trust Fund will be used to provide funding in general accordance with the following - after PSB approval:

- Projects/activities aimed at capacity development and institutional strengthening in support of the priorities and actions identified in the National Adaptation Plan of Action, and the National Climate Change Strategy and Action Plan (under preparation);
- projects/activities which will facilitate and ensure integration of Climate Change considerations into national policy, strategy, plans and programmes;
- projects/activities which will raise awareness and preparedness in Governments and the broader society on the challenges and opportunities of Climate Change and how to adapt to the consequences of Climate Change;
- projects which will contribute to establishment and operation of a Climate Change Knowledge Management and Learning Platform;
- projects which will in other manners support capacity building within the general framework of the Support Program;
- projects that will help facilitate access to incremental sources of funding for Climate Change adaptation and mitigation;
- activities to raise visibility of the Trust Fund itself to Government and the broader Community of Practice, and potential donors;

Only proposals that have been recommended by the TAP and approved by the PSB will be forwarded to the UNDP, via the Trust Fund Administrator for disbursement. Disbursement of funds to the Executing Agent will be based on an agreement between the UNDP and the representative for the Executing Agent (or coordinator) in accordance with UNDP's rules and procedures and may include specific conditions on utilization of the funds as required by the PSB.

7.5 Monitoring, reporting, reviews and evaluation

Support Programme with all its elements including the Trust Fund will be monitored in accordance with UNDP's rules and procedures, and in line with the provisions in the Statement of Cooperation among Development Partners concerning the Implementation of Climate Change Support to Cambodia. Monitoring of progress will initially be based on the

indicators enclosed in the preliminary log frame which will be reviewed and updated by the PSB during the inception phase.

Grant beneficiaries from the CCCA Fund (Government, agencies and civil society organizations) will submit six-monthly narrative and financial reports to the NPC. The above reporting will be complemented with consolidated UNDP six-monthly narrative and financial progress reports on the utilization and operation of the CCCA Trust Fund to CCCA donors.

The NPC will provide quarterly progress reports which, after endorsement by the PSB is submitted to the Chair of the NCCC and the Development Partners. The Annual Report will summarize the progress of implementation for the full year till December 31.

Joint Programme Reviews will take place annually, preferably by the end of each fiscal year at a mutually agreed time. The purpose of the Joint Reviews is to assess progress and ensure that the programme remains focused and in line with agreements between the Government and the Development Partners. The deliberations during the Annual Review will be based on the Annual Report. The Annual Review is concluded with formal Minutes agreed between the Government and the Development Partners.

In order to ensure a continued coordination of the different climate change initiatives in country an annual Climate Change Retreat will be organised and funded under the CCCA.

Within the first two years, programme will undertake an independent mid-term evaluation. The evaluation will review the over-all progress to date, recognize progress and achievements but also identify weaknesses in the design and modalities which needs revision. An important further element is to assess how the Support Programme is related to other Climate Change activities that may have emerged during the two years. The Mid-term Evaluation shall also make recommendations on a second post-2012 phase of the Programme which will include an assessment of the feasibility of Government administration of future climate change funding using Government financial systems, for example, a Government administered trust fund or direct budget support. A final evaluation will take place before the end of the third year of CCCA implementation.

Funds made available from the CCCA Fund shall be subject to internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP as per EC-UN FAFA agreement for joint management.

8 Expected Impact of the CCCA

CCCA is designed to contribute to a Climate Change resilient development in Cambodia.

The Support Programme is expected to lead to a considerable improvement in the adaptation, community resilience and effective response to climate induced changes and natural disasters. Ultimately this will improve the living standards, health and welfare of the people presently affected by Climate Change and those who would otherwise be more severely affected in the future.

Climate Changes in Cambodia are more likely to affect the poorer, marginalised groups whose livelihoods are dependent on natural resources and who inhabit low lying and flood

exposed and potential drought prone areas. The programme will thus assist in reducing the poverty of these people mainly but not only through preventative means.

During the initial period covered by this Programme Document, it is expected that CCCA will contribute to:

- mainstreaming of Climate Change considerations in government and local government policies, strategies, plans and programmes;
- establishment of a government management system for addressing Climate Change;
- establishment of a multi-donor financial facility which has attracted funding from the initial Development Partners but also new Partners;
- establishment and operation of the Climate Change Support Programme which is efficiently operated and delivering results;
- establishment of a Climate Change information and knowledge management learning centre;
- providing increased resilience to climate change of vulnerable people in the coastal areas

9. Assumptions and risks

Assumptions are:

- that there is a strong commitment and political will to integration of Climate Change considerations into policy frameworks, strategies and programmes, establish a Climate Change Knowledge Management and Learning Platform and give priority to capacity building is followed up by action;
- that there is a commitment of the government to engage the civil society, the academia and the private sector in the implementation of the CCCA, and a willingness of the societal organizations to be engaged and participate in policies discourse and decision making;
- that government staff are made available and participate in such a way as to strengthen the Climate Change Department as the secretariat of the NCCC;
- that decentralisation reform will be taken into account in the Climate Change Strategy and Action Plan (CCSAP) and the proponents of the decentralisation reform are willing to address the issue of Climate Change;
- that higher standards of public finance management and accountability, in line with international standards are being installed to gradually move to country systems;
- that the CCCA Fund is being used also by financial partners outside the current group of founding development partners for contributions to Climate Change adaptation at least during the transition period;

The risks are:

Risks	Level	Mitigation Measures
that the Ministry of Environment's and NCCC's leadership to coordinate the government's efforts to address the Climate Change adaptation challenges is not nationally recognized	Low	Align future donor Climate Change adaptation support to the Climate Change Strategy and Action Plan (CCSAP)
that the programme fails to fully engage the civil society in programme	Low	Support the establishment of a voluntary, multi-stakeholder Technical Advisory

development and implementation		Panel (TAP) attached to the PSB and NCCC
that the Knowledge Management and Learning Platform is not able to deliver given the manpower, financial resources and access to information resources made available	Low	Anchor the Knowledge Management Platform in a prestige national entity which has sufficient human and financial resources to sustain its activities
that decentralisation reform will lead to power struggles and lack of clarity regarding climate change adaptation, mitigation and disaster risk reduction mandates	Medium	Role clarification and increased predictability of domestic funds available for climate change adaptation and disaster risk reduction
that Government staff capacity is not available for programme implementation	High	Commitments from Government will be sought to make available sufficient Government staff for programme implementation ⁵ . Note: CCD has been upgraded to Department status. The Climate Change Department within the MoE will have greater autonomy in terms of staff planning.

10 Implementation plan

It is anticipated that the Support Programme will start with an inception period of six months during which: Government will establish its programme team and assign key positions; the PSB and TAP will be established; Advisors and other TA staff will be recruited; the detailed work plan will be prepared including detailed Results Framework with verifiable indicators, annual work plan and detailed budget; Operations Manual, Business Plan and other necessary documentations will be prepared and approved. The terms of Reference for the programme staff and decision-making structures will be refined and reviewed during the Inception Phase in order to update and clarify each party's role and responsibility.

An Inception Workshop will be conducted during the Inception Phase with the participation of the full programme team, PSB and TAP, relevant government counterparts, donor partners and other representatives of UNEP/UNDP as appropriate. The Inception Workshop will provide an opportunity for all parties to better understand their roles, functions and responsibilities within the decision making structures, including reporting and communication lines. The objective of the workshop would be to assist the programme team to understand and take ownership of the goal and objectives of the programme and to prepare the first year's work plan on the basis of the results framework. This will include reviewing and if necessary updating the results framework (indicators, means of verification, assumptions) imparting additional detail as needed, and on this basis finalize the Annual Work Plan.

Program implementation activities will begin two (2) months from Government signature of the CCCA Programme Document.

Within one month from Government signature of the CCCA Programme Document UNDP will prepare a work plan and budget covering the six months inception period for

⁵ In parallel, the EC has the commitment, together with the EU MS, to engage in policy dialogue with the RGC on public administration reform

endorsement by the MoE and CCCA partners. Work plans and budgets beyond the six month inception period will need to be approved by the (to-be-established) PSB.

Table 1 : Key Milestones and M&E

Type of activity	Responsible Parties	Time frame
Assemble and orient NPC, Inter-ministerial Team, PSB and TAP	<ul style="list-style-type: none"> ▪ Government ▪ UNDP 	Within two (2) months from programme document signing
Recruit CTA and TFA	<ul style="list-style-type: none"> ▪ UNDP ▪ NPC 	Within three (3) months from programme document signing
Inception Workshop and Report	<ul style="list-style-type: none"> ▪ NPC ▪ Government ▪ CTA and TFA ▪ UNDP ▪ Donor partners 	Within six (6) months from programme document signing
Annual Work Plan and Budget	<ul style="list-style-type: none"> ▪ Government ▪ UNDP 	Annually
Establish baseline and Means of Verification of project results.	<ul style="list-style-type: none"> ▪ CTA and TFA 	Start, mid and end of project (during evaluation cycle) and annually when required.
Measurement of Means of Verification for Project Progress on <i>output and implementation</i>	<ul style="list-style-type: none"> ▪ NPC and team 	Annually prior to annual report and to the definition of annual work plans
Annual Report	<ul style="list-style-type: none"> ▪ NPC ▪ TFA 	Annually
Periodic status/ progress reports	<ul style="list-style-type: none"> ▪ NPC and team 	Quarterly
Mid-term Evaluation	<ul style="list-style-type: none"> ▪ NPC and team ▪ UNDP ▪ External Consultants (i.e. evaluation team) 	Within two (2) years after start of project implementation.
Final Evaluation	<ul style="list-style-type: none"> ▪ NPC and team, ▪ UNDP CO ▪ External Consultants (i.e. evaluation team) 	At least three months before the end of implementation
Project Terminal Report	<ul style="list-style-type: none"> ▪ NPC and team ▪ UNDP ▪ local consultant 	At least three months before the end of the programme
Audit	<ul style="list-style-type: none"> ▪ UNDP ▪ NPC, TFA and team 	Yearly
Visits to field sites	<ul style="list-style-type: none"> ▪ PSB ▪ Donor partners ▪ UNDP 	Yearly (Annual Retreat)

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A proposal for the transfer of assets of the programme and its component grants will be prepared not later than 3 months before the closure of the programme for endorsement by the PSB.

11 Budget and resources

Development partners will contribute non-tagged funds into a trust fund called the Cambodia Climate Change Alliance Trust Fund (CCCA Trust Fund). In order to keep the transaction cost low, the minimum contribution into the CCCA Fund is fixed at USD 0.5 million (EUR 340,136). Donor contributions will be held in US dollars. For contributions received in a currency other than US dollars, the UNDP will, upon receipt of the funds, convert them into US dollar.

The Swedish government, through SIDA, has already earmarked EUR 1,450,000 (SEK 15 million or USD 2,131,500). The Danish Government, through DANIDA, has committed EUR 374,150 (DK 3,000,000 or USD 550,000). UNDP has committed EUR 2,040,816 (USD 3,000,000). Finally the EC has committed EUR 2 205 816.

The Development Partners have made commitments for support to the CCCA Trust Fund to the tune of USD 8.9 for three years 2010 to 2012. Financial requirements for the overall CCCA Programme and grant component 1 are estimated at USD 7.5 million. This leaves an un-programmed budget of approximately USD 1.3 million which would be made available for additional components on demand basis during the three year period.

Indicative budget requirement for establishing the CCCA and provide capacity building and institutional strengthening is estimated at USD 4.5 million, but will partly be dependent on the demand from Clients. Exact budgets for the CCCA Programme and grant component 1 will be determined during the Inception Phase. The budget includes allocations for recruitment of a full time Chief Technical Advisor and additional local and international TA support. Priority will be given to recruit national staff, whenever feasible.

The budget for grant component 1 on adaptation in coastal areas is estimated at USD 3 million for three years. Additional parallel funding is expected from GEF/UNEP.

The summary of the annual break-down of the indicative annual budget is provided in the Annex 2.

12. Visibility

A communication plan will be developed by the programme under Result 2. This plan will comply with the Communication and Visibility manual for EU External Actions, in which the incorporation of joint visibility guidelines for EC-UN Actions in the field is described.

Annex 1a

INDICATIVE OVERVIEW LOGICAL FRAMEWORK Cambodia Climate Change Alliance (CCCA)

(See separate Log Frame for Grant Component 1 on Adaptation in Coastal Areas)

Intervention logic	Activities	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
Climate Change interventions/programmes in Cambodia are nationally owned and aligned with Cambodia's development priorities, and are effectively coordinated and implemented		Representation of Climate Change considerations in policy, plans and budgets at national and sub-national levels. Effectiveness of a multi-stakeholder framework in Cambodia which facilitates action required on sector policies, strategies, plans and programmes that are climate sensitive in a socially inclusive manner at all levels. Availability of systematised capacity development frameworks on technical (climate observation, modelling and risk assessment), national compliance to UNFCCC obligations, operation and management of Climate Change Knowledge Management and Learning Platform;	NSDP, Sector Strategies (Health, Agriculture, Water), NCDD reports Annual Report of NCCC, CCO management meetings, Programme Board (PB) minutes; Interviews with key stakeholders in line ministries, academia, and Civil Society, and vulnerable groups including women and children;	The Government is committed to addressing the challenge of Climate Change
Result 1: NCCC capacity to coordinate national policy making, capacity development, and outreach/advocacy efforts, and to monitor the implementation of national climate change strategy is strengthened;				
1.1 National buy-in and ownership of the Climate Change Strategy and Action Plan (CCSAP) and other key outputs of SNC and NAPA by line ministries and agencies;	CCSAP National launch, Sub-national workshops and Civil society workshops; On demand specialist technical and advisory assistance;	Number of outreach events; Reference to CCSAP in sector policies and programmes, and official speeches in key sector areas;	NCCC annual monitoring report; Review of sector policies, programmes and official speeches in key sector areas;	CCSAP completed on time CCSAP made relevant to key line Ministries at National and sub-national level.
1.2 The NCCC and CCO are enabled to deliver on their mandated role;	CCO Coordination, Management, Networking capacity needs analysis Systemised capacity development framework for CCSAP implementation On demand specialist technical and advisory assistance NCCC and CCO Attendance @ CC-related Seminars, workshops, training, regional and international fora;	Organisational structure, staff profile and capacity, and IT and management systems reviewed and strengthened accordingly; Members of NCCC and CCO undertake regular forums, meetings, demand- and issue- based field trips and study tours to overcome conceptual barriers to Climate Change policy and negotiation related matters, and review progress;	Interviews with line ministries and agencies and sample beneficiaries of targeted actions; Project reports on actions; Annual report of CCO; Number and type of events attended by each member of the NCCC and CCO;	Staff are made available in the CCO from MoE and line ministries and agencies; A suitable merit based performance incentive scheme is available for staff involved in the Programme; NCCC are available and willing to participate in events; Donor support is available for Climate Change Capacity Development in Cambodia;

<p>1.3 Cambodia's negotiation capacity on Climate Change matters and ability to comply with UNFCCC obligations is strengthened;</p>	<p>Undertake NCCC, CCO and negotiator Capacity assessment, and implement capacity development;</p> <p>Provide on demand specialist technical and advisory assistance</p> <p>Prepare and implement strategy to develop Government's capacity to influence global and regional Climate Change agreements and to include Climate Change related matters in other international negotiations and meet UNFCCC reporting requirements.</p> <p>Establish a mechanism to enable regular, demand- and issue based briefings and de-briefings of Government and non-Government officials, and members of political parties on Climate Change negotiation and policy issues;</p> <p>Improved appraisal of, and learning from, regional and international experiences in Climate Change negotiations and systematic development of negotiation positions;</p> <p>Establish regular engagement between negotiators and Civil Society and Climate Change Community of Practice;</p> <p>Facilitate support for appropriate Government and non-Government delegations to attend capacity development workshops /conferences on Climate Change;</p>	<p>Capacity assessment report;</p> <p>Official approved submissions to UNFCCC;</p> <p>Number of issue papers and other documented analysis referring to regional and international experience prepared by negotiation team for NCCC and others;</p> <p>Number and type of briefings held;</p> <p>Number of meetings between negotiator team and Civil Society and Community of Practice and number of people involved;</p> <p>Number of delegates attending workshops/conferences, in particular the representation of women;</p>	<p>NCCC annual monitoring report;</p> <p>Annual report of CCO;</p>	<p>The RGC establishes a standing negotiation team (including reserves)</p>
<p>Result 2: A platform is established and in operation providing Cambodia with updated knowledge and learning opportunities on Climate Change;</p>				

<p>2.1 Defined institutional and management arrangements and strategies to ensure multi-stakeholder climate change data management and knowledge sharing and learning at national and sub-national level.</p>	<p>Undertake a needs assessment and prepare a National Climate Change Knowledge Management Strategy to clarify institutional affiliation, role and responsibilities;</p> <p>Design and implement a internet-based service for the collection, systemization and dissemination of Climate Change data and information;</p> <p>Disseminate analysis of knowledge gaps and priority research needs emerging from the NAPA, SNC, Disaster Risk Reduction Strategy and other related policy processes</p>	<p>Availability of agreed strategy document;</p> <p>Availability of internet-based services;</p> <p>Number and type of users of climate change data and internet-based services;</p> <p>Number of research initiatives underway which address the knowledge gaps in key sector areas;</p>	<p>Annual Report of NCCC, CCO management meetings, Programme Board (PB) minutes, NCDD report;</p> <p>Testing of internet-based service and validation of data and data analysis by independent data quality audit;</p> <p>Survey of key stakeholders, including affiliated institutions and researchers;</p> <p>Review of research reports from key sector areas;</p>	<p>Data owners are prepared to provide access to data and analysis;</p>
<p>2.2 The Community of Practice on Climate Change in Cambodia is strengthened and enhanced.</p>	<p>Establish a regular and dynamic information exchange forum with participation by Government, academia, and civil society from key sector areas;</p> <p>Establish a network of Climate Change focal points and link via an internet-based moderated discussion group with research backup;</p> <p>Facilitate an annual National Climate Change Forum with participation by Government, and civil society representing Cambodian and international perspectives;</p> <p>Regularized, agenda-based meetings of the Climate Change Community and the Climate Change Donor network;</p>	<p>Regularity and type of interaction and dialogue around key knowledge domains for Government, non-Government organisations, research institutions, Civil Society and Development Partners in fora and discussion group, in particular women and representatives from other vulnerable groups;</p> <p>Number and type of focal points;</p> <p>Availability of internet-based moderated discussion group;</p> <p>Trends of exchange of information, knowledge, experiences and learning on climate change impacts and activities in forums and discussion group;</p>	<p>Attendance lists of forum events;</p> <p>Attendance list of meetings and events, and log-files and consolidated responses of discussion group;</p> <p>Proceedings of annual Climate Change forum;</p> <p>Minutes of meetings;</p>	<p>Key Community of Practice members are willing to participate and share information;</p> <p>A suitable host and facilitator who are acceptable to all participants is identified;</p>

<p>2.3 A National Climate Change Data, Knowledge Management and Learning Centre to act as a clearing house for climate change data, resources, and learning services and dissemination of climate change information;</p>	<p>Identify suitable location for knowledge management and learning Centre. Undertake assessment, establish and maintain the Centre; Design, implement and maintain an interactive website for sharing of climate change data, research & knowledge.</p>	<p>Number and profile of stakeholders using centre and accessing website, in particular vulnerable groups; Number and type of databases, resources and learning opportunities available through the Centre;</p>	<p>Inspection of centre and review of centre management record; Web-server access statistics; Web-server content management system change records; Survey of key stakeholders and users of centre. Online survey of website users;</p>	<p>A suitable host for the Centre is identified; Information resources are provided by relevant agencies;</p>
<p>2.4 A Climate Change Communications Strategy and a corresponding public awareness and learning campaign are established;</p>	<p>Prepare and implement communications framework and plan Implement relevant CCSAP and SNC community outreach recommendations Prepare and implement awareness and learning activities at different levels, with a view to increasing public understanding of Climate Change, associated risks, adaptation practices, and opportunities associated with climate change, especially amongst vulnerable groups, decision makers, development practitioners and other agents of change. Facilitate regularised press briefings by NCCC to raise awareness of climate change issues, linking to relevant development or political entry points</p>	<p>Approved communications framework and plan available; Number of stakeholders at national and local levels, including Government and Civil Society actively engaged in communications and learning activities related to climate change; Number, relevance (to topical issues) and accuracy of reporting of climate change issues in the Press. Awareness of climate change and adaptation practices and opportunities amongst decision makers, vulnerable groups (including women and children), development practitioners and other agents of change.</p>	<p>Annual Report of NCCC, CCO management meetings, Programme Board (PB) minutes; Targeted survey of public awareness, adaptation practices and opportunities; Attendance lists and activities from experience surveys and learning communications and learning activities; Independent media monitoring review;</p>	
<p>Result 3: Key line ministries, agencies and civil society organisations have access to financial and technical resources to design, implement and monitor climate change adaptation interventions.</p>				

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<p>3.1 Development and dissemination of mainstreaming materials, guidelines and concepts and their progressive integration into sector activities at national and sub-national level;</p>	<p>Prepare demand- and issue-based discussion papers for dissemination to the broader Community of Practice;</p> <p>Guidance materials prepared on integration of Climate Change considerations into policy, plans, and programmes at all levels in key sectors in priority landscapes;</p> <p>Support agreements negotiated and formalised with line ministries and agencies, and civil society organisations involving facilitation of a mainstreaming roadmap;</p>	<p>Number and type of papers and guidance materials prepared;</p> <p>Number of key ministries completing approved mainstreaming roadmaps;</p> <p>Representation of climate change issues and opportunities in national and sub-national policy, programmes, strategies and plans;</p>	<p>Annual Report of NCCC, CCO management meetings, Programme Board (PB) minutes;</p> <p>Interviews with key stakeholders in different levels, sectors and locations;</p> <p>Independent "climate screening" of sector activities;</p>	<p>Government and civil society are prepared to participate;</p>
<p>3.2 Capacity needs and opportunities for effective climate change mainstreaming are identified in key sectors and priority measures formulated and implemented;</p>	<p>Establish a multi-stakeholder vulnerability and adaptation assessment framework, and prioritisation guidelines and indicators in collaboration with key sectors;</p> <p>Knowledge and learning requirements for climate risk resilient planning self-assessed in key Governmental and non-Governmental entities, and actions implemented;</p>	<p>Number of key sectors utilising Assessment framework and prioritisation guidelines;</p> <p>Number and (independently accessed) quality of approved self-assessment reports;</p>	<p>Minutes of PB and Quarterly report</p> <p>Availability of guidance materials;</p> <p>Independent review of self-assessment reports;</p>	<p>Key Government and NGOs are willing to participate;</p>
<p>3.3 Policy, regulatory and legal gaps are addressed for effective climate change mainstreaming;</p>	<p>Build consensus and awareness of outputs of Second National Communications and other analysis, in particular the policy and legal gap analysis;</p> <p>Prepare and implement priority mainstreaming initiatives in key sectors;</p>	<p>Representation of climate change issues and opportunities in national and sub-national policy, programmes, strategies and plans;</p>	<p>Survey of awareness of key stakeholders of the policy and legal gaps;</p> <p>Independent "screening" of key sectors</p> <p>Targeted survey of ministries to identify number and type of policy and legal reform actions taken;</p>	<p>Policy makers in line ministries and agencies are willing to participate;</p>

<p>3.4 A demand-driven process is established and maintained to provide technical and grant support to mainstream Climate Change and Disaster Risk Management considerations at national and sub-national levels.</p>	<p>Develop and approve Operations Manual and Business Plan;</p> <p>Establish systematised solicitation, support, evaluation and approval process for client support proposals in accordance with Operations Manual and business plan;</p> <p>Develop and implement CCCA Trust Fund communication plan</p> <p>Establish measured to ensure transparency and accountability;</p> <p>Prepare CCO-led Year 1 "no regret" mainstreaming activities;</p> <p>Training, capacity building to key sector focal points on accessing Trust Fund</p>	<p>Approved operations manual and business plan is available;</p> <p>Number and quality of technical and financial support proposals received from clients to support activities identified in the mainstreaming roadmap;</p> <p>Number and type of communications activities promoting the CCCA Trust Fund</p> <p>Number and type of transparency and accountability issues raised during audits and reviews;</p> <p>Number and type of approved Year 1 "no regret" activities;</p>	<p>Minutes of PB and quarterly reports</p>	<p>Prospective clients have the interest and basic capacity to prepare requests for support;</p>
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Annex 1b INDICATIVE LOGICAL FRAMEWORK – GRANT COMPONENT 1 ON ADAPTATION IN COASTAL AREAS

(an indicative amount of USD1.65 million will be provided by UNEP-GEF – CCCA support will provide practical learning experiences for NCCC and CCD in coastal adaptation and planning under result 3. This log frame will be fine-tuned during the first six months of operation of the CCCA)

Overall objectives	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
<p>Specific objective (COMPONENT 1)</p>	<p>The overall objective is to improve the lives of at least 150,000 climate vulnerable people in Cambodia by 2012 through improved climate change adaptation and disaster risk reduction measures at national and sub-national level.</p> <p>Increased resilience of coastal communities and ecosystems to climate change through adaptation planning, demonstrated targeted local interventions and provision of practical learning experience in adaptation planning to the NCCC/CCO.</p>	<p>A coastal climate change adaptation plan approved and the associated resources established and operational</p> <p>Capacity developed in CCO and other institutions in adaptation planning and implementation</p> <p>Awareness raised on climate change and sustainable management of marine and coastal resources</p> <p>Living standard of the targeted coastal communities improved</p> <p>Degradation of coastal ecosystem reduced or stopped</p>	<p>Adaptation measures are considered in coastal development plans and investment projects</p> <p>Adaptation plans developed for other areas</p> <p>Awareness campaigns locally and in the media conducted</p> <p>Socio-economic indicators improved for coastal communities</p> <p>State of the coastal environment report</p>	<p>All stakeholders are willing to cooperate and share information</p> <p>Institutions allow for inter-institutional data sharing, planning and implementation of actions for climate change adaptation measures</p> <p>There is a political commitment at national and local levels to enforce existing regulations on use and development of marine and coastal natural resources</p> <p>There is a will at national and local level to continue an integrated approach to sustainable use of natural marine and coastal resources</p>
<p>Expected results</p>	<p>Output 1: Methodology for designing and implementing adaptation measures developed and adopted by the Government</p> <p>Output 2: Development and use of indicators for monitoring climate change impacts in the coastal area</p> <p>Output 3: Vulnerability and risk assessments produced for coastal communities, ecosystems and infrastructure</p> <p>Output 4: Vulnerability maps produced for planning purposes</p>	<p>Methodology adopted by Government</p> <p>Climate change indicators developed and applied</p> <p>Coastal authorities have access to information and apply this in planning in the coastal area</p> <p>Climate change vulnerability maps developed for</p>	<p>Published and applied adaptation methodology</p> <p>State of the coastal environment report</p> <p>Report for vulnerability and adaptation measures for coastal area published</p>	<p>Adequate collaboration and support from key stakeholders</p> <p>All stakeholders are willing to cooperate and share information</p> <p>Institutions allow for inter-institutional data sharing, planning and implementation of actions for climate change</p>

<p>Output 5: Institutional capacity for identifying adaptation solutions based on different climate change scenarios developed</p> <p>Output 6: Improved climate change knowledge integrated into land use and coastal development plans</p> <p>Output 7: Increased resilience of coastal communities and coastal ecosystem buffers to climate change and improved livelihoods</p>	<p>the coastal area</p> <p>Units at national/provincial level has capacity to carry out adaptation planning</p> <p>Climate change adaptation measures, reflected in planning</p> <p>Coastal communities show awareness to climate change and willingness to implement adaptation measures</p> <p>Livelihood of involved communities show improvement and diversifying crops</p>	<p>Vulnerability maps and climate change scenarios published</p> <p>Adaptation plans initiated for other provinces</p> <p>Climate change measures incorporated in coastal development plans</p> <p>Monitoring and evaluation reports</p> <p>Monitoring and evaluation reports.</p>	<p>adaptation measures</p> <p>Livelihood improvement potential in demonstration activities can be identified and recognised by local communities</p> <p>Potential for replication can be identified in other coastal communities and country wide</p> <p>Adequate collaboration and support from key stakeholders at national and local level</p>
<p>Activities</p> <p>Activity 1.1 Training in processes for development of adaptation methodology such as assess climate change impacts, sensitivity, exposure, trends and vulnerability, risk analysis and risk assessment, and funding for adaptation measures</p> <p>Activity 1.2 Develop methodology and guidelines</p> <p>Activity 2.1 Develop climate change indicators for the coastal area based on existing data</p> <p>Activity 2.2. Report on climate change indicators in State of Coastal environment reporting</p> <p>Activity 3.1. Baseline characterization of the coastal area and identification of sensitive communities and ecosystems</p> <p>Activity 3.2. Shoreline investigation for identification of infrastructure and beaches/coast sensitive to sea level rise and extreme climate events</p> <p>Activity 3.3. Topographic analysis for the coastal area</p> <p>Activity 3.4 Climate scenario modelling, water resources and coastal climate change impacts modelling</p> <p>Activity 3.5. Vulnerability analysis and risk assessment for the coastal area and sensitive habitats</p> <p>Activity 4.1 Prepare detailed coastal vulnerability maps including scenario development to 2100</p> <p>Activity 5.1 Conduct a Training Needs Assessment (TNA) and facilitate training and capacity-building courses related to climate change issues in the coastal area national-level and provincial level government staff</p> <p>Activity 5.2 Provide capacity building in relation to GIS and in interpretation of climate modelling and impact modelling results, risk assessment and analysis with focus on coastal area</p> <p>Activity 5.3 Develop a coastal adaptation measures plan with the established capacity inside CCC</p> <p>Activity 5.4 Identify vulnerable high risk areas for implementation of demonstration adaptation measures</p> <p>Activity 6.1 Develop land use planning guide integrating climate</p>			

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	<p>change consideration for the coastal area</p> <p>Activity 7.1 Organise local coastal communities for operation and maintenance of water resources/flood protection for climate change scenarios</p> <p>Activity 7.2 Adaptation of coastal agricultural practices to climate change and livelihood improvement.</p> <p>Activity 7.3 Organise ecosystem based coastal protection with local communities in high risk areas</p> <p>Activity 7.4 Implement measures to reduce pressure on climate sensitive ecosystems and provision on alternative livelihood options</p> <p>Activity 7.5 Prepare detailed implementation plan for community adaptation demonstrations</p> <p>Activity 7.6 Establish a monitoring and evaluation format for assessing benefits of demonstration activities.</p>			
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ANNEX IIIa INDICATIVE WORK PLAN 2010-2012 - CCCA SUPPORT PROGRAMME ("The Action")

Outcome	Result	Budget Description	Amounts in US Dollars			Amounts in EURO [2]					
			2010	2011	2012	Total	2010	2011	2012	Total	
Climate Change Interventions/programmes in Cambodia are nationally owned and aligned with Cambodia's development priorities, and are effectively coordinated and implemented	1. NCCC capacity to coordinate national policy making, capacity development, and outreach/advocacy efforts, and to monitor the implementation of national climate change strategy is strengthened;	International Personnel	71,667	71,667	71,667	215,000	48,753	48,753	48,753	146,259	
		National Consultant	57,600	124,000	124,000	305,600	39,184	84,354	84,354	207,891	
		Contractual Services - Indiv	36,000	54,000	54,000	144,000	24,490	36,735	36,735	97,959	
		Travel and Workshops	69,000	105,000	95,000	269,000	46,939	71,429	64,626	182,993	
		Equipment and Furniture	20,000	40,000	40,000	100,000	13,605	27,211	27,211	68,027	
		Communication and Audio Visual Equipment	10,000	40,000	50,000	100,000	6,803	27,211	34,014	68,027	
		Information Technology Equipment	5,000	21,000	21,000	47,000	3,401	14,286	14,286	31,973	
		Miscellaneous Expenses [3]	10,000	10,000	10,000	30,000	6,803	6,803	6,803	20,408	
		Sub - Total			279,267	465,667	1,210,600	189,977	316,780	316,780	823,537
		Climate Change Interventions/programmes in Cambodia are nationally owned and aligned with Cambodia's development priorities, and are effectively coordinated and implemented	2. A platform is established and in operation providing Cambodia with updated knowledge and learning opportunities on Climate Change;	International Personnel	101,667	91,667	91,667	285,000	69,161	62,358	62,358
National Consultant	48,000			48,000	48,000	144,000	32,653	32,653	32,653	97,959	
Contractual Services - Indiv	41,600			21,600	21,600	84,800	28,299	14,694	14,694	57,687	
Travel and Workshops	135,600			135,600	135,600	406,800	92,245	92,245	92,245	276,735	
Contractual Services - Companies	50,000			60,000	60,000	170,000	34,014	40,816	40,816	115,646	
Equipment and Furniture	50,000			20,000	20,000	90,000	34,014	13,605	13,605	61,224	
Communication and Audio Visual Equipment	20,000			10,000	10,000	40,000	13,605	6,803	6,803	27,211	
Supplies	30,000			20,000	20,000	70,000	20,408	13,605	13,605	47,619	
Information Technology Equipment	151,000			36,000	36,000	223,000	102,721	24,490	24,490	151,701	
Miscellaneous Expenses [3]	26,000			25,000	25,000	76,000	17,687	17,007	17,007	51,701	
Sub - Total			653,867	467,867	1,589,600	444,807	318,277	318,277	1,081,361		
Climate Change Interventions/programmes in Cambodia are nationally owned and aligned with Cambodia's development priorities, and are effectively coordinated and implemented	3. Key line ministries, agencies and civil society organisations have access to financial and	International Personnel	81,667	81,667	81,667	245,000	55,556	55,556	55,556	166,667	
		National Consultant									

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technical resources to design, implement and monitor climate change adaptation interventions:		60,000	90,000	90,000	90,000	240,000	40,816	61,224	61,224	61,224	163,265
		Contractual Services - Indiv	60,000	120,000	120,000	120,000	300,000	40,816	81,633	81,633	81,633
Travel and Workshops	20,000	50,000	40,000	40,000	110,000	13,605	34,014	27,211	27,211	74,830	
Equipment and Furniture	20,000	25,000	25,000	25,000	70,000	13,605	17,007	17,007	17,007	47,619	
Communication and Audio Visual Equipment	15,000	20,000	20,000	20,000	55,000	10,204	13,605	13,605	13,605	37,415	
Grants (Allocated) [1]	837,000	1,116,000	837,000	837,000	2,790,000	569,388	759,184	569,388	569,388	1,897,959	
Grants (Unallocated)	-	495,000	500,000	500,000	995,000	-	336,735	340,136	340,136	676,871	
Information Technology Equipment	15,000	15,000	15,000	15,000	45,000	10,204	10,204	10,204	10,204	30,612	
Miscellaneous Expenses [3]	10,000	10,033	10,000	10,000	30,033	6,803	6,825	6,803	6,803	20,431	
Sub - Total	1,118,667	2,022,700	1,738,667	1,738,667	4,880,033	760,998	1,375,986	1,182,766	1,182,766	3,319,750	
Programme Management, Monitoring and Evaluation											
Contractual Services - Indiv	180,000	180,000	180,000	180,000	540,000	122,449	122,449	122,449	122,449	367,347	
National Consultant	35,000	35,000	35,000	35,000	105,000	23,810	23,810	23,810	23,810	71,429	
Travel and Workshops	5,000	5,000	5,000	5,000	15,000	3,401	3,401	3,401	3,401	10,204	
Sub - Total	220,000	220,000	220,000	220,000	660,000	149,660	149,660	149,660	149,660	448,980	
Total eligible cost of actions		2,271,800	3,176,233	2,892,200	2,892,200	8,340,233	1,545,442	2,160,703	1,967,483	5,673,628	
Total Facilities & Administration (7% of cost of action)		159,026	222,336	202,454	202,454	583,816	108,181	151,249	137,724	397,154	
Grand Total		2,430,826	3,398,569	3,094,654	8,924,049	1,653,623	2,311,952	2,105,207	2,105,207	6,070,782	

[1] This is the portion of the Trust Fund allocated to Component 1. See separate budget for detailed breakdown.

[2] Exchange rate is 1EURO=1.47USD as at Oct 2009

[3] Direct costs only

ANNEX IIIb INDICATIVE WORK PLAN 2010-2013 - GRANT COMPONENT 1 ON ADAPTATION IN COASTAL AREAS

Outcome	Result	Planned Budget					Amounts in US Dollars					Amounts in EURO [2]						
		Fund [1]	Budget Description	2010	2011	2012	2013 [4]	Total	2010	2011	2012	2013 [4]	Total					
Increased resilience of coastal communities and ecosystems to climate change through adaptation planning. demonstrated targeted local interventions and provision of practical learning experience in adaptation planning to the NCCC/CCO.	Output 1: Methodology for designing and implementing adaptation measures developed and adopted by the Government	CCCA	International Consultant	50,000				50,000					50,000	34,014	-	-	34,014	
		CCCA	Contractual Services - Indiv	4,500				4,500					4,500	3,061	-	-	3,061	
		CCCA	International Consultant	100,000				100,000					100,000	68,027	-	-	68,027	
		CCCA	National Consultant	18,000				18,000					18,000	12,245	-	-	12,245	
		CCCA	Travel and Workshops	12,000				12,000					12,000	8,163	-	-	8,163	
		CCCA	Travel and Workshops	30,000				30,000					30,000	20,408	-	-	20,408	
		CCCA	Miscellaneous Expenses [3]	20,000				20,000					20,000	13,605	-	-	13,605	
			Sub - Total			234,500			234,500					234,500	159,524			159,524
				CCCA	International Consultant	50,000			50,000					50,000	34,014	-	-	34,014
				CCCA	International Consultant	59,500			59,500					59,500	40,476	-	-	40,476
		CCCA	National Consultant	15,000			15,000					15,000	10,204	-	-	10,204		
		CCCA	Contractual Services - Indiv	24,000			24,000					24,000	16,327	-	-	16,327		
		CCCA	Travel and Workshops	36,000			36,000					36,000	24,490	-	-	24,490		
		CCCA	Travel and Workshops	12,000			12,000					12,000	8,163	-	-	8,163		
		CCCA	Supplies	25,000			25,000					25,000	17,007	-	-	17,007		
		CCCA	Miscellaneous Expenses [3]	27,000			27,000					27,000	18,367	-	-	18,367		
			Sub - Total	248,500			248,500					248,500	169,048			169,048		
		CCCA	International Consultant		50,000				50,000					34,014	-	-	34,014	
		LDCF	International Consultant		375,000				375,000					255,102	-	-	255,102	
		CCCA	National Consultant		45,000				45,000					30,612	-	-	30,612	

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	CCCA	Travel and Workshops		102,000			102,000	-	69,388	-	-	69,388
	CCCA	Equipment and Furniture		150,000			150,000	-	102,041	-	-	102,041
	CCCA	Travel and Workshops		30,000			30,000	-	20,408	-	-	20,408
	CCCA	Miscellaneous Expenses [3]		40,000			40,000	-	27,211	-	-	27,211
		Sub - Total		792,000			792,000	-	538,776	-	-	538,776
	CCCA	International Consultant		25,000			25,000	-	17,007	-	-	17,007
	CCCA	International Consultant		25,000			25,000	-	17,007	-	-	17,007
	CCCA	National Consultant		24,000			24,000	-	16,327	-	-	16,327
	CCCA	Travel and Workshops		12,000			12,000	-	8,163	-	-	8,163
	CCCA	Miscellaneous Expenses [3]		20,000			20,000	-	13,605	-	-	13,605
		Sub - Total		106,000			106,000	-	72,109	-	-	72,109
	CCCA	International Consultant		50,000			50,000	-	34,014	-	-	34,014
	LDCF	International Consultant		100,000			100,000	-	68,027	-	-	68,027
	LDCF	National Consultant		45,000			45,000	-	30,612	-	-	30,612
	LDCF	Travel and Workshops		40,000			40,000	-	27,211	-	-	27,211
	LDCF	Travel and Workshops		36,000			36,000	-	24,490	-	-	24,490
	LDCF	Miscellaneous Expenses [3]		35,000			35,000	-	23,810	-	-	23,810
		Sub - Total		306,000			306,000	-	208,163	-	-	208,163
	CCCA	International Consultant		25,000	25,000		50,000	-	17,007	17,007	-	34,014
	CCCA	International Consultant		50,000	50,000		100,000	-	34,014	34,014	-	68,027
	CCCA	National Consultant		15,000	15,000		30,000	-	10,204	10,204	-	20,408
	CCCA	Travel and Workshops		18,000	18,000		36,000	-	12,245	12,245	-	24,490
	CCCA	Travel and Workshops		10,000	10,000		20,000	-	6,803	6,803	-	13,605

CCCA	Contractual Services - Indiv	50,000	50,000	50,000	50,000	150,000	34,014	34,014	34,014	34,014	-	102,041
LDCF	Travel and Workshops	6,000	6,000	12,000	18,000	42,000	4,082	4,082	8,163	12,245	12,245	28,571
CCCA	Travel and Workshops	12,000	12,000	12,000		36,000	8,163	8,163	8,163	-	-	24,490
LDCF	Travel and Workshops				15,000	15,000	-	-	-	10,204	10,204	10,204
CCCA	Travel and Workshops	15,000	15,000	15,000		45,000	10,204	10,204	10,204	-	-	30,612
CCCA	Equipment and Furniture	70,000				70,000	47,619	-	-	-	-	47,619
CCCA	Communication and Audio Visual Equipment	50,000				50,000	34,014	-	-	-	-	34,014
LDCF	Supplies			10,000	30,000	40,000	-	-	6,803	20,408	20,408	27,211
CCCA	Supplies	30,000	30,000	20,000		80,000	20,408	20,408	13,605	-	-	54,422
CCCA	Information Technology Equipment	30,000	5,000	5,000		40,000	20,408	3,401	3,401	-	-	27,211
CCCA	Miscellaneous Expenses [3]	10,000	10,000	10,000		30,000	6,803	6,803	6,803	-	-	20,408
	Sub - Total											
	Grand Total	871,000	1,781,000	1,040,000	735,000	4,427,000	592,517	1,211,565	707,483	500,000	129,932	3,011,565
	GEF Fund Total	34,000	665,000	203,000	735,000	1,637,000	23,129	452,381	139,095	500,000	500,000	1,113,605
	CCCA Trust Fund Total	837,000	1,116,000	837,000	-	2,790,000	569,388	759,184	569,388	-	-	1,897,959

[1] Component 1 is parallel financed by Global Environment Facility Least Developed Country Fund (LDCF).

[2] Exchange rate is 1EURO=1.47USD as at Oct 2009

[3] Direct costs only

[4] This year is only funded by the GEF LDCF funds

Annex IV Draft Terms of References⁶

1. Terms of Reference for Programme Support Board

1.1 Background

The Programme Support Board (PSB) is responsible for high level management decisions for the CCCA Programme in accordance with this Terms of Reference and to provide guidance and direction for the Programme on a regular basis. PSB decisions should be made in accordance with the standards that shall ensure best value to money, fairness, integrity and transparency.

The PSB will review and approve the annual work plan (AWP) and reports and quarterly work plan and report. Based on approved quarterly plans the PSB will approve the disbursement by UNDP. The PSB is required to authorize any substantive deviation from the agreed AWP. The PSB ensures that necessary resources are committed, provides authorisation to the UNDP for fund disbursement, and arbitrates on any conflicts within the programme or negotiates a solution to any problems between the programme and external bodies. In addition, the PSB approves the responsibilities of the National Programme Coordinator (NPC) and grant component coordinators.

The PSB will have eight members of whom four will represent different Government agencies as nominated by the NCCC and four representing the CCCA donors. In addition, the PSB will include as observers the NPC, the Chief Technical Advisor (CTA) and Trust Fund Administrator (TFA) and, on invitation, representatives of the Technical Advisory Panel (TAP), component coordinators and senior technical advisors. The PSB will initially be co-chaired by a Government and a CCCA donor representative. The PSB will meet at least quarterly or as required by either co-Chair of the PSB. The PSB will also endorse grant proposal, as recommended by the TAP, for submission via the TFA to the UNDP for disbursement of funds.

1.2 Scope of Work

Specific responsibilities of the PSB are as follows:

- Ensure that programme objectives are fulfilled in an effective and efficient manner and that programme management is satisfying the highest standards with regard to transparency and accountability;
- Approve work plans and budgets, and other reports that may be required;
- Approve funding of grant proposals as recommended by the TAP and provide authorisation, via the TFA, to the UNDP for disbursement;
- Ensure effective quality assurance and financial reporting requirements;
- Ensure policy guidance and institutional coordination and facilitate an effective communication and decision-making process between the Donors, Government, implementation partners, Civil Society and other key actors;
- Review and approve rules and procedures for operation and management, including quality assurance, and other management documents including Operations Manual and Business Plan as required;

⁶ Key ToRs for Support Programme. ToRs for Grant Component 1 on Coastal Areas to be prepared during Inception Phase;

- Monitor and evaluate programme implementation to ensure consistency with the approved work plans and results framework of the programme and ensure compliance with the rules and procedures of the UNDP;
- Review, revise and approve ToRs for staff, consultants and contractors required to assist in project implementation, as proposed by the NPC.

2. Terms of Reference for Technical Advisory Panel

2.1 Background

The Technical Advisory Panel (TAP) on Climate Change is a network of government and non-government technical experts and specialists from or working in Cambodia or in the region with skills and knowledge on Climate Change adaptation. The TAP includes technical focal points from key ministries, experts on climate change and adaptation, specialists from relevant policy, research and training institutions, technical representatives from civil society organisations engaged in climate change work, and practitioners from the development community.

The purpose of the TAP is to provide assurance on Technical aspects of the Programme and to give voluntary technical advice and guidance to and share knowledge with the NCCC, the Programme Support Board and the CCO Staff. In particular, the TAP will also provide recommendations and guidance to the PSB on proposals to be grant funded.

The TAP will consist of an odd number of members of at least 11 but not more than 15. The TAP will include at least four (5) technical focal points from key ministries or Government agencies, at least two (2) researchers from prominent national research institutions, at least two (2) representatives of civil society organisations, the CTA and TFA, and not more than four (2) other technical specialists. The members of the TAP are appointed by the Chair of the NCCC upon nominations proposed by the PSB, NPC and CTA based on a proven track record relevant to climate change. The NPC and other programme staff will be observers and cannot be members of the TAP. The duration of the appointment of all other members of the TAP will be for a period of two years. The Chairperson will be selected by consensus of all the TAP members and will be rotated on a 6 monthly basis. Any member of the TAP can be nominated as the chairperson except for the CTA and TFA.

The TAP may recommend to the PSB the establishment from time to time of special task forces or working parties to address specific issues or to support review of proposals. Members of these Task Forces are not limited to membership of the TAP.

2.2 Scope of Work

The role of the CCCA Technical Advisory Panel would be to

- Provide review of proposals for funding received as may be required and make recommendation for funding to PSB;
- Provide consolidated guidance to PSB on AWP and overall technical strategy and performance of Programme.
- Participate in all monitoring and evaluation activities and PSB reviews as required;
- Undertake specific investigations or review of technical issues as requested by the PSB;
- Pro-actively identify priority concerns identified within the CCCA Framework;
- Facilitate collection of lessons learnt from piloting and demonstration experiences in the region and internationally;

- Identify new knowledge and opportunities for dissemination;
- Provide inputs to seminars and other issue-based briefings and support preparation of field trips and study tours for NCCC, CCO, Annual retreat and other actors as required;
- Guide the preparation of tools and instruments for climate change assessments and adaptation planning

The full Panel will meet at least two times per year to undertake a technical review of the AWP and a mid-year technical review, or at other times as required. The NPC will provide secretarial services to the TAP.

3. Terms of Reference for National Programme Coordinator

3.1 Scope of Work

The National Programme Coordinator (NPC) will play a key role in project execution and has the daily responsibility for management, coordination, and supervision of the implementation of the Programme and delivery of the project results in accordance with the programme document and agreed work plans. The NPC is to ensure the effective and efficient use of resources made available to the CCCA, irrespective of their nature (human, technical or financial resources) and their origin (Government or donors).

The responsibilities of the NPC will include:

- Oversee and manage programme implementation, monitor work progress, and ensure timely delivery of outputs;
- Prepare and at times amend and update required governance instruments, programme documents and reports and submit for approval by the Programme Support Board;
- Develop and facilitate implementation of a comprehensive monitoring and reporting system;
- Ensure necessary coordination between the different components within the Programme;
- Ensure timely preparation of detailed work plans and budgets for all grant components and submit to PSB for approval ;
- Prepare all annual and quarterly work plans and project management reports as required
- Preparation and maintain the Operations Manual, Business Plan and other key programme documents;
- Coordinate the work of the different grant component coordinators to ensure timely and efficient preparation of work plans, budgets and reporting in accordance with the UNDP rules and procedures;
- Assist in the identification, selection and recruitment of staff, consultants and other experts as required;
- Coordinate and facilitate the work of all national and international consultants and advisors
- Provide secretariat support to the PSB and TAP, participate as observer in PSB and TAP meetings ,and follow up on the outcomes of such meetings and report on progress;
- Control expenditures and assure adequate management of resources

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- Identify relevant, on-going activities by other government and non-government agencies, and establish linkages/networks;
- Build partnerships with international/regional institutions and national organizations;
- Provide input to management and technical reports and other documents as described in the M&E plan for the overall programme. Reports should contain assessments of progress in implementing activities, including reasons for delays, if any, and recommendations on necessary improvements
- Inform the PSB without delay of any issue or risk which might jeopardise the success of the programme.

3.2 Qualifications

- Relevant bachelor's degree; postgraduate qualifications an advantage;
- Familiar with climate change and disaster risk management issues in Cambodia;
- Understanding of capacity development needs and approaches for relevant stakeholders in Cambodia;
- Familiar with the main actors and stakeholders in this field;
- Proven experience in management of development programmes (particularly in the field of climate change) and ability to troubleshoot comparable projects;
- Excellent spoken and written English and well developed communications skills;
- Willingness to travel as appropriate;
- Good interpersonal and inter cultural skills;

3.3 Reporting

The NPC will be a staff member of the Climate Change Department in the Ministry of Environment. The NPC will report to the PSB via the co-Chairs of the PSB. The NPC will work closely with the TAP, Chief Technical Advisor, Trust Fund Administrator, and Donor Partners to ensure the availability of information on progress and performance in the implementation of the programme.

4. Terms of Reference for Chief Technical Advisor

4.1 Scope of Work

The Chief Technical Advisor (CTA) will be based in the Climate Change Department and assure the technical quality of the programme and the grant components, and provide guidance and advise to the PSB and TAP on all aspects of programme implementation and operation. This will include technical issues and issues relating to the management and development of the GCCA Support Programme, and grant components.

The CTA will work closely with the NPC and Trust Fund Manager and provide support in coordination of inputs of various stakeholders including NCCC, line ministries and agencies, sub-national authorities, and civil society. The CTA will support the NPC to define and coordinate all advisor and technical assistance inputs attached to the CCCA support programme and grant components.

In general the duties will include:

- Support the efficient and timely implementation of the CCCA programme;

- Support development of draft annual and quarterly work plans, preparation and subsequent revision (as required) of Operations Manual, Business Plan and other key programme documents;
- Participate in the preparation of technical reports as required;
- Verify before submission the Work Plans, management reports, and other documentation required by the PSB.
- Support the TAP to provide accurate and timely review and assessment of grant proposals and to prepare recommendations to the PSB for funding in accordance with the Operations Manual;
- Facilitate capacity needs self- assessment and prepare a capacity development plan for the National Climate Change Committee and Climate Change Department;
- Prepare draft TOR and participate in selection process for Technical Assistance as required and support the identification, evaluation, recruitment (where necessary) and training of programme staff;
- Preparation, facilitation and follow-up on Technical Advisor Panel meetings
- Support training and assistance to potential Support Programme Clients in order to solicit, prepare, and enhance quality and quantity of components/projects
- In conjunction with the Trust Fund Administrator, provide training and assistance relating to financial and technical appraisal and to monitor and evaluate components/projects
- In conjunction with the Trust Fund Administrator, assist in the development of management information systems and the establishment of M&E systems including training of relevant staff within relevant sector institutions
- Ensure development of standard reporting formats and training packages
- Support partnership development, marketing and fund raising for the CCCA Fund as required;
- Support preparation of sector mainstreaming road maps, information, training and guidelines as required;
- Conduct capacity needs assessment and capacity score card development to ensure the project benefits institutional capacity development of NCCC and CCD.
- Support mainstreaming of cross cutting issues: environment, gender, governance, HIV/AIDS and poverty;

Specifically the CTA will also,

- Support the NPC to establish a Climate Change focal point network, to prepare Climate Change policy and discussion papers and to participate in cross-sector forums.
- Support the roll out of the Climate Change mainstreaming action plan, together with the appropriate legislation, guidance, awareness raising and training.
- Contribute to the mainstreaming action plan, to increased inter-sector coordination on Climate Change and to identifying and meet priority sector needs.
- Capacity needs assessment and score card developed to measure the progress of capacity development from the project;
- Provide training and on the job coaching for senior staff in key sector ministries and where relevant local authorities and civil society.
- Support the tailoring of priority policy, legal and regulatory instruments for specific sectors and the introduction of these instruments into the routines of key institutions

- Support the production of sector specific guidelines for mainstreaming and production of policy and legal instruments as required to integrate climate change into national/sector and sub-national levels.

All of the above tasks will involve neither the exercise of public authority nor the use of discretionary powers of judgement. There is an obligation to directly inform the PSB co-chairs of any problem of any nature which may impact on the effectiveness of the CCCA initiative as soon as it arises.

4.2 Qualifications

- Relevant tertiary qualifications in environment, natural resources, economics, public administration, physical planning, engineering or related discipline; postgraduate qualifications an advantage;
- At least 8 years experience relevant to Climate Change adaptation, institutional strengthening, planning and management of development actions, environmental and/or physical planning programmes in developing countries.
- Experience of mainstreaming cross cutting issues (environment, gender, governance, poverty, youth).
- Good communication and computer skills.
- Fluent in spoken and written English.

4.3 Reporting

The CTA will be contracted by the UNDP and report to the Programme Support Board via the co-chairs. The CTA will cooperate with the Technical Advisory Panel and Donor Partners to ensure the availability of information on progress and performance in the implementation of the programme. The CTA will support the NPC to liaise with and coordinate all Technical Advisor in the support programme and grant components.

5. Terms of Reference for the Trust Fund Administrator (TFA)

5.1 Scope of Work

A Trust Fund Administrator (TFA) will be based in the Climate Change Department of the Ministry of Environment and will be responsible for the financial oversight and management of the trust fund entity and all financing actions undertaken by the Programme. The TFA is accountable to the PSB and UNDP for the proper management of the trust fund, which includes ensuring:

- consistency between programme activities and the Operations Manual and Business Plan;
- donor reporting requirements, as described in the Operations Manual, are fully complied with;
- no overspending of trust fund resources;
- timely collection of contributions in accordance with the payment schedule;
- accurate recording of all activities relating to the trust fund; and
- compliance with UNDP's financial regulations, rules, policies and procedures.

The TFA will also provide Capacity Development support to the Government to strengthen and enhance government capacity and systems to ensure that subsequent programme phases can use Government systems.

5.2 General duties

The general duties of the TFA include:

- Act as the focal point for all questions relating to the activities of the trust fund.
- Serve as the main contact for internal communications and reporting on the trust fund with outside parties, including (but not limited to) donor and programme country Governments, private contributors, media, and other stakeholders, as needed.
- Ensure appropriate representation of the trust fund at meetings of with other UN bodies, agencies or programme country Governments.
- Initiate and follow-up on all fund raising activities of the trust fund in coordination, whenever necessary;
- Ensure that all obligations arising from the contribution Agreement are met including reporting requirements
- Follow-up with the donor to ensure that contributions are received on a timely basis, in accordance with the payment schedule in the contribution agreement.
- Maintain a resource plan showing cash flow requirements and resources available, based on income received and/or pledged, interest income, and actual/projected expenditure.
- Ensure that
 - allocations to projects do not exceed the trust fund resource balance,
 - project budgets do not exceed project allocations,
 - project expenditure plus advances to national implementing partners do not exceed project budgets.
- Where the TFA determines that the project expenditure exceeds (or is about to exceed) the project allocation, the TFA must immediately follow-up with the PSB. Where the over-expenditure is not resolved, the TFA must formally notify the PSB that the programme is suspended
- Ensure that advances to national implementing partners are adequately monitored by the NPC.
- Monitor for significant implementation issues that may impact the expenditure or where there are implications for donor relations, and ensure that the donors are kept duly informed.
- Ensure that all reporting requirements as stated in the trust fund Agreement are compliant with UNDP rules and procedures;
- Follow-up with donors on a regular basis to ensure that donors are kept informed and donor queries are promptly resolved.
- Ensure that financial management oversight and accountability set up including reporting, response to audit recommendations, and requests from donors;
- Consult with the donors on the disposition, upon closure, of the unexpended trust fund balance where required, by the TORs of the trust fund and advise OFA.
- Support preparation and implementation of capacity needs assessment and capacity development plan with regard to financial management capacity and systems;
- Prepare and deliver training and on-the-job coaching in accordance with capacity development plan on financial management and systems;

5.3 Qualifications

- At least 5 years experience with financial management of development financing and financing modalities; Experience with UNDP systems an advantage;

- At least 5 years in donor liaison, institutional strengthening, planning and management of climate change, environmental and/or physical planning programmes in developing countries, is an advantage;
- Good communication and computer skills.
- Fluent in spoken and written English.

5.4 Reporting

The TFA will be contracted by the UNDP and report to the PSB via the co-chairs. The TFA will also cooperate with the TAP, NPC, Chief Technical Advisor and Donor Partners to ensure the availability of information on progress and performance in the implementation of the programme. The TFA will support the NPC to liaise with and coordinate all financing activities in the support programme and grant components.

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**AGREEMENT BETWEEN
SWEDEN, REPRESENTED BY THE SWEDISH INTERNATIONAL
DEVELOPMENT COOPERATION AGENCY - SIDA AND THE UNITED NATIONS
DEVELOPMENT PROGRAMME (UNDP) REGARDING CONTRIBUTION TO THE
CAMBODIA CLIMATE CHANGE ALLIANCE TRUST FUND**

1. Pursuant to the Terms of Reference of the UNDP CAMBODIA CLIMATE CHANGE ALLIANCE TRUST FUND established by the Administrator of UNDP, the Donor is making available a contribution (the "Contribution") of fifteen million (15,000,000) SEK to be administered by UNDP in accordance with UNDP Regulations and Rules in line with the terms and conditions set out in the Terms of Reference of the above mentioned UNDP Climate Change Alliance Trust Fund and the Cambodia Climate Change Alliance (CCCA) Support Programme document.

2. a) The Donor shall, in accordance with the schedule of payments set out below, contribute to UNDP the amount of SEK 15,000,000.

The contribution shall be deposited in SEK in the:

NORDEA BANK SWEDEN A.B.
Foreign Customer Services
P.O.Box 16081/Drottninggatan 4
SE - 103 22 Stockholm, Sweden

UNDP Contributions (SEK) Account
SE4530000000048491300046
SWIFT Code: NDEASESS
IBAN No.: SE4530000000048491300046

Schedule of Payments	Amount
Upon signature of this Agreement	SEK 15,000,000

b) The Donor will inform UNDP when the contribution is paid via an e-mail message with remittance information to contributions@undp.org

3 In accordance with the decisions and directives of UNDP's Executive Board reflected in its Policy on Cost Recovery from Other Resources, the Contribution shall be subject to cost recovery for indirect costs incurred by UNDP headquarters and country office structures in providing General Management Support (GMS) services. To cover these GMS costs, the contribution shall be charged a fee equal to 7%. Furthermore, as long as they are unequivocally linked to the specific project(s), all direct costs of implementation, including the costs of executing entity or implementing partner, will be identified in the project budget against a relevant budget line and borne by the project accordingly.

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4. The Contribution shall be used exclusively for the purposes for which it is intended as stated in Article 1 above.

5. UNDP headquarters and country office shall provide to the Donor all or parts of the following reports, prepared in accordance with UNDP accounting and reporting procedures:

For Agreements of more than one year:

- a) From the country office (or relevant unit at headquarters in the case of regional and global projects) an annual status report of programme/project progress for the duration of the Agreement, as well as the latest available approved budget.
- b) From UNDP Bureau of Management/Office of Finance and Administration, an annual certified financial statement as of 31 December every year to be submitted no later than 30 June of the following year.
- c) From the country office (or relevant unit at headquarters in the case of regional and global projects) within six months after the date of completion or termination of the Agreement, a final report summarizing programme/project activities and impact of activities as well as provisional financial data.

6. After consultations have taken place between the Donor and UNDP and provided that the payments already received are, together with other co mingled funds available to the programme/project, sufficient to meet all commitments and liabilities incurred in the execution/implementation of the programme/project, this Agreement may be terminated by UNDP or by the Donor. The Agreement shall cease to be in force 30 (thirty) days after either of the Parties has given notice in writing to the other Party of its decision to terminate the Agreement.

7. Notwithstanding termination of all or part of this Agreement, UNDP shall continue to hold, unutilized payments until all commitments and liabilities incurred in the execution/implementation of all or the part of the project, for which this Agreement has been terminated, have been satisfied and project activities brought to an orderly conclusion.

8. Any payments that remain unexpended after such commitments and liabilities have been satisfied shall be disposed of by UNDP in consultation with the Donor.

9. This Agreement shall enter into force upon signature and deposit by the Donor of the first payment to be made in accordance with the schedule of payments set out in Article 2 of this Agreement.

For Sweden, represented by Sida

Eva Asplund
Eva Asplund
Country Director
Place, Date: 2009-12-29

For the United Nations Development Programme

Sophie Baranes
Sophie Baranes
Country Director a.i.
Place, Date: 09-12-2009

EUROPEAN UNION CONTRIBUTION AGREEMENT WITH AN INTERNATIONAL ORGANISATION

DCI-ENV/2009/229-141

The European Union, represented by the Commission of the European Communities, ("the Contracting Authority")

of the one part,

and

the United Nations Development Programme (UNDP) with its Head Office at One UN plaza, New York, N.Y. 10017, ("the Organisation")

of the other part,

have agreed as follows:

Special Conditions

Article 1 - Purpose

- 1(1) The purpose of this Agreement is a contribution by the Contracting Authority for the implementation of the action entitled: **Cambodia Climate Change Alliance (CCCA)** ("the Action") as described in Annex 1.
- 1(2) The Organisation will be awarded the contribution on the terms and conditions set out in this Agreement, which complies with the provisions of *Financial and Administrative Framework Agreement* between the European Community and the United Nations which entered into force on 29 April 2003 and consists of these special conditions ("Special Conditions") and their annexes.
- 1(3) The Organisation accepts the contribution and undertakes to do everything in its power to implement the Action under its own responsibility.
- 1(4) The Action is a Joint Management Action for all purposes of this Agreement.
- 1(5) The Action is a Multi-donor Action for all purposes of this Agreement.

Article 2 – Entry into force and Implementation Period

- 2(1) This Agreement shall enter into force on the date when the last of the two Parties signs.
- 2(2) The implementation of this Agreement will begin the day following that on which the last of the two parties signs.
- 2(3) The implementation period of this Agreement, as laid down in Annex I, is **36 months**.



Article 3 - Financing the Action

- 3(1) The total cost of the Action eligible for financing by the Contracting Authority is estimated at EUR 6 070 782.06 as set out in Annex III.
- 3(2) The Contracting Authority undertakes to finance a maximum of EUR 2 205 816.06; the final amount will be established in accordance with Articles 14 and 17 of Annex II.
- 3(3) Pursuant to Article 14(4) of Annex II, 7 % of the final amount of direct eligible costs of the Action to be reimbursed by the Contracting Authority to the Organisation in accordance with Articles 14 and 17 of Annex II, may be claimed by the Organisation as indirect costs.

Article 4 - Narrative and financial reporting and payment arrangements

- 4(1) Narrative and financial reports shall be produced in support of payment requests, in compliance with Articles 2 and 15(1) of Annex II.
- 4(2) Payment will be made in accordance with Article 15 of Annex II; of the options referred to in Article 15(1), the following will apply:

First pre-financing	EUR 480 595
Forecast further instalments of pre-financing year 2 (subject to the provisions of Annex II)	EUR 792 076
Forecast further instalments of pre-financing year 3 (subject to the provisions of Annex II)	EUR 779 822
Forecast final payment (subject to the provisions of Annex II)	EUR 153 323.06

- 4(3) The exchange rate referred to in article 2.7 of Annex II is the UN operational rate of exchange on the date of the transaction, as set by UNDP regulations and rules.

In the event of a final surplus balance (of total financing over expenditures) at the financial closure of the project, the surplus balance in USD in the Organisation's accounts will be converted into Euro using the rate of exchange at the time when the refund is made and the resulting Euro equivalent will be refunded to the Contracting Authority.

In such event, the Organisation shall also:

- specify in the final report to be sent to the Contracting Authority the amount of surplus balance USD together with the amount in EUR ;
- inform the focal point for recoveries at the Commission of the exact amount to be transferred by the Organisation and of the date when such amount will be actually refunded to the Contracting Authority.

Article 5 - Contact addresses

Any communication relating to this Agreement shall be in writing, shall state the number and title of the Action, and shall use the following addresses

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For the Contracting Authority:

Payment requests and attached reports, including requests for changes to bank account arrangements shall be sent to:

The Delegation of the European Union to Thailand
Kian Gwan House II, 19th Floor
140/1 Wireless Road.,
Bangkok, Thailand
Tel +66 (0) 2305 2600/2700
Fax +66 (0) 2255 9113
For the attention of Ms Fabienne Chevremont

Copies of the documents referred to above, and correspondence of any other nature, shall be sent to:

The Delegation of the European Union to Cambodia
No. 1, Street 21 Chamcarmon
Phnom Penh, Cambodia
Tel: 855-23-220 611
Fax: 885-23-216 997
For the attention of Mr. Rafael Dochao Moreno

For the Organisation:

UNDP Cambodia
P.O.Box 877, Phnom Penh,
Cambodia
Tel. +855 23 216167/ 211240
Fax. +855 23 216257
For the attention of Mr. Jo Scheuer

Article 6 - Annexes

6(1) The following documents are annexed to these Special Conditions and form an integral part of the Agreement:

- Annex I: Description of the Action
- Annex II: General Conditions applicable to European Community contribution agreements with international organisations
- Annex III: Budget for the Action
- Annex IV: Financial identification form
- Annex V: Standard request for payment

6(2) In the event of a conflict between the provisions of the Annexes and those of the Special Conditions, the provisions of the Special Conditions shall take precedence. In the event of a conflict between the provisions of Annex II and those of the other annexes, the provisions of Annex II shall take precedence.

Article 7 - Other specific conditions applying to the Action

7(1) The following shall supplement the General Conditions:


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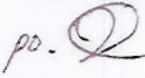
7(2) Where appropriate, all references to the "(European) Community/(European) Communities" in the annexes to the present contract should be read as referring to the "European Union".

Done in Cambodia in three originals in the English language, two for the Contracting Authority and one for the Organisation.

For the Organisation

Name ISMAEL TOORAWA
Position COUNTRY DIRECTOR a.i.
Signature 
Date 24.12.09

For the Contracting Authority

Name David Lipman
Position Head of Delegation
Signature 
Date 23 DEC 2009





**AGREEMENT BETWEEN
DANIDA AND THE UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
REGARDING CONTRIBUTION TO THE CAMBODIA CLIMATE CHANGE
ALLIANCE TRUST FUND**

1. Pursuant to the Terms of Reference of the UNDP CAMBODIA CLIMATE CHANGE ALLIANCE TRUST FUND established by the Administrator of UNDP, the Donor is making available a contribution (the "Contribution") of DKK3,000,000 to be administered by UNDP in accordance with UNDP Regulations and Rules in line with the terms and conditions set out in the Terms of Reference of the above mentioned UNDP Climate Change Alliance Trust Fund and the Cambodia Climate Change Alliance (CCCA) Support Programme document.
2. a) The Donor shall, in accordance with the schedule of payments set out below, contribute to UNDP the amount of DKK 3,000,000. The contribution shall be deposited in the:

Danske Bank
Frederiksborggade 11
1360 Copenhagen K
Denmark

Account: UNDP Contributions Account
Account Number: 3996034445
IBAN Number: DK0830003996034445
SWIFT Code: DABADKKK

Schedule of Payments	Amount
December, 2009	DKK 1,000,000.00
February, 2010	DKK 2,000,000.00

- b) The Donor will inform UNDP when the contribution is paid via an e-mail message with remittance information to contributions@undp.org
- 3 In accordance with the decisions and directives of UNDP's Executive Board reflected in its Policy on Cost Recovery from Other Resources, the Contribution shall be subject to cost recovery for indirect costs incurred by UNDP headquarters and country office structures in providing General Management Support (GMS) services. To cover these GMS costs, the contribution shall be charged a fee equal to 7%. Furthermore, as long as they are unequivocally linked to the specific project(s), all direct costs of implementation, including the costs of executing entity or implementing partner, will be identified in the project budget against a relevant budget line and borne by the project accordingly.

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4. The Contribution shall be used exclusively for the purposes for which it is intended as stated in Article 1 above.

5. UNDP headquarters and country office shall provide to the Donor all or parts of the following reports, prepared in accordance with UNDP accounting and reporting procedures:

For Agreements of more than one year:

- a) From the country office (or relevant unit at headquarters in the case of regional and global projects) an annual status report of programme/project progress for the duration of the Agreement, as well as the latest available approved budget.
- b) From UNDP Bureau of Management/Office of Finance and Administration, an annual certified financial statement as of 31 December every year to be submitted no later than 30 June of the following year.
- c) From the country office (or relevant unit at headquarters in the case of regional and global projects) within six months after the date of completion or termination of the Agreement, a final report summarizing programme/project activities and impact of activities as well as provisional financial data.

6. After consultations have taken place between the Donor and UNDP and provided that the payments already received are, together with other co mingled funds available to the programme/project, sufficient to meet all commitments and liabilities incurred in the execution/implementation of the programme/project, this Agreement may be terminated by UNDP or by the Donor. The Agreement shall cease to be in force 30 (thirty) days after either of the Parties has given notice in writing to the other Party of its decision to terminate the Agreement.

7. Notwithstanding termination of all or part of this Agreement, UNDP shall continue to hold, unutilized payments until all commitments and liabilities incurred in the execution/implementation of all or the part of the project, for which this Agreement has been terminated, have been satisfied and project activities brought to an orderly conclusion.

8. Any payments that remain unexpended after such commitments and liabilities have been satisfied shall be disposed of by UNDP in consultation with the Donor.

9. This Agreement shall enter into force upon signature and deposit by the Donor of the first payment to be made in accordance with the schedule of payments set out in Article 2 of this Agreement.

For DANIDA

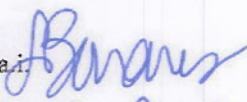
For the United Nations Development Programme



Tom Barthel Hansen
Country Representative

Place, Date: PP 9-12-09

Sophie Baranes
Country Director a.i.



Place, Date: 09-12-2009

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