

Readiness Proposal

**with the Department of Climate Change (DCC) for the KINGDOM OF
CAMBODIA**

7 July 2022



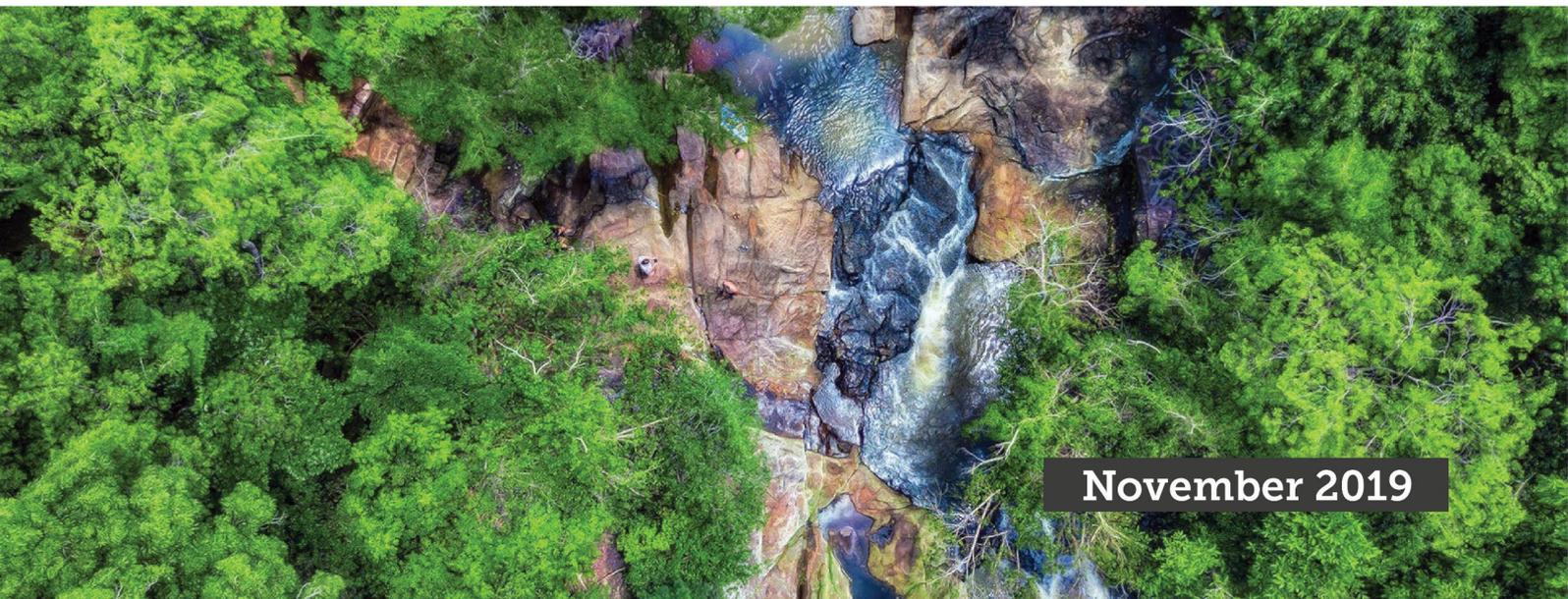
**GREEN
CLIMATE
FUND**

READINESS & PREPARATORY SUPPORT

PROPOSAL TEMPLATE



Proposal title:	Establishing an Evidence-Based National Adaptation Plan (NAP) process at National and Subnational Scales in Cambodia Phase 1
Country:	Cambodia
National designated authority:	Ministry of Environment/National Council for Sustainable Development
Implementing Institution:	Department of Climate Change of the General Secretariat of the National Council for Sustainable Development (GSSD)
Date of first submission:	5 August 2020
Date of current submission / version number	6 August 2021 V.4



November 2019

Before completing this proposal template, **please read the guidebook** and learn how to access funding under the GCF Readiness & Preparatory Support Programme.

Download the guidebook:
<https://g.cf/xxxxx>



How to complete this document?

This document should be completed by National Designated Authorities (NDA) or focal points with support from their Delivery Partners where relevant. Once completed, this document should be submitted to the GCF by the NDA or focal point via the **online submission system**, accessible through the Country Portal of the GCF website.

Please be concise. If you need to include any additional information, please attach it to the proposal.

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Note: Environmental and Social Safeguards and Gender

Throughout this document, when answering questions and providing details, please make sure to pay special attention to environmental, social and gender issues, particularly to the situation of vulnerable populations, including women and men. Please be specific about proposed actions to address these issues. Consult Annex IV of the Readiness Guidebook for more information.

Please visit the Country Portal on the GCF website to submit this proposal via the **online system**.

When submitting the proposal, please name the file:
GCF Readiness -[Country]-[yyymmdd]

1. SUMMARY

1.1 Country submitting the proposal

Country name: Cambodia

Name of institution representing NDA or Focal Point: Ministry of Environment

Name of contact person: Hak Mao

Contact person's position: Director of the Department of Climate Change and the GCF Contact Person

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1.2 Date of initial submission

5 August 2020

1.3 Last date of resubmission

4 June 2021

Version number

V.4

1.4 Which institution will implement the Readiness and Preparatory Support project?

- National designated authority
- Accredited entity
- Delivery partner

Please provide contact information if the implementing partner is not the NDA/focal point

Name of institution: The National Council for Sustainable Development/Ministry of Environment

Name of official: Dr. HAK Mao

Position: Director of the Department of Climate Change

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1.5 Title of the Readiness support proposal

Establishing an Effective Evidence-Based National Adaptation Plan (NAP) process at National and Subnational Scales for Cambodia Phase 1

1.6 Type of Readiness support sought

Please select the relevant GCF Readiness objective(s) below (click on the box – please refer to Annex I and II in the Guidebook):

- I. Capacity building
- II. Strategic frameworks
- III. Adaptation planning
- IV. Pipeline development
- V. Knowledge sharing and learning

1.7 Brief summary of the request

Cambodia initiated the NAP process in 2014, establishing a strong foundation for the NAP process with its financing plan and communications strategy. Since 2014, the country has utilized the NAP process to identify and address vulnerabilities in key sectors (including agriculture, forestry, and fisheries; infrastructure; health; coastal zones; energy; and tourism). The NAP process has also been used to identify ways to improve adaptation planning itself at all levels (national to local). The proposed project builds on these efforts to address gaps and barriers that have already been observed and well-documented, including:

Data and information challenges. Barriers to mainstreaming include: low capacity to generate, manage, and disseminate climate information in useful formats; lack of consistent climate change scenarios; and insufficient involvement of academic institutions. Another constraint observed is *sectoral issues*. Some of the RGC policies and strategies (e.g. Rectangular Strategy, and National Strategic Development Plan) prioritize mainstreaming of climate change. Though significant progress has been made, there remain some issues to address: limited knowledge of climate change impacts on priority sectors; limited integration of climate change actions into line ministry budgeting and planning processes; and lack of capacity to develop sectoral adaptation plans. A third barrier is *subnational issues*; subnational levels of government face similar issues as the national sectoral ministries. At the same time, the government is currently in the midst of a decentralization effort that will ultimately reorganize and restructure governance at subnational levels, consolidating many powers and responsibilities at the provincial level. This decentralization process presents an ideal entry point for improving subnational capacities for climate change adaptation

planning and implementation. Barriers to be addressed include: Policymakers, planners, and technicians at subnational levels lack the information and knowledge on climate change impacts and how to address these in subnational planning processes. Awareness of climate change impacts among non-government stakeholders at subnational levels is low, and meaningful participation in planning processes is limited; and there is no standardized mechanism for determining vulnerabilities, particularly within Cambodia's fast-growing cities. The last challenge observed is *communications issues*, described comprehensively in Cambodia's National Adaptation Plan Communication Strategy. Related issues include limited engagement among private sector stakeholders; limited messages on climate change impacts targeted to specific stakeholder groups and communities; a strong need to translate scientific knowledge about climate change into language accessible to different audiences; and limited effective communications efforts for sharing knowledge and information about climate change impacts and the NAP process.

This NAP support project, which has been fully developed and will be implemented by the Department of Climate Change of the General Secretariat of the National Council for Sustainable Development (GSSD), includes two phases of three outcomes each.

The overall objective of the project is to **Strengthen institutional and scientific capacity in Cambodia to formulate and implement national, sectoral, and subnational climate change adaptation strategies and actions**. It is envisaged that the project will greatly enhance the country's ability to plan strategically for climate change, develop appropriate policies, plans, and projects/programmes, and access enhanced financing. The three outcomes include:

1. Evidence basis produced to design adaptation solutions for maximum impact;
2. Adaptation planning governance and institutional coordination strengthened; and
3. Private sector engagement in adaptation catalyzed.

The current proposal is to **support the first phase only**, although details and proposed budget for the second phase have been

included for reference. Phase 2 intends to build on phase one through three tentative outcomes. The first of these will continue engagement with universities to apply the evidence base from the first phase to address sectoral vulnerabilities, while the second outcome will focus on developing urban adaptation plans, and the third will further advance implementation of the NAP communications plan.

The direct beneficiaries of the project will be domestic universities and research institutions, government and non-government stakeholders in one municipality, private sector stakeholders (including MSMEs), and journalism/media professionals. Indirect beneficiaries will include current and future students at domestic universities, the government agencies and non-government stakeholders that ultimately receive the benefits from improved applied research capabilities at the universities, the residents of one municipality that is the site for outcome 2 activities, and Cambodian people that consume improved media and information products related to climate change and climate change adaptation. Overall, all Cambodians will benefit in some way from improved adaptation planning capabilities in the country.

1.8 Total requested amount and currency

USD 1,602,097

1.9 Implementation period

18 months

1.10 Is this request a multiple-year strategic Readiness implementation request?

- Yes
 No

For more information on how a country may be eligible to access Readiness support through this modality, please refer to **Annex IV of the Readiness Guidebook**.

1.11 Complementarity and coherence of existing readiness support

- Yes
 No

Has the country received or is expecting to receive other Readiness and Preparatory Support funding allocations (including adaptation planning) from GCF or other donors? If yes, please briefly describe the scope of support provided or expected to be provided by the GCF and/or other institutions including other climate funds (GEF, AF) UN agencies, multilateral development banks and/or bilateral agencies. Please also provide the implementation status of each approved readiness intervention.

This section describes project titles and high level objectives, as per GCF request.

1. NDA Strengthening and Country Programming (GCF Readiness 2017-18). This project focused

on strengthening the NDA (including no-objection procedures, awareness raising on the GCF, establishing an engagement framework with the GCF) and identifying an NIE.

2. Promoting Green Mobility through Electric Motorcycles in Cambodia (GCF Readiness 2019-2021). This project aims to establish the enabling conditions for scale-up of electric motorcycles.

3. Design of a Cambodian Institution for Green Financing (GCF Readiness 2020-2021). This project will work to contribute to the establishment of green financing in Cambodia by examining various options available, and subsequently identifying the most appropriate financing vehicle that can deliver appropriate long-term finance to projects and programs that stimulate green growth in Cambodia.

4. Technology Needs Assessment and Action Plans to Support Climate-Friendly Technology Implementation for Cambodia's Special Economic Zones in the Sihanoukville Province (GCF Readiness 2020-2022). The objective of the project is to provide a technology needs assessment and a series of technology action plans to support and guide a pipeline of projects aimed at decarbonizing development linked to Sihanoukville's Special Economic Zone (SEZ).

5. Cambodia Climate Change Alliance Phase 3 (CCA3). This project is being implemented by UNDP's country office and is planned to run from July 2019 to June 2024. The project implementation team is housed in the Department of Climate Change. The CCA3 has three outcomes:

1. Relevant climate information is generated in a reliable and timely manner, suitable to sectors and targeting specific needs;

2. Tools are developed and implemented for the effective mainstreaming of climate change into policies, regulatory frameworks, programmes, and budgets of priority sectors; and
3. National capacities for the mobilization, coordination and tracking of public and private climate change resources are strengthened.

There are clear synergies between this NAP project and the CCCA (described in the narrative below). For this reason the NAP project design team worked closely with the CCCA during the design of the NAP project to avoid overlaps and to ensure that all activities and outputs in the NAP process would complement, rather than duplicate CCCA activities.

2. SITUATION ANALYSIS

Linkages to existing capacities, enabling environments, and programming processes that the proposal will build on and how they relate to the key barriers and/or gaps that will be addressed through the proposed activities.

Climate Change Context and Rationale

1. Cambodia is a Least Developed Country (LDC) that is regularly ranked among the countries most vulnerable to climate change. The country is ranked 13th in the Global Climate Risk Index¹ (1995–2015) and 8th in the World Risk Index in 2016², and in 2014 Standard and Poor's ranked Cambodia's economy as the most vulnerable to the effects of climate change worldwide³. This is due to a combination of rapid development, relatively high reliance on agriculture, forestry and fisheries (30% of GDP⁴) and low adaptive capacity resulting from limited technically skilled human resources, institutional capacities and adaptation financing. Over 80% of the population live in rural areas⁵ and are exposed to increasing and more unpredictable floods and prolonged droughts. Limited water management systems further compromise the adaptive capacity of rural communities while simultaneously increasing food security concerns. With urbanization and

¹ <http://http://germanwatch.org/en/download/16411.pdf>

² <http://weltrisikobericht.de/english/>

³ Kraemer & Negri (2014), <http://www.maalot.co.il/publications/GMR20140518110900.pdf>

⁴ World Bank Data Source (March 2018) <https://data.worldbank.org/indicator/NV.AGR.TOTL.ZS>

⁵ FAO Country Fact Sheet on Food and Agriculture (April, 2014): <http://www.fao.org/3/a-i3761e.pdf>

industrialization identified as major trends for the coming decade, additional climate change-related challenges are also emerging in relation to adaptation in urban areas. At micro- and macro-levels, difficulties managing climate risks are aggravated by the very limited availability of climate information. 42% of Cambodian communes are ranked as either vulnerable or highly vulnerable to climate change, according to the Vulnerability Index developed for Cambodia (IIED 2015). Women and children are among the most vulnerable groups, but very little information is available on the distributional impacts of climate change in Cambodia. A recent study led by the Ministry of Economy and Finance and the National Council for Sustainable Development (NCSO) indicated that without additional action, Cambodia's GDP could be almost 10% lower than planned by 2050, due to the impacts of climate change⁶.

2. According to multi-model ensemble projections developed through Phase 5 of the Coupled Model Intercomparison Project (which were developed for the Fifth Assessment Report of the Intergovernmental Panel on Climate Change), the following changes may be expected for Cambodia⁷:

- Mean annual temperatures are projected to increase across Cambodia by 0.7-2.7C by the 2060's and 1.4-4.3C by the 2090s.
- All projections indicate substantial increases in the frequency of days and nights that are considered "hot" in current climate, with hot days increasing by 14-49% and hot nights increasing by 24-68% by 2060.
- All projections indicate decreases in the frequency of days and nights that are considered "cold" with these events become exceedingly rare.
- An increase in the intensity of heavy rainfall events of 1-15% by 2050 is very likely.
- Climate changes are expected to result in a potentially shorter, or shifted, rainy season by 2085, with drier conditions in April and May, and wetter conditions in October and November.

3. Rising temperatures are expected to negatively impact productivity in agriculture, fisheries and forests and to reduce labor productivity across most other sectors. Changing rainfall patterns will lead to increased flooding, drought and storms which will also reduce resource productivity, especially in agriculture and fisheries, and increase damage from extreme events, affecting roads, water supply and other infrastructure. Rising sea levels will cause flooding and storm damage in coastal areas, affecting urban areas and natural resources.

⁶ Addressing Climate Change Impacts on Economic growth in Cambodia, NCSO/MEF, 2018, http://www.camclimate.org.kh/en/documents-and-media/library/category/39-financing.html?download=912:full-report-on-cc-impacts-on-economic-growth-in-cambodia_may-2018_en

⁷ The reference for this material is the World Bank's Climate Change Knowledge Portal (<https://climateknowledgeportal.worldbank.org/country/cambodia/climate-data-projections>).

4. Cambodia's vulnerability to climate change is affected by the challenges of managing continuing rapid growth (World Bank 2017). This includes in particular a) the need to provide urban services that are resilient to floods and more unpredictable water supply, as well as providing relief from heat stress, where possible; b) the growing pressures on natural resources, including water, soil, fisheries and forestry; and c) the need to provide basic social services to a growing population.

5. With respect to gender and climate change, some characteristics of the country point to areas where women may be more vulnerable to climate change than men. For example, the Climate Change Strategic Plan for Gender and Climate Change (GCCSP) notes that while the overwhelming majority of Cambodians are employed in the primary sector, more women than men work in agriculture, forestry, and fishing (75% of women vs. 69.2% of men). Since climate change tends to impact people in the primary sector disproportionately, this is an area where women would be more vulnerable. In addition the GCCSP points out that male out-bound migration for work, both seasonal and long-term, can reduce the adaptive capacities of female-headed householders, especially younger ones. Time and physical labor, which are required to tend crops, can challenge the care work that women are expected to do under resource poor conditions. But the GCCSP also points out that "much remains to be understood about potentially different impacts on gender vulnerable and adaptation and mitigation capacities of women and men in contract and other forms of farming due to the gender division of labor and access to and control over resources and benefits".

6. Other analyses also point to some differences between men and women with respect to climate change. ActionAid's Cambodia Women's Resilience Index⁸ rates men's resilience at .59, while women are rated at .56. Men score higher on economic resilience, infrastructure resilience, social resilience, and institutional resilience. The analysis makes several recommendations, including i) invest in building resilience at the local level; ii) invest in building institutional knowledge; iii) invest in institutional transformation; and iv) enhance institutional governance. The current NAP proposal is consistent with all of these recommendations.

Institutional arrangements for climate change adaptation.

7. Since the early 2000s, Cambodia has been at the forefront of climate change adaptation action, and the country has undertaken significant efforts in shaping an institutional setup to best address climate change. The Climate Change Office under the Ministry of Environment (MoE) was created in 2003 to take on a wide range of climate change responsibilities. In 2006, the National Climate Change Committee, comprising of 19 ministries and government agencies, was created with the mandate to prepare coordinate

⁸ The Cambodia Women's Resilience Index can be downloaded [here](#).

and monitor the implementation of policies, strategies, regulations, plans and programmes in addressing the issues of climate change. In 2009 the government upgraded the Climate Change Office to the Department of Climate Change (DCC), and in recent years the institutional landscape has advanced tremendously. In 2015 the National Council for Sustainable Development (NCSO) was established and given authority over climate policy formulation and guidance.

8. The council membership covers 38 ministries, institutions, and agencies, including capital and provincial governors. Under the chairmanship of the Minister of Environment, the NCSO held its first meeting in August 2016 in which the NCSO structure and subsidiary bodies, rules and procedures, and priority strategic programmes were approved. With the NCSO effectively established, it is expected that inter-ministerial collaboration will be further improved.

9. Over the last decade the RGC has also made significant progress in developing plans to address climate change. The most recent National Strategic Development Plan (2014-2018) integrated climate actions and climate change, and the new Rectangular Strategy for 2019-2023 (see section 4 for further details) includes a focus on sustainability and resilience to climate change. The NDC roadmap was developed with significant efforts to mainstream climate change into national planning. Cambodia is also currently implementing its Climate Change Strategic Plan (CCCSP 2014-2023; see section 4 for more details), which addressed adaptation priorities. To implement the CCCSP, Climate Change Action Plans (CCAP; see section 4 for more details) were formulated and adopted by 14 key ministries for the period 2014-2018. Thus, the project builds upon a well-established planning framework for climate change adaptation. In addition, the government has demonstrated political will to seriously and comprehensively address climate change and to build institutions and utilize science-based solutions to address climate change. This NAP Support project will build upon these institutional and policy foundations to improve implementation of climate change adaptation measures.

10. The proposed NAP project's objective is to **strengthen institutional and scientific capacity in Cambodia to formulate and implement national, sectoral, and subnational climate change adaptation strategies and actions**. The project will achieve this objective in two phases (the current proposal is to support the first phase only) that produce three outcomes. The first outcome will address data & information and sectoral issues by supporting the formulation of the first Cambodia National Climate Report (NCR), which will provide a rigorous evidence base for climate change planning and investment for both public and private sectors at national and subnational levels (phase 1), and by applying this NCR to priority sector agencies at the national level (phase 2). The second outcome will address data & information and subnational issues by developing and executing a methodology for subnational vulnerability assessment (phase 1), and by utilizing the

results of this assessment to develop a subnational adaptation plan (phase 2). These processes will then be able to be replicated in other jurisdictions across the country. The third outcome will address communication and data & information issues by establishing a private sector engagement mechanism for NAP implementation, and by reaching out effectively to other stakeholders (phase 1 & 2).

NAP Process and Other Relevant Documents

11. The RGC has already taken several initial steps for advancing its NAP process. The first step was a stocktaking and consultation mission conducted by a team from the United Nations Development Programme's (UNDP) NAP-GSP programme, which took place in 2014 and provided some initial recommendations and a roadmap for the NAP process. This roadmap subsequently informed the development of three documents:

12. The National Adaptation Plan Process in Cambodia (2017). This document was produced by the National Council for Sustainable Development (NCSO) with support from the GIZ and USAID. This document summarizes vulnerabilities in priority sectors (agriculture, forestry, and fisheries; infrastructure; health; coastal zones; energy; and tourism). This document identified several key priorities for the NAP process which are addressed by the current proposal⁹:

- Inter-sectoral coordinated implementation: opportunities for coordinated implementation include capacity development on climate change adaptation and financing at the national level, development and implementation of data management systems, etc.;
- Data systems and analyses: harmonization/standardization of data processing, modelling, projections, vulnerability assessments, and the use of geographic information systems; and
- Capacity development and vertical mainstreaming linking national and sub-national levels: support measures such as capacity development, advisory services, upscaling mechanisms and enhanced ownership at the local level.

13. Cambodia National Adaptation Plan Financing Framework and Implementation Plan (2017). The main purpose of this document is to bring the NAP process in Cambodia closer to its execution with a specific aim to increase the possibilities for Cambodia to access additional adaptation finance. The framework makes both medium- and long-term recommendations as well as short-term suggestions for nearly 40 priority climate change actions. However, the majority of the Priority Actions identified are at a rudimentary level of preparation and hence a significant preparation process needs to be pursued at institutional and technical levels for the framework to be effectively implemented, demonstrating a clear need for the support requested under this Readiness proposal. The

⁹ Note that these same priorities appear in all of the NAP documents.

NAP Financing Framework and Implementation Plan also calls for further data gathering on climate risks and vulnerability, as well as further prioritization exercises to update and fine-tune the Priority Actions, and that future sectoral climate change action plans include cross-sector climate vulnerability assessments, which would inform strategic sectoral plans and also help to develop project proposals and detailed budgets for priority actions.

14. Cambodia National Adaptation Plan Communication Strategy (2018). This document was produced as part of the NAP process with support from the Climate Finance Readiness Programme in cooperation with the Department of Climate Change (DCC) and the GIZ. The main objective of the strategy is to “influence key stakeholders to be proactive players on the implementation adaptation actions, as prioritized in Cambodia’s Climate Change Response, thus helping to mobilize resources and scale up implementation, as well as increase knowledge”. The Communication Strategy provides a framework for addressing information gaps and for disseminating knowledge about the NAP process, providing a number of recommendations and actions to be implemented.

15. These three documents collectively provide guidance for the implementation of the NAP process in Cambodia, and so their recommendations form the backbone of this GCF NAP support proposal (the GCF NAP support proposal is aimed at implementing the NAP process). The proposal directly addresses the gaps, barriers, obstacles that are described in these documents and implements many of the recommended actions.

Linkages to programming processes that the proposal will build on

16. The project is fully compatible and integrated with the RGC’s climate change policy and strategy response at national, sectoral, and sub-national levels. As noted in the background (section 2 above), the proposed project is aligned with the existing NAP process in Cambodia.

17. Cambodia Climate Change Strategic Plan (CCCSP: 2013). The CCCSP covers the years 2014-2023 and addresses adaptation priorities and explores options for decarbonization in key sectors. It is the first ever comprehensive national policy document responding to climate change issues. It calls for the integration of climate change into national and sub-national level planning, and for the development of climate change strategies, action plans and financing frameworks consistent with the priority actions defined in the National Strategic Development Plan. The CCCSP established the vision (“Cambodia develops towards a green, low-carbon, climate-resilient, equitable, sustainable, and knowledge-based society”), mission (“creating a national framework for engaging the public, private sector, civil society organizations and development partners in a participatory process for responding to climate change to support sustainable development”), and goal which the NAP process has been used to advance. It includes eight strategic objectives to which the

NAP process is linked, and which are embedded in the outcomes, outputs and activities of the current proposed project:

1. Promote climate resilience through improving food, water and energy security (outcome 1 phase 1-2);
2. Reduce sectoral, regional, gender vulnerability and health risks to climate change impacts (outcome 1 phase 2; outcome 2);
3. Ensure the resilience of critical ecosystems, biodiversity, protected areas and cultural heritage sites (outcome 1 phase 1);
4. Promote low-carbon planning and technologies to support sustainable development (outcome 1 phase 2; outcome 2);
5. Improve capacities, knowledge and awareness for climate change responses (all outcomes);
6. Promote adaptive social protection and participatory approaches in reducing loss and damage due to climate change (all outcomes);
7. Strengthen institutions and coordination frameworks for national climate change responses (outcome 1 & 2); and
8. Strengthen collaboration and active participation in regional and global climate change processes (outcome 2 & 3).

18. The CCCSP also directs line ministries to develop sectoral Climate Change Action Plans (CCAP), which are described below.

19. Climate Change Action Plans (CCAP). CCAPs were mandated under the CCCSP, and 14 line ministries and agencies developed CCAPs for the period covering 2014/15-2018. This represented a significant milestone in advancing the incorporation of climate change considerations into sectoral planning processes. However, the CCAPs expired in 2018, and there is no consensus on how the Ministries will approach climate change adaptation planning in the next cycle or subsequent cycles. There is, however, near-universal agreement that adjustments are needed to build on the success of the first round of CCAPs; though each CCAP made efforts to link to existing plans and budgets, in many cases they are still viewed as separate silos and have not been used very effectively for resource mobilization (analysis by the DCC and GIZ indicated that 92% of the priorities identified in the CCAPs remained unfunded). The new government has a mandate to push for investments and related indicators to be directly included in the sector strategies and budgets. The proposed project's activities aim to address these issues and advance these objectives by establishing an improved system for sectoral planning for climate change adaptation.

20. Climate Change Strategic Plan for Gender and Climate Change (GCCSP). The formulation of the GCCSP is based on analysis of a gender profile and the existing national gender policies. The GCCSP focuses on adaptation strategies that seek to respond to the immediate needs of vulnerable women and men in rural and urban areas as well as mitigation strategies that seek to reduce greenhouse gas emissions through promoting job

opportunities and gender and clean economic development. Implementation of the GCCSP is the responsibility of the Ministry of Women’s Affairs, which has established an internal Gender and Climate Change Committee to lead and coordinate gender and climate change mainstreaming with line ministries and other stakeholders. During implementation of the NAP project, the DCC implementation team will coordinate closely with MoWA to ensure that gender issues are mainstreamed into all aspects of the NAP process.

21. The NAP project is consistent with two priority pillars of the GCCSP: i) increase the level of capacity of MoWA, its decentralized offices and stakeholders on gender integrated vulnerability and capacity assessment and planning methods for climate change adaptation and mitigation, and natural disaster management; and ii) research and development to increase the availability of data and information on gender and climate change. These linkages are in the project’s outcome 3.1 (establishing a methodology for conducting municipal risk and vulnerability assessments, which includes an assessment of socially-differentiated impacts and vulnerabilities) and 3.2 (setting up the system for formulating the National Climate Report and then producing the National Climate Report, which will include data gathering and information production on issues related to socially-differentiated impacts and vulnerabilities).

22. An issue that has arisen repeatedly in consultations with representatives from various ministries and agencies is that there is little to no actionable information on potential future conditions with respect to sectoral considerations, and therefore line ministries are not able to address climate change adaptation in a strategic, comprehensive fashion, even though there is a demonstrated commitment and political will to do so. Some CCAPs explicitly mention this lack of potential future conditions as a key obstacle. The line ministries find themselves in a situation where they are trying to anticipate and prepare for climate change, but their recommended actions, and even some development partner led initiatives are essentially business-as-usual (BAU) actions that respond to current conditions rather than future conditions. This proposed project presents a *systemic* approach to addressing these difficulties by establishing a **new paradigm** with respect to sectoral planning for climate change adaptation.

23. Nationally Determined Contribution (NDC). The INDC submitted in 2015 defines 20 different priorities, with 13 of these for adaptation, most of which relate to specific sectoral and infrastructural needs. A roadmap for the NDC implementation was developed in June of 2019. Like other elements of the RGC’s climate change response, the NDC highlights vulnerabilities to the agriculture sector, forestry, human health, coastal zones, and infrastructure and provides generalized recommendations for each of these sectors. The NDC also calls for “strengthened technical and institutional capacity to conduct climate change impact assessments, climate change projections, and mainstreaming of climate change into sector and sub-sector plans”, all of which are addressed by the current proposal. The NDC was revised, with a revised and submitted to the UNFCCC by 31st

December 2020. The NAP support project will help operationalize the priorities in the updated NDC.

24. Second National Communication to the UNFCCC (SNC: 2015). This document includes a general vulnerability assessment and vulnerability index illustrating the geographical variation in vulnerability, including the effects of socio-economic status, infrastructure, and population. The SNC finds that the agriculture sector is most vulnerable in Cambodia, followed by water resources, forests, coastal resources, and health. The SNC also specifically notes that “vulnerability assessments need more technical and scientific capacity as well as financial resources” (p20) and that “the general integration of climate change risks into policy, plans and strategies at the national and sub-national levels needs strengthening”. SNC also points out that at the national level, a detailed review of the implications of climate change on various sectors has not been undertaken by most line agencies. The proposed project specifically addresses these weaknesses. The proposed project’s **outcome 1** activities across both phases of implementation will also build on the early vulnerability assessment work that was conducted for the SNC, scaling up successful practices and improving in areas that need improvement.

25. National Adaptation Programme of Action (NAPA: 2006). Cambodia’s NAPA, like NAPAs of other least developed countries (LDCs) was designed to identify and address immediate adaptation needs and did not focus as much on establishing a strategic approach for adaptation in the country (this, in the view of the RGC, is the purpose of the NAP process). The NAP complements the early work of the NAPA, and empowers various stakeholders to more effectively identify urgent adaptation needs and to develop actionable implementation plans to address them.

26. Cambodia is fully committed to promoting gender equality and women’s empowerment, particularly as it relates to climate change. In a recent statement, the Under-Secretary of State in the Ministry of Environment stated that “women are the backbone and breadwinners of Cambodia. We need to engage them, encourage them, and provide more information so they can build awareness and deal with climate change better¹⁰. Related to this, the Ministry of Women’s Affairs has developed and launched the Master Plan on gender and Climate Change 2013-2022 to contribute to the socio-economic development and implementation of gender responsive policies to climate change. This is not a stand-alone strategy but is cross-cutting and has been integrated into the implementation processes of the Cambodia Climate Change Strategic Plan 2014-2023 as well as sectoral Climate Change Strategic Plans of relevant ministries. At the same time, the Ministry of Education, Youth and Sport has developed a Climate Change Action Plan for Education which includes the integration of Gender and climate change in school curriculums and strengthening capacity of teachers to deliver this curriculum in order to improve climate resilience among children, parents, and local community leaders.

¹⁰ <https://www.unep.org/news-and-stories/story/cambodia-finding-solutions-climate-change-empowering-women>

27. The proposed NAP support project has been designed to be consistent with national, sub-national, and sector specific planning process.

28. Rectangular Strategy Phase IV. The Rectangular Strategy represents the overall vision and key national guiding policy instrument of the RGC. In Phase IV, the fourth of four key strategic goals (“angle IV”) is to **ensure inclusive and sustainable development**. This requires a strong attention to global and regional climate change issues, and in particular, the country’s vulnerability to climate change. Under this pillar, there are three relevant focal areas to which this project is directly relevant:

- Ensuring environmental sustainability and preemptive response to climate change;
- Strengthening urban planning and management;
- Promotion of the Agricultural Sector and Rural Development.

29. National Sustainable Development Plan (NSDP). The Ministry of Planning has integrated climate change, gender, green growth, and sustainable development into the guidelines to the line ministries for formulating their contributions to the NSDP. The line ministries have followed these guidelines for preparing their submissions to the NSDP for the 2019-2023 period. However, all of the obstacles and gaps described in the previous paragraphs limit their ability to effectively carry out this function. The proposed NAP support project, through its support for sectoral planning processes, will address these obstacles and gaps thereby empowering the line ministries to incorporate climate change adaptation considerations into future submissions.

30. The project has been designed to strengthen existing stakeholder coordination mechanisms and participatory processes and to establish new inclusiveness guidelines and procedures. Prior to implementation, the project management team will establish project guidelines and standard operating procedures for inclusive and accessible consultative processes which will be applied through the two phases of implementation. In addition to the specific activities described below, the project’s entire second outcome has been designed to establish and strengthen inter-institutional arrangements across different levels of government and to foster and ensure inclusion of women-led groups, PWDs and potentially marginalized communities. In addition, the project’s third outcome has a strong focus on private sector actors. The project management team will take all reasonable steps to ensure that knowledge and information products, including web-based materials, are published in widely-accessible formats. Specific elements of the project aimed at establishing/strengthening coordination and participation include (please note that only phase 1 is addressed here):

- Establishment of National Climate Assessment (NCA) Steering Committee (3.2.1.2): steering committee will include equitable gender representation;
- Regional engagement workshops (3.2.1.4): preparations for these workshops will include formulation of inclusion/accessibility plans, which will help to ensure

equitable participation on the part of women, PWDs, and potentially marginalized groups.

- University teams formulate chapters for NCA (3.2.1.5): Included in the ToRs for universities will be provisions to ensure the equitable participation of women in chapter teams, and to ensure that opportunities are provided on an equitable basis to PWDs and other potentially excluded groups.
- Research skills development activities (3.2.2.3, 3.2.2.4, 3.2.2.5): These workshops will include equitable gender representation and will be conducted in PWD-accessible facilities.
- Establish steering committee for Urban Climate Change Plan (3.1.1.2): The steering committee will reflect gender equity considerations and will be representative of PWDs, recent migrants, the urban poor, and other potentially marginalized groups.
- Design urban vulnerability and risk assessment process (3.1.1.4): The methodology and workplan will fully incorporate gender, disability, and social inclusion considerations.
- Conduct stakeholder consultations and awareness raising workshops (3.1.2.1): These workshops will follow the guidelines and SOPs established by the project management team for inclusiveness and accessibility.
- Conduct climate change trainings (3.1.2.3): Training workshops will include equitable participation with respect to gender and will be accessible to PWDs and other potentially marginalized groups.
- Establish private sector roundtable (3.3.1.2): The private sector roundtable will include equitable gender representation and will incorporate micro-, small, and medium-sized enterprises (MSMEs) and will ensure that women-owned MSMEs are represented.
- Develop information products for private sector (3.3.1.5): Topics of information products will be relevant to women-owned enterprises and MSMEs.
- Produce informational radio programs (3.3.2.3): Radio spots will illustrate case studies/stories of climate vulnerability and risk and link them to elements of the NAP process and the government's adaptation response designed to reduce vulnerabilities and risks, including risks and vulnerabilities related to gender, disability status, and potentially marginalizing factors.

31. In addition, the project's implementation team will continuously coordinate and seek advice when necessary with gender/inclusiveness experts working within the DCC and on the CCCA project, and will build cooperative relationships with development partners, project implementation teams and other stakeholders to draw on best practices and lessons learned.

Past and ongoing efforts undertaken by public and/or private sectors, and other complementary GCF Readiness grants or funding proposals

Project Title	Donor/ Implementation Partner	Project Details	Linkages to adaptation planning proposal
Strategic Programme for Climate Resilience (SPCR)	ADB	This project includes two streams to promote climate resilience. The first stream is to build knowledge about climate change impacts in Cambodia and how to mainstream climate resilience into agriculture, water resources and transport and urban infrastructure. The second stream is to invest in applying new skills, techniques, technology, and engineering practices for climate resilience.	This project will build on the results of the SPCR, specifically utilizing the future projections for temperature and precipitation and the web-viewer tool for visualization these projections that was developed under this programme. Throughout implementation, the NAP team will coordinate closely with SPCR activities as they are designed and implemented (both teams will be in the same building) to ensure that the two initiatives are complementary.
Cambodia Climate Change Alliance (CCCA)	EU Global Climate Change Alliance (GCCA)	The CCCA is a long-running programme funded under the European Union's Global Climate Change Alliance umbrella. The CCCA recently entered its third phase, which began implementation in July 2019 and is expected to run concurrent with the proposed GCF NAP project, which has been developed in close coordination with the CCCA team to ensure complementarity and synergies between the teams (the CCCA team provided inputs for the NAP proposal and reviewed the proposal to ensure complementarity to the CCCA's workplan).	<p>The outcomes, sub-outcomes, and activities to be supported under the proposed GCF NAP Readiness project have been carefully designed to complement and not duplicate activities envisioned under the CCCA Phase III. During implementation, constant coordination will be assured as the two projects will be implemented out of the same building, and since the DCC is responsible for oversight of the CCCA. Key areas where these two initiatives will work together include:</p> <ol style="list-style-type: none"> 1) Mainstreaming of climate change into ministries. One of the CCCA's outcomes is that "relevant tools are developed and implemented for the effective mainstreaming of climate change into policies, regulatory frameworks, programmes, and budgets of priority sectors". It is expected that the National Climate Report produced in Phase 1 of the NAP support project will inform the tools developed by the CCCA so that the evidence base for decision-making in the sectors is improved. 2) Mainstreaming of climate change at provincial and municipal levels, including in the urban context; and

			<p>3) Improved mobilization of private sector investments in support of climate change response. One of the CCCA's outcomes is "national capacities for the mobilization, coordination, and tracking of public and private climate change resources are strengthened". The NAP project's establishment of a private sector engagement mechanism will help to create the enabling conditions for improved private sector mobilization and coordination.</p>
<p>NDA Strengthening and Country Programming of the National Council for Sustainable Development/ Ministry of Environment</p>	<p>GCF funded, executed by Department of Climate Change</p>	<p>This project focused on:</p> <ul style="list-style-type: none"> • Establishing no-objection procedures to review potential GCF submissions; • Identification of potential national implementing entities; and • Conducting consultations to support the GCF engagement framework. 	<p>This was Cambodia's first Readiness project and was implemented by the Department of Climate Change. The project focused on strengthening the NDA (No-objection procedures, awareness raising on the GCF, engagement framework with the GCF) and identifying an NIE. DCC was able to successfully implement this first Readiness project, establishing a positive track record demonstrating the DCC's implementation capabilities. The NAP project will build on this success and will serve as an opportunity for Cambodia to demonstrate full country ownership over the design and implementation of the NAP Readiness grant through implementation by the DCC. Implementing this project will also further develop the human resources at the DCC through experience.</p>
<p>Regional UNDP-SIDA Programme on the Governance of Climate Finance for Gender Equality</p>	<p>Funded by SIDA, implemented by UNDP.</p>	<p>In partnership with the CCCA, the programme is providing support among other interventions to (i) build local evidence on climate change and gender linkages, through research on the distributional impacts of existing climate change programmes in the Ministry of Rural Development (ii) training to Government official on climate change planning and budgeting, incorporating a gender lens.</p>	<p>The proposed GCF Readiness project to support NAP implementation will build on this successful foundation by supporting the DCC in further work to improve climate change planning and implementation in Cambodia, which is an essential element of that agency's mandate.</p>
<p>Promoting Green</p>	<p>Funded by GCF (readiness),</p>	<p>This project has recently gone into implementation and includes a</p>	<p>While there are few obvious overlaps between this Green</p>

Mobility through Electric Motorcycles in Cambodia	implemented by GGGI	market assessment and development of a business case for a sustainable electric vehicle support program in Cambodia.	Mobility project and the NAP process, the NAP implementation team will coordinate with the GGGI team with respect to the education and communications aspects of the GGGI project. The NAP team will also be attentive to any scalable lessons that may emerge with respect to private sector engagement which may be incorporated into Output 3, specifically with respect to activity 3.1.1's (conduct research and analysis to climate change impacts on the private sector) focus on identifying barriers relate to institutional arrangements, regulatory environments, financing, and information sharing with the private sector. Activity 3.1.3 (establish private sector capacity building program on CCA on Project Finance) will also seek to incorporate lessons learned and specific case studies from the GGGI project.
Strategic frameworks support for Cambodia through UNIDO	GCF funded (readiness), implemented by UNIDO	This GCF Readiness project, to be implemented by the United Nations Industrial Development Organization, was also approved in 2019 and will be active for 18 months. The objective of the project is to provide a technology needs assessment and a series of technology action plans to support and guide a pipeline of projects aimed at decarbonizing development linked to Sihanoukville's Special Economic Zone (SEZ). Notably, the project aims to bring together key stakeholders including the electric utility, relevant Cambodia government ministries, and the private sector to identify solutions for power outages.	While this is a localized project that focuses on climate change mitigation, the NAP implementation team will coordinate with the UNIDO team to capture lessons learned about engaging private sector stakeholders that might be applied to the NAP project's activities focusing on the private sector in the same way described in paragraph #25 (above).
Strategic frameworks support for Cambodia through Mekong Strategic Partners	Funded by GCF (Readiness), implemented by Mekong Strategic Partners	This GCF Readiness project will be implemented by Mekong Strategic Partners and was approved in December 2019 and will be active for 12 months. This project will work to contribute to the establishment of green financing in Cambodia by examining various options available, and subsequently identifying the most appropriate financing vehicle	This project contains a number of activities (Green Banking working group, Green Banking study tour of South Africa, Green Financing Assessment, Discussions with businesses that have green financing needs) that can be coordinated with the private sector roundtable established in 3.1.2, as well as the climate finance and

		that can deliver appropriate long-term finance to projects and programs that stimulate green growth in Cambodia.	project development capacity building program to be develop in 3.1.3 and 3.1.4.
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Gaps and Barriers

32. The proposed project addresses gaps and barriers that have been identified in the aforementioned documents related to the NAP process, as well as those identified in Cambodia’s Second National Communication (SNC) to the UNFCCC. The proposed project also addresses gaps and barriers that have arisen over time as the country has implemented its adaptation response, including those identified during consultations with key line ministries stakeholders conducted in February 2019 specifically to inform the design of this proposal. These gaps and obstacles can be grouped into several interrelated categories, which are illustrated in the accompanying theory of change diagram (see section 4, below), and are comprehensively addressed in the projects outcomes, sub-outcomes, and activities as described in the logical framework (see section 3, below). The categories are described below:

33. *Data and information issues.* As noted above, the RGC has demonstrated a commitment to addressing climate change and to mainstreaming climate change adaptation into governance at the national, sectoral, and subnational levels. However, among the greatest obstacles to implementation are issues related to data and information, and these have been identified as priorities for action in the NAP documents described above. Specific aspects of this problem that will be addressed by the proposed project include:

- Low capacity to generate, manage, and disseminate useful climate information in useful formats. In general, data and information on climate change is fragmented and scattered among various entities, and there is no coherent inventory of existing data and information. Moreover, there are no agreed upon standards or formats for climate change data and information, which negatively impacts availability, reliability, and management. This hinders both vertical and horizontal coordination in terms of action on climate change because different stakeholders may have different knowledge bases on climate change.
- Lack of consistent climate change scenarios. Climate risk projections and downscaling climate modelling are still limited in Cambodia due to insufficient data, information and capacity. This in turn leads to a lack of understanding and agreement about the potential future impacts of climate change at the national, sectoral, and subnational levels. Though the country’s climate change policies and strategies include some general information regarding possible future impacts, the resolution and detail of this information has limited utility for advanced planning purposes. Consequently, even though line ministries demonstrate an eagerness to address climate change, they complain that they lack sufficient information about

potential future impacts and risks, and so they are unable to plan for future climate change possibilities.

- Insufficient involvement of academic institutions in climate change response. The RGC has expressed intent to increase the role of universities and research institutions in its climate change response (in terms of providing decision support data and information and also in supporting the development of policy- and project-based approaches to adaptation), but there are several issues that need to be addressed before this can be realized. Currently academic institutions have limited research capacities on climate science related topics, and so research institutions and capacities need to be improved. A related issue involves the relationship and communication between academic and research institutions and the government; “co-production” of knowledge arrangements and procedures are lacking, which hinders the design of policy-relevant research agendas. As a result, there are difficulties in connecting research results, policies, and actions on climate change adaptation. As noted in the SNC, “the general integration of climate change impacts, risks and adaptation measures into policy, plans, and strategies at the national and sub-national levels needs strengthening”.

34. *Sectoral Issues.* In all of the RGC’s policies and strategies for climate change, mainstreaming of climate change considerations has been identified as a key priority. Though significant progress has been made, there remain some issues to address:

- Limited knowledge of climate change and its impacts and implications for line ministries. This is related to the lack of data, information, and projects described above, but also refers to a generally low baseline with respect to climate change awareness among the line ministries. This leads to a lack of capacity to formulate comprehensive vulnerability and risk assessments at the sectoral level (which is also partially rooted in the aforementioned lack of availability of projections). The SNC notes that “a detailed review of the implications of climate change on various sectors has not been undertaken by most line agencies”.
- Progress in terms of integrating climate change actions into line ministry regular budgeting and planning processes is limited. The Ministry of Economy and Finance is leading a transition towards programme-based budgeting, which is expected to vastly improve the efficiency and performance of the line agencies. This presents an ideal entry point for incorporating climate change considerations into budgeting and planning processes, however a lack of rigorously prepared risk and vulnerability information combined with a lack of capacity impedes budgetary and planning mainstreaming.
- Lack of capacity to develop comprehensive sectoral adaptation plans. The CCAPs were a step in the right direction, but most of the project fiches are only at a preliminary stage of formulation with little detail on objectives, rationale, expected impact, targets, costs, and budget. Like the other issues, this can be traced back to a lack of vulnerability and risk assessments. As a result, the CCAPs have not been effective in mobilizing internal and external resources for adaptation at the sectoral level.

35. *Subnational Issues.* Subnational levels of government face similar issues as the sectoral ministries at the national level. At the same time, the government is currently in the midst of a decentralization effort that will ultimately reorganize and restructure governance at subnational levels, consolidating many powers and responsibilities at the provincial level. Though the ultimate outcome of this decentralization effort is still to-be-determined, this decentralization process presents an ideal entry point for improving subnational capacities for climate change adaptation planning and implementation. In addition, the government’s strategic priorities include enhancing urban areas (see below), which will need to be operationalized largely through subnational channels. However, several issues need to be addressed:

- Policy-makers, planners, and technicians at sub-national levels often lack the information and knowledge they need on how climate change impacts their work, how climate change considerations can be integrated into sub-national planning processes, and what innovative solutions are available.
- General awareness of climate change issues among non-government stakeholders at subnational levels is low, and meaningful participation in planning processes is limited.
- There is no established and standardized mechanism or procedure for determining vulnerabilities at subnational levels, particularly within Cambodia’s fast-growing cities. Because of this, it is difficult for subnational governments to identify appropriate adaptation measures in planning and investment processes.

36. *Communications issues.* Communications issues are described comprehensively in Cambodia’s National Adaptation Plan Communication Strategy, and there is some overlap between this general category and the other categories described above. However, some other issues should be noted here as they are addressed in the NAP support proposal.

- Limited engagement among private sector stakeholders. This includes micro-, small-, and medium-sized enterprises (MSMEs). Though there has been private sector engagement in mitigation activities, there has been far less progress in involving the private sector in adaptation planning and implementation, both in terms of government action and autonomous action. This is rooted in a lack of awareness and understanding of climate change impacts on business. There is also no organized forum or channel for disseminating climate change information to private sector stakeholders.
- Limited messages on climate change impacts targeted to specific stakeholder groups and communities; there is a strong need to translate scientific knowledge about climate change into language which is accessible and understandable to different audiences. Moreover, there is a lack of “stories” and narratives that make climate change meaningful to people. In addition, existing media and communication channels are not effectively used to convey climate change information.

- Limited organized, sustained, and proactive communications efforts for sharing knowledge and information about climate change impacts and the NAP process.

37. Cambodia initiated the NAP process in 2014 as climate change adaptation has progressively assumed a more prominent role in the government's policy agenda. The NAP process has the aim of strengthening on-going adaptation policy responses through cross-sectoral programming, financing, and implementation and providing an umbrella framework to build the country's resilience. Cambodia has chosen not to develop a separate NAP document, but rather to use the NAP process and NAP Financing Framework to ensure that the NAP features, as well as guidelines recommended by the Least Developed Countries Expert Working Group (LEG) are incorporated into existing documents and institutional arrangements that have already been developed. The Royal Government of Cambodia (RGC) intends for the NAP process to play a critical role in reducing climate vulnerability and building adaptive resilience by mainstreaming adaptation into national and sectoral development planning processes, including its National Determined Contribution (NDC) roadmap. It is also meant to complement the short-term adaptation priorities elucidated in the National Adaptation Programme of Action (NAPA; 2006) with a medium- and long-term vision and assessment of adaptation requirements.

3. LOGICAL FRAMEWORK

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
Outcome 3.2: Evidence basis produced to design adaptation solutions for maximum impact	<p>Baseline 3.2.1: Currently there is no National Climate report to inform climate change planning and project development in Cambodia.</p> <p>Baseline 3.2.2: Currently no universities in Cambodia have detailed research plans to guide the production of policy-relevant research on climate change.</p>	<p>Target 3.2.1: A National Climate Report is formulated to inform climate change planning and project development for Cambodia.</p> <p>Target 3.2.2: At least 4 universities in Cambodia have research plans to guide the production of policy-relevant research on climate change.</p>	Output 3.2.1. Cambodia National Climate Report Compiled	<p>3.2.1.1. <u>Conduct National Climate Report (NCR) inception workshop</u> to raise awareness among stakeholders and nominate and appoint steering committee for NCR process. This will be a 3-day workshop (one workshop only) for approximately 50 people in Phnom Penh. Participants will be gender representative and will be from government agencies, NGOs, CSOs, academic institutions, development partners, private sector etc. <u>The inception workshop</u> will include at least one session on gendered aspects of climate change and socially-differentiated vulnerabilities as well as best practices from other assessment processes on how to integrate these considerations into the overall background work that is done to formulate the NCR.</p> <p>This workshop will nominate members of the steering committee referenced in activity 3.2.1.2.</p>	<p>3.2.1.1a. Draft outline for National Climate Report including timeline and roles and responsibilities</p> <p>3.2.1.1b. TORs of the NCR steering committee appointed</p>
				<p>3.2.1.2. <u>Steering committee meetings to guide NCA process</u>, including determining scope, chapter structure, regional</p>	<p>3.2.1.2. 12 meeting reports with guidelines and procedures for formulating the NCR</p>

¹¹ Please briefly elaborate on current baselines on which the proposed activities can be built on, processes that are in place that the current Readiness proposal can strengthen, or any gaps that the proposed activities would fill in. If more space is needed, please elaborate this in Section 4.

¹² Please include tangible and specific deliverables for each activity proposed, Please note that during implementation all deliverables should be included within the implementation reports for GCF consideration.

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>breakdown data and information needs. There will be 12 meetings of the National Climate Report steering committee, 10-15 people with equitable gender representation. The members will be drawn from the NCSA's TWG on climate change, development partner representatives, high-level government agency staff, NGO representatives, private sector representatives, and universities representatives.</p> <p><u>The steering committee will include at least one member with gender expertise to help ensure that gender considerations are incorporated into the design and formulation of the National Climate Report</u></p> <p>The steering committee members will be nominated in activity 3.2.1.1.</p>	
				<p>3.2.1.3. <u>Introductory workshops and training for chapter coordinators and subsequent progress workshops.</u> The first meeting will convene research and writing teams to initiate the process of developing the NCR. Subsequent meetings will convene chapter coordinators for update meetings to discuss the development of the NCR. There will be a total of 4 workshops for approximately 15 people each. 3 of these workshops will be 1-day, and 1 of the workshop will be for 3-days. The people attending the workshops will be the coordinators for the NCR chapters; they will be university professors or researchers.</p>	<p>3.2.1.3. Workplans for each chapter team</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>The project will work to make sure that women are equitably represented.</p>	
				<p>3.2.1.4. <u>Regional Engagement workshops conducted by regional universities in three different agro-climate zones</u> (coastal, Tonle Sap, Eastern interior) to support NCR process. There will be three (3) 1-day workshops for about 50 people each. The people will be stakeholders (NGOs, CSOs, academics, provincial and local government, etc.) from the regions where the meetings are going to be held. The project will work to ensure that women are equitably represented.</p> <p>The information from these regional engagement workshops will contribute to the preparation of the national climate report in activity 3.2.1.5.</p>	3.2.1.4. Workshop reports and regional analyses (x3).
				<p>3.2.1.5. <u>University teams conduct scoping, research, synthesis, analysis, and writing of draft NCR chapters</u></p> <p><u>This activity draws on activities 3.2.1.1, 3.2.1.2, 3.2.1.3, and 3.2.1.4.</u></p>	3.2.1.5. Draft chapters for NCR (x3)
				3.2.1.6. <u>Conduct peer review process for draft NCR chapters</u>	3.2.1.6. Peer reviewed chapters ready to be revised
				3.2.1.7. <u>Conduct national validation workshop to review and validate the draft of the NCR.</u> This workshop will be one workshop and will be held in the capital for around 50 people. The people will be stakeholders from NGOs, CSOs,	<p>3.2.1.7a. Workshop report with recommendations on dissemination products)</p> <p>3.2.1.7b. One web-story developed for DCC website</p> <p>3.2.1.7c. Final validated NCR).</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				government agencies, development partners, academic institutions, private sector media, etc. The project will make sure there is equitable gender representation.	
				3.2.1.8. <u>Rollout workshop and Disseminate NCR and Key Findings</u> via DCC website and stakeholder-specific information and communication products (e.g. summaries, informational presentations, radio spots) to convey key messages from the NCR to specific audiences. This will be 1 workshop for 1 day for around 250 people from all the groups mentioned in 3.2.1.7 and also the general public. The project will make sure there is equitable gender representation.	3.2.1.8. At least three targeted information/communications products). One of these information products will be geared towards the general public. One will be targeted towards development partners and the international community. The third information product will be aimed at domestic NGOs and CSOs.
			Output 3.2.2.: Capacity to conduct scientific research on climate change physical processes strengthened	3.2.2.1. <u>Recruit host institutions and research teams for national climate assessment chapters</u> . A selection process to choose Cambodian universities/research institutions to compile the respective chapters of the NCR will be conducted. The selection process will involve participatory processes in which candidate universities self-assess and identify their relevant capacities, strengths weaknesses. The project team will then utilize criteria to select the appropriate institutions and enter into negotiations with them to compile the chapters for the NCR. The project management team will work with the institutions to put together a research	3.2.2.1a. Assessment report on candidate institutions 3.2.2.1b. MoUs signed with selected institutions to develop NCR chapters (at least 4) 3.2.2.1c. ToRs developed for selected institutions (at least 4)

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>team with the requisite skills and expertise to develop the chapters.</p> <p>As part of the assessment process to recruit the regional universities and subsequently the research teams, the project will conduct gender analyses of the universities themselves to identify potential issues and barriers to women related to participation in the research teams, and will formulate action plans to address these issues during the project's implementation period.</p> <p>These universities are the same ones from 3.2.1.4; they are drawn from the candidate institutions that were identified in activity 3.2.1.1. University gender assessments will inform activity 3.2.2.6.</p>	
				<p>3.2.2.2. <u>Establish twinning relationships with developed country institutions to support Cambodian university teams.</u> The partner institutions or teams of professionals will support the Cambodian institutions throughout the process of developing the chapters for the National Climate Report, and will assist the Cambodian universities with putting in place the appropriate policies and enabling conditions to support policy-relevant climate change adaptation research as well as co-production of knowledge between the universities and government agencies.</p>	<p>3.2.2.2.MoUs and ToRs with selected institutional partners and/or research teams to support Cambodian institutions.</p>
				<p>3.2.2.3. <u>Conduct research methods and data organization techniques workshop for</u></p>	<p>3.2.2.3a. Instructional materials related to scoping stage activities (e.g. identifying and evaluating</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>chapter contributors and research teams. The workshop will focus on specific competencies and protocols required during the scoping stage of NCR development. This will be one (1) 2-day workshop in Phnom Penh for about 25 people. The participants will be those that are involved in compiling the chapters for the National Climate Report, so they will probably be academics and researchers from Cambodia. As noted elsewhere, the project will ensure equitable gender representation.</p>	<p>potential data sources, compiling data, conducting a rigorous literature review, etc.).</p> <p>3.2.2.3b. Workshop report with web-story for DCC website and analysis of results of pre and post workshop evaluations.</p> <p>3.2.2.3c. Cambodian chapter contributors and research teams produce scoping stage workplans .</p>
				<p>3.2.2.4. <u>Conduct data evaluation and processing techniques workshop</u> focusing primarily on tools that will be used during the research and synthesis stage of NCR formulation. The workshop will introduce tools and techniques to chapter research teams, who will then receive more in-depth and targeted guidance from supporting teams. 2 face-to-face workshops and 2 webinar workshops will be conducted. It is expected that there will be around 25 participants per workshop but the project team may open up the webinars to additional participants because there is no additional marginal cost for more participants in a webinar. The participants will be the people that are involved in compiling the chapters for the National Climate Report. As noted elsewhere, the</p>	<p>3.2.2.4a. Instructional materials related to research and synthesis stage activities (e.g. gap-filling techniques, data quality control, statistical techniques, etc.))</p> <p>3.2.2.4b. Workshop report with results of pre and post workshop assessments analyzed).</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				project will ensure equitable gender representation.	
				3.2.2.5. <u>Conduct data analysis and visualization workshop</u> focusing primarily on tools and techniques that will be utilized during the analysis and writing stage of NCR formulation. 3 one-day workshops on separate topics will be conducted describing the processing and presentation of scientific data. The participants will be those that are involved in compiling the chapters for the National Climate Report, so they will probably be academics and researchers from Cambodia. As noted elsewhere, the project will ensure equitable gender representation.	3.2.2.5a. Instructional materials related to analysis and writing stage activities (topics may cover use of descriptive statistics, best practices for identifying statistically significant trends in data, displaying gridded and point data using GIS, applying downscaled projections and scenarios) . 3.2.2.5b. Workshop report including analysis of pre and post-workshop assessment results.
				3.2.2.6. <u>Establish research plans for host institutions</u> . This activity will focus on promoting sustainability of the capacity building investments in the previous activities associated with this sub-outcome by formulating detailed plans with the selected Cambodian universities to improve capabilities to conduct policy-relevant research that will inform future iterations of the NCF and other NAP-relevant applications. These research plans will include procedures to ensure that there are no barriers to participation in future research activities for women, and that these activities actively work to engage women researchers and scholars.	3.2.2.6. At least 4 university research plans.

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				Research plans will be informed by the university-specific gender analysis that was conducted in 3.2.2.1.	
Outcome 3.1: Adaptation planning governance and institutional coordination strengthened (GCF Readiness Outcome 3.1)	<p>Baseline 3.1.1a. No coordination/governance mechanism for climate change adaptation at subnational/municipal level exists in Cambodia</p> <p>Baseline 3.1.1b. Currently there is no methodology for conducting urban climate risk and vulnerability assessments in Cambodia.</p> <p>Baseline 3.1.2. Currently there is no baseline socioeconomic data/information to support the assessment of climate risks and vulnerabilities at the municipality level in Cambodia</p>	<p>Target 3.1.1a. One steering committee formed to guide municipal-level vulnerability and risk assessment process. .</p> <p>Target 3.1.1b. Methodology established for conducting urban climate risk and vulnerability assessments in Cambodia.</p> <p>Target 3.1.2. 1 baseline socioeconomic assessment for 1 municipality in Cambodia conducted.</p>	Output 3.1.1. Coordination and institutional mechanism and methodology for urban risk and vulnerability established.	<p>3.1.1.1. <u>Conduct organizational workshop</u> over 2 days including presentations on the NAP process, case study presentations on risk and vulnerability assessments conducted in other countries, and general presentations of climate impacts on urban areas. This will be one single workshop over 2 days for 100-150 people. Participation will be open to local NGOs, development partners, government agencies, private sector representatives, academicians, media, and other stakeholders. The organizational workshop will include presentations on GESI considerations for climate change adaptation that will increase participants' understanding of socially-differentiated vulnerabilities. The project management team will coordinate with a local NGO with relevant expertise to ensure that the meeting is accessible to all citizens and to ensure participation of women in the meeting.</p> <p>3.1.1.2. <u>Establish and convene steering committee.</u> A steering committee will be established to oversee to process of developing the Urban Climate Change Plan and will meet monthly with additional ad-hoc meetings if necessary. The steering committee will be convened for a total of</p>	<p>3.1.1.1. Workshop report including agreed mission and vision for the Urban Climate Change Plan, key principles, and list of priority groups and key baseline vulnerabilities and processes.</p> <p>3.1.1.2. Meeting reports and minutes (x14)</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>14 meetings, each lasting 1 day. There will be approximately 25 people; they will be the steering committee for the Urban Climate Change Plan. The project will ensure equitable gender representation among participants.</p>	
				<p>3.1.1.3. <u>Conduct institutional, budgetary, and policy review</u> to analyze institutional, policy, and budgetary elements to identify existing programs, entry points, barriers, and to create a baseline for future activities related to mainstreaming climate change adaptation into day-to-day processes of municipal governance.</p>	<p>3.1.1.3. Institutional, budgetary and policy review report with recommendations to inform subsequent phase 1 and phase 2 activities and presentation materials for disseminating findings .</p>
				<p>3.1.1.4. <u>Design urban vulnerability and risk assessment process</u>. This activity supports developing a methodology for conducting the city-level urban vulnerability and risk assessment in coordination with the steering committee, municipal and national officials.</p> <p>This methodology will fully incorporate gender, disability and social inclusion considerations, including the identification of socially-differentiate impacts and vulnerabilities, procedures for ensuring that women and under-represented groups are part of surveys, focus groups, key informant interviews, and other data gathering techniques, and also that gender-disaggregated data is collected when appropriate. Thus as part of the risk and</p>	<p>3.1.1.4a. Urban risk and vulnerability assessment methodology and workplan</p> <p>3.1.1.4b. Guidance and training materials and presentations about urban vulnerability and risk assessment process</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				vulnerability assessment, a gender analysis will be conducted as well.	
			Output 3.1.2. Community capacities to support the Urban Climate Change process strengthened.	<p>3.1.2.1. <u>Conduct stakeholder consultation and awareness raising workshops</u> (x16) to be conducted in different parts of the city in sequences of 4 workshops each to raise awareness about vulnerability assessment process (3.1.2.4-3.1.2.6) and solicit input. One set of stakeholder consultation workshops will include visioning and scenario building activities. Consultation workshops will also be used to validate methodology developed in 3.1.1.4. There will be a total of 16 workshops each lasting 1 day each for between 50-100 stakeholders. The workshops will be open to the public in different parts of the city. The project team will work to ensure that there is broad based stakeholder participation and equitable gender representation. All consultative processes for the municipal vulnerability and risk assessment will ensure the participation of women and potentially underrepresented groups.</p>	<p>3.1.2.1a. Synthesis of 16 workshops, visioning exercises and stakeholder input.</p> <p>3.1.2.1b. At least 2 web-stories for DCC website.</p>
				3.1.2.2. <u>Develop awareness raising materials</u> on NAP, Climate Change, and Urban processes for a variety of urban audiences, including primary and secondary school children, recent migrants, PWDs, and other groups identified for special consideration at the workshops	3.1.2.2. At least 7 awareness raising materials in appropriate formats (e.g. information sheets, puppet shows, school lesson plans and materials, etc.)

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				conducted in 3.1.2.1. The awareness raising materials will also be used to create interest for the trainings to be conducted under activity 3.1.2.3.	
				3.1.2.3. <u>Conduct climate change trainings and develop short course training curricula on various aspects of climate change and its impact on urban systems, with a focus on the EbA. Training curricula will be developed for municipal officials, local NGOs and CSOs, religious leaders and other groups. There will be a total of 6 3-day workshop, each for approximately 25 people. The participants will be municipal officials, local NGOs and CSOs, religious leaders, and other groups. The project team will ensure that there is equitable gender representation among participants.</u>	3.1.2.3a. Three different short course curricula with presentation materials, facilitator guides, exercises, handout/workbook, and assessment materials. 3.1.2.3b. 6 workshop delivery reports with analysis of evaluations, participant lists and contact information for follow-up contact and tracer studies.
				3.1.2.4. <u>Conduct Climate Risk and Vulnerability Assessment (CRVA) methodology trainings for vulnerability assessment enumerators.</u> This activity will support the recruitment and training of 20 teams of enumerators to conduct baseline socio-economic research. There will be 3 separate 1-day trainings for about 20 people each. The participants will be the enumerators for the CRVA training. In the recruitment process for the enumerators the project will make sure that there is equitable gender representation and that other GESI considerations are addressed. The enumerators hired and trained to	3.1.2.4a. 20 teams trained in CRVA methodology, including CRVA proceeding of training. 3.1.2.4b. Field guide for CRVA methodology.

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				conduct the municipal vulnerability and risk assessment will have equitable gender representation.	
				3.1.2.5. <u>Conduct baseline socio-economic assessment enumeration</u> including surveys, key informant interviews, transect walks and focus group discussions to be conducted by the 20 enumeration teams trained in activity 3.1.2.4.	3.1.2.5a. Socio-economic assessment data from 20 teams 3.1.2.5b. 1 web story about baseline assessment for DCC website.
				3.1.2.6. <u>Compile socio-economic assessment</u> into synthesis report that will provide baseline information on socio-economic aspects of vulnerability which will feed into the Urban Climate Change Adaptation plan to be developed in Phase 2.	3.1.2.6. Baseline socio-economic assessment report .
Outcome 3.3: Private Sector Engagement in Adaptation Catalyzed	Baseline 3.3.1a. Currently there is no formal/regular engagement mechanism for coordination between government and private sector stakeholders on climate change issues.	Target 3.3.1a. Private sector roundtable established to formalize and make regular coordination and communication between private sector stakeholders and government on climate change issues. Target 3.3.1b. Capacity development and	Output 3.3.1. Private sector outreach to enhance engagement with Cambodia's climate change adaptation response established.	3.3.1.1. <u>Conduct research and analysis on climate change impacts on private sector in Cambodia</u> to provide a baseline analysis with general impacts of climate change on private sector and entry points and recommendations for private sector adaptation planning. The report will be used to inform subsequent activities, including the private sector roundtable (3.3.1.2), the private sector capacity building program (3.3.1.3), and the information products for the private sector (3.3.1.5).	3.3.1.1. Private sector impacts and analysis report with entry points and recommendations for adaptation planning. Report will inform subsequent activities, including private sector roundtables (3.3.1.2), capacity building program (3.3.1.3), and information product development (3.3.1.5). 3.3.1.2a. Meeting reports (x7) with minutes, expert presentation materials, and other relevant information from each meeting. Expert
				3.3.1.2. <u>Establish private sector roundtable</u> to serve as two-way channel of communication with the government on	

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
	<p>Baseline 3.3.1b. No capacity development or information products for enhancing knowledge and skills on climate change adaptation specifically targeting the private sector exist.</p> <p>Baseline 3.3.2. Currently there is no coordinated media outreach on the NAP process or media-centric information products available on the NAP process.</p> <p>Baseline 3.3.3. Coordinated procedures and mechanism for information dissemination to the public on the NAP process to the general public does not exist.</p>	<p>information provision for private sector established through i) provision of Khmer language training course on private sector finance for climate change; ii) 3 workshops on project design; and iii) 5 information products on climate change topics for the private sector.</p> <p>Target 3.3.2. Media engagement improved through NAP media-kit with information and story ideas on NAP process; database of media contacts established at DCC.</p> <p>Target 3.3.3. Online NAP information portal, populated with stakeholder-specific information on the NAP process and climate change impacts developed and operational.</p>		<p>climate change issues and to provide a forum to disseminate information on climate change to private sector representatives with bimonthly meetings. There will be a total of 7 half-day meetings for 25-50 participants. The participants will be representatives from the private sector, including business associations, MSMEs, etc, and will have equitable gender representation.</p> <p>3.3.1.3. <u>Establish private sector capacity building program on climate change adaptation and project finance.</u> This activity will produce Khmer-language training materials on project finance, project identification, and financiers with a strong focus on the GCF and applicable private sector facilities to help establish enabling conditions for private sector projects to be developed.</p> <p>3.3.1.4. <u>Conduct three private sector finance and project design workshops</u> using training materials developed in 3.3.1.3 focusing on private sector finance and climate change adaptation project design. This will consist of 3 3-day workshops for about 25 participants each. The participants will be selected from private sector associations or business that are most likely to be apply to apply the skills from the workshop. The project team will ensure that there is equitable gender representation among the participants.</p>	<p>presentations will also be formatted for inclusion on DCC website.</p> <p>3.3.1.2b. Terms of reference for private sector roundtable</p> <p>3.3.1.3a. In-person training curriculum on private sector finance for adaptation projects including presentation materials, exercises, handouts, facilitator guide, and assessment materials for 3 days.</p> <p>3.3.1.3b. Self-guided online training course in Khmer language on private sector finance for adaptation projects.</p> <p>3.3.1.4. Workshop reports (x3) including results from analysis of pre- and post-workshop assessments, and compiled project ideas/fiches/idea papers for possible follow-up development</p>

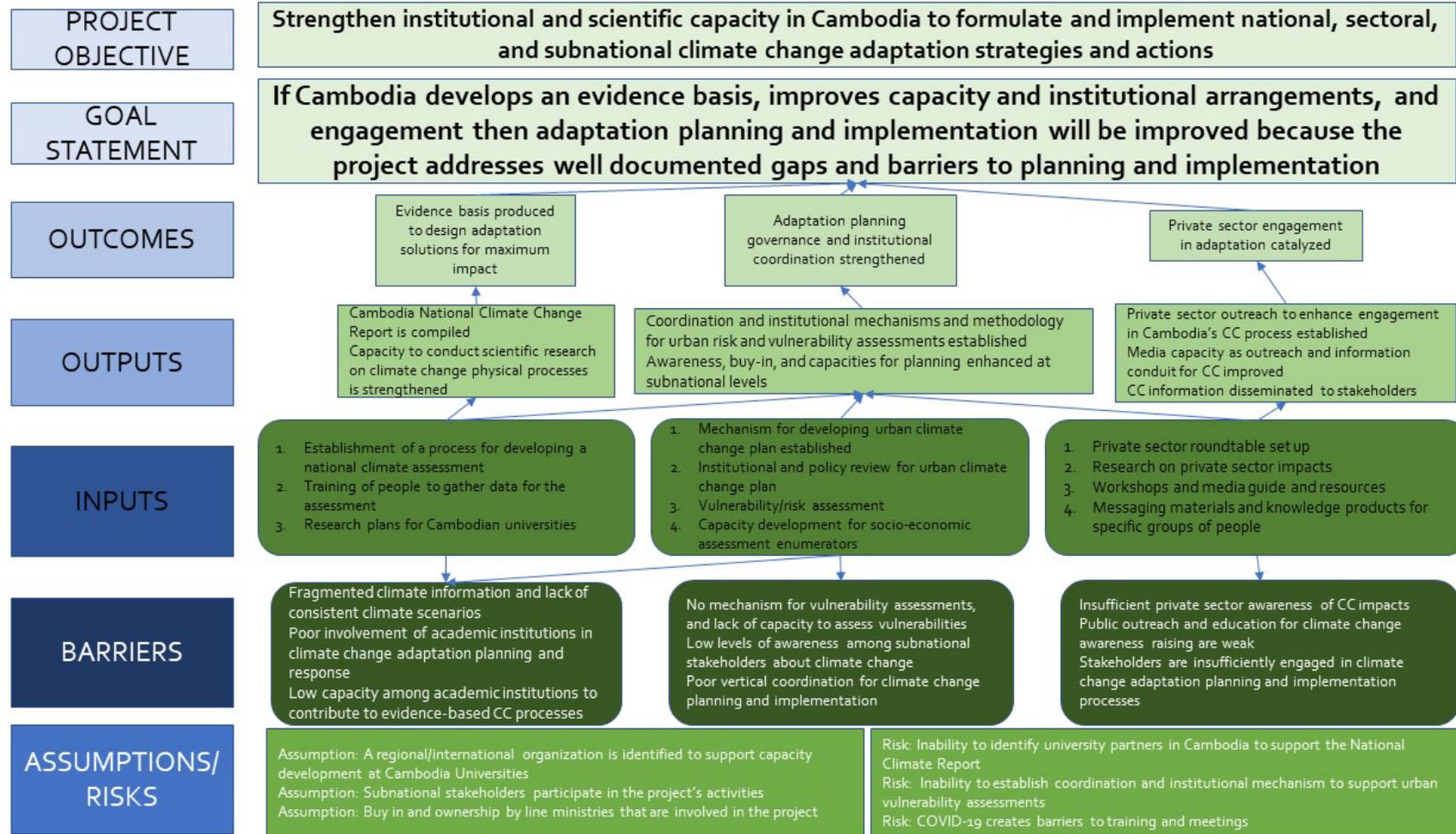
Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				3.3.1.5. <u>Develop information products for private sector</u> to aid in understanding impacts of climate change on business, understanding the need to adapt to climate change and pathways for adaptation. Specific topics will be determined by analysis in 3.3.1.1 and input from roundtable in 3.3.1.3.	3.3.1.5. At least 5 information products (information bulletins, guidebooks, toolkit, case studies and best practices, etc.) for private sector
			Output 3.3.2. Capacity of media as an outreach and information conduit for climate change and the NAP process enhanced.	3.3.2.1. <u>Establish Network of Climate Change Media professionals</u> including orientation workshop and database and communications protocols for journalists working on climate change/environmental issues. The baseline workshop will be 1 day and there will be only one workshop, it will be for 50 participants. They will be journalists working on climate change issues. The project team will ensure equitable gender representation, and that media outlets that have women as their primary audience are included in all media events.	3.3.2.1. Workshop report including roster of journalists and contact information and listserv.
				3.3.2.2. <u>Conduct quarterly capacity development workshops for media professionals</u> on technical aspects of climate change reportage that will increase climate change related knowledge and buy-in among media professionals and enable them to more effectively convey technical information about climate change and the NAP process. There will be a total of 6 half day workshops for about 30 people each, they will be media professionals and the project will ensure equitable gender	3.3.2.2. Workshop reports with compiled training materials and results of pre- and post-assessments (x6)

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				representation. At least one of the workshops will have a specific focus on GESI issues, and GESI will be integrated into all of the workshops where feasible.	
				3.3.2.3. <u>Develop NAP process and climate change media guide and resources.</u> This activity will support the development of a media guide and targeted knowledge resources for media professionals covering various aspects of climate change in Cambodia, the government’s response, and the NAP process.	3.3.2.3. Media kit for Cambodian journalists and media resource room on website.
				3.3.2.4. <u>Produce informational radio programs on climate change in Cambodia and NAP process</u> with RUPP Department of Media Communications. At least 3 of the radio programs will focus on gender equality and social inclusion as it relates to climate change impacts, vulnerability, and adaptation. Activity 3.3.3.5 will inform the topics, formats, and dissemination channels for this activity	3.3.2.4. 12 monthly short radio programs
			Output 3.3.3. Information about Cambodia’s NAP process disseminated.	3.3.3.1. <u>Develop online NAP information portal</u> to provide information to the public on Cambodia’s NAP process and specific information resources targeted to different audiences, including women, PWDs, and other particularly vulnerable and/or prioritized groups. The information portal will include specific information about	3.3.3.1. Online information portal

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>socially-differentiated impacts and vulnerabilities</p> <p>Activity 3.3.3.5 will inform the topics, formats, and dissemination channels for this activity</p>	
				<p>3.3.3.2. <u>Conduct awareness raising workshops on NAP process</u> with government ministries. There will be a total of 12 workshops of 1-day each. They will be at 12 different ministries, and so the participants will be people working in those ministries. The project will ensure that there is equitable gender partic</p>	<p>3.3.3.2.. Reports of workshops including questions and comments from participants (x12)</p>
				<p>3.3.3.3. <u>Determine information needs and establish dissemination strategy for subnational governments.</u> In coordination with the National Committee for Democratic Decentralization, DCC will survey 5 geographically representative provinces (Phnom Penh, coastal, mountains, plateaus, Tonle Sap) and 10 communes within each province to determine information needs. DCC and NDCC will develop a strategy to disseminate information on the NAP process to subnational officials and institutions (provincial and or commune level)</p>	<p>3.3.3.3a, Subnational dissemination strategy with targets and timeline 3.3.3.3b. At least 3 knowledge/information products (toolkits, briefing notes, infographics, etc.) for subnational government officials.</p>
				<p>3.3.3.4. <u>Develop NAP messaging materials and knowledge products for public audiences.</u></p>	<p>3.3.3.4. At least 5 Khmer language knowledge products (brochures, posters, puppet shows, etc.) targeting specific groups (e.g. small-scale farmers, fisherfolk, women, PWDs, etc.). Knowledge</p>

Outcomes	Baseline ¹¹	Targets	Outputs	Activities (brief description)	Deliverables ¹²
				<p>Activity 3.3.3.5 will inform the topics, formats, and dissemination channels for this activity</p> <p>3.3.3.5. <u>Formulate stakeholder engagement plan</u>. This stakeholder engagement plan will map out key NAP stakeholders, including underrepresented and potentially marginalized groups, and will fully incorporate best practices for gender equality, disability, and social inclusion (GEDSI). The stakeholder engagement plan will identify the most appropriate types of information that need to be provided to various stakeholder groups, as well as format for communications and modality of delivery. This plan will inform activities 3.3.3.4, 3.3.3.1, 3.3.2.4.</p>	<p>products will describe the NAP process, its relevance to the target audience, and other similar information.</p> <p>3.3.3.5. Stakeholder engagement plan.</p>

4. THEORY OF CHANGE



Please explain how the activities proposed in the Logical Framework will help deliver on the country's readiness needs and build on institutions, processes or existing work already underway in the country.

38. Consistent with the theory of change illustrated in the accompanying diagram, the project's outcomes, outputs, and activities will address the obstacles, gaps, and barriers described in section 2 (above) by developing institutional and human capacities and improving coordination for climate change adaptation. A detailed narrative description of the project's activities is included as an appendix; key elements relevant to the question are highlighted below. For clarity, the obstacles, barriers, gaps, etc. identified in section 2 (above) have been marked in **bold** to illustrate how the proposed project will address them.

39. OUTCOME 3.2: Evidence basis produced to design adaptation solutions for maximum impact. The outcome will establish the physical science basis and enhance research support capabilities for climate change adaptation in Cambodia. The two sub-outcomes implemented over the two phases of this project will address current weaknesses by 1) formulating a Cambodia National Climate Report (NCR) which will serve as the scientific evidence base for national, sectoral, and sub-national planning processes; and 2) building the capacity of Cambodian universities to conduct the research for subsequent iterations of the NCR (and other tasks) through mentoring and learn-by-doing.

- OUTPUT 3.2.1: COMPILE CAMBODIA NATIONAL CLIMATE REPORT. The formulation of the NCR will address the problems of **fragmented climate information, lack of consistent climate scenarios, and lack of interministerial coordination** by establishing a consistent body of knowledge on climate change impacts in Cambodia in phase 1 of the project. This sub-outcome will establish a model for sectoral adaptation planning processes that can be repeated and replicated in other sectors, thereby establishing uniformity, consistency, and coordination across sectors in Cambodia.
- OUTPUT 3.2.2: STRENGTHEN RESEARCH CAPACITY TO CONDUCT SCIENTIFIC RESEARCH ON CLIMATE CHANGE PHYSICAL PROCESSES. As noted above, Cambodia faces gaps in terms of the **ability of academic institutions for conducting research on climate change impacts, adaptation and vulnerability issues**, and in general there are limited **effective systems for cooperation between academic institutions and government stakeholders**. This sub-outcome addresses these issues by systematically improving capacity among academic research institutions to supply the data and information necessary for the NCR, which be a key bridge between the production of scientific climate related data and information on the part of the academic institutions, and its application on the part of government and other stakeholders.

40. OUTCOME 3.1: Adaptation planning governance and institutional coordination strengthened. This outcome will strengthen subnational adaptation planning processes

and increase urban resilience. Outcome 3.1 is aimed at the subnational level, specifically at building resilience in urban areas, which has been identified as a high priority by the NCSD. Cambodia is urbanizing at an increasingly rapid rate, and so this outcome will aim to advance mainstreaming of climate change adaptation considerations into urban planning at a relatively early stage to inform climate-smart investments and developments in growing urban areas. The sub-outcomes and activities have been designed to address identified gaps and obstacles and to build institutional and human capacities in a manner that is consistent with the ongoing progress of decentralization initiatives.

- Output 3.1.1: ESTABLISH COORDINATION AND INSTITUTIONAL MECHANISM AND METHODOLOGY FOR URBAN RISK AND VULNERABILITY ASSESSMENT. Currently there is **no uniform mechanism for conducting vulnerability assessments** in Cambodia. In addition, there are generally **low levels of awareness among urban government and non-government stakeholders with respect to climate change impacts, adaptation and resilience building options and the NAP process**.
- Output 3.1.2: RAISE AWARENESS, ESTABLISH BUY-IN, AND DEVELOP CAPACITIES FOR URBAN CLIMATE CHANGE PLANNING PROCESSES. In addition to the weaknesses identified in sub-outcome 2.1, there also exists **low capacity to assess climate vulnerabilities**, and so the project's two phases have been designed to build these capacities.

41. OUTCOME 3.3: Private sector engagement in adaptation catalyzed. This outcome focuses on implementing priority actions outlined in the Cambodia NAP Communications Strategy, which will lead to improved engagement of the private sector.

- OUTPUT 3.3.1: ESTABLISH PRIVATE SECTOR OUTREACH TO ENHANCE ENGAGEMENT WITH CAMBODIA'S CLIMATE CHANGE ADAPTATION RESPONSE. This sub-outcome will address a **lack of awareness of climate change impacts, a lack of an organized forum or channel for disseminating information about climate change to private sector stakeholders**, and a general **lack of engagement among private sector stakeholders in climate change adaptation**.
- OUTPUT 3.3.2: ENHANCE CAPACITY OF MEDIA AS AN OUTREACH AND INFORMATION CONDUIT FOR CLIMATE CHANGE AND NAP PROCESS. This sub-outcome focuses on building the capacity of media professionals as well as establishing new channels of outreach to diverse stakeholder groups and communities throughout Cambodia. The sub-outcome will apply a mixture of innovative approaches and best practices that have proven effective in other contexts in Southeast Asia. The sub-outcome will address the **lack of stories and narratives that make climate change meaningful and relevant to different audiences** and will **improve the ability of the media to effectively convey climate change information to different audiences in accessible and understandable formats**.
- OUTPUT 3.3.3: DISSEMINATE INFORMATION ABOUT CAMBODIA'S NAP PROCESS TO INTERNAL AND EXTERNAL STAKEHOLDERS. This sub-outcome addresses several priorities that are elucidated in Cambodia's NAP Communications Strategy by establishing and implementing a stakeholder engagement plan for the NAP process

which will be embedded in the NDC stakeholder engagement plan, which also covers adaptation. This sub-outcome also involves the creation of an information portal that will be linked to existing DCC online resources, and effectively disseminating information to subnational government officials and other stakeholders. In the words of the NAP Communications Strategy, “strategic communications involve both long-term, continuous strategy as well as shorter-term communications campaigns on specific topics”. The sub-outcome will address **a lack of understanding of climate change and climate variability as well as linkages to sustainable development and poverty reduction, lack of awareness among sub-national stakeholders as to the connections between climate change and health and well-being, lives and livelihoods**, and a host of other gaps and barriers that have been identified in the NAP Communications Strategy.

Assumptions

42. The proposal assumes that the project management team will be able to identify a regional/international organization to coordinate the recruitment of teams to provide capacity development support to Cambodian universities. The project design team has been engaged in discussions and negotiations with Academics Without Borders for more than a year to provide the scope of services described in the proposal, and the budget request has been developed based on cost estimates provided by AWB. One of the major strengths of this proposal is this innovative collaboration, which draws on AWB’s experience in mobilizing highly skilled and experienced volunteers to provide extremely specialized human capacity building and institutional strengthening in universities in developing countries. The project also assumes that subnational stakeholders will be engaged in the project activities (in particular outcome 2 activities) in a meaningful way. This will be assured by awareness raising activities and a detailed stakeholder engagement plan that will support project implementation. This stakeholder plan will identify under-represented and potentially marginalized groups and will fully incorporate best practices for gender equality, disability, and social inclusion (GEDSI). The project also assumes that the priority sector ministries that are involved in the project will be engaged and will have ownership over the project. This will be assured because the Department of Climate Change has already established relationships with other agencies and has done a great deal of groundwork and awareness raising.

Risks

43. One risk is that the project management team will not be able to identify university partners in Cambodia to execute the work to produce the National Climate Report. This risk is mitigated by the fact that the NAP project will draw on institutional capacity assessments and related outreach and technical assistance conducted by the second phase of the CCCA project to identify the appropriate institutions and build on work that has already been done.

44. A second risk is that the project management team will not be able to establish the coordination and institutional mechanism to support the vulnerability assessment in outcome 2. This risk is mitigated by the close coordination between the Department of Climate Change of the General Secretariat of the National Council for Sustainable Development (GSSD) and the National Council for Democratic Decentralization (NCDD) and the fact that the NCDD provided inputs for this NAP support project and is fully supportive of the activities to be conducted at subnational levels.

45. Lastly, there is a risk that the ongoing coronavirus (COVID-19) situation will interfere with workshops, trainings, meetings, assessments, and other project activities. Though it is expected that the project will begin the implementation after the COVID-19 vaccine has been administered throughout Cambodia and that it will not impede travel, to address this risk the project management team will work in coordination with government and non-government stakeholders to develop a COVID-19 contingency plan that can guide activity implementation (including online meetings and trainings) in case the COVID-19 continues to be an issue.

5. BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT PLAN

5.1 Budget plan

Please complete the Budget Plan in Excel using the template available in the [Library](#) page of the GCF website.

5.2 Procurement plan

Please complete the Procurement Plan in Excel using the template available in the [Library](#) page of the GCF website. For goods, services, and consultancies to be procured, please list the items, descriptions in relation to the activities in section 2, estimated cost, procurement method, relevant threshold, and the estimated dates. Please include the procurement plan for at least the first tranche of disbursement requested below and provide a full procurement plan for the entire duration of the implementation period if available at this stage.

5.3 Implementation Plan

Please complete the Implementation Plan in Excel using the template available in the [Library](#) page of the GCF website.

5.4 Disbursement schedule

Please specify the proposed schedule for requesting disbursements from the GCF. For periodicity, specify whether it's quarterly, bi-annually or annually only.

Please choose one option among the two below and delete the one that does not apply to you. Please fill in information under brackets:

Readiness Proposal that falls within a Framework Agreement with the GCF

Disbursements will be made in accordance to *[Clause xx] "Disbursement of Grants"* and *[Clause xx] "Use of Grant Proceeds by the Delivery Partner"* of the Framework Readiness and Preparatory Support Grant Agreement entered into between GCF and *[Delivery partner name]* on *Click or tap to enter a date*.

Readiness Proposal that requires a bilateral Grant Agreement

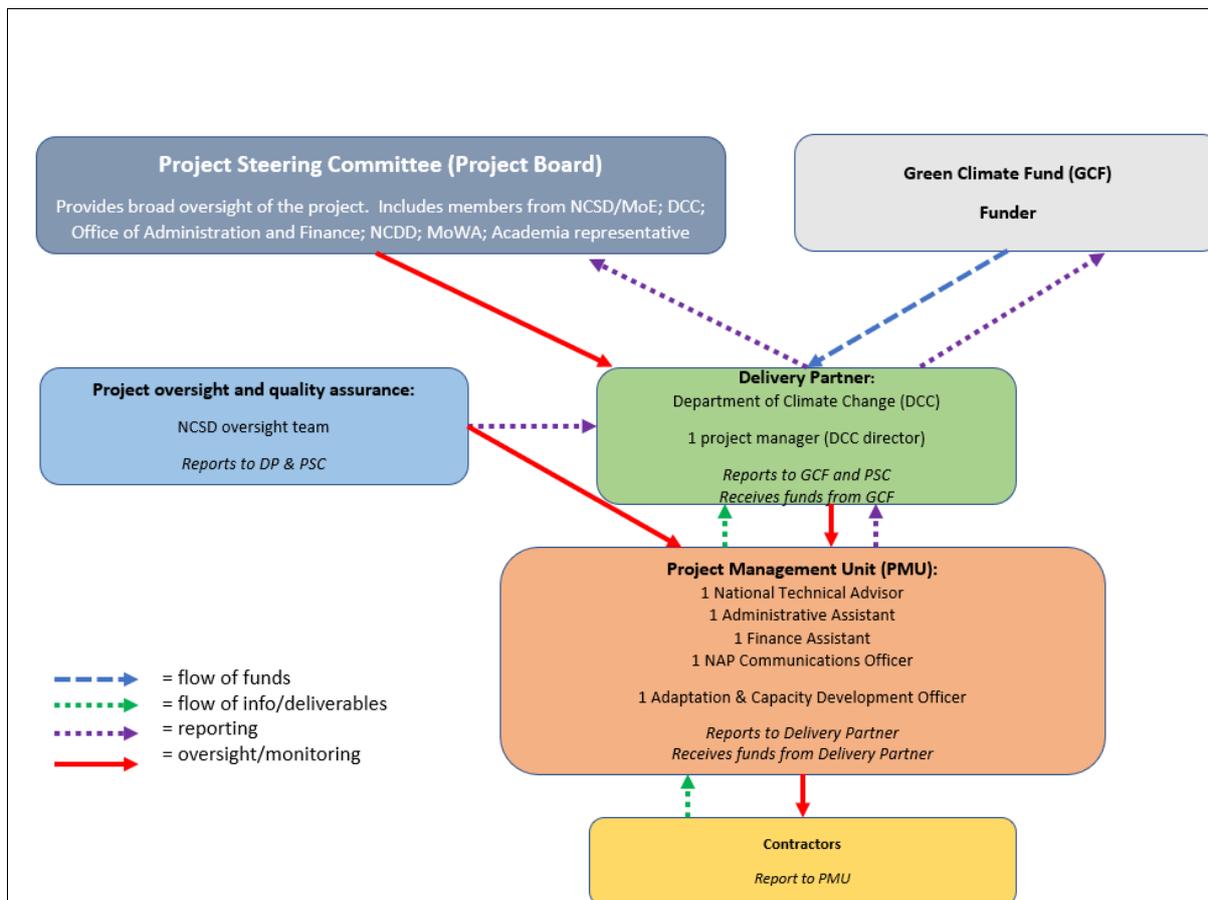
- Please include an indicative disbursement table showing the expected amounts to be requested and keep to multiples of USD 5,000.

The DP FMCA re-assessment is in progress, and therefore, the disbursement schedule will be determined based on the FMCA re-assessment results.

6. IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

6.1 Implementation arrangements

Please describe how implementation arrangements will be made and how funds will be managed by the NDA and/or the Delivery Partner.



46. Roles and Responsibility of the PSC

- The Project Steering Committee (PSC) will provide overall guidance, strategic oversight and quality assurance for the project implementation;
- The PSC will take corrective action as needed to ensure the project achieves the desired results;
- The PSC will strive to make decisions on the basis of consensus;
- The PSC will be convened in meetings to first design and then oversee the process of developing the Cambodia National Climate Report;
- The PSC will be convened twice monthly in Y1Q2 to determine the scope of the NCR, including chapter structure, regional breakdown, data and information needs, and the selection of university teams to develop the sections of the NCR;
- The PSC will convene once every two months to review the progress of the NCR process.
- The NAP project management team along with the DCC will provide secretariat services for PSC. During these meetings CCCA will provide technical experts as required;
- The PSC will include a representative from the Ministry of Women's Affairs to ensure that gender issues are incorporated into strategic discussions relating to the project, and also to ensure coordination with the MoWA.
- The PSC will include a mixture of producers (e.g. university researchers) and users from government officials of scientific information approx. 10-15 people with equitable gender representation. The PSC's membership is from: NCSO's TWG on climate change; representatives of development partner, high-level agency staff, NGO, private sector, and university); and

- Oversight and procurement support for the project management unit.

47. The Department of Climate Change (DCC) will function as the “delivery partner” and will be responsible for project implementation and management. The DCC is already in charge of implementing a GCF readiness project. This project had experienced some delays due to a combination of factors including i) starting in an election year; ii) initial difficulties in recruiting qualified consultants, and iii) a lengthy process for revision/no-cost extension. The project is now back on track but travel and meeting restrictions due to the COVID-19 pandemic may lead to further delays. The DCC is now fully familiar with the GCF requirement and procedures, and has developed capacity to efficiently and effectively implement and manage the GCF readiness projects.

The DCC will be responsible for implementation of the readiness support and will carry out all fiduciary and financial management, procurement of goods and services, monitoring and reporting activities under this proposal in compliance with DCC’s policies and procedures and with the Bilateral Grant Agreement to be signed with GCF or its fiduciary agent. A project management unit (PMU) will be established within DCC and will be under the direct supervision of DCC. DCC will manage all funds and no funds will flow from DCC to the PMU.

The DCC, which has significant experience managing externally-funded climate change projects, will adhere to the Operations Manual for the General Secretariat of the National Council for Sustainable Development, effective November 2018 (attached as an appendix). The Operations Manual was designed to take into account best practices, relevant laws and regulations of the RGC, and experiences in managing development projects. The Operations Manual includes standard operating procedures and guidelines for results-based management, financial management, procurement, administration, and other implementation-related topics.

48. NDA. The NDA (MoE) will provide general guidance and review during the implementation of the project, provide input in identifying the key national stakeholders, and encourage their participation in the Steering Committee as the facilitator of the SC. Also, the NDA will ensure the alignment of the project outcomes with the upcoming GCF country program of Cambodia and assure the approval of the government on the outputs of the project.

49. Financial Management and Procurement. The DCC will also be responsible for fiduciary oversight and procurement support for the project management unit (see below) and will follow the aforementioned Operations Manual rules on procurement, which are described in the budget included with this proposal. The DCC, through the project management unit will develop specific ToRs for the budgeted activities and will recruit national and international consultants to deliver the activities in accordance with the Operations Manual. Consultant rates for national and international consultants are determined by the Operations Manual and are indicated in the budget included with this proposal. Thresholds for procurement are as follows:

- Up to USD500: Simple purchase
- USD500-USD2500: Local shopping
- USD2500-USD50000: Request for quotation
- Above USD50000, invitation to bid or request for proposals, depending on the type of good/services.

50. A single person does not have complete control of a financial transaction from beginning to end. There is clear understanding as to who will review a transaction, who will approve, what is to be approved, the limitations of authorization and who will record a transaction into the accounting system. The approving officers do not have responsibility for posting or the ability to change accounting records.

52. All incurred expenditures shall be properly authorized. Double signature for cash withdrawal and checks shall be in place (approving officers and/or their alternates designated in writing can co-sign). All expenditures must be authorized by designated approving officers only. Expenditure shall be initially authorized at the requisition or order stage, prior to receipt of goods. Staff, including senior management, cannot authorize expenditures for themselves.

53. Project Director/Project Manager are delegated with an approving authority for financial transactions and such approving authority is documented in the project document of each respective project. It is mandatory that for control purposes all bank accounts be managed with two signatures for all cash withdrawals. Authorized signatories for all bank accounts are two persons.

54. All payments can be made by bank transfer or cheque unless the amounts are very small. As a practice, payments above US\$500 shall be made by bank transfer or cheque unless there is a proper and strong justification for payment in cash. Suppliers, contractors and subcontractors should be strongly encouraged to accept payment by cheque or bank transfer.

55. Project Oversight/Steering Committee. A Project Steering Committee (PSC) will provide overall guidance, strategic oversight and quality assurance for the project. The PSC will include the Secretary General (or Deputy SG) of the National Council for Sustainable Development acting as chair, the Director of the Department of Climate Change, the Chief of the Office of Department of Administration and Finance, and two additional members, including one administrator from an academic institution and an additional representative of the National Council for Democratic Decentralization. The PSC will take corrective action as needed to ensure the project achieves the desired results. The PSC will strive to make decisions on the basis of consensus, however in cases in which a consensus is not possible a simple majority will provide the basis for decision making. Project board decisions will be made in accordance with standards that shall ensure management for development results, best value for money, fairness, integrity, transparency, and effective competition. The PSC will meet on a quarterly basis

throughout phases 1 and 2. The PSC membership will aim for gender parity with respect to its membership.

56. Project Assurance. Project assurance tasks will be conducted independently from project management functions. The DCC has a dedicated grant management team that is responsible for overseeing the implementation of grants. The specific project assurance team for this project will be established by the Secretary General. The GMT carries out oversight of grant implementation at least twice per year to review progress and compliance with all relevant policies and regulations.

57. Audit. As per the guidelines in the operations manual, annual and post-closing audits will be carried out by a private, independent external auditor in conformity with the International Standards on Auditing.

6.2 Implementation and execution roles and responsibilities

Please briefly describe how the activities will be implemented and outputs delivered by project staff and consultants.

Project Staff & Consultants.

58. Please note that the project management team will try to consolidate some of these contracts into one contract for related tasks if the opportunity presents itself in the course of managing the project. The various tasks have been disaggregated to create flexibility for the project management team given the highly technical nature of many of the tasks to be contracted.

59. Acronyms and numbers (IC=international consultant; NC=national consultant; SC=service contract) refer to the budget notes and procurement. Detailed information on the activities can be found in Annex 1.

60. Project Management. A project management unit (PMU) will implement the project on a day-to-day basis under the guidance and supervision of the PSC. The PMU will be housed within the Ministry of Environment building in Phnom Penh. The DCC will provide office space, IT support, and communications for the PMU. The PMU team will consist of the following professionals:

- **Project manager:** The Director of the Department of Climate Change will play a role as the project manager for day-to-day leading, guiding, and managing the project implementation. The Director, as the representative of the delivery partner, will oversee the PMU. This will happen through frequent meetings and communications with the project coordinator (see below) and the project team, as well as more regular and formalized update reports that will be submitted monthly by the project coordinator.
- **National Technical Advisor (SC1).** The National Technical Advisor will lead project implementation and will direct day-to-day activities in accordance with the workplan, which will be developed in coordination with and will be approved by the PSC. The PC will be responsible for reporting in accordance with the GCF

requirements. The PC will also ensure coordination and synergy with other climate change adaptation projects and will represent the project in coordination meetings. The NTA function will end when the final project terminal evaluation report and other documentation required by the GCF has been completed and accepted. The project coordinator will work with the administrative and finance specialist (SC2) to develop a monitoring, evaluation, learning, and reporting (MERL) framework for the project and will oversee the implementation of the MERL framework.

- Finance Assistant (SC2). The Finance Assistant will handle financial management, maintain financial policies/guideline, ensures accurate timely and properly recorded/documented service delivery and cost analysis. Finance Assistant will also be responsible for compiling data for internal/external audit.
- Administrative Assistant (SC3). The Administrative Assistant will handle procurement tasks, draft correspondence relating to administrative matters and follow up on the sent-out correspondence, maintain files of rules, regulations, administrative instructions and other related documentation, asset management and maintain office equipment and stationery supplies. The Administrative Assistant will also be responsible for maintaining the project's monitoring database, as well as for data management, ensuring the project documents, publications, and so forth are properly secured and backed up. The AFS will also handle scheduling and logistics (travel), and contracting.
- NAP Communications Officer (SC4). The NAP Communications office will be responsible for knowledge management and dissemination tasks as well as media relations and will develop a media and outreach strategy for the project, including an informational listserv(s) of project activities and developments. These project management duties will constitute approximately 30% of the communication officer's time. The balance of the time (70%) will be dedicated to supporting Outcome 3 outputs and activities. This breakdown has been reflected in the budget.
- Adaptation/Capacity Development Officer (SC5). The adaptation and capacity development officer will support project implementation at the direction of the National Project Coordinator, and will also play the lead role in coordinating the project's capacity building activities and for ensuring sustainability of all knowledge products, capacity building curricula, toolkits, etc. that are produced for the project by identifying partners who will continue to utilize these materials after the project has completed. 75% of the adaptation officer's time will be spend on technically supporting outcome 1 activities.
- Monitoring and Evaluation Officer. The Department of Climate Change will assign a qualified monitoring and evaluation officer to the project as per the standard operating procedures described in the Operations Manual for the National Council for Sustainable Development General Secretariat. The M&E officer will be responsible for project monitoring. Specific details of project monitoring and the responsibilities of the M&E officer are described in the Monitoring section (6.4; below). The M&E officer will be an employee of the Department of Climate

Change and is therefore not paid from the project. If additional technical assistance and/or training is required to ensure that gender considerations are adequately mainstreamed into the monitoring and evaluation, DCC will coordinate with the Ministry of Women's Affairs to provide the needed support, as this is within the MoWA's mandate.

Technical Consultants

IC1 & IC2 (Activity 1.1.1). Climate change science specialists to provide technical presentations and advise on setup of National Climate Report.

- Reports to the project coordinator;
- Prepare presentations in English describing scientific climate assessment processes in other countries;
- Facilitate at least 3 sessions during inception workshop;
- Contribute to group work activities during inception workshop;
- Provide technical expertise throughout inception workshop; and
- Coordinates with national consultant responsible for inception workshop preparation for logistics, agenda considerations, and translation.

IC3, IC4, IC5 (Activity 1.1.3). Climate change science specialists to provide technical assistance for organizing National Climate Report formulation process.

- Reports to project coordinator;
- Prepare presentations in English relevant to designing and compiling scientific climate assessment;
- Facilitate at least 2 sessions covering topics related to research design and organization, and for effectively managing research teams at introductory workshop for chapter coordinators;
- Contribute to group work activities and provide technical expertise throughout workshop; and
- Coordinate with national consultant (SC4) responsible for backstopping outcome 1 activities.

IC6, IC7, IC8, IC9 (Activity 1.1.6) Climate change science specialists to provide peer review for NCR.

- Reports to project coordinator;
- Coordinates with national consultant (SC4) responsible for backstopping outcome 1;
- Provide detailed peer review, commenting, suggested edits, suggested additional references to improve evidence base, and other recommendations for draft National Climate Report; and
- Prepare assessments and recommendations for improving overall research and writing process for National Climate Report.

IC11 (Activity 1.2.3) Climate change science specialist to develop training materials and facilitate workshop on research methods for National Climate Report Chapter teams.

- Reports to project manager;
- Reviews documentation, outline, and other materials relevant to National Climate Report for background as well as assessment materials on university capacity;
- Develops relevant and appropriate materials on research methodologies and research design for 2-day workshop in English;
- Facilitates 2-day work shop and provides technical support throughout;
- Formulates inception and final reports on consultancy; and
- Coordinates with national consultant (SC4) for logistics, agenda considerations, and translation.

IC12, IC13, & IC14 (Activity 1.2.4) Climate science specialists to design and facilitate workshops on specialized technical methods and skills related to National Climate Report formulation (specific topics are contingent on the needs that emerge during the implementation of the project).

- Reports to project manager;
- Reviews documentation, outline, and other materials relevant to National Climate Report for background as well as assessment materials on university capacity;
- Develops relevant and appropriate materials on research methodologies and research design face-to-face and webinar trainings;
- Facilitates face-to-face and webinar trainings and provides technical support throughout;
- Formulates inception and final reports on consultancy; and
- Coordinates with national consultant (SC4) for logistics, agenda considerations, and translation.

IC15, IC16, & IC17 (Activity 1.2.5). Climate science specialists to design and facilitate workshops on data visualization techniques to be used in the National Climate Report (specific topics are contingent on the needs that emerge during the implementation of the project). These consultancies may be consolidated into 1-2 contracts depending on circumstances during implementation.

- Reports to project manager;
- Reviews documentation, outline, and other materials relevant to National Climate Report for background as well as assessment materials on university capacity;
- Develops relevant and appropriate materials on data visualization techniques for teams developing the chapters for the National Climate Report;
- Facilitates workshops and provides technical support throughout;
- Formulates inception and final reports on consultancy; and
- Coordinates with national consultant (SC4) for logistics, agenda considerations, and translation.

IC18, IC19, IC20, IC21, & IC22 (Activity 1.2.6). Research administration specialists to support universities in developing research plans for future work to support climate change adaptation processes in Cambodia. These consultancies may be consolidated into 1-2 contracts depending on circumstances during implementation.

- Reports to project manager;
- Reviews documentation, outline, and other materials relevant to National Climate Report for background as well as assessment materials on university capacity;
- Conducts consultations with research faculty, administrative staff, and other relevant stakeholders at Cambodian universities and research institutions;
- Provides remote technical support and advice;
- Assists in formulating research plans;
- Formulates inception and final reports on consultancy; and
- Coordinates with national consultant (SC4) for logistics, agenda considerations, and translation.

IC23 (Activity 3.1.1). Private sector and climate change expert to provide remote technical support for development of private sector impacts report.

- Reports to project manager;
- Formulates inception and final reports on the consultancy;
- Provides advice and guidance on technical issues and methodology for conducting private sector impacts analysis; and
- Reviews and provides recommendations on draft analysis report.

IC24 (Activity 3.1.3). Private sector finance specialist to provide technical support and inputs for development of private sector capacity building program.

- Reports to project manager;
- Formulates inception and final reports on the consultancy;
- Reviews report developed for 3.1.1 and other relevant documentation;
- Develops outline for private sector capacity building program and provides technical support to the consulting company tasked with developing and delivering training materials; and
- Reviews and provides recommendations on capacity development program.

NC1 & NC2 (Activity 1.2.1). National consultants to conduct institutional capacity assessment and selection of university partners to develop National Climate Report Chapters.

- Reports to project coordinator;
- In coordination with Cambodia Climate Change Alliance, develop institutional capacity assessment rubric and procedures for evaluating capacity of candidate universities;
- Apply assessment methodology to investigate candidate university capacities; and
- Develop final report with recommendations on candidate universities to project manager and reports with recommendations for each of the universities.

NC3, NC4, & NC5 (Activity 2.1.3). National consultants (governance, policy, planning, and budgetary expertise) to conduct institutional, budgetary and policy review of municipality selected for vulnerability assessment and adaptation planning activities.

- Reports to the project coordinator;

- Develops workplan to guide work;
- Conduct review of institutional, policy, and budgeting systems for the selected municipality;
- Meet and coordinate with relevant stakeholders at the municipal level in and out of government;
- Conduct periodic team meetings; and
- Develop final report and presentation materials.

NC6 (Activities 2.2.4, 2.2.5, and 2.2.6). National consultant (community development or related expertise) to train enumeration teams, coordinate data collection, analyze data, and compile municipal socioeconomic assessment for target municipality.

- Reports to the project coordinator;
- Develops workplan to guide work;
- Coordinates recruitment and training of enumeration teams to collect neighborhood data to inform baseline socio-economic assessment;
- Coordinates and supervises data collection activities and enumeration teams during conduct of socio-economic assessment;
- Analyzes data, compiles socio-economic assessment; and
- Delivers baseline socio-economic assessment and develops final report and presentation materials.

NC7 (Activity 3.1.1). National consultant (private sector/business development specialist with knowledge of climate change and/or DRR) to conduct research analysis on the potential impacts of climate change on key business sectors in Cambodia. This NC will receive technical support from IC23.

- Reports to the project coordinator;
- Develops workplan to guide work and propose research methodology (in coordination with IC23) to project coordinator for approval;
- Develop, distribute, and analyze survey of private sector stakeholders;
- Conduct review of relevant literature on climate change impacts on the private sector and experience from other countries;
- Produce impacts report with entry points and recommendations; and
- Produce summary presentation with findings and recommendations and final consultancy report.

NC8 (Activity 3.3.3.3). Publications specialist to develop information dissemination strategy on the NAP process to subnational officials and institutions

- Reports to the project coordinator;
- Conducts a review of NAP/CCA information dissemination approaches in other countries to identify best practices;
- Liaise with NCDD to identify approaches for disseminating information to subnational levels and for enhancing communication between DCC and subnational levels;
- Ensure full GESI integration in information dissemination strategy; and

- Train DCC and other relevant stakeholder on the strategy and its implementation.

NC9 (Activity 3.3.3.5). Stakeholder engagement specialist to develop stakeholder engagement plan for NAP process and NAP support project.

- Reports to the project coordinator

6.3 Risks and mitigation measures

Please include a set of identified risks and mitigation actions for each. Please utilize the risk table below that identifies the probability of a given risk occurring and the entity that will manage the risk. Please refer to Part III Section 6.3 of the Readiness Guidebook for further information on how to complete this section.

Risk category	Specific risk(s) / Risk(s) description	Probability of occurrence (low, medium, high)	Impact level (low, medium, high)	Mitigation action(s)	Entity(ies) responsible to manage the risk(s)
Programmatic	The proposed project duplicates activities and outputs produced under other projects such as the PPCR and the CCCA project	Low	Medium	The project has been designed in close coordination with other ongoing projects as well as development partners. The activities have been designed to dovetail with and build on, rather than duplicate other projects. Moreover, other projects are implemented under the strategic oversight of the NCS and DCC, and since this project will be implemented by DCC, coordination will be routine. Lastly, the project's PMU will be housed in the same building as several other project teams, making coordination easier.	Department of Climate Change and PMU
Implementation	Meetings, workshops, training	Medium	Medium	Covid-19 is expected to be under control by the time this	PMU

Risk category	Specific risk(s) / Risk(s) description	Probability of occurrence (low, medium, high)	Impact level (low, medium, high)	Mitigation action(s)	Entity(ies) responsible to manage the risk(s)
	activities are affected by Covid-19-related restrictions			project enters the implementation. However, to ensure smooth implementation, during the inception phase the PMU will work with the DCC and other stakeholders to develop a contingency (responsive) plan and procedures for conducting online consultations, workshops, meetings, and trainings.	
Implementation	The project team is unable to identify university partners to support the development of the National Climate Report	Low	High	<p>To mitigate this risk, the PMU will work with the Cambodia Climate Change Alliance team, which has extensive experience in working with universities in Cambodia and a strong network of universities and academicians, to identify suitable institutions. This will ensure that the NAP project builds on existing progress and is not starting from nothing.</p> <p>It should be noted that the university partners will provide contracted services and will not be sub-grantees or implementing partners.</p>	PMU

Risk category	Specific risk(s) / Risk(s) description	Probability of occurrence (low, medium, high)	Impact level (low, medium, high)	Mitigation action(s)	Entity(ies) responsible to manage the risk(s)
Implementation	Limited capacity to establish coordination and institutional mechanism to support urban vulnerability assessments	Low	High	To address this risk the PMU, in consultation with the DCC and the National Committee for Sub-National Democratic Development (NCDD) to select a municipality where a strong basis for engagement already exists. The project will also ensure extensive outreach and awareness raising to ensure that there is adequate buy-in.	PMU
Implementation	Cambodian universities and research institutions lack capacity to conduct scientific and vulnerability assessment activities in the project	Medium	Medium	To address this risk the project's implementation will draw on and complement/update institutional capacity assessments that have already been conducted by the CCCA project and will apply rigorous selection criteria to identify the universities and research institutions in Cambodia that will be involved with the project. In addition to this, the project includes <i>extensive</i> capacity building activities to strengthen not only the administrative capacity of universities to manage government partners, but also the capability to	PMU

Risk category	Specific risk(s) / Risk(s) description	Probability of occurrence (low, medium, high)	Impact level (low, medium, high)	Mitigation action(s)	Entity(ies) responsible to manage the risk(s)
				<p>conduct global-standard scientific research.</p> <p>It should be noted that the university partners will provide contracted services and will not be sub-grantees or implementing partners.</p>	
Implementation	Money laundering, terrorist financing and other prohibited practices	Low	Medium	<p>Cambodia has recently (2020) passed a new law to eliminate money laundering and terrorism financing. The law includes procedures and reporting requirements on a variety of relevant issues, including cash transactions. The project will fully comply with this law to reduce/eliminate the risk of money laundering, terrorist financing, and other prohibited practices</p>	DCC, PMU
Programmatic	Subnational-level activities are not consistent with the direction of decentralization being implemented by the National Council for Democratic Decentralization (NCDD)	Medium	Medium	<p>The project has been developed in consultation with the NCDD, and to ensure that the project is implemented in line with the ongoing decentralization initiatives being orchestrated by NCDD, the Project Steering Committee will include a high-level representative from the NCDD, who</p>	Project Steering Committee, DCC, PMU

Risk category	Specific risk(s) / Risk(s) description	Probability of occurrence (low, medium, high)	Impact level (low, medium, high)	Mitigation action(s)	Entity(ies) responsible to manage the risk(s)
				will participate in the strategic oversight and guidance of the proposed project.	

6.4 Monitoring

61. Monitoring. A qualified M&E specialist will be assigned to this project by the Department of Climate Change in accordance with the standard operating procedures for grant management and oversight as described in the GSSD Operations Manual. During the inception phase for the project, the M&E specialist, in coordination and under the supervision of the National Project Coordinator, will develop a project. The plan will include a list of deliverables and a timeline for their delivery, as well as indicators, targets, and means of verification (MoV). The plan will include gender- and other socially and demographically disaggregated targets and indicators where appropriate. The M&E specialist will have competency with GESI mainstreaming in M&E, but if and when necessary will consult with gender and social inclusion specialists working with the DCC.

62. The plan will be reviewed, revised, and validated at the project kickoff workshop. During the first months of the project, the M&E specialist will fine-tune the monitoring framework, including baseline data, indicators, targets, and MoV. The M&E plan will be reviewed and revised as necessary. Project monitoring will be undertaken in compliance with relevant GCF policies in a timely fashion and to high-quality standards. It will be the responsibility of the National Project Coordinator to inform GCF via DCC and the NDA (MoE) of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be taken in a timely fashion.

63. Monitoring will follow the principles of Results Based Management and will apply tools that are described in the GSSD Operations Manual. This may include some combination of regular management meetings, spot checks, a scorecard system, tracking tools, a knowledge products database, a policy impact log, and so forth. The monitoring framework will be maintained on a computer belonging to the project or to DCC and will have multiple backups, including cloud-based backup.

64. Key responsibilities of the monitoring officer will include:

- Design and update an M&E framework based on the agreed and funded project document;
- Ensure that project activities and outputs are properly documented and monitored in a uniform fashion, utilizing gender disaggregated indicators where appropriate;

- Process and analyze information collected through monitoring activities as well as regular reporting from grantees and provide regular reports on the status of implementation against program outcomes and outputs;
- Identify information to support emerging lessons and case studies and coordinate with the NAP Communications Officer; and
Assist in the preparation of annual reviews, joint monitoring missions and mid-term and final evaluations.

65. Evaluation. A final evaluation for each phase of the project will be carried out by an independent evaluator to be identified and contracted by the NCSD. Results from the phase 1 evaluation will be used to inform the design of Phase 2, which is subject to revision based on the results of Phase 1. To ensure that there is a minimal gap in time between phase 1 and phase 2, the terminal evaluation process will begin at least three months before operational closure of Phase 1, allowing the evaluation mission to proceed while the project team is still in place. This will also enable the DCC project preparation team to incorporate emerging lessons from the evaluation into the Phase 2 proposal.

6.5 Other Relevant Information

Please provide supplementary information regarding the sustainability of the proposed activities. Please explain how the impact of the project will be ensured in the long-term, after the expiration of the support from GCF. Please describe efforts to be made with respect to capturing lessons learned, best practices, and ensuring appropriate knowledge management. Similarly, please ensure that any information regarding capacity building and skills transfer to the NDA is captured here.

Please refer to **Part III Section 6.5 of the Readiness Guidebook** for further information on how to complete this section.

Project sustainability

66. The sustainability of most of the proposed activities will be ensured in part because the project is being implemented by the Department of Climate Change, which is a permanent agency within the Royal government of Cambodia. The project will produce a number of knowledge products, handbooks, manuals, publications, case studies, etc. All of these will be uploaded permanently to the Department of Climate Change's website (<https://www.camclimate.org.kh/>). In addition materials will be provided to development partners that have supported Cambodia's adaptation response, including GIZ, UNDP country office, UNDP/UNEP NAP-GSP project, and others, to be disseminated and maintained electronically via their platforms.

67. What follows is a more specific list of how the sustainability of the project's deliverables will be ensured.

Activities 1.1.1 & 1.1.2. To ensure the sustainability and learning of the steering committee that is assembled to guide the National Climate Report, to the extent possible the committee members will be selected from current members of the National Council for Sustainable Development and its technical working apparatus.

Activities 1.1.3, 1.2.3, 1.2.4, 1.2.5. To the extent possible the capacity development materials will be integrated into existing curricula of the universities that are participating in the formulation of the National Climate Report. The materials will also be handed over to CCCA for integration into university outreach activities.

Activity 1.1.5. This activity involves contracting with universities to develop the chapters for the National Climate Report. As noted in the detailed project design (Annex 1), the contract will include mechanisms to ensure participation of women, PWDs, and other potentially excluded groups. To the extent possible, the NAP implementation team and its partners will work to help university partners incorporate these best practices into other contracting and procurement processes.

Activity 1.2.2. This activity establishes collaboration between universities and research institutions in Cambodia and universities and individual researchers in developed countries. The project management team will work to encourage these relationships between individuals and institutions so that they can continue and expand beyond the life of the project. This will include working with bi- and multilateral development partners to identify additional channels for support for the collaborations.

Activities 2.1.1, 2.1.2, 2.1.3, and 2.1.4. These activities focus on establishing and implementing methodologies to conduct institutional capacity reviews and vulnerability assessments at the subnational level. The project management team and the consultants engaged for these tasks will work with the National Committee for Democratic Decentralization to ensure that these methodologies, along with lessons learned and best practices that emerge, can be replicated in other municipalities, communes, and provinces. The project management team will endeavor to provide support to the NCDD when appropriate for formalizing these procedures and establishing guidelines for subnational governance units.

Activities 2.2.1, 2.2.2, 2.2.3, and 2.2.4. All materials developed for these activities will be shared with the National Committee for Democratic Decentralization so they can be used in other subnational jurisdictions.

Activities 3.2.1, 3.2.2, 3.2.3, and 3.2.4. These activities focus on providing climate change training for journalists and also for the development climate change information products specifically designed for media professionals. The materials (training and informational) will be shared with the Royal Governments' Department of Media and Communication, as well as the Cambodian Center for Independent Media (which conducts training and outreach) for incorporation into their online platforms and capacity development programs.

Anti-money laundering/countering terrorism financing (AML/CTF)

68. In 2020 Cambodia passed a new Law on Anti-Money Laundering and Combating the Financing of Terrorism. This new law is consistent with international standards on

AML/CFT. The project will be carried out in compliance with the Law and will implement any and all mandatory safeguards that are included under the Law.

United Nations Security Council Sanctions

69. According to the United Nations Security Council Consolidated List of sanctions generated on 3 April 2021, there are no UNSC sanctions against Cambodia or any entities in Cambodia.

Anti-corruption/whistle-blowing.

70. With respect to corrupt practice, the procedures outlined in the Operations Manual for the National Council for Sustainable Development General Secretariat (2018) shall be applied. These procedures apply to management, staff, and external parties that have any indication of fraud, corrupt practices, waste or misuse of funds. The procedures include provisions for reporting, managerial review, internal investigation, and escalation to the Anti-Corruption Unit of the Royal Government of Cambodia.

ANNEX 1: DETAILED PROJECT DESCRIPTION FOR CAMBODIA NAP SUPPORT PROJECT PROPOSAL

Outcome 3.2: Establish physical science basis and enhance research support capabilities for climate change adaptation in Cambodia.

The objective of outcome 1 is to develop a coherent and uniform physical science basis for climate change adaptation work in Cambodia, resulting in the publication of a National Climate Report (NCR). The physical science basis will include information on past and current climate conditions in Cambodia, scenarios and projections of future climate conditions, a summary of physical hazards, as well as an analysis of research needs. This physical science basis will be the first of its kind for Cambodia and will be loosely modelled after other national and international climate assessments (e.g. US Climate Science Special Report, the IPCC AR5 WGI report). The Cambodia National Climate Report will be an essential element in developing evidence-based policies at the national and subnational level, and will significantly enhance the ability of government and non-government stakeholders to develop fundable climate change adaptation projects. The National Climate Report addresses a number of issues highlighted in the gaps and barriers analysis. It is envisaged that the production of the National Climate Report will establish an iterative process in which the report is periodically updated in a cycle that is aligned with Cambodia's strategic planning cycle.

To that end, in addition to producing the report, **outcome 1** includes an array of human resource and institutional strengthening measures aimed at improving the capacity of Cambodian universities and research institutions to address research gaps and to subsequently produce the data and information needed for additional iterations and updates of the National Climate Report. In other words, outcome 1 will not only produce the National Climate Report, but it will also build the institutional structures and research capabilities to that organizations in Cambodia can play a more active and critical role in climate change adaptation planning and project development.

Hence this outcome consists of **two sub-outcomes**. **The first of these focuses on developing the Report itself, whereas the second sub-outcome focuses on building the in-country capabilities necessary to assume complete country ownership over the development of a coherent and unified evidence base for climate change adaptation in Cambodia.** The process of developing the Report can be divided into several stages, and each stage will have complementary activities in each of the two sub-outcomes:

1. **STAGE 1: Organization and scoping.** This includes determining how the Report will be organized, its spatial coverage and resolution, the types of data and information that will be incorporated into the report, the projections and scenarios that will be used in the report, and the identification of institutions and personnel to be involved in the preparation of the report. Most of these tasks will be handled by the project management team and the steering committee (see activities 1.1.1 and 1.1.2,

below). This stage also includes identification, inventory, acquisition and review of relevant datasets, information, and research (e.g., peer-reviewed papers, graduate theses and dissertations, etc.) that have already been developed. This will be conducted by the university teams recruited in 1.2.1.

2. **STAGE 2: Research and synthesis.** These tasks will be conducted primarily by the university research teams, which will receive support and capacity building assistance from their institutional partners located in developed countries (see 1.2.2). Tasks for this stage may include evaluating reliability and completeness of data, gap-filling, homogenization, quality assurance, establishing uniform metadata, and developing databases and access protocols.
3. **STAGE 3: Analysis and writing.** Like stage 2, tasks associated with this stage will be conducted primarily by the university research team. Specific tasks include identification of statistically significant trends, applying downscaled models and projections, developing data visualization products (e.g., graphics, maps, etc.), analyzing results, formulating evidence-based conclusions, and writing draft chapters.
4. **STAGE 4: Review and validation.** The review process will include review by DCC, but also by international expert peer reviewers. Validation will be coordinated by the steering committee and the project management team and will take place at a national forum.
5. **STAGE 5: Dissemination and socialization.** This stage includes tasks associated with communicating the results and key messages of the Report to various stakeholders and audiences. This stage will involve the production of summary materials, presentations, web-based content and knowledge products and will be aligned with the NAP Communication Strategy.

The report and institutional strengthening activities described below will establish a solid foundation for future work in a variety of areas, including sectoral mainstreaming and resilience building at subnational levels. .

Output 3.2.1. Compile Cambodia National Climate Report

3.2.1.1. INCEPTION WORKSHOP (Y1Q1). In the first quarter of the project an inception workshop will be held to engage with stakeholders to raise awareness about the process of developing the National Climate Report, and also to recruit/appoint a steering committee to guide the process of developing the assessment. This workshop will be conducted over the course of 3 days and will include approximately 50 participants from government agencies, non-government organizations, and academic/research institutions. The project management team will consult DCC to determine participants and candidate steering committee members, who may be drawn from the NCSD's technical working group on climate change. The steering committee will also include representatives from research and

university teams described in 1.1.2. The workshop will include (but not be limited to) sessions on the following topics:

- National Climate Assessment processes in other countries (e.g., USA, Germany). To the extent possible, the project team will coordinate with embassies and bilateral agencies to invite experts that have been involved in similar assessments in other countries. These costs will be covered by the embassies and bilateral agencies. The activity also includes budgeting for 2 technical experts to attend the workshop and make presentations;
- Data and information needs for developing a rigorous scientific evidence base, and appropriate proxies. This includes topics such as data standards, storage, and collection protocols;
- NAP process in Cambodia. This session will provide an overview of the NAP process, progress that has been made, and next steps. This session will also discuss the relationship between the National Climate Assessment and the NAP process;
- Breakout and brainstorming sessions for participants to provide input into the NCR contents;
- At least one session on gendered aspects of climate change and socially-differentiated vulnerabilities as well as best practices from other assessment processes on how to integrate these considerations into the overall background work that is done to formulate the NCR;
- Role of universities in adaptation processes; and
- Development of terms of reference and nomination of steering committee members.

3.2.1.2. STEERING COMMITTEE GUIDES NCA PROCESS (Y1Q2-Y2Q6). The steering committee that was nominated in 3.2.1.1 will be convened in meetings to first design and then oversee the process of developing the Cambodia National Climate Report. The steering committee will be convened twice monthly in Y1Q2 to determine the scope of the NCR, including chapter structure, regional breakdown, data and information needs, and the selection of university teams to develop the sections of the NCR (further elaborated in 3.2.2.1, below). After Y1Q2 the steering committee will convene once every two months to review the progress of the NCA process. The NAP project management team along with the DCC will provide secretariat services for the steering committee. During these meetings CCCA will provide technical experts as required. The steering committee will include a mixture of producers (e.g., university researchers) and users (e.g., government officials) of scientific information and will consist of approximately 10-15 people with equitable gender representation. The steering committee's membership may be drawn from:

- NCSA's TWG on climate change;
- Development partner representatives;
- High-level agency staff;
- NGO representatives;
- Private sector representatives; and

- University representatives.

The steering committee in 3.2.1.2 will ensure equal gender representation to guide the National Climate Report. The steering committee will include at least one member with gender expertise to help ensure that gender considerations are incorporated into the design and formulation of the national climate report.

3.2.1.3. INTRODUCTORY WORKSHOP AND TRAINING FOR CHAPTER COORDINATORS AND SUBSEQUENT PROGRESS WORKSHOPS (Y1Q2-Y2Q2). The introductory workshop will convene the research and writing teams to initiate the process of developing the National Climate Report. Each research and writing team will be directed by a coordinator to be selected by the university responsible for the chapter addressed by the writing team. This activity will convene these coordinators for a three-day workshop featuring presentations by international technical experts (x3) covering topics related to research design and organization, and also for effectively managing research teams. During this workshop each of the coordinators will develop a workplan for their respective teams that will include a timeline for completing *scoping*, *research & synthesis*, and *analysis and writing tasks*. Topics covered will include a standardized approach to chapter organization, data and information standards to guide research and synthesis, key parameters and metrics for the assessment, the use of projections and scenarios, data collection and storage, gender equality and social inclusion issues, and other topics.

After the initial introductory workshop, the chapter coordinators will reconvene for three periodic update meetings to discuss various stages of the work that is conducted by the university teams (see activity 3.2.1.5, below). These update meetings will be held after *scoping* activities, after *research & synthesis* activities, and at the midpoint of *analysis and writing* activities. Update workshops will ensure that each of the university teams are coordinated with one another as well as continuity across all chapters of the NCA document.

3.2.1.4. REGIONAL ENGAGEMENT WORKSHOPS (Y1Q2). Three regional engagement workshops will be conducted and hosted by regional universities located outside of Phnom Penh and representative of the regional diversity of Cambodia (e.g., coastal, Tonle Sap, eastern). The selection of these university partners will be based on the assessment of provincial universities already conducted by CCCA and will be determined by the steering committee. These regional host institutions will later contribute to the preparation of the National Climate Report (Outcome 3.2 Phase 1) and subsequent sectoral adaptation plans (Outcome 3.2 Phase 2). The workshops will include presentations on general aspects of climate change, Cambodia's NAP process, and the NCR process. This activity is also consistent with priority action #6 ("Strengthen existing subnational channels designed to inform and engage the subnational levels on climate change issues and on the process made

in implementing the NAP”) of the NAP Communication Strategy. In planning and conducting the workshops, the project management team will coordinate with the NCDD to ensure that presentations and information is consistent with the most recent developments in the ongoing decentralization process. Preparations for the regional engagement workshops will include the formulation of inclusion/accessibility plans, which will help to ensure equitable participation on the part of women, PWDs, and potentially marginalized groups.

3.2.1.5. UNIVERSITY TEAMS CONDUCT SCOPING, RESEARCH & SYNTHESIS, AND ANALYSIS AND WRITING OF DRAFT CHAPTERS (Y1Q2-Y2Q1). The universities/research institutions selected for each of the NCR’s chapters will receive a research grant (contract) to compile and analyze data and to develop draft chapters for the NCR. Included in the terms-of-references for universities will be provisions to ensure the equitable participation of women in chapter teams, and to ensure that opportunities are provided on an equitable basis to PWDs and other potentially excluded groups. Tasks to be included for each of the teams will depend on the chapter that they are working on but may include:

- Identification and analysis of relevant datasets;
- Gap filling;
- Applying scenarios and downscaled projections to the area of interest; and
- Developing data visualization tools and maps.

3.2.1.6. PEER REVIEW FOR NCR. (Y2Q1-Q2) After the draft chapters are submitted, the project management team will identify international experts to review and provide inputs for each of the chapters. Suggested revisions will be reverted to the university teams to be addressed. International experts will be selected from a pool of international university researchers that have conducted relevant climate-related research in Cambodia or neighboring countries in Southeast Asia.

3.2.1.7. VALIDATION WORKSHOP (Y2Q2). A national-level workshop will be convened to present the draft of the NCR. The workshop will include sessions on the main findings of the assessment as well as data and information gaps and needs and next steps. The workshop will provide an opportunity for government and nongovernment stakeholders to comment on the draft NCR.

3.2.1.8. DISSEMINATE NCR AND KEY FINDINGS. The NCR will be published in its entirety online on the website of the Department of Climate Change and a summary and specific knowledge and communication products (e.g. summary products, informational presentations) will be developed to convey the key messages from the NCA to specific audiences. One of the information products will be geared towards the general public. One will be targeted towards development partners and the international community. The third information product will be aimed at domestic NGOs and CSOs.

Sub-outcome 3.2.2. Strengthen research capacity to conduct scientific research on climate change physical processes.

3.2.2.1. RECRUIT HOST INSTITUTIONS AND RESEARCH TEAMS FOR NATIONAL CLIMATE ASSESSMENT CHAPTERS (Y1Q2). Based on the candidate institutions identified at the National Inception workshop (3.2.1.1) and in consultation with CCCA and the steering committee, a selection process to choose universities/research institutions to compile the respective chapters of the National Climate Report will be conducted. This selection process will be informed by an institutional capacity assessment of Cambodian universities that was conducted by DCC with support from CCCA. The selection process will involve participatory processes in which candidate universities self-assess and identify their relevant capacities, strengths, weaknesses, as well as ways in which participation in the NCR process and associated capacity development activities can strengthen the institution. These candidate institutions will also identify potential team members for their prospective contribution to the NCR. Candidate institutions will be encouraged to consider national experts and researchers from other universities and institutions (including the regional universities from 3.2.1.5) to strengthen cross-institutional research capabilities in Cambodia. This selection process will consider university policies, research capabilities, human resources, and other relevant aspects. The project team will then enter into negotiations with a number of national/regional universities/research institutions to compile the chapters for the National Climate Report. These universities/research institutions will be contracted to compile the chapters for the report (see activity 3.2.1.5, above) and will receive support from partner institutions (see activity 3.2.2.2, below). Once the institutions have been selected, the project management team will work with the selected institutions to put together a research team with the requisite skills to develop the chapters. As part of this project, the project management team and the universities will conduct gender analyses of the universities themselves to identify potential issues and barriers to women related to participation in the research teams, and will formulate action plans to address these issues. The project team will develop a ToR and sign relevant Letters of Agreement (LoA) detailing programmes of work and budget for specific activities, which will be followed by the development of a work plan for developing the chapters. Currently there are already MoUs between most of the key universities in Cambodia and the DCC which cover the general considerations relevant to the National Climate Assessment, and so the LoAs will build on these existing arrangements.

As part of the assessment process to recruit the regional universities and subsequently the research teams, the project will conduct gender analyses of the universities themselves to identify potential issues and barriers to women related to participation in the research teams, and will formulate action plans to address these issues during the project's implementation period. These assessments will also be used to inform the ongoing research plans for the universities formulated in 3.2.2.6.

INPUTS:

- 2 National Consultants to guide process and identify institutions and to facilitate self-assessment processes, 30 days each

OUTPUTS/DELIVERABLES:

- Assessment report on candidate institutions including gender analysis;
- MoUs signed with selected institutions (at least 4); and
- ToRs developed for selected institutions (at least 4).

3.2.2.2. ESTABLISH TWINNING RELATIONSHIPS WITH DEVELOPED COUNTRY INSTITUTIONS TO SUPPORT CAMBODIAN UNIVERSITIES (Y1Q2). This activity will be implemented by an international organization (e.g., Academics Without Borders, East-West Center, Asian Institute of Technology) which will coordinate twinning relationships between the Cambodian institutions and partner institutions or teams of professionals from developed country institutions. Partner institutions/teams will support the Cambodian institutions throughout the process of developing the chapters for the National Climate Report and will assist the Cambodian universities with putting in place the appropriate policies and enabling institutional conditions to support policy-relevant climate change adaptation research as well as co-production of knowledge between the universities and government agencies. Partner institutions/teams will also assist with identifying needs with respect to conducting the aforementioned research, and, where appropriate, will conduct targeted trainings to build capacity and address the research needs. In the latter months of **phase 1**, partner institutions will assist the Cambodian institutions with integrating research activities into their existing curricular offerings, pedagogical approaches, and degree programs. Preference will be given to institutions that already have relationships with Cambodian institutions. This activity will receive significant co-financing from the selected partner institutions/expert teams, who will be expected to work on a volunteer basis; travel to Cambodia and DSA expenses will be included in the contract with the facilitating agency. Specific sub-activities that will be bundled within this contract to be conducted by the contracting organization will include (but not be limited to):

- Conducting an inventory of existing strengths as well as a gaps and needs assessment with respect to institutional and human capacities, university policies, curricular offerings, research capabilities ;
- Developing a workplan to address the relevant needs; and
- Identifying expert mentors to address the relevant needs.

INPUTS

- Contract with coordinating agency. USD\$100K

OUTPUTS/DELIVERABLES

- MoUs and ToRs with selected institutional partners

3.2.2.3. RESEARCH METHODS AND DATA ORGANIZATION TECHNIQUES WORKSHOP (Y1Q2) for chapter contributors and research teams. This workshop will focus on specific competencies and protocols required during the **scoping stage**. An international expert with technical experience in climate assessment preparation will conduct a two day workshop to train chapter contributors on best practices for identifying potential data and information sources (including remotely sensed data sources), compiling data, conducting a rigorous literature review and chapter organization, among other topics. This workshop, and all subsequent workshops associated with this outcome through both phases of implementation, will include equitable gender representation and will be conducted in PWD-accessible facilities.

Inputs

- 2-day workshop in PP, 25 pax; and
- International Consultant (IC), 10 days to prepare materials and facilitate workshop.

OUTPUTS/DELIVERABLES

- Instructional materials related to scoping stage activities; and
- Workshop report.

3.2.2.4. DATA EVALUATION AND PROCESSING TECHNIQUES WORKSHOPS (Y1Q3). This activity will focus primarily on tools that will be useful during the **research and synthesis stage**. The workshop will introduce tools and techniques to chapter research teams, who will then receive more in-depth guidance and support on these topics from their partner institutions. Topics will include the use of open-source statistical computer programming software (e.g. “R”, “Python”), gap-filling techniques, quality control, and other relevant topics. A total of two face-to-face workshops and two webinar workshops for rigorous data handling techniques that are up to international standards will be provided

INPUTS.

- 3 international consultants 10 days each, Total = 30 days; and
- 3 international trips; 5 days DSA each Total DSA = 15 days.

OUTPUTS/DELIVERABLES

- Instructional materials related to research and synthesis stage activities; and
- Workshop report.

3.2.2.5. DATA ANALYSIS AND VISUALIZATION WORKSHOP (Y1Q4). This activity will focus primarily on tools and techniques that will be applied during the **analysis and writing stage**. Three technical academic experts will each conduct a workshop on a topic relevant to processing and presentation of scientific data. Topics will include, the use of descriptive statistics, best practices for the identifying statistically significant trends in data, displaying

gridded and point data using geographical information systems (GIS) and applying downscaled projections and scenarios.

INPUTS

- 3 1-day, Workshops on 3 unique topics in PP, 25 pax each;
- 3 IC's 5 days each, Total = 15 days; and
- 3 international trips; DSA each Total DSA = 15 days.

OUTPUTS/DELIVERABLES

- Instructional materials related to analysis and writing stage activities; and
- Workshop report.

3.2.2.6. ESTABLISH RESEARCH PLANS FOR HOST INSTITUTIONS (Y2Q2) This activity will focus on promoting the sustainability of the capacity building investments in the previous activities by formulating a detailed plan so that the selected universities can continue to improve their capabilities to conduct policy-relevant research that will inform future iterations and updates of the National Climate Report, as well as other applications. Research work plans that address the ongoing needs for establishing and maintain an evidence base for climate action in Cambodia are established for all participating institutions for future iterations of the assessment. Each university will receive technical support from its global north partner institution. The research plans will be informed by the university-specific gender analysis that was conducted in 3.2.2.1 and will include procedures to ensure that there are no barriers to participation in future research activities for women, and that these activities actively work to engage women researchers and scholars.

Research plans will be informed by gender analyses conducted in 3.2.2.1. The ongoing research plans, which will guide university research activities beyond the life of the project will include procedures to ensure that there are no barriers to participation in future research activities for women, and that these activities actively work to engage women researchers and scholars.

INPUTS

- 5 ICs 10 days each Total = 50 days; and
- 5 International trips to Cambodia; 5 days DSA each Total DSA = 25.

OUTPUTS/DELIVERABLES

- University research plans (at least 4)

OUTCOME 1: Establish Physical Science Basis and Enhance Research Support Capabilities for Climate Change Adaptation in Cambodia.

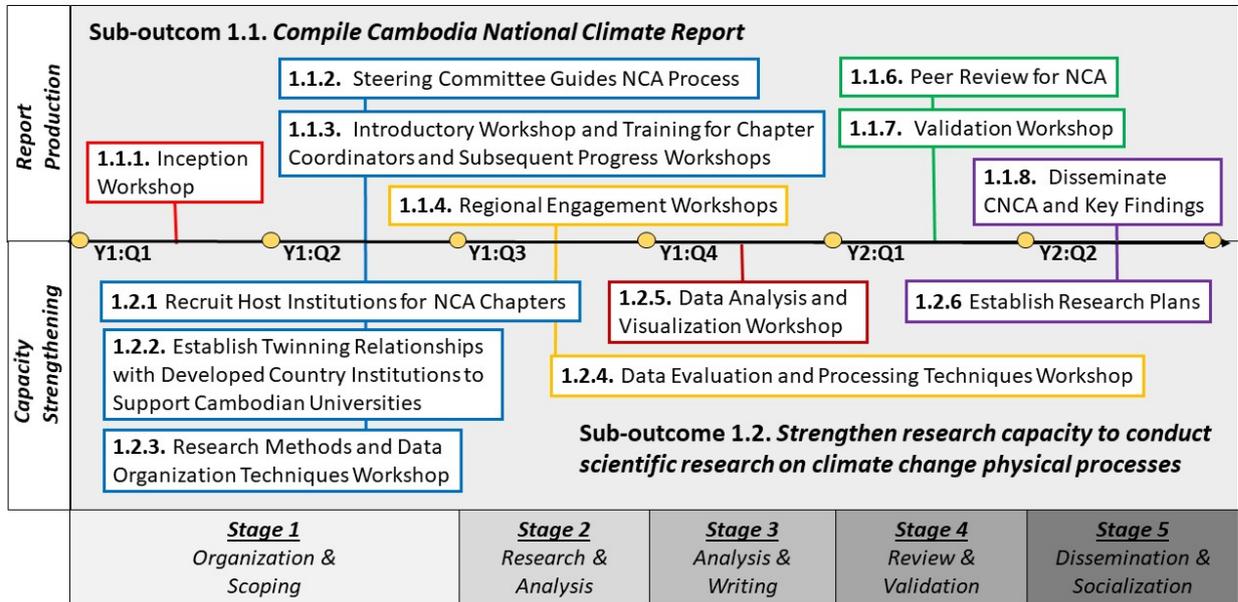


Figure: Outcome 1 Process Flow and Timeline

OUTCOME 3.1 STRENGTHEN SUBNATIONAL INSTITUTIONAL AND HUMAN CAPACITIES TO ASSESS CLIMATE VULNERBILITIES FOR ENHANCED URBAN RESILIENCE

Outcome 3.1 addresses critical needs as well as a key priority of the RGC in developing an evidence-based climate change adaptation plan for an urban area that will later be scaled up to additional areas. It will focus on establishing the institutional relationships and structures necessary for developing the Urban Climate Change Plan, raising awareness, establishing buy-in and ownership, and building capacities.

Sub-outcome 3.1.1: Establish coordination and institutional mechanism and methodology for urban risk and vulnerability assessment

3.1.1.1. CONDUCT ORGANIZATIONAL WORKSHOP(Y1Q2). This activity will support a 2-day organizational meeting which will include presentations on the NAP process, case study presentations of risk and vulnerability assessments conducted in other countries, as well as presentations on climate change impacts on urban areas. There will also be presentations on GESI considerations for climate change adaptation that will increase participants' understanding of socially-differentiated vulnerabilities. The meeting will provide information about the intent and process for developing the urban climate change adaptation plan. Participation will be open to local NGOs, development partners, government agencies, private sector representatives, academicians, and other stakeholders. The project management team will coordinate with a local NGO with relevant expertise to ensure that the meeting is accessible to all citizens and to ensure participation of women in the meeting.

INPUTS

- 2-day workshop for 100-150 participants

OUTPUTS

- Workshop report;
- Mission and vision for Urban Climate Change Plan; and
- List of priority groups and key baseline vulnerabilities and processes.

3.1.1.2. ESTABLISH AND CONVENE STEERING COMMITTEE (Y1Q2). This activity will support the establishment and convening of a steering committee to oversee the process of developing the Urban Climate Change Plan. The steering committee will meet once monthly (with more frequent ad-hoc meetings if required) beginning in month 5. Steering committee will be supported by DCC and the city government, which will provide secretariat services for the committee. The project management team will arrange for at least five technical experts to be brought from other cities in other countries to share experiences and best practices in developing climate change adaptation plans elsewhere. The steering committee members will be selected to reflect gender equity and will be representative of PWDs, recent migrants, the urban poor, and other potentially marginalized groups. Steering

committee members will include city officials, NGO representatives, private sector stakeholders, and academicians.

INPUTS

- 1 day steering committee meetings for 25 people (x14); and
- Expenses for 5 experts, travel, DSA, etc, US\$3000 each, total US\$15,0000.

OUTPUTS/DELIVERABLES

- Meeting reports (x14)

3.1.1.3. CONDUCT INSTITUTIONAL, BUDGETARY AND POLICY REVIEW (Y1Q2-Q3). A team of three national consultants will conduct an institutional, policy and budgetary review of the city's legal and institutional framework to identify existing programs, entry points, barriers, to create a baseline for future activities related to mainstreaming climate change adaptation into day-to-day processes of municipal governance. This review will include examining relevant planning efforts, including those focusing on Green Growth and Sustainable Development. The team will also conduct a review of best practices and will develop comparative case studies. This work will culminate in presentations for the steering committee and a full analysis report.

INPUTS

- Three national consultants to conduct research and analysis work. 40 days each

OUTPUTS/DELIVERABLES

- Institutional, budgetary and policy review report; and
- Presentation materials.

3.1.1.4. DESIGN URBAN VULNERABILITY AND RISK ASSESSMENT PROCESS (Y1Q2-Y2Q2). A consulting services firm will be contracted to develop a methodology for conducting the city-level urban vulnerability and risk assessment in coordination with the steering committee, municipal, and national officials. The firm will review methodologies and best practices and will design a methodology appropriate for the Cambodian context that will be carried out during phase 2, and will later be scalable to other cities. This activity will include the development of guidance and training materials for creating the capacity to carry out the assessment, as well as a workplan for completing the assessment in phase 2. The methodology and workplan will fully incorporate gender, disability and social inclusion considerations, including the identification of socially-differentiated impacts and vulnerabilities, procedures for ensuring that women and under-represented groups are part of surveys, focus groups, key informant interviews, and other data gathering techniques, and also that gender-disaggregated data is collected when appropriate. Thus as part of the vulnerability and risk assessment, a gender analysis will be conducted as well.

INPUTS

- Consulting services contract US\$100,000

OUTPUT/DELIVERABLE

- Urban Risk and Vulnerability assessment methodology and workplan; and
- Guidance and training materials and presentations.

Sub-outcome 3.1.2: Community capacities to support the Urban Climate Change process strengthened.

3.1.2.1. CONDUCT STAKEHOLDER CONSULTATION AND AWARENESS RAISING WORKSHOPS (Y1Q2-Y2Q2). This activity will support a series of 16 stakeholder consultation workshops to be conducted in different parts of the city in sequences of four workshops each. These workshops will ensure the participation of women and potentially underrepresented groups. Workshops will be used to raise awareness on the vulnerability assessment process (3.1.2.4—3.1.2.6) and to secure input from the public about the design of the methodology, drivers of vulnerability, and other issues. One set of stakeholder consultation workshops will include visioning and scenario building activities that will feed into subsequent activities and the Urban Climate Change Adaptation Plan to be developed in Phase 2. Consultation workshops will also be used to validate the methodology developed in 3.1.1.4. The implementation team will develop an engagement plan for the consultative processes to ensure that there is equitable gender participation and that potentially underrepresented groups are included in all consultative processes.

INPUTS:

- 1-day stakeholder consultation workshops for 50-100 persons (16).

OUTPUTS:

- Synthesis report of 16 workshops, visioning exercises and stakeholder input; and
- At least 2 web-stories for DCC website.

3.1.2.2. DEVELOP AWARENESS RAISING MATERIALS ON NAP, CLIMATE CHANGE, AND URBAN PROCESSES (Y1Q2-Y2Q2). A range of information products on various aspects of climate change, resilience building, socially-differentiated vulnerabilities, and the NAP process will be developed for a variety of audiences, including primary and secondary school children, recent migrants, PWDs, and other groups identified for special consideration at the workshop conducted for activity 3.1.1.1. These awareness raising materials will be used to create interest for the trainings to be conducted under activity 3.1.2.3, below.

INPUTS:

- Consulting services contract with qualified local agency or NGO to develop awareness raising and outreach materials (Approximately US\$15,000). The local NGO must have experience and competence in dealing with GESI issues.

OUTPUTS:

- At least 7 awareness raising materials in appropriate formats (e.g. information sheets, puppet shows, school lesson plans and materials, etc.)

3.1.2.3. CONDUCT CLIMATE CHANGE TRAININGS (Y1Q3-Y2Q2). This activity will support the development of several (at least 3) short-course training curricula on various aspects of climate change and its impacts on urban systems with a focus on ecosystem-based adaptation (EbA). Training curricula will be developed for municipal officials, local NGOs and CSOs, religious leaders, and other groups. Materials will be specialized by topic and also for each group. Several workshops will be conducted to implement the curricula, with at least one training following a training-of-trainers format to encourage additional use and dissemination of the curricula.

INPUTS:

- Consulting services contract with qualified local agency, organizations, firm to develop training materials and deliver workshops (US\$15,000); and
- 6 3-day workshop deliveries for 25 people each (US\$2500 per delivery).

OUTPUTS/DELIVERABLES

- Training curricula (at least 3); and
- Workshop delivery reports, evaluations, and analysis (x6).

3.1.2.4. CONDUCT CRVA METHODOLOGY TRAININGS FOR VULNERABILITY ASSESSMENT ENUMERATORS (Y2Q1). This activity will support the recruitment and training of 20 teams of enumerators to conduct baseline socio-economic research. Teams will consist of a team leader and 2 additional members and will be trained on the research methodology, rigorous data gathering techniques, and the use of surveys and transect walks for gathering data. Training will be conducted over the course of 3 weekends. Enumerators will be recruited from neighborhood/ward residents and secondary/tertiary school students and will include representation of PWDs and will reflect gender equity considerations.

INPUTS:

- 1-day training workshops for 60 enumerators (x3); and
- Pay for enumerators, US\$20 per day x 60 people x10 days (includes payment for 2.2.5).....US\$12000 total.

OUTCOMES/DELIVERABLES

- 20 teams trained in CRVA methodology.

3.1.2.5. CONDUCT BASELINE SOCIO-ECONOMIC ASSESSMENT ENUMERATION (Y2Q1-Q2). This activity will support the conduct of the baseline socio-economic assessment, including surveys, key informant interviews transect walks and focus group discussions to be conducted by the 20 enumeration teams trained in activity 2.2.5. Data gathering will take place over the course of 3 weeks.

INPUTS:

- Facilities for focus group discussion US\$1000; and
- Supplies and materials for field work US\$2000.

OUTPUTS:

- Socio-economic assessment data from 20 teams; and
- 1 web story about baseline assessment for DCC website.

3.1.2.6. COMPILE SOCIO-ECONOMIC ASSESSMENT (Y2Q2). Data collected in 2.2.5 will be collected and analyzed into a synthesis report that will provide baseline information on socio-economic aspects of vulnerability, which will feed into the Urban Climate Change Adaptation Plan to be developed in phase 2. This socio-economic assessment will include a special section on gendered impacts and vulnerabilities.

INPUTS:

- National Consultant. A qualified national consultant will be contracted to coordinate and lead activities 3.1.2.4, 3.1.2.5, and 3.1.2.6. 60 days.

OUTPUTS/DELIVERABLES

- Baseline socio-economic assessment.

OUTCOME 3.3: Private Sector engagement in adaptation catalyzed

Outcome 3.3 focuses on implementing the priority actions that are outlined in the Cambodia NAP Communications Strategy. Implementing the NAP Communications Strategy is a key priority for the RGC. The main objective of the Strategy is to “influence key stakeholders to be proactive players on the implementation of adaptation actions, as prioritized in Cambodia’s climate change response...thus helping to mobilize resources and scale up implementation as well as to increase knowledge”.

Sub-outcome 3.3.1. Establish private sector outreach to enhance engagement with Cambodia’s climate change adaptation response.

This sub-outcome focuses on implementing priority action #11 from the NAP Communications Strategy, “develop a compelling business-case for investing in climate change adaptation focusing on opportunities for capital investment and financial returns, and highlighting possibilities of accessing finance streams from international climate finance mechanisms”. The activities associated with this sub-outcome will create the enabling conditions for increased private sector engagement in Cambodia’s adaptation response.

3.3.1.1. CONDUCT RESEARCH AND ANALYSIS TO CLIMATE CHANGE IMPACTS ON PRIVATE SECTOR (Y1Q1-2). This activity will support a baseline research analysis to identify general impacts of climate change on the private sector and will identify entry points and provide recommendations for climate change adaptation planning. The analysis will include a representative survey of private sector stakeholders, including a sample of micro-, small-, and medium-sized enterprises (MSMEs) and women-owned MSMEs. The survey and analysis will establish a baseline and identify general barriers related to institutional arrangements, regulatory environment, financing, and information sharing. The results of this baseline analysis will inform subsequent activities associated with sub-outcome 3.1 in phases 1 and 2. This analysis will update and expand original private sector investigation conducted by CCCA in 2016.

INPUTS

- 1 National Consultant at 30 days supported by 1 International Consultant at 10 days

OUTPUTS/DELIVERABLES

- Private Sector Impacts report with entry points and recommendations for adaptation planning that will be used to inform subsequent activities, including private sector roundtable (3.1.2), capacity building program (3.1.3), and information product development (3.1.5).

3.3.1.2. ESTABLISH PRIVATE SECTOR ROUNDTABLE. This activity will support the formation and convening of a private sector roundtable to serve as a two-way channel of

communication with the government on climate change issues as they relate to business interests in Cambodia. The roundtable will provide a forum to disseminate information on climate change to private sector representatives, and will also provide a mechanisms for the Department of Climate Change and other government stakeholders to solicit input and gain insights from the private sector on climate change issues, which will help to inform policy and strategy development. The private sector roundtable will convene once every two months during phase 1, with meetings commencing in Y1Q2. Private sector roundtable will include equitable gender participation and will incorporate micro-, small, and medium-sized enterprises, and will ensure that women-owned MSMEs are represented.

INPUTS

- Half-day meetings (x7) for 25-50 participants in Phnom Penh

OUTPUTS/DELIVERABLES

- Meeting reports (x7)

3.3.1.3. ESTABLISH PRIVATE SECTOR CAPACITY BUILDING PROGRAM ON CCA PROJECT FINANCE (Y1Q3-Y2Q1). This activity will support the development of Khmer-language training materials focusing on climate change adaptation project finance, project identification, and financiers, with a strong focus on the GCF to help establish the enabling conditions for private sector GCF projects to be developed. This activity will include the development of a self-guided online instructional course and a face-to-face curriculum. The activity will also include a “train the trainers” workshop to build the capacity of Department of climate change personnel to deliver the materials. The project management team will work to establish collaborations with GCF, UNDP, ADB, and other agencies working on private sector GCF projects.

INPUTS:

- International consultant, 20 days to provide advice on curriculum development and to conduct training of trainers; and
- Consulting services contract with domestic organization specializing in capacity development to develop in person and online materials. USD\$7,500.

OUTPUTS/DELIVERABLES

- Face-to-face training curriculum on private sector finance for adaptation projects; and
- Self-guiding online training course in Khmer language on private sector finance for adaptation projects.

3.3.1.4. CONDUCT PRIVATE SECTOR FINANCE AND PROJECT DESIGN WORKSHOPS (X3, Y2Q1-Q2). Utilizing the training materials developed in 3.1.3, Department of Climate Change personnel will conduct three separate workshops focusing on private sector finance

and climate change adaptation project design. The project management team will coordinate with ADB and UNDP to secure additional resource persons for the workshops. Workshops will span three days each, at least one will be conducted in Phnom Penh.

INPUTS:

- Three-day workshops for 25 participants (x3)

OUTPUTS/DELIVERABLES:

- Workshop reports (x3) including results from analysis of pre- and post-workshop assessments, and compiled project ideas/fiches/ idea papers for possible follow-up development.

3.3.1.5. DEVELOP INFORMATION PRODUCTS FOR PRIVATE SECTOR (Y1Q3-Y2Q2).

Informational barriers form one of the major categories of obstacles impeding private sector engagement in adaptation. This includes understanding the impacts of climate change on business, understanding the need to adapt to climate change and pathways for adaptation. Based on the findings of the analysis conducted in 3.3.1.1 as well as ongoing input from the private sector roundtable (3.3.1.3), this activity will support the development of specific knowledge and information products for private sector actors. Specific topics will be determined during implementation, but may include sector specific risks, best practices and methodologies, forecasting products, etc. These products will also include information on Cambodia's NAP process and its relevance to private sector actors. Topics of information products will be relevant to women-owned enterprises and MSMEs.

INPUTS

- Contractual services contract with qualified agency to develop professionally-produced knowledge products. USD\$6,000

OUTPUTS/DELIVERABLES

- Knowledge and information products for private sector (at least 4)

Sub-outcome 3.3.2. Enhance capacity of media as an outreach and information conduit for climate change and NAP process

This sub-outcome addresses priority outcome #12 from the Cambodia NAP Communications Strategy and incorporates best practices and materials from other media capacity development activities that have been successfully conducted throughout Southeast Asia and beyond. The goal of sub-outcome 3.3.2 is twofold: to enhance the capacity of media professionals in Cambodia to effectively convey climate change information to various sectors of the public through popular media, and to increase overall coverage of climate change issues and the government's response in electronic, print, radio, and television media.

3.3.2.1. ESTABLISH NETWORK OF CLIMATE CHANGE MEDIA PROFESSIONALS (Y1Q2). This activity will include a 1-day workshop in Phnom Penh targeting media professionals. The workshop will include overview presentations of climate change, climate change impacts in Cambodia, as well as the NAP process and the process of developing the National Climate Assessment. The project team will establish a database and communications protocols (e.g. listserv) to establish a network of media professionals interested in climate change issues. The listserv will be used to disseminate press releases and other information pertaining to the NAP process and Cambodia's adaptation response. Members of the network will be eligible to participate in subsequent activities associated with this sub-outcome.

INPUTS

- 1-day Workshop for 50 participants in Phnom Penh

OUTPUTS/DELIVERABLES

- Workshop report; and
- Roster and listserv of journalists.

3.3.2.2. CONDUCT QUARTERLY CAPACITY DEVELOPMENT WORKSHOPS FOR MEDIA PROFESSIONALS (Y1Q2-Y2Q2). Each quarter the DCC implementation team will conduct a technical workshop for media professionals on various aspects of climate change reportage that will increase climate change related knowledge and buy-in among media professionals and enable them to more effectively convey technical information about climate change and the NAP process through mass media channels. Workshop topics may include understanding the physical processes of climate change, the government's response, the UNFCCC, aspects of vulnerability and adaptation, and other topics. At least 1 of 6 media workshops will focus specifically on GESI issues related to climate change adaptation, and GESI considerations will be integrated into all 6 workshops where feasible

INPUTS

- Half-day workshops for 30 media professionals in Phnom Penh (x6)

OUTPUTS/DELIVERABLES

- Workshop reports with compiled training materials and results of pre and post assessments (x6)

3.3.2.3. DEVELOP NAP PROCESS AND CLIMATE CHANGE MEDIA GUIDE AND RESOURCES (Y1Q3-Y2Q2). This activity will support the development of a media kit and targeted knowledge products for media professionals covering various aspects of climate change in Cambodia, the government's response, and the NAP process.

INPUTS

- Contractual Services contract with domestic media-strengthening organization or academic institution (approximately US\$10,000).

OUTPUTS/DELIVERABLES

- Media kit.

3.3.2.4. PRODUCE INFORMATIONAL RADIO PROGRAMS (Beginning in Y1Q2). A Cambodian organization/agency (e.g. Department of Media Communications at RUPP) will be contracted to produce monthly (at least 12) short radio programs on various aspects of climate change in Cambodia as well as the NAP process (approximately 10 minutes each). Radio spots will illustrate case studies/stories of climate vulnerability and risk and link them to elements of the NAP process and the government's adaptation response designed to reduce the vulnerabilities and risks, including risks and vulnerabilities related to gender, disability status, and potentially marginalizing factors. At least 3 of the 12 radio programs produced for this activity will focus on gender equality and social inclusion as it relates to climate change impacts, vulnerability, and adaptation. Radio programs will be distributed to media outlets throughout the country.

INPUTS

- Contractual services contract with qualified domestic organization/institution to produce radio spots (approximately US\$5000, to be costed).

OUTPUTS/DELIVERABLES

- 12 short radio programs.

Sub-outcome 3.3.3 Disseminate information about Cambodia's NAP process to internal and external stakeholders.

This sub-outcome addresses several priorities that are elucidated in Cambodia's NAP Communication Strategy.

3.3.3.1. DEVELOP ONLINE NAP INFORMATION PORTAL (Y1Q2-Y2Q2). This activity responds to four of the twelve priority actions highlighted in the NAP Communications Strategy. The activity will support the creation of an online portal that will serve a variety of functions and will have a number of features, including:

- Visual policy map with infographics that clearly maps Cambodia's NAP landscape, policies, goals, responsible institutions, and progress towards implementation, along with linkages between policies. The map will be developed in both Khmer and English to facilitate information sharing with internal and external audience, and will improve Cambodia's capacity to report on progress to the UNFCCC. The map will also increase transparency of the NAP process in Cambodia.

- Information resources targeted to different internal audiences (developed in activity 3.3.3.4, below) focusing on various aspects of the NAP process. This includes materials aimed at women, persons with disabilities, and other groups. Information will be made accessible to PWDs by incorporating PWD-sensitive web design elements.
- Specific information about socially-differentiated impacts and vulnerabilities

The online portal will be integrated with existing internet resources related to climate change adaptation, including CCCA's website. This activity will continue in Phase 2.

INPUTS:

- Contractual Services contract with domestic internet design firm (TO BE COSTED) USD\$50,000

OUTPUTS/DELIVERABLES

- Online information portal.

3.3.3.2. CONDUCT AWARENESS RAISING WORKSHOPS ON NAP PROCESS WITH GOVERNMENT MINISTRIES (Y1Q2-Y2Q2). This activity responds to key priority action 4 from the Cambodia NAP Communication strategy ("run a series of workshops about the NAP process with each government ministry"). 1-day workshops will include information about the NAP process and the online information portal and process map developed for 3.3.2. Workshops will also serve as a forum for obtaining feedback from government agencies concerning the NAP process.

INPUTS:

- 1-day workshops (x12)

OUTPUTS/DELIVERABLES

- Workshop reports (x12)

3.3.3.3. DETERMINE INFORMATION NEEDS AND ESTABLISH DISSEMINATION STRATEGY FOR SUBNATIONAL GOVERNMENTS (Y1Q3-Y2Q2). This activity responds to priority action #6 in the Cambodia NAP Communication Strategy and responds to a critical gap that has been identified in the project's theory of change. The activity will include a survey of 5 provinces in representative areas and 10 communes per province (50 total) to determine information needs. Moreover, this activity is consistent with the ongoing process of decentralization that is unfolding in Cambodia. In coordination with the National Committee for Democratic Decentralization, the DCC will develop a strategy to disseminate information on the NAP process to subnational officials and institutions. The information dissemination strategy will include any procedures, steps, considerations, etc. that are required to ensure that

information flows to both women and men, girls and boys, and any other groups that could potentially be left out or marginalized (e.g., by making information available in formats that are accessible to nonliterate people). This will include several tasks, including identifying information needs and appropriate dissemination channels. The activity will also support the development knowledge products for subnational government officials on climate change issues and GoC's strategy and policy responses.

INPUTS:

- National consultant to develop strategy and outline information products, 40 days
- Consulting services firm to develop information products (at least 3, including toolkits, briefing notes, infographics, etc, approximately US\$5000).

OUTPUTS/DELIVERABLES

- Subnational dissemination strategy
- Knowledge/information products on NAP process for subnational government officials (at least 3).

3.3.3.4. DEVELOP NAP MESSAGING MATERIALS AND KNOWLEDGE PRODUCTS FOR PUBLIC AUDIENCES (Y1Q3-Y2Q2). This activity will support the development of Khmer language messaging materials and knowledge products using culturally appropriate channels for different groups (small-scale farmers, fisherfolk, women, PWDs, etc). Messaging will describe the NAP process, its relevance to the target audiences, and ways to prepare for climate change to emphasize empowering people and making them agents of climate change adaptation.

INPUTS:

- Consulting services contract with qualified agency to develop and test professional produced print and web-based materials (at least 5) for target audiences to be identified by the DCC. USD\$12,500

OUTPUTS/DELIVERABLES:

- Targeted knowledge products (at least 5)

3.3.3.5. FORMULATE STAKEHOLDER ENGAGEMENT PLAN. The stakeholder engagement plan will map out key NAP stakeholders, including underrepresented and potentially marginalized groups, and will fully incorporate best practices for gender equality, disability, and social inclusion (GEDSI). The stakeholder engagement plan will identify the most appropriate types of information that need to be provided to various stakeholder groups, as well as format for communications and modality of delivery. This plan will inform activities 3.3.3.4, 3.3.3.1, 3.3.2.4.

ANNEX 2: Connection between this project and NAP phase 2 project

As noted elsewhere in this proposal, the Royal Government of Cambodia intends to submit a second proposal for NAP support once this proposal is under implementation. The second proposal will build on the progress of this proposal. This annex summarizes the connection between this proposal and the second proposal which is to be developed in the future. It should be recognized that everything in this annex is tentative and subject to change, contingent on the progress and outcomes of the first NAP project.

OUTCOME 1:

The first phase of the project will develop the Cambodia National Climate Report, which will serve as an evidence base for all climate change adaptation planning and project development in Cambodia. In the second phase, it is expected that this assessment will be used to inform sectoral risk/vulnerability assessments in to-be-determined priority sectors. To support this, the second NAP project will establish sector teams and steering committees to conduct the sectoral vulnerability/risk assessments; to the extent possible these team and committees will build on the steering committee established in outcome 1 of the first NAP project.

Like the first project, the second project will build partnerships with universities and include capacity building activities to empower the universities to support the government agencies by providing research and analysis relevant to the sectoral vulnerability and risk assessment process. This will include support for researchers, training on modelling techniques, and so forth.

OUTCOME 2:

The first NAP project will create the foundation for a coordinated and structured process for adaptation planning for urban areas in Cambodia. The second NAP project will use this process to formulate an Urban Climate Change Plan, which will be utilized to guide municipal investments and other processes. This will involve setting up and capacitating a steering committee, developing participatory future scenarios, determining adaptation pathways and policy and budgeting recommendations. It is expected that the final Urban Climate Change Plan will be the result of inclusive participatory processes set up under the first NAP project, and that it will include key adaptation priorities and an investment plan.

OUTCOME 3:

The second phase of the NAP project will build on the work done in the first phase and will continue the work of implementing the NAP Communication Strategy. This will include more work with the private sector focusing on the priority sectors that are selected for sectoral vulnerability assessments. This work will focus on identifying specific private sector risks and vulnerabilities due to climate change as well as opportunities to strengthen operational and value chain resilience, potentially looking at public-private partnerships. In addition, the second phase of the NAP project will continue the media outreach and strengthening activities that are initiated in the first phase. Lastly, the second phase of the NAP project will continue public outreach and education activities, building on the progress of the first phase, and guided by the NAP Communication Strategy.

5.1 Budget Plan

Please add rows for Outcomes, Outputs and Cost Categories as required. Additional budget categories may be added by manually typing them on the Budget Category sheet.

Outcomes	Budget Categories <small>choose from the drop-down list</small>	Detailed Budget (in US\$)					Total Budget <small>(per budget category)</small>	Total Budget <small>(per sub-outcome)</small>	Total Budget <small>(per outcome)</small>	Disbursement Plan			Budget Note
		Unit	# of Unit	Unit Cost	6m	12m				18 m			
OUTCOME: 3.2. Evidence basis produced to design adaptation solutions for maximum impact.	Output 3.2.1. Cambodia National Climate Report Compiled.	Consultant - Individual - International	W/Day	105	\$750	78,750.00	450,050.00	814,890.00		31,500.00	47,250.00	1	
		Consulting Services – Companies/Firm	Lump Sum	1	\$325,000	325,000.00			\$130,000.00	\$195,000		2	
		Workshop/Training	Lump Sum	1	\$34,800	34,800.00			\$10,000.00	10,000.00	14,800.00	3	
		Travel - International Trip	Trip	5	\$1,500	7,500.00			\$4,500.00	1,500.00	1,500.00	4	
		Travel - International DSA	W/Day	25	\$142	3,550.00			\$1,775.00	1,775.00		5	
		Travel – Local Trip	Trip	9	\$50	450.00			\$4,000.00	2,000.00	1,950.00	6	
	Output 3.2.2. Capacity to conduct scientific research on climate change physical processes strengthened.	Consulting Services – Companies/Firm	Lump Sum	1	\$200,000	200,000.00	364,840.00		\$160,000.00	40,000.00		7	
		Consultant - Individual - International	W/Day	115	\$750	86,250.00			\$9,846.00	67,404.00	9,000.00	8	
		Travel - International Trip	Trip	11	\$1,500	16,500.00			\$1,500.00	13,500.00	1,500.00	9	
		Travel - International DSA	W/Day	45	\$142	6,390.00			\$4,000.00	2,390.00		10	
		Workshop/Training	Lump Sum	1	\$5,000	5,000.00			\$3,750.00	1,250.00		11	
		Consultant - Individual - Local	W/Day	60	\$350	21,000.00			\$16,800.00	4,200.00		12	
		Service Contracts - Individual	Monthly	18	1,650.00	29,700.00			\$9,900.00	9,900.00	9,900.00	34	
OUTCOME 3.1. Adaptation planning governance and institutional coordination strengthened	Output 3.1.1. Coordination and institutional mechanism and methodology for urban risk and vulnerability established.	Consultant - Individual - Local	W/Day	120	350.00	42,000.00	166,000.00	261,200.00	\$31,500.00	10,500.00		13	
		Consulting Services – Companies/Firm	Lump Sum	1	100,000.00	100,000.00			\$75,000.00	25,000.00		14	
		Workshop/Training	Lump Sum	1	\$24,000	24,000.00			\$17,000.00	4,000.00	3,000.00	15	
	Output 3.1.2. Community capacities to support the Urban Climate Change process strengthened.	Consultant - Individual - Local	W/Day	60	350.00	21,000.00	95,200.00		\$4,200.00	14,700.00	2,100.00	16	
		Consulting Services – Companies/Firm	Lump Sum	1	\$30,000	30,000.00				6,000.00	24,000.00	17	
		Workshop/Training	Lump Sum	1	\$30,200	30,200.00			\$3,020.00	21,000.00	6,180.00	18	
		Non-Consulting Service Contract	Lump Sum	1	\$12,000	12,000.00			\$4,000.00	\$4,000	\$4,000	19	
		Field Supplies	Lump Sum	1	\$2,000	2,000.00			\$1,000.00	\$1,000		20	
OUTCOME: 3.3. Private sector engagement in adaptation catalyzed.	Output 3.3.1. Private sector outreach to enhance engagement with Cambodia's climate change adaptation response established.	Consultant - Individual - International	W/Day	30	750.00	22,500.00	62,500.00	273,780.00	\$4,500.00	\$11,250	6,750.00	21	
		Consultant - Individual - Local	W/Day	30	350.00	10,500.00				\$2,100	8,400.00	22	
		Consulting Services – Companies/Firm	Lump Sum	1	\$13,500	13,500.00				\$10,125	3,375.00	23	
		Workshop/Training	Lump Sum	1	\$16,000	16,000.00			\$2,000.00	7,000.00	7,000.00	24	
	Output 3.3.2. Capacity of media as an outreach and information conduit for climate change and the NAP process enhanced.	Consulting Services – Companies/Firm	Lump Sum	1	\$15,000	15,000.00	20,600.00		\$3,000	12,000.00		25	
		Workshop/Training	Lump Sum	1	\$5,600	5,600.00				\$2,000	3,600.00	26	
	Output 3.3.3 Information about Cambodia's NAP process	Consultant - Individual - Local	W/Day	90	\$350	31,500.00	190,680.00			\$6,930	24,570.00		27
		Consulting Services – Companies/Firm	Lump Sum	1	\$112,500	112,500.00			\$22,500.00	22,500.00	67,500.00	28	
		Workshop/Training	Lump Sum	1	\$24,000	24,000.00			\$17,000.00	5,000.00	2,000.00	29	
		Service Contracts - Individual	Monthly	18	\$1,260	22,680.00			\$7,560.00	7,560.00	7,560.00	33	
Total Outcome Budget								1,349,870.00					
Project Management Cost (PMC) Up to 7.5% of Total Activity Budget	Service Contracts - Individual	Monthly	18	2,300.00	41,400.00	Actual amount and % of PMC requested: do not change the formula	Maximum PMC that can be requested: do not change the formula	\$13,800.00	13,800.00	13,800.00	30		
	Service Contracts - Individual	Monthly	18	1,100.00	19,800.00			\$6,600.00	6,600.00	6,600.00	31		
	Service Contracts - Individual	Monthly	18	800.00	14,400.00			\$4,800.00	4,800.00	4,800.00	32		
	Service Contracts - Individual	Monthly	18	540.00	9,720.00			\$3,240.00	3,240.00	3,240.00	33		
	Service Contracts - Individual	Monthly	18	550.00	9,900.00			\$3,300.00	3,300.00	3,300.00	34		
	Consulting Services – Companies/Firm	Lumpsum	1	4,500.00	4,500.00			99,720.00 7.39%	101,240.25 7.50%		\$3,000	1,500.00	35

Total Project Management Costs	99,720.00
Total Phase 1 Project Costs	1,449,590.00

1.76

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

Breakdown (per budget category)	Total (per budget category)
Audio Visual & Printing	-
Audit Fee	-
Consultant - Individual - International	187,500.00
Consultant - Individual - Local	126,000.00
Consulting Services – Companies/Firm	800,500.00
IT Equipment	-
Non-Consulting Service Contract	12,000.00
Travel - International Trip	24,000.00
Travel – Local Trip	450.00
Workshop/Training	139,600.00
Service Contracts - Individual	147,600.00
Office Space	-
Travel - International DSA	9,940.00
Field Supplies	2,000.00
Total Outcome Budget + PMC	1,449,590.00

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

Total Outcome Budget		1,349,870.00
Project Management Cost (PMC)	7.39% requested	99,720.00
Contingency	2% requested	26,997.40
<hr/>		
Sub-Total (Total Outcome Budget + Contingency + PMC)		1,476,587.40
Delivery Partner Fee (DP) - Up to 8.5% of the Sub-Total		125,509.93
<hr/>		
Total Project Budget		1,602,097.33
(Total Activity Budget + Contingency + PMC + DP)		