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MINISTRY OF WATER, AND  
ENVIRONMENT  
P. O. BOX 20026  
KAMPALA, UGANDA

In any correspondence on  
this subject please quote Ref No. **DEA 168/252/01**

1<sup>st</sup> August 2011

The Country Director  
United Nations Development Programme  
KAMPALA

### WORKPLAN FOR THE PREPARATION OF THE EU-UNDP CLIMATE CHANGE CAPACITY BUILDING PROJECT

I acknowledge receipt of your communication dated 11<sup>th</sup> July 2011 on the EU-UNDP  
Climate Change Capacity Building Project.

I wish to thank you for your continued support to government and particularly the Ministry of  
Water and Environment through the various initiatives and programmes.

Please receive enclosed the required work plan to guide the preparatory phase for the  
development of the Climate Change Capacity Building Project proposal.

I look forward to a well informed proposal at the end of the stocktaking and stakeholder  
consultations.

  
David O.O. Obong  
PERMANENT SECRETARY

*Wilson/Daniel*  
*FYA, please inform the CD.*  
*03/08/11*  
*SE*

UNDP-KAMPALA INCOMING MAIL			
DATE	03-8-2011		
FILE	.....		
OFFICER	INFO	ACTION	DATE
RR			
CD			
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ARR/GOV			
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**PREPARATION OF UGANDA'S CLIMATE CHANGE CAPACITY BUILDING  
PROJECT: ANNUAL WORK PLAN 2011**

**Country: Uganda**

**UNDAF Outcome(s):** Vulnerable segments of the population increasingly benefit from sustainable livelihoods and in particular improved agricultural systems and employment opportunities to cope with the population dynamics, increasing economic disparities, economic impact of HIV/AIDS, environment shocks and recovery challenges by 2014

**CP Outcome(s):** Outcome 2.3: Selected institutions have capacity for sustainable environment and natural resources Management (ENRM) as well as Climate Change (CC) Adaptation and Mitigation

**Implementing Partner:** Ministry of Water and Environment, Climate Change Unit

**Project Summary:**

The US\$30,000 Preparatory Project is aimed at generating information and process required for the preparation of the project proposal. The project will build consensus among stakeholders on which components and modules of the Global EU-UNDP Climate Change Capacity Building Programme are most appropriate for Uganda to pursue. The main output of the stocktaking and stakeholder consultations will be the formulation of the Climate Change Capacity Building Project proposal that shall be submitted to UNDP.

Programme Period: June – December 2011  
Programme Component: Climate Change -  
Project Title: [Uganda] Context-assessment for the preparation of the National Climate Change Capacity Building Programme proposal  
Project Duration: 6 Months  
Management Arrangement: NEX

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

Agreed by Ministry of Water and Environment:

 11/08/2011

Agreed by UNDP Resident Representative:

 15/08/2011

EXPECTED CP OUTCOME, INDICATORS AND ANNUAL TARGET	PLANNED ACTIVITIES	TIMEFRAME		RESPONSIBLE PARTY	PLANNED BUDGET		
		Q3	Q4		Source of Funds	Budget Description	Amount (\$)
<b>Output 1:</b> Climate Change Capacity Building Project proposal formulated and submitted to UNDP  <b>Annual Target:</b> Proposal for Uganda Climate Change Capacity Building Project in place  <b>Baseline:</b> No project proposal for Climate Change Capacity Building in Uganda  <b>Indicators:</b> Project proposal in place	A.1 Planning and management of the stocktaking exercise i) Preparation of a detailed work plan and scope of work ii) Inception workshop/consultation iii) Preparation of TOR  B.1 Stocktaking related activities i) Implementation of the stocktaking exercise and preparing a stocktaking matrix ii) Identification /review of shortcomings in capacity and assessment of capacity needs for implementing each of the modules iii) Identify new studies/areas of work, particularly as related to missing data or information iv) Identification of potentials for linkages and synergies with other processes v) Identify and assess opportunities for delivering sustainable development outcomes from the components and modules  vi) Development of prioritisation criteria and identification of priorities from the components and modules vii) Preparation of the stocktaking report  C.1 Stakeholder consultations i) Stakeholder mapping and analysis. ii) Institution mapping and analysis. iii) Stakeholder consultation	July-Aug		CCU/MWE	71300 Task force/team  71400 Contractual Services	10,000  15,000	
		Aug - Sept			74500 Misc. Operation expenses  75100 7% GMS	2,900  2,100	
		Aug-Sept					
			Oct				
			Nov-Dec				
		Aug-Sept					
			Nov				

	<p>D.1 Brief report on the stocktaking and stakeholder consultations</p> <p>i) Prepare a brief report on the stock taking and stakeholder's consultation.</p> <p>E.1 Develop a project proposal for submission to UNDP for review and approval</p> <p>i) Write draft project proposal</p> <p>ii) Circulation of proposal for Comments</p> <p>iii) Submission of the project proposal to UNDP for comments</p> <p>iv) Incorporation of comments on the project proposal and submission of final version to UNDP</p>	Nov - Dec				30,000
<b>Total</b>						