

<p>mechanisms/guidelines for CCA financing developed for national, LGA and community levels.</p> <ul style="list-style-type: none"> 4 MDAs and 4 districts mainstream CCA in their budgeting processes. Global and private sector long term CC financing integrated in national investment plans. <p>Related CP outcome: CP outcome 1: Increased adoption of equitable pro-poor and gender sensitive economic policies and programmes</p> <p>CP outcome 4: Effective mechanisms in place, including social protection, that address institutional barriers and socio-cultural dimensions to promote and protect the rights of the poor and most vulnerable.</p> <p>CP outcome 5: Improved community access to safe, clean water and environmental sanitation in the rural and urban areas.</p>	<p>sector to invest in adaptation programmes.</p> <p>Activity Result 2: Develop long-term financing mechanisms for CCA for Tanzania.</p> <p>Actions</p> <ul style="list-style-type: none"> Strengthen the capacities of selected government ministries in the identification of global long term funding and investment for CCA at national, local and government community levels. Based on climate risk information generated under Output 1, and policy reviews conducted under Output 3, mainstream CCA in MDAs and LGAs annual budgets. 	<p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p>	<p>VPO-DOE, MOFEA, Consultants, MDAs, LGAs</p>	<p>GoJ</p>	<p>Consulting services Technical assistance</p>	<p>\$30,000</p>
<p>Output 5. Knowledge on the implications of climate change generated and shared among stakeholders at all levels</p> <p>Indicators</p> <ul style="list-style-type: none"> Tanzania has a Climate Change Communication Strategy in place. Tanzania shares CCA knowledge internally and externally through use of the media and regional sharing networks. <p>Baseline</p> <ul style="list-style-type: none"> Currently Tanzania does not have Climate Change Communication Strategy that stipulates how information on CC should be addressed at various levels. Tanzania currently not sharing 	<p>Activity result 1: CC adaptation knowledge, lessons and experiences from the region are used to inform national and LGA policies and CC interventions at community level.</p> <p>Actions</p> <ul style="list-style-type: none"> VPO-DoE to develop a National Communication Strategy on climate change. Document process, outputs and lessons learnt of CCA pilot projects e.g. as academic papers, published books and audio visual materials, and published and 	<p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p>	<p>VPO-DOE, NEMC, Consultant</p>	<p>GoJ</p>	<p>Technical Assistants, Meetings budgets Consultancy services Office expenses Operational costs Packaging costs Publication costs Media costs</p>	<p>\$120,000</p>

<p>CCA knowledge internally or externally due to lack of comprehensive communication strategy.</p> <p>Target</p> <ul style="list-style-type: none"> • Documentation and dissemination of the AAP process through mass media • 3 CCA Management toolkits for communities developed for the arid, coastal and semi-humid zones. • CCA knowledge package for the private sector developed. <p>Related CP outcome: CP outcome 1: Increased adoption of equitable pro-poor and gender sensitive economic policies and programmes</p> <p>CP outcome 4: Effective mechanisms in place, including social protection, that address institutional barriers and socio-cultural dimensions to promote and protect the rights of the poor and most vulnerable.</p> <p>CP outcome 5: Improved community access to safe, clean water and environmental sanitation in the rural and urban areas.</p> <p>CP outcome 6: Project Management support</p>	<p>shared through learning networks and mass media.</p> <ul style="list-style-type: none"> • Develop and disseminate a CCA Management toolkit for communities through the MCDGC and NEMC whilst linking with the UN Joint programme on public awareness campaigns. • CCA Package knowledge for private sector businesses through the Tanzania Chamber of Industry, Commerce and Agriculture. 																																																																																																																																																																																																																																																																																																																																						

IV. Management Arrangements

1. The project will be implemented using National Implementation Modality (NIM). The project will be executed by the VPO-DOE with financial and technical support from the UNDP. The finances will pass through the MOFEA through the MTEF so that each implementing MDA is accountable to through the normal accountability procedures. The VPO-DOE will also be responsible for policy mainstreaming; M&E and the other MDAs will be responsible for specific outputs realization and execution.

2. The project is funded by GOJ through UNDP which is accountable to GOJ for project delivery. UNDP will have the responsibility for project assurance through supervision, project development, guiding project activities through technical backstopping and logistical support. UNDP Tanzania Country Office will be responsible for national implementation oversight and support to the VPO-DOE in Tanzania, in accordance with standard UNDP policies and practices. The office will be able to access existing mechanisms, such as the Energy and Environment Group network and the ALM to exchange experience and learning about how best to support the national adaptation programme. The UNDP Country Office will further receive technical, policy and programme support from the Regional Bureaux for Africa, and Arab States and Regional Service Centres in Dakar, Johannesburg and Cairo; and technical backstopping from the Bureau for Crisis Prevention and Recovery and the Bureau for Development Policy.

3. An initial 3-month inception phase is recommended so that ownership of the project is enhanced within implementing MDAs. During this period the MDAs will also be able to prepare their work plans and budgets according to the activities suggested in this prodoc. During this phase, VPO will designate, from within, a Project coordinator and an assistant for effective implementation and reporting. UNDP will remunerate the coordinators, in form of top up allowances to be paid monthly, to support their project coordination functions. Other activities that will also take place during the inception phase will include development of the M&E framework, identification of consultants and other relevant institutions for technical assistance e.t.c. for effective implementation.

4. Project activities will be implemented at the national and local/site levels. The Project Coordinator will be responsible for overall coordination of project activities. They will also be responsible for coordination and mainstreaming of lessons and experiences into government operations and has oversight and supervisory role for all project activities implemented by MDAs and other institutions. The Project Coordinator will be housed by the VPO-DOE and will be a fulltime salaried project employee acquired competitively by both UNDP and Government. They will be responsible for day-to-day oversight including supervision of activities contracted to consultants by Government. He/she will also be responsible for the preparation and presentation of reports to NCCTC/EWG and UNDP on a regular basis (including APR, Inception Report, Quarterly Reports and Terminal Report).

5. The Project will be overseen by the NCCSC/SC, the highest decision making organ of the project. This structure is composed of Permanent Secretaries of relevant ministries. The role of the NCCSC/Sc will be to provide overall guidance and policy direction to the Project. It will be advised by the multi-stakeholder, multi-sectoral NCCTC/EWG. The NCCTC/EWG will be responsible for the technical, policy and programmatic support, coordination and M&E. MDAs, private sector, civil society, development partners and research institutions are represented in this committee.

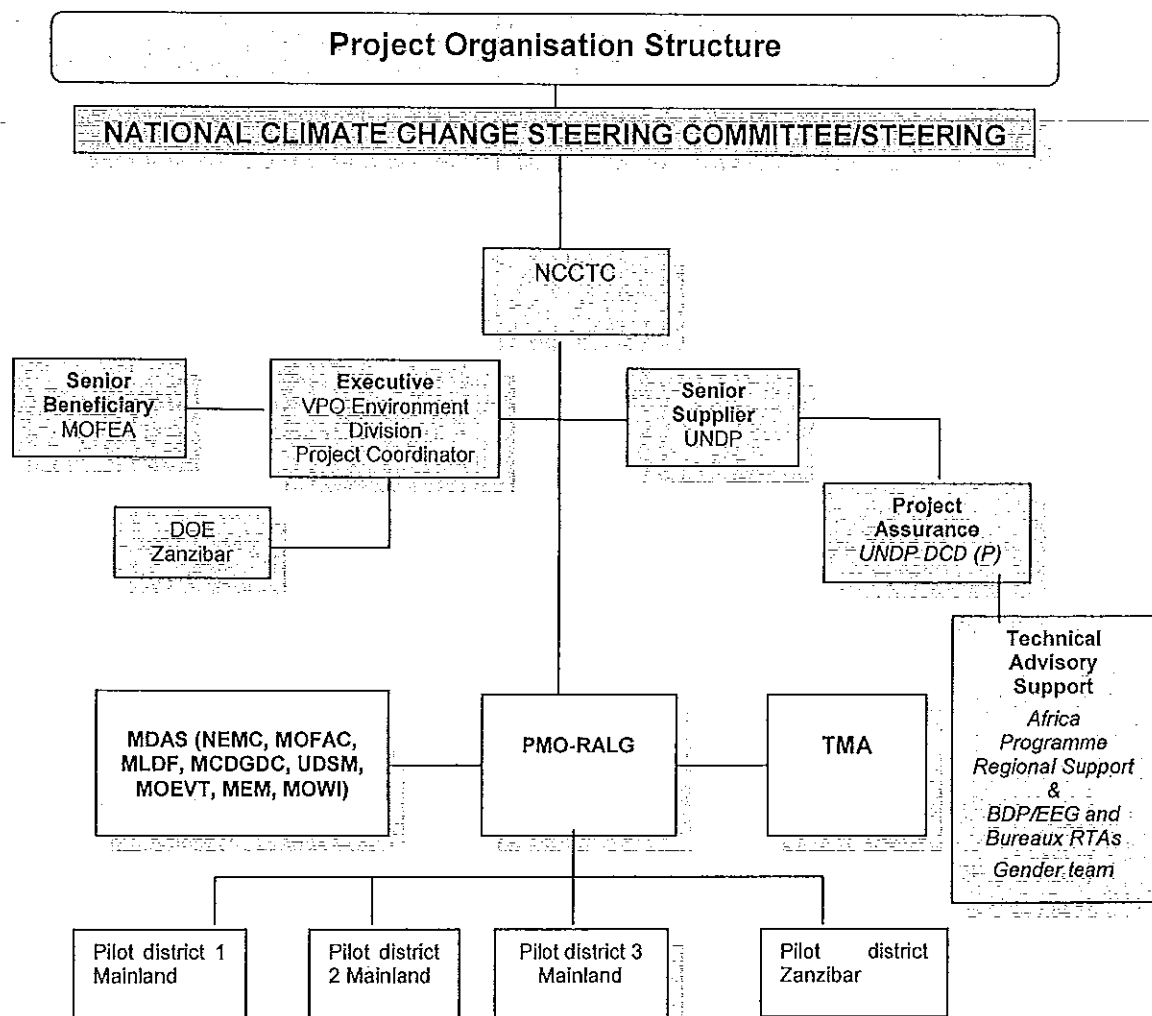
6. The project will be subject to Annual Tripartite Project Reviews by the VPO-DOE, NCCTC/EWG and UNDP. The documents used at the meetings of annual reviews will be the Annual Project Reports and the Annual Work Plans which will be prepared by the Project Coordinator and submitted to the UNDP Country Office and Regional Technical Advisors office at least two weeks prior to the review for comments.

7. The Project will be subject to one independent external evaluation during its lifespan. The Terminal Evaluation which will be undertaken three months prior to the terminal TPR meeting. The evaluation focuses on impact and sustainability of project results.

8. The VPO-DOE will provide UNDP Country Office with certified periodic financial statements together with annual audits of the financial statements in accordance with the procedures set out in the Programming and Finance Manual. The audit will be conducted by the legally recognized auditors of their respective agencies and or by commercial auditors engaged by UNDP.

9. There will be budget reviews and mandatory budget re-phasing as required and when necessary through UNDP who will maintain ATLAS budget. All work plans and budgets will be approved by NCCSC/SC.

10. A comprehensive monitoring and evaluation plan will be implemented to monitor performance, process, objective and outcome achievement and environmental and socio-economic impacts. The monitoring and evaluation will be conducted in accordance with UNDP procedures using Log frame indicators and means of verification as benchmarks. The monitoring and evaluation process will rely heavily on active involvement of all project partners and collaborators. This will follow closely the provision discussed in section V of this Project document.



V. Monitoring Framework and Evaluation

Global/Regional-Level

1. This national project forms part of a selected number of national projects supported by UNDP under a targeted program of support, entitled "the Africa Adaptation Program". In this regard, monitoring will be undertaken within the broader context of learning and creating a platform for documenting and creating a platform for experience sharing, lesson learning and dissemination of best practices.

National-Level

2. In accordance with the programming policies and procedures outlined in the UNDP User Guide, the Programme will be monitored at the national levels through the following:

Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below (to come).
- An Issue Log shall be activated in Atlas and updated by the Programme Manager/National Project Managers to facilitate tracking and response of potential problems or requests for change.
- Based on the initial risk analysis submitted, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Project Progress Report (PPR) shall be submitted by the Programme Manager to the Project Board and the National Project Managers to the National Project Boards through Project Assurance, using the standard report format available in the Executive Snapshot.
- A Project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project.
- A Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events.

LEARNING AND KNOWLEDGE SHARING

3. Results from the project will be disseminated within and beyond the project intervention zone through a number of existing information sharing networks and forums. In addition:

- The project will participate, as relevant and appropriate, in UNDP-GEF sponsored networks, organized for senior personnel working on projects that share common characteristics. The Adaptation Learning Mechanism (ALM) will function as key electronic platform to capture project learning and adaptation impacts generated by the project. The ALM lessons learned template (to be made available by RTA) will be adapted for use by the project. To support this goal, adaptation-related activities from the project will contribute knowledge to the ALM, such as the following:
 - Best practices in integrating adaptation into national and local development policy, and project design and implementation mechanisms.
 - Lessons learned on removing the most common barriers to adaptation, with special attention to the roles of local partners, international partners, UNDP, and GEF in designing and implementing projects
 - The conditions for success (or failure), including replication and scaling up.
- The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to project implementation through lessons learned.
- The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects. Identification and analysis of lessons learned is an ongoing process, and the need to communicate such lessons as one of the project's central contributions is a requirement to be delivered not less frequently than once every 12 months. UNDP-GEF shall provide a format and assist the project team in categorizing, documenting and reporting on lessons learned. To this end a percentage of project resources will need to be allocated for these activities.

Annually

- *Annual Review Report.* An Annual Review Report shall be prepared by the Project Coordinator and shared with the NCCSC/SC. As a minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the Quarterly Progress Report (QPR) covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- *Annual Project Review.* Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. The national review is driven by the NCCSC/SC and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcome(s). The regional review will be driven by the NCCSC.

Quality Management for Project Activity Results

OUTPUT 1: Dynamic long-term planning capacities and tools to manage inherent uncertainties of climate change enhanced		
Activity Result 1 (Atlas Activity ID)	<i>CC information base expanded and recommendations integrated into long term national planning and decision making processes</i>	Start Date: Month 4 End Date: Month 9
Purpose	<i>What is the purpose of the activity?</i> To consolidate all CC data and research works from government, academic and research institutions and civil society into a comprehensive document that can be used for reference.	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> • Collect and consolidate information on climate risk vulnerability, climate change impacts, adaptation options in sectors such as energy, forestry, wildlife, water (inland and coastal), agriculture, health, gender, infrastructure, livestock and fisheries, tourism and link with existing socio-economic data by UDSM, NEMC, SUA, TMA and others for planning by MDAs and LGAs. • Research and document indigenous knowledge on adaptation of farmers and pastoralists in areas not targeted by the IDRC research programme under IRA. 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification, what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
AR 1: Indicator 1. Consolidated information documents on climate risk vulnerability, climate change impacts, and adaptation options in place and disseminated to MDAs and LGAs.	Documents on climate change risks, impacts and adaptation options. Research document on indigenous CCA knowledge	Month 12
OUTPUT 1: Dynamic long-term planning capacities and tools to manage inherent uncertainties of climate change enhanced		
Activity Result 2 (Atlas Activity ID)	<i>Strengthened capacities of TMA, NEMC, other research institutions, MDAs and LGAs in CC data collection, analysis, dissemination and development of planning tools.</i>	Start Date: Month 4 End Date: Month 24
Purpose	<i>What is the purpose of the activity?</i> To build the capacity of TMA and other research institutions in CC data management for use in development planning through training and equipping them with the necessary software and hardware.	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> • Conduct a capacity needs assessment and develop long term capacity building plans for research institutions on CCA data collection, analysis and packaging of results for targeted sectors and MDAs. • Technical capacities of TMA enhanced on modelling and downscaling global CC models in areas not targeted by the World Bank programme on linking 	

	<p>local, regional and global CC models for land-use and economic modelling to Tanzania, guided by user needs expressed in work undertaken for AR1.</p> <ul style="list-style-type: none"> • Long term planning tools e.g. MTEF and Strategic Plans adjusted to incorporate CC projections by priority MDAs. • Strengthen the early warning systems by supporting TMA to provide updated information on early warning and disaster preparedness to relevant institutions which will include, MAFC, Disaster Management unit of PMO-RALG and others. 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
AR2: Indicator 1. Number of research institutions developing capacity on CC information gathering, analysis and dissemination	Monitoring reports, training reports, equipment purchase records.	Month 13
AR2: Indicator 2. Number of MDAs and LGAs using downscaled CC global models for planning	Project Monitoring reports, minutes of MDA meetings	Month 24

OUTPUT 2: Climate Change leadership and coordinating CC framework strengthened to manage climate change risks/opportunities

Activity Result 1 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> CCA national coordination framework strengthened at national and local government levels.	Start Date: Month 4 End Date: Month 24
Purpose	<i>What is the purpose of the activity?</i> To create linkages between: the national and district level CC coordinating structures, between the various national CC forums and build capacities of the VPO-DOE and DOE/Zanzibar in CC action planning and monitoring	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> • Strengthen and link District Environmental Committees in the four pilot districts (3 in the mainland and 1 in Zanzibar) to the national coordinating framework. • Strengthen the NCCTC/EWG to coordinate with other national CC related e.g. National REDD platform and SLM initiative in order to harmonise approaches and plans so as to minimise duplication of similar interventions. • Conduct various needs based trainings for VPO-DoE CCA coordinating bodies on leadership, planning, management, budgeting and M&E of CCA issues at national, local government and community levels liaising with similar efforts in the environmental sector under the UN Joint Programme. • Develop national CCA action plans at national, regional, district and village levels. • Develop M&E frameworks for the CCA structures at national, regional and district levels. 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
AR1: Indicator 1. Number of CCA coordination forums with action plans in place.	Project monitoring reports, minutes of forums, action plans of CC forums	Month 12 and 24
AR1: Indicator 2. Number of M&E reports on CCA activities at all levels.	M&E frameworks and reports of CC forums.	Month 12 and 24

OUTPUT 2: Climate Change leadership and coordinating CC framework strengthened to manage climate change risks/opportunities

Activity Result 2 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> Strengthened leadership and technical capacities at national,	Start Date: Month 4 End Date: Month 24
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	local government and community levels in sector-specific and cross-sectoral planning and management of climate change risks and opportunities	
Purpose	<i>What is the purpose of the activity?</i> To increase CC knowledge amongst leaders, environmental government officers, private sector and civil society at all levels and to mainstream CC in environmental activities and the formal education curriculum.	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> Strengthen the capacity of the VPO-DoE to sensitise members of parliament, councillors, sector environmental coordinators, regional environmental experts and environmental management officers on CCA at national and LGA levels. In liaison with the VPO-DoE design CCA awareness packages in order to sensitise private sector, civil societies at national and LGA levels. Strengthen the capacity of VPO-DoE/NEMC to mainstream and undertake public awareness campaigns in their ongoing environment activities at district levels using the CCA awareness packages. In liaison with NEMC and the Institute of Curriculum Development review the National Environmental Education and Communication Strategy with the aim of enhancing the CC component for integration in education curriculums of primary schools, secondary, tertiary institutions and community training institutions. 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
AR1: Indicator 1. Number of members of parliament, councillors, sector environmental coordinators, regional environmental experts and environmental management officers in ministries participating in CCA forums consistently	Minutes of meetings, media reports	Month 12 and 24
AR1: Indicator 2. CCA awareness packages developed and disseminated.	CCA packages for civil society, private sector and LGAs	Month 12 and 18
AR1: Indicator 3. CC integrated in primary, secondary and tertiary education curriculum	Revised National Environmental Education Strategy document	Month 24
OUTPUT 3: Climate change adaptation policies mainstreamed in MDAs		
Activity Result 1 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> CC adaptation strategies and action plans developed by MDAs for use at national, district and community levels.	Start Date: Month 1 End Date: Month 24
Purpose	<i>What is the purpose of the activity?</i> To assist MDAs integrate CCA in their strategies and policies.	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> In liaison with VPO-DoE develop guidelines and an action plan on how to integrate CCA into other existing sectoral programmes and projects in reference to the National Adaptation Strategy and Action plan. Support the VPO-DoE assist MDAs mainstream CCA in sectoral policies linking to the UN-Joint Programme. 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
AR1 Indicator 1: Guidelines on how to integrate CCA into programmes and projects in place.	Published guidelines	Month 12 and 24
AR1 Indicator 2: Number of sectoral	Policy documents/strategic plans of at	Month 24

policies with CCA mainstreamed.	least 4 priority MDAs	
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OUTPUT 3: Climate change adaptation policies mainstreamed in MDAs

Activity Result 2 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> Pilot CCA measures implemented in four districts policies.	Start Date: Month 7 End Date: Month 24
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Purpose	<i>What is the purpose of the activity?</i> To demonstrate CCA in three ecological zones in order to inform relevant policies and CC projects in other areas.	
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Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> Design and implement an integrated adaptation project in a semi-arid area on adapting to drought stress incorporating energy, water, pasture and livestock management and alternative livelihoods linking with the SLM programme under UNDP. Design and implement an integrated adaptation project in a coastal area targeting adaptation to sea level rise incorporating flood management, infrastructure planning, disaster preparedness and early warning systems on the mainland and in Zanzibar. Design and implement an integrated adaptation project in a semi-humid area emphasising the introduction of crops which can tolerate high temperatures and decreasing moisture linking with the SLM programme under UNDP Develop specific replication and up scaling guidelines for each pilot and link their implementation with appropriate financing mechanisms developed under output 4. Document lessons learnt and best practices with the aim of informing the climate proofing of sectoral policies. 	
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Quality Criteria	Quality Method	Date of Assessment
<i>how/with what indicators the quality of the activity result will be measured?</i>	<i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<i>When will the assessment of quality be performed?</i>

AR2 Indicator 1: Number of pilot projects implemented in the coastal, semi-arid and semi-humid zones	Project proposals, monitoring reports	Month 12 and 24
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AR2 Indicator 2: Number of lessons learnt integrated in MDA policies	Documentation of lessons learnt, policy documents of relevant MDAs.	Month 24
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OUTPUT 4: Regional, sub-regional, national, and local financing options to meet national adaptation costs expanded

Activity Result 1 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> Capacity for the receipt and management of large scale, phased and complex global CCA funding expanded	Start Date: Month 7 End Date: Month 24
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Purpose	<i>What is the purpose of the activity?</i> To assist the MOFEA to develop mechanisms to mainstream CC in budgeting and planning processes and develop a CCA financing model for the private sector.	
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Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> In liaison with MOFEA develop market/fiscal/financial mechanisms/guidelines for harmonised and well coordinated CC financing at national, local government and community levels. Develop and implement training programmes for personnel in the MOFEA on mainstreaming CCA in budgeting and investment planning using guidelines developed under output 1. Develop a financing model to create incentives for the private sector to invest in adaptation programmes. 	
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Quality Criteria	Quality Method	Date of Assessment
<i>how/with what indicators the quality of the activity result will be measured?</i>	<i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<i>When will the assessment of quality be performed?</i>

AR 1 Indicator 1: Market/fiscal/financial mechanisms/guidelines and accountability procedures for CCA in place.	Published market/fiscal/financial mechanisms/guidelines	Month 24
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AR1 Indicator 2: CCA evident in budgeting and planning processes	MDA MTEF	Month 24
AR1 Indicator 3: Number of planning and finance personnel trained and practising new skills.	Training modules, and reports	Month 12 and 24
AR1 Indicator 4: Financing model for private sector investment in place.	Financing model document	Month 24

OUTPUT 4: Regional, sub-regional, national, and local financing options to meet national adaptation costs expanded		
Activity Result 2 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> Develop long-term financing mechanisms for CCA for Tanzania.	Start Date: Month 7 End Date: Month 24
Purpose	<i>What is the purpose of the activity?</i> To build the capacity of MOFEA in the identification of long term global CC financing and mainstream CCA budgeting in MDAs and LGA annual budgets	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> Strengthen the capacities of selected government ministries in the identification of global long term funding and investment for CCA at national, local government and community levels. Based on climate risk information generated under Output 1, and policy reviews conducted under Output 3, mainstream CCA in MDAs and LGAs annual budgets. 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
AR2 Indicator 1. Global long term funding and investment for CCA identified.	Minutes of meetings, media reports	Month 24
AR2 Indicator 2: Number of MDAs and LGAs reflecting CCA in their annual budgets.	MDA and LGA budgets	Month 24

OUTPUT 5: Knowledge on the implications of climate change generated and shared among stakeholders at all levels		
Activity Result 1 (Atlas Activity ID)	<i>Short title to be used for Atlas Activity ID</i> Knowledge Management system on CCA established building on the UN Joint Programme.	Start Date: Month 1 End Date: Month 24
Purpose	<i>What is the purpose of the activity?</i> To document lessons learnt and approaches used in the AAP process and share them through the National Communication Strategy.	
Description	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> Assist the VPO-DoE in the development of a National Communication Strategy on climate change. Document process, outputs and lessons learnt of CCA pilot projects e.g. as academic papers, published books and audio visual materials, and published and shared through learning networks and mass media. Develop and disseminate a CCA Management toolkit for communities through the MCDGC and NEMC whilst linking with the UN Joint programme on public awareness campaigns. Package CCA knowledge for private sector businesses through the Tanzania Chamber of Industry, Commerce and Agriculture. 	
Quality Criteria <i>how/with what indicators the quality of the</i>	Quality Method <i>Means of verification. what method will</i>	Date of Assessment <i>When will the assessment</i>

<i>activity result will be measured?</i>	<i>be used to determine if quality criteria has been met?</i>	<i>of quality be performed?</i>
AR 1 Indicator 1: Number of dissemination forums attended	Project progress reports, minutes of forums at national and LGA level	Month 24
AR1 Indicator 2: % change of community level knowledge on CCA.	Project progress reports, documentation on how many districts/villages have received the CCA management toolkits	Month 24
AR1 Indicator 3: CCA knowledge translates into better business practices by the private sector.	Project progress reports, documentation on how many private sector stakeholders have received CCA knowledge package	Month 20

V11. Legal Context

National activities:

13. The project document shall be the instrument envisaged in the Supplemental Provisions to the Project Document, attached hereto.

14. **Agreements.** Any additional agreements, such as cost sharing agreements, project cooperation agreements signed with NGOs (where the NGO is designated as the "executing entity") should be attached.

15. **Special Clauses.** In case of government cost-sharing through the project which is not within the CPAP, the following clauses should be included:

- The schedule of payments and UNDP bank account details.
- The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Government with a view to determining whether any further financing could be provided by the Government. Should such further financing not be available, the assistance to be provided to the project may be reduced, suspended or terminated by UNDP.
- The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of project delivery.
- UNDP shall receive and administer the payment in accordance with the regulations, rules and directives of UNDP.
- All financial accounts and statements shall be expressed in United States dollars.
- If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the government on a timely basis a supplementary estimate showing the further financing that will be necessary. The Government shall use its best endeavours to obtain the additional funds required.
- If the payments referred above are not received in accordance with the payment schedule, or if the additional financing required in accordance with paragraph above is not forthcoming from the Government or other sources, the assistance to be provided to the project under this Agreement may be reduced, suspended or terminated by UNDP.
- Any interest income attributable to the contribution shall be credited to UNDP Account and shall be utilized in accordance with established UNDP procedures.
- In accordance with the decisions and directives of UNDP's Executive Board:
- The contribution shall be charged:
- [...%]cost recovery for the provision of general management support (GMS) by UNDP headquarters and country offices

- Direct cost for implementation support services (ISS) provided by UNDP and/or an executing entity/implementing partner.
- Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP. Matters relating to the transfer of ownership by UNDP shall be determined in accordance with the relevant policies and procedures of UNDP.
- The contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP.

ANNEXES

1. Risk Log
 2. Terms of Reference: TOR for key project personnel
 3. Table on ongoing activities with UN agencies and other bilateral and multilateral development partners
 4. LAPC Minutes
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rate fluctuations and other miscellaneous expenses	2009		1 = 5	funds of US \$ 185,000 included in budget.					
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