



ANNUAL REPORT [2014]

United Nations Development Programme, Cambodia

Scaling up Climate Change into Sub-national Planning and Budgeting Process (SNC Scale-up)

[01-04-2014 – 31-12-2014]



Second meeting of Core Group on Developing Climate Change Mainstreaming into Sub-national Planning Guideline

Project ID: 00087788

Duration: 1 year

Total Budget: US\$800,000.00

Implementing Partners/Responsible parties: National Committee for Sub-national Democratic Development Secretariat

Country Programme Outcome: By 2015, national and local authorities, communities and private sector are better able to sustainably manage ecosystems goods and services and respond to climate change.

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I. Executive summary

- The project document of SNC Scale-up Project was signed by NCDDDS and UNDP on November 2013. But the project is late started on April 2014. From April to December project produces some main expected outputs such as: 1). Draft of operational guideline on mainstreaming climate change and disaster risk management into sub-national planning endorsed by Core Group on Developing Climate Change Mainstreaming Guideline and disseminated to target province, district, and commune of SNC Scale-up and LGCC project, 2). Capacity building manual on mainstreaming climate change and disaster risk management into sub-national planning ready developed, tested and trained to NCDDDS and sub-national administrative officer, 3). Piloting mainstreamed climate change adaptation into district strategic plan through conducting VRA in 5 districts, 4). Increasing ownership and strengthening sub-national administrative level on climate change adaptation through commune investment project implementation, 5). Strengthening government financial process through fund transfer from NCDDDS into commune account with national treasury system.
- The sub-national administrative have been working hard to conduct VRA, District strategic workshop, District integration workshop, commune investment project studies, and Bidding process. Monitoring, supporting, and capacity building from provincial level to district and commune more often conducted in other to strengthen the role and responsibility of district and commune council to mainstream climate change into their planning and implement community base climate change adaptation project. By end of December, target communes of Takeo and Battambang province are ready sign contract with contractor. Yet target communes of Preah Vihear province is stay behind, just completed bidding process.
- After district bidding workshop has been conducted, the result is some commune investment project in Takeo and Preah Vihear province decreased proximately 50% and over of estimated budget. The rest of amount of remaining budget in Takeo province would allow the project could extended commune investment project result output but 5 commune investment project in Takeo and Preah Vihear province would not find any possibility to extend the project result since Technical Service conduct project study is fixed to planning, according to Project Implementation Manual is not allow to extend the project result. So the rest of amount province proximately 25,000. 00 USD that is remaining in commune account would carry over to support the community base adaptation project in 2015.
- At community level, community behave was changed from invitation of local authority to closely participate/involved in any public activities and local authority more accountable to the citizen. Begin with joining in VRA process, raising up their own needs and differently impact of natural disaster on their daily life. Local authority started to compare within authority, women, and men needs, and integrated into district strategic plan. In Preah Vihear province is one of the example experience that citizen observed in the district bidding process, and that is expected to join monitoring during the commune investment project is under contraction. More often community of Takeo and Battambang province mostly involved in VRA process and project monitoring.
- Base on NCDDDS Annul Work Plan and Budget, project progress approximately 86% of overall activities is completed (included project management) and other 14% is partly completed. Uncompleted 14% activities which is suggested to carryover for 8 months project extension in 2015 are: commune investment project implementation, advocacy video production, and Core Group international study visit. Which is estimated to expend 124,437.00 USD.

- The project delivery approximately 76.28% of total amount project budget. With that amount produces 86% of project activity, even though delivery always stay behind the budget plan.

II. IMPLEMENTATION PROGRESS

PROGRESS TOWARDS PROJECT OUTPUT

OUTPUT 1: Increased the support and ownership of sub-national administrations on the integration of climate change into district and commune investment programmes.			
Output Indicators	<i>Baseline</i>	<i>Target (December 2014)</i>	<i>Current status (December 2014)</i>
● Number of communes and districts integrate climate change into their investment programmes	● 0 district and 132 Communes	● 49 new communes and 5 districts completed Vulnerability Reduction Assessment (VRA) to inform the development of the commune and district investment programmes	● 18 communes of 5 districts have been conducted VRA. Due to time constrain and inaccessible road. Project team decided to select random sample commune to conduct VRA. The selection depending on geographical and natural disaster.
● Number of the target communes and districts have implemented climate sensitive investment programmes	● 0 communes and 0 districts in the target areas have implemented climate sensitive investment programme	● Commune councils, district administration and relevant stakeholders in the 49 communes and 5 district are aware of challenges and opportunities of scaling up the integration of climate change into commune and district investment programmes	● 49 commune and 5 district integrated climate change into district strategic plan. ● 17 infrastructure and 15 non-infrastructure commune investment project has been prioritized.
● Percentage of female officials in the target areas becomes training of trainers for VRA and facilitators of integrated climate	● 0	● 25 people (at least 30% are women) representing Planning and Commune/Sangkat Support Office and	● 130 people (13 women) of commune district province and NCDDDS officer participated in Training of Trainer on mainstreaming climate change and disaster risk management

change investment programme.		provincial key line departments became training of trainers for VRA and facilitators of integrated climate change investment programme.	into sub-national planning and its tool to mainstreaming. Comparing result to target, the number of participant is over expected but on the other hand the number women is not archive 30% as expected.
<ul style="list-style-type: none"> Number of women-headed households or women benefited from funded investment activities by selected target communes and districts 	<ul style="list-style-type: none"> 0 	<ul style="list-style-type: none"> Coordination platform set up and maintained for coordination and information sharing until and beyond the end of 2014 Local authorities endorsed the commune and district investment programmes, out of which at least 50% of the programmes receive commitment to support the implementation of the programmes. Investment activities following the priorities identified in the selected commune and district investment programmes. 	<ul style="list-style-type: none"> 32 commune a mong 49 commune investment project received fund transferred into commune account through national treasury. 3 Technical Service Contractor has been recruit and conducted commune investment project study in 15 249,454 farmers in 5 districts (129,108 women) received benefited directly and indirectly from commune investment project.
	<ul style="list-style-type: none"> 0 	<ul style="list-style-type: none"> Good practices and lessons learned of the mainstreaming process and local adaptation options documented, published and shared to relevant stakeholders 	<ul style="list-style-type: none"> A sharing experience workshop on climate change adaption at sub-national level has been conducted for management of 3 target provinces, 5 target districts and relevant stakeholders. Reviewed ToR of video documentary production and announce.
Cumulative expenditure:			USD452,399.80
<ul style="list-style-type: none"> There were 604 people (235 women) participate in VRA in 38 communes of 5 district, in Takeo and Battambang and Preah Vihear province. Number of beneficiaries from 17 infrastructure projects are 89,654 people (45,136 women) and 15 non-infrastructure projects are 159,800 person (83,972 are female) 			

<ul style="list-style-type: none"> • 28 commune investment project has signed contract with contractor. • Advocacy video on climate change mainstreaming production will be re-announce in January 2015. 			
<input type="checkbox"/> delivery exceeds plan		<input type="checkbox"/> delivery in line with plan	
<input checked="" type="checkbox"/> delivery below plan			
OUTPUT 2: Enhanced ownership and readiness of NCDD-S for the implementation of the operational guideline to scale up the integration of climate change adaptations into sub-national planning process.			
Activity Indicators	<i>Baseline</i>	<i>Target (December 2014)</i>	<i>Current status (2014)</i>
<ul style="list-style-type: none"> ● Development of climate change mainstreaming operational guideline and practical tools for sub-national planning process 	None	<ul style="list-style-type: none"> • A multi-disciplinary task force for climate change mainstreaming into sub-national planning process created with clear roles and responsibilities to develop the operational guideline on mainstreaming climate change. 	<ul style="list-style-type: none"> • SNC Scale-up and ACCESS joint board meeting was conducted. Draft ToR of the core group has been developed. Invitation letter has been sending out to concerned government institution, sub-national government, and Development partners. • Core Group on developing climate change mainstreaming guideline has been formed and functioned. • Consultation on operational guideline has been conducted with relevant stakeholder, sub-national government, Local NGO, and Development partner. • Core Group member conducting field visit to community base on climate change adaptation and environmental protection project implementing in Kampong Cham, Prey Veng, Preah Vihear, Battambang, and Siam Reap province.
<ul style="list-style-type: none"> ● Readiness Plan and costing to implement the operational guideline developed and endorsed by the government 	None	<ul style="list-style-type: none"> • Technical manuals on local climate adaptation options published • A national readiness plan to implement the guideline finalised. • Costing and resources mobilization made to coordinate and 	<ul style="list-style-type: none"> • A short term international consultant has recruited and contracted with UNDP to develop an operational guideline. • Consultation on operational guideline has been conducted with relevant stakeholder, sub-national government, Local NGO, and Development partner. • An operational guide line has

		<p>implement the readiness plan to scale up further into the D&D system</p> <ul style="list-style-type: none"> • At least 25 relevant officials from NCDD-S receive trainings on basics of climate change and relevant tools. • At least 50 officials from the 3 provincial administrations (including the planning and investment division and at least 30% are women) trained to become training of trainers on the use of tools • At least 200 commune councillors, commune clerks and district councillors/governors (with at least 30% are women) have been trained on the basic concepts of climate change and the use of tools 	<p>been produced and endorse by Core Group.</p> <ul style="list-style-type: none"> • And a short term national Capacity Development is now in the selecting process. • A capacity building manual has been produced and tasting. • Training on climate change mainstreaming manual conducted in 3 provinces. • Decimation workshop has been conducted for sub-national administrative. • 35 people (4 women) of NCDDS and provincial official receive training on tool to mainstreaming climate change into subnational planning process. • 210 people (18 women) of commune and district councillor and governor joined two difference workshop on community base adaptation on climate change and tools to mainstreaming climate change into sub-national planning process.
Cumulative expenditure:			USD66,953.96
<ul style="list-style-type: none"> • Core Group on developing climate change mainstreaming guideline has 23 member representative of NCDDS, NCDM, MoE, MAFF, Mol, MoEF, MoWA, 3 Provincial administrative, UNDP, UNCDF, Sida, EU, AB, NAPA, and LGCC. Core Group has formed and approved on their work plan. • Core Group international study visit has been proposed but yet conducting in 2014. 			
<input type="checkbox"/> Delivery exceeds plan	<input type="checkbox"/> delivery in line with plan	<input checked="" type="checkbox"/> delivery below plan	
OUTPUT 3: Project management			
Activity Indicators	<i>Baseline</i>	<i>Target (December 2014)</i>	<i>Current status (31 December 2014)</i>

None	None	None	<ul style="list-style-type: none"> • 1 national project officer has been recruited and signed contract with NCDDS. • 3 sub-national project officers have been recruited and signed contract with provincial government.
Cumulative expenditure:			USD90,926.40
<ul style="list-style-type: none"> • There is one woman among 4 project staffs has been recruited. • The consequence of starting late of project implementing at national is directly affected to provincial level and push time frame be late effect at district. 			
<input type="checkbox"/> Delivery exceeds plan	<input type="checkbox"/> delivery in line with plan	<input checked="" type="checkbox"/> delivery below plan	

PROGRESS TOWARDS COUNTRY PROGRAMME (CPAP) OUTPUT

OUTPUT 2.3: A national strategy, programme, and financing mechanism established for cohesive climate change response at national, sub-national, and community levels.		
Output Indicators	<i>Baseline</i>	<i>Current status (December 2014)</i>
<ul style="list-style-type: none"> • No. of climate sensitive sectors with strengthened adaptive capacity 	16 communes have developed a gender sensitive sub-national development plans.	As of October, VRA have been carried out in 18 new target communes in Prey Kabas, Tramkak, Kulen, Chomkshan, and Ek Phnom districts.
<ul style="list-style-type: none"> • No. of flood and/or drought prone communes applying climate resilient farming methods 	3,679 households (56% of the original target households) have implemented at least one additional measure to reduce livelihood exposure to climate change.	32 communes have been identified as target villages for the project phase 249,454 famer (129,108 women) benefit from the project.

III. Follow-up actions:

Evaluation Recommendation	Key Action(s)	Responsible Unit(s)	Time Frame	Tracking*	
				Status**	Comments
<p>Recommendation 1:</p> <p>Conduct project budget revision for NCDDS and Sub-national administrative.</p> <p>Since the project implement in April, NCDDS have conducted first budget revision, yet sub-national level. To make more realistic plan and aware of big balance at province.</p>	<ul style="list-style-type: none"> - Guidance to provincial administrative to amendment Join Decision. - Providing additional budget to support commune investment project base on project cost estimation. 	NCDDS and target provinces	Q4 2014	Completed	
<p>Recommendation 2:</p> <p>Enforcement commune investment project implementation.</p> <p>Once prioritization project has been identified. Some project implement in the remote area that geographical is not allow contraction being late then February.</p>	<ul style="list-style-type: none"> - Pushing up project study and passed to sectorial department for technical check. - Conduct bidding process as soon as possible. - Encourage contractor to start contraction by mid of January. 	Province, District and Commune	Q4 2014	Completed	
<p>Recommendation 3:</p> <p>Tracking on operational guideline on mainstreaming climate change and disaster risk management into sub-national planning. Yet reviewing the translation the Khmer version after the operational guideline has been finalize and endorsed by Core Group.</p>	<ul style="list-style-type: none"> - Review Khmer version and consult with NCDDS team and other stakeholder - Discuss with Policy Analysing and Development Division to insert the operational guideline into new sub-national planning policy. 	NCDDS	2015	Initiated	

<p>Recommendation 4:</p> <p>Producing an effective advocacy video production. A short animation will be produce to advocate the commune council and local community to be concern on mainstreaming climate change into sub-national planning and policy.</p>	<ul style="list-style-type: none"> - Closely work with video producer - Consulting with commune council and relevant stakeholder on draft advocacy video 	<p>UNDP and NCDDS</p>	<p>2015</p>	<p>Initiated</p>	
<p>Recommendation 5:</p> <p>Core Group initiate new idea to support climate change community base adaptation. Core Group member will conducting an international study visit to a good practice country on climate change community base adaptation.</p>	<ul style="list-style-type: none"> - Requesting to Core Group member for back office report. - Next action of the core group should be taken individually and inter-ministerial. - Developing Core Group work plan 2015. 	<p>NCDDS and Core Group member</p>	<p>2015</p>	<p>Initiated</p>	
<p>Recommendation 6:</p> <p>Improve monitoring and evaluation commune investment project. The commune investment project going to start contracting at the beginning of January 2015. To insure the project could end by February as planned. And evaluate impact result of the climate change adaptation project on mainstreaming climate change into sub-national planning.</p>	<ul style="list-style-type: none"> - More often conducting filed visit to project site. Recommends to commune, district, or provincial administration to action. - Proposing to commune councils for strategic to insure sustainable project usage. - Partnership with UNDP to evaluate the project impact result from commune investment. 	<p>NCDDS and UNDP</p>	<p>2015</p>	<p>Initiated</p>	

* The implementation status is tracked in the ERC.

** Status: (Not Initiated, Initiated, Completed, and No Longer Applicable)

IV. Project implementation challenges

a. New Identified Risks and Issues:

- Commune investment project have been prioritize and fund ready transferred into commune account though national treasury in early of December. The bidding process conducted initially by end of December. So commune investment project on climate change adaptation feasible to implement by mid of January 2015, expected close by end of February, if the contraction smoothly proceed.

- Advocacy video production on climate change into sub-national planning was announced in September. Due to revision of ToR and story list is newly developed, the previous announcement is not providing a full information to applicant. To avoid unfair selection, procurement team decided to re-announce, that would carried to January 2015.
- Core Group on climate change mainstreaming into sub-national planning international study visit is impossible to conduct by end of 2014. Since yet acceptance form hosting country.
- Difference requirement on financial procedure within provincial and NCDDDS to develop into UNDP financial procedure, most of the time hardly to meet consensus. NCDDDS is not required to province of Un realistic plan happened once cash advance to province is not predictable delivery of 80% as quarterly require to release next quarter cash advance.

b. Risks and actions

To ensure the project properly close and producing an expected result. Following action is required:

- Proposing an 8 months project extension to UNDP.
- More often filed project monitoring in January and February of NCDDDS team should be conducted, and close collaboration with provincial administrative to ensure commune investment project implementing smoothly and avoid from unexpected risk.
- Enclose with UNDP information team to produce an advocacy video.
- In cooperation with UNDP team finding a potential host country on community base on climate change adaptation to conducting Core Group study visit.

c. Updated project issues and actions

The challenging has been identified in Q3 on commune investment project contraction's timeframe not late then February 2015 to be ensure. Towards of NCDDDS and provincial administrative during bidding process, orientated to award contractor strictly to finish the contraction on time and contraction quality have to be ensure. However, monitoring have to conduct regularly to the project site during contraction period.

IV. Financial status and utilization

Table 1: Quarter 4 expenditure by project output [01/10/2014 – 31/12/2014]

OUTPUT	BUDGET PLAN [Q4]	EXPENDITURE [Q4]	BALANCE	DELIVERY (%)
Output 1: Increased the support and ownership of sub-national administrations on the integration of climate change into district and commune investment programmes.	224,076.00	240,046.91	70,691.81	107.12

Output 2: Enhanced ownership and readiness of NCDD-S for the implementation of the operational guideline to scale up the integration of climate change adaptations into sub-national planning process.	115,946.00	24,725.66	100,518.65	21.32
Output 3: Project management	43,822.00	38,856.26	13,795.89	88.66
TOTAL	383,843.00	303,628.83	185,005.35	79.10

Table 3: Annual Expenditure by Project output

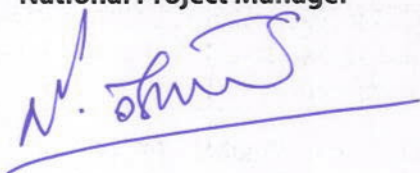
ACTIVITY	BUDGET PLAN G2-2014	CUMULATIVE EXPENDITURE 2014	BALANCE	DELIVERY (%)
Output 1: Increased the support and ownership of sub-national administrations on the integration of climate change into district and commune investment programmes.	535,479.00	452,399.80	83,079.20	84.48
Output 2: Enhanced ownership and readiness of NCDD-S for the implementation of the operational guideline to scale up the integration of climate change adaptations into sub-national planning process.	151,542.00	66,953.96	84,588.04	44.18
Output 3: Project management	112,979.00	90,926.40	22,052.60	80.48
TOTAL	800,000.00	610,280.16	189,719.84	76.28

Table 4: Budget Balances

OUTPUT	Total Budget	Received Budget	Expenditure	Balance
Output 1: Increased the support and ownership of sub-national administrations on the integration of climate change into district and commune investment programmes.	535,479.00	478,667.61	452,399.8	26,267.81
Output 2: Enhanced ownership and readiness of NCDD-S for the implementation of the operational guideline to scale up the integration of climate change adaptations into sub-national planning process.	151,542.00	72,826.61	66,953.96	5,872.65
Output 3: Project management	112,979.00	88,907.65	90,926.40	-2,018.75
TOTAL	800,000.00	640,401.87	610,280.16	30,121.71

31 December 2014

National Project Manager



Ny Kimsan