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00011776

Visa : IK/ARR 

N'Djaména, le 22 mars 2005

Monsieur le consultant national principal,

Objet : 00011776 (CHD/99/G31) "Changements Climatiques" – Opportunité de financement express pour préparation de la 2^{ème} communication nationale


J'ai le plaisir de vous informer que dans le cadre de la mise en œuvre de la Convention sur les Changements Climatiques, le Fonds pour l'Environnement Mondial a mis en place une opportunité de financement express pour aider les pays en voie de développement à préparer leur deuxième communication nationale.

D'un montant de 15 000 USD, ce financement permettra aux pays ayant déjà présenté à la Conférence des Parties leur première communication nationale, d'entreprendre un exercice d'auto-évaluation de leurs capacités pour la 2^{ème} communication nationale. Les activités de cette auto-évaluation devront déboucher sur une proposition de projet à soumettre au FEM.

Pour bénéficier de cette facilité, les pays devront envoyer à la Coordination régionale du PNUD/FEM à Dakar, au plus tard le 30 avril 2005, une requête ainsi qu'une lettre d'endossement dûment signée du point focal opérationnel FEM, selon le format et le modèle ci-joints.

Mes services techniques restent à votre entière disposition pour vous accompagner dans ce processus.

Je vous prie d'agréer, Monsieur le Consultant national principal, mes salutations distinguées.


Sunil Saïgal
Chargé de Bureau

Monsieur le Consultant national principal
Projet CHD/99/G31
NDJAMENA

CC. Monsieur le Point focal Opérationnel
du FEM – NDJAMENA

Monsieur le Point focal national
De la Convention Cadre sur les
Changements Climatiques
NDJAMENA

Laokole

De: Mamadou Kone [mamadou.j.kone@undp.org]
Envoyé: lundi 21 mars 2005 14:48
À: Oualbadet Magomna; Antoinette Dedjoguere Laokole
Cc: moussatchit@yahoo.fr; Joseph LIBAR; kone
Objet: Tchad_ SCN Oportunite de financement express

Bonjour Mr. Magomna,

Bonjour Antoinette (merci de copier ce mail au point focal CCNUCC et autres parties prenantes dont je n'ai pas les contacts dans mon carnet d'adresse et de me communiquer ces coordonnées),

Chers Collegues,

Comment allez-vous ?

Merci de trouver par la presente une opportunite de financement express de la phase preparatoire de la seconde communication nationale ouverte a tous les pays ayant presente leur premiere communication nationale.

D'un montant de \$15 mille dollars ce financement d'octroi rapide permet aux pays de proceder a un exercice d'auto-evaluation (SCN-EAE) participatif afin de proceder a l'etat des lieux apres la premiere communication nationale et d'identifier les priorites essentielles liees a la mise en œuvre de la Convention Cadre des Nations Unies sur les Changements Climatiques (CCNUCC) dans le cadre de la preparation de la seconde communication nationale. Les activites de la SCN-EAE deboucheront sur l'elaboration du proposal pour le projet de la seconde communication nationale et les principaux points degages de cette analyse feront l'objet d'approfondissement pendant la seconde communication nationale proprement dite.

Pour presenter la requete pour la SCN-EAE les pays devront envoyer a la coordination regionale PNUD-FEM de Dakar (mamadou.j.kone@undp.org) d'ici le mercredi 30 avril, les elements suivants :

- la requete de financement pour l'exercice d'auto-evaluation (voir format et 3 exemples ci-joint) ;
- une lettre d'endossement signee de point focal operationnel FEM (voir format et 1 exemple ci-joint).

Un point important est la prompte constitution d'une equipe nationale (1 ou 2 personnes) pour travailler a la redaction de cette requete de financement. Si necessaire, le point focal operationnel FEM pourrait faire appel aux coordonnateurs de projets des activites habilitantes (Inventaires GES, NAPA, ...) pour obtenir un coup de main dans la redaction de cette requete. Ce serait un excellent moyen de contribuer a la synergie recherchee entre projets de renforcement de capacites. J'encourage les uns et les autres a faciliter ce genre de collaboration qui assure que le pays recoit regulierement de nouveaux projets dont consultants et institutionnels pourront tous tirer benefice a terme.

Merci enfin de noter que trois exemples de requetes de l'exercice d'auto-evaluation (SCN-EAE) sont joints a ce courrier d'invitation pour reference. Il est conseille de presenter une requete personnalisee qui suit le format standard sans le recopier integralement. Un chronogramme devra egalement etre inclus dans la requete.

Les pays doivent en effet adapter le format standard aux circonstances nationales specifiques et profiter de cette formulation pour jeter un premier regard sur la strategie de constitution du proposal pour leur SCN. Les sections du format peuvent etre completes ou reduites pour refleter les inputs nationaux.

Il convient notamment d'identifier la liste previsionnelle des parties prenantes a impliquer dans les consultations a tenir (par ex. institutions nationales, academiques, ONG, secteur prive), et de degager les synergies avec les autres projets de renforcement des capacites (NAPA, NCSA).

Bien entendu je reste a votre entiere disposition pour faciliter le processus, repondre a vos questions, et vous accompagner dans ce processus qui commence et qui ne s'achevera qu'avec le document de la seconde communication nationale.

Portez vous bien.

Kone.

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21/03/2005

UNITED NATIONS DEVELOPMENT PROGRAMME
GLOBAL ENVIRONMENT FACILITY

*Proposal for self-assessment exercise -
Expedited Financing of Second National Communications to the UNFCCC*

Country:	Name of country
Project Title:	Climate Change Enabling Activity (Self-assessment exercise)
GEF Focal Area:	Climate Change
Country Eligibility:	Eligible under a financial mechanism of the UNFCCC
Date of Ratification:	Date
GEF Financing (Phase I):	US\$
GEF Additional Financing (Phase II):	US\$
Total Costs:	US\$
GEF Financing of self-assessment exercise	US\$15,000
Implementing Agency:	UNDP
Executing Agency:	Name of National Executing Agency
Date of Initial National Communication Submission:	Date
Estimated Starting Date of Second National Communication:	Date
Duration:	3 months

1. OBJECTIVE

The main objective of the self-assessment exercise is to undertake highly consultative and participatory process of needs assessment to identify and validate the critical priorities for UNFCCC implementation in [Country Name]. The Stocktaking exercise will help identify and validate critical priorities for further in-dept studies during the preparation of the Second National Communication (SNC). This Stocktaking exercise is considered the first but critical step in preparing the proposal for the SNC to the UNFCCC.

In accordance with GEF Operational Procedures for the Expedited Financing of National Communications from Non-Annex I Parties (GEF/C.22/Inf.16), the Government of [Country Name] is requesting US\$15,000 from the Global Environment Facility (GEF) to conduct a self-assessment of activities completed or under preparation that are relevant to the Second National Communication.

This self-assessment will involve a stocktaking exercise and stakeholder consultation in order to build upon existing activities, institutions and knowledge. Related objectives of this assessment will be the identification of gaps and consultation with more stakeholders who could contribute to the national communication process.

On the basis of a full stocktaking and stakeholder consultation, the [Country Name] will prepare and submit a proposal for the preparation of its Second National Communication, to the GEF through the United Nations Development Programme.

2. BRIEF DESCRIPTION OF THE ACTIVITIES TO BE CARRIED OUT FOR THE STOCKTAKING EXERCISE

The stocktaking exercise will generate essential information that will be used for the preparation of a project proposal for the [Country Name] Second National Communications (SNC). The stocktaking will help to ensure that the SNC builds on previous activities, studies, experiences and institutional settings and is carefully planned by the Country Team. In terms of activities, the stocktaking exercise is expected to include the following:

- An assessment of work carried out under previous climate change enabling activities: This assessment is the central element of the stocktaking, as it will ensure that proposals for SNC build upon lessons learned and previous findings and achievements. It will consist of a brief summary of activities and results achieved under the Initial National Communication (INC) and top-up (phase II of Enabling Activities) and other related activities [refer to any other relevant CC enabling activities if appropriate] It shall identify gaps and uncertainties, and provide justification for additional studies/assessments to improve information or to fill gaps.
- New studies and areas of work: The stocktaking will also identify new studies to be carried out to cover areas or sectors not addressed under the INC. This could also extend to identifying needs for increasing the sustainability of work carried out under the INC, such as Greenhouse Gas Inventories, conducted under the INC. The new areas of work will be specifically identified and validated during the stocktaking exercise. Identification of needs for improving some of studies performed under the INC may also be carried out through this exercise.
- Priorities for SNC: The stocktaking exercise is expected to identify a list of priority areas to be addressed in the SNC in a cost effective manner. The prioritisation will be made through a consultation process with key stakeholders. The type of methodology to select priority areas under the SNC will be decided during the stocktaking and consultation phase.

- Synergies with related programmes: The Stocktaking will also identify how the SNC will build on establish linkages with associated projects such as the NCSA and NAPA [where applicable], and other national activities carried out under relevant international conventions (Ozone Layer protection, POPs, Biodiversity and Land Degradation). It will identify the best ways of coordination between these initiatives and suggested coordination and joint action mechanisms will be reflected into the SNC proposal.
- Good practice and lessons learned during the INC preparation: Identifying lessons learned and best practices from previous similar projects will be an important part of the stocktaking exercise. This will include not only technical issues, but also experiences of implementation/execution and process/arrangements adopted under the INC that could provide lessons or best practices for the preparation of the SNC.
- Preparation of the proposal for SNC: The proposal for funding support for the preparation of the SNC will be drafted and finalized for submission to the UNDP-GEF.

3. PRELIMINARY LIST AND DESCRIPTION OF STAKEHOLDERS AND CONSULTATION PROCESS ENVISIONED

Stakeholder consultation is important for the preparation of the proposal for the SNC. The process for the consultation will be based on a multi-sectoral approach similar to the process undertaken for national consultations under the INC preparation. The identification and verification of relevant stakeholders will be one of the key tasks to be undertaken. The identification exercise will be based on the direct and relevant involvement of each stakeholder to the work required towards the preparation of the SNC. Opportunities for wider consultation from the country team arrangement described below include awareness raising.

The stakeholder consultation will help to ensure national ownership of the SNC process. In particular, the consultation will be used as a means to:

- Validate the stocktaking exercise and national priorities to be addressed by the SNC
- Agree on the institutional arrangements proposed for the preparation of the SNC
- Clarify the roles and responsibilities of the stakeholders to be involved
- Engage all the relevant stakeholder and ensure adequate consultation mechanism for the SNC

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

Include a preliminary list of the government institutions, academia, NGOs, research institutions, private organisations, and others as relevant, which would be invited to participate in the stocktaking exercise and the preparation of the second national communication project proposal. The list would include the institutions that would directly participate in this work but also those that would be asked to contribute to this process through the consultations.

4. BRIEF DESCRIPTION OF THE INSTITUTIONAL ARRANGEMENT FOR THE SELF-ASSESSMENT EXERCISE AND PROPOSAL PREPARATION

The national lead agency responsible for the oversight and implementation of the self-assessment exercise and project proposal is [Name of the institution]. The involvement of the relevant stakeholders, and their support and commitment to the implementation of the proposed activities, will ensure the achievement of the overall outcome of the assessment.

The National Climate Change Task Force/Committee will work closely with ... [Describe the institutional arrangements]

Stocktaking Exercise Coordination

The Director/Coordinator/Manager of... [specify institution/unit as appropriate] will be responsible for the coordination of project activities in close consultation with the Task Force/Committee, Stocktaking Consultant and UNDP-[country office name]. The Director/Coordinator/Manager will provide overall project management and supervision to ensure that the stocktaking activities are in line with what were agreed/approved and stipulated in the Stocktaking Exercise Document.

Stocktaking Exercise

A short-term consultant will be recruited to assist in carrying out the stocktaking exercise and prepare the SNC proposal. He/She will be provided all the relevant sets of information that were gathered directly from concerned stakeholders (sources of information about relevant studies or activities), and from the consultative workshops, and from all available reports (e.g., INC Report). He/She will come up with the draft report of the self-assessment and project proposal for the SNC. These drafts will be presented to the stakeholders and the National Climate Change Task Force before finalization.

Stakeholder Consultation

The Stocktaking Consultant will conduct stakeholder consultations initially on an individual basis [or groups of experts on the basis of expertise, e.g. GHG inventory, mitigation, adaptation] with relevant stakeholders and facilitate a national stakeholder consultation to finalise the proposal. The National Stakeholder Consultation will gauge input from the stakeholders on key aspects of the SNC process, objectives of the SNC proposal, roles and responsibilities during implementation and other issues pertinent to the SNC. Further, the stocktaking consultant will also liaise closely with members of the National Climate Change Task Force/Committee.

UNDP-[Name of country office] will monitor the progress of the stocktaking exercise in accordance with the agreed budget and outputs and disburse funds to facilitate implementation.

5. OUTPUTS [SUGGESTED ACTIVITIES]

The main output of the stocktaking exercise is a project proposal for the preparation of the SNC prepared in accordance with the guidelines. The expected outputs and corresponding activities to be carried out under the stocktaking exercise are the following:

Output 1: Planning and management of the stocktaking exercise

- Activity 1.1: Preparation of a detailed workplan and scope of work
- Activity 1.2: Conduct of an Inception workshop/consultation

- Activity 1.3: Preparation of TOR for the individual experts and Country Team, including approach to conduct the stocktaking exercise

Output 2: Stock-take of the related activities

- Activity 2.1: Implementation of the stock-take exercise and preparation of the stocktaking matrix describing all previous and on-going activities under the UNFCCC, as well as other related project and programmes
- Activity 2.2: Identification /review of gaps and uncertainties under the INC and proposition of new studies/areas of work
- Activity 2.3: Development of prioritisation criteria and identification of priority areas to be addressed under the SNC
- Activity 2.4: Identification of potentials for linkages and synergies with other projects
- Activity 2.5: Preparation of the stocktaking report

Output 3: Stakeholder consultation

- Activity 3.1: Stakeholder analysis. This analysis will list all possible individuals and institutions that could be involved in the stocktaking exercise. It will list their possible role, the benefits of their involvement, and any possible challenges to their involvement.
- Activity 3.2: Stakeholder consultation to validate the methodology of selection of priority issues and new areas of action
- Activity 3.3: Conduct a Workshop to validate the project proposal on SNC
- Activity 3.4: Presentation of the national communications process, issues and concerns for the self-assessment exercise. Reactions, comments and suggestions will be taken according to the proposed component of the SNC.

Output 4: Develop a project proposal for SNC

- Activity 4.1: Writing of the project proposal on SNC. It will include (as an annex) a brief report on the stocktaking and stakeholder consultation containing the following information: (i) Description of the methodology used; (ii) Stakeholders and institutions consulted; and (iii) Results and findings of the stocktaking exercise.
- Activity 4.2: Circulation of the project proposal for comments by stakeholders
- Activity 4.3: Submission of the project proposal for SNC to UNDP (a final consultation workshop may be scheduled on the basis of needs for additional discussions and approval process)
- Activity 4.4: Incorporation of the comments on the project proposal into the SNC Project Document

6. BUDGET

Activity	Budget estimate (US\$)
Stocktaking exercise	\$
Stakeholder consultation	\$
Preparation of draft SNC project proposal	\$
Total	15,000

7. SUGGESTED TIMETABLE

Output /Activity	Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Output 1: Planning and management of the stocktaking exercise															
1.1 Preparation of detailed workplan, including scope of work															
1.2 Inception workshop/consultation															
1.3 Preparation of TOR for the individual experts and Country Team															
Output 2: Stock-take of the related activities															
2.1 Take stock of activities relevant to the National Communication and prepare a stock taking matrix															
2.2 Identify gaps and uncertainties and propose new studies/ areas of work															
2.3 Identify priority areas of action															
2.4 Identify linkages and synergies with other projects															
2.5 Write a stocktaking report															
Output 3: Stakeholder consultation															
3.1 Stakeholder analysis. List of the stakeholders															
3.2 Meeting with stakeholders to validate the methodology, areas of priority															
3.3 Workshop to validate the project proposal for the SNC															
3.4 Take into account reactions, comments and recommendations															
Output 4: Develop the project proposal for the SNC															
4.1 Write the draft project document															
4.2 Circulate to stakeholders for comments, and additional workshop, if needed															
4.3 Submission of the project document for SNC to UNDP for comments															
4.4 Incorporation of UNDP comments into the SNC Project Document															