
Readiness Proposal

with UNDP for the People's Republic of Bangladesh

08 February 2018 | Adaptation Planning



**GREEN
CLIMATE
FUND**

Readiness and Preparatory Support Proposal

How to complete this document?

- A [Readiness Guidebook](#) is available to provide information on how to access funding under the GCF Readiness and Preparatory Support programme. It should be consulted to assist in the completion of this proposal template.
- This document should be completed by National Designated Authorities (NDAs) or focal points with support from their delivery partners where relevant.
- Please be concise. If you need to include any additional information, please attach it to the proposal.
- Information on the indicative list of activities eligible for readiness and preparatory support and the process for the submission, review and approval of this proposal can be found on pages 11-13 of the guidebook.
- For the final version submitted to GCF Secretariat, please delete all instructions indicated in italics in this template and provide information in regular text (not italics).

Where to get support?

- If you are not sure how to complete this document, or require support, please send an e-mail to countries@gcfund.org. We will aim to get back to you within 48 hours.
- You can also complete as much of this document as you can and then send it to countries@gcfund.org. We will get back to you within 5 working days to discuss your submission and the way forward.

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 page 7 of the readiness guidebook for more information.

SECTION 1: SUMMARY	
1. Country submitting the proposal	<p>Country name: BANGLADESH Name of institution (representing National Designated Authority or Focal Point): Economic Relations Division, Ministry of Finance, Government of Bangladesh Name of official: Kazi Shofiqul Azam, Position: Secretary Telephone: +88 02 9113743 Email: secretary@erd.gov.bd Full Office address: Economic Relations Division, Room # 03, Block # 08, Sher-e-Bangla Nagar (Planning Commission Campus), Agargaon, Dhaka-1207.</p>
2. Date of initial submission	16/07/2017
3. Last date of resubmission	31/11/2017 [Final version submitted on 04 February 2018]
4. Which entity will implement the Readiness and Preparatory Support project?	<p><input type="checkbox"/> National Designated Authority <input type="checkbox"/> Accredited Entity <input checked="" type="checkbox"/> Delivery Partner (Please provide contact information if the implementing partner is not the NDA/focal point)</p> <p>Name of institution: UNDP Name of official: Rohini Kohli Position: Lead Technical Specialist, NAP Global Support Programme, UNDP Global Environmental Finance Unit Telephone: +66 (2) 304 9100 extn 2132 Email: rohini.kohli@undp.org Full Office address: UNDP - Global Environment Facility 3rd Floor, UN Service Building, Rajdamnern Nok Avenue, Bangkok, 10200, Thailand</p>
5. Title of the Readiness support proposal	Formulation and Advancement of the National Adaptation Plan Process in Bangladesh
6. Type of Readiness support sought	<p>Please select one option below (one box or circle)</p> <p><input type="checkbox"/> Readiness</p> <ul style="list-style-type: none"> <input type="radio"/> Establishing and strengthening national designated authorities or focal points <input type="radio"/> Strategic frameworks, including the preparation of country programmes <input type="radio"/> Support for accreditation and accredited direct access entities <p><input checked="" type="checkbox"/> Adaptation Planning</p>
7. Brief summary of the request	<p>Please include a brief description of the general readiness context; specific readiness challenge; solution/outcome identified; how GCF Readiness support activities will advance this solution; and how this change will be visible over time. (Not more than half a page)</p> <p>Bangladesh is experiencing the adverse effects of climate change, including sea level rise in coastal areas, increasing severity of tropical cyclones and extreme rainfall events. Recognizing that climate impacts are undercutting hard won human development gains, Bangladesh has already taken strides on adaptation planning over the last decade, by implementing the National Adaptation Plan of Action (NAPA), setting-up climate change trust funds, and pioneering community based adaptation approaches. However, institutional arrangements and a coordinated strategy for mid- and long-term climate change adaptation investment are not yet in place.</p> <p>To transition from urgent to long term sustained investment planning in climate change</p>

	<p>adaptation, Bangladesh has prepared a “Roadmap for Developing a National Adaptation Plan for Bangladesh”, issued by the Ministry of Environment and Forests in 2015. This NAP Roadmap identifies steps, priority sectors and thematic areas and results required and emphasizes the iterative nature of adaptation planning. In March 2017, this NAP Roadmap was re-visited in a national stocktaking and consultation meeting organized by the government (supported jointly by UNDP and GIZ) and reaffirmed with more detailed discussions. The NAP Roadmap is fully compatible with climate change adaptation priorities in Bangladesh’s Nationally Determined Contribution (NDC).</p> <p>The objective of this project is to formulate the Bangladesh National Adaptation Plan with a focus on long term adaptation investment and enhancing national capacity for integration of climate change adaptation in planning, budgeting and financial tracking processes. This GCF NAP readiness support project will achieve this objective through four inter-related outcomes:</p> <ul style="list-style-type: none"> • Outcome 1: Strengthened institutional coordination and climate change information and knowledge management for medium- to long-term planning • Outcome 2: Adaptation options appraised and prioritized and National Adaptation Plan formulated • Outcome 3: Climate risk informed decision making tools developed and piloted by planning and budget departments at national and sectoral levels • Outcome 4: Nationally appropriate adaptation investments tracking mechanisms set up and financial plan for mid- and long-term CCA implementation prepared. <p>The Ministry of Environment and Forests, Ministry of Finance, Ministry of Planning and key personnel working on Climate Change Adaptation relevant programming in water resources, agriculture and food security, coastal zones, and urban habitation (the “priority sectors”) will be the beneficiaries of this project.</p>
<p>8. Total requested amount and currency</p>	<p>US\$ 2,805,990.00</p>
<p>9. Anticipated duration</p>	<p>36 months</p>

SECTION 2: PROJECT JUSTIFICATION *(Between 3-5 pages)*

2.1 Strategic Context:

Country background

1. Bangladesh's location, climate, and development trajectory make it a country especially vulnerable to the effects of climate change. Bangladesh lies on the Bay of Bengal in the delta floodplain of the Brahmaputra and Ganges rivers flowing from the Himalayas. Consequently, the terrain is predominately low-lying and flat and the country has only a few mountainous regions.¹ The delta environment hosts a coastline that is dynamic and subject to coastal erosion, land subsidence, and sediment deposits, despite being home to the Sundarbans, the largest natural mangrove forest in the world.²
2. Bangladesh is a least-developed country (LDC), and in terms of the Human Development Index ranks 139th out of 188 countries (2016)³. The country has a population of 162,951,560 (2016⁴), of which around 70% live in rural areas.⁵ However, there is a high rate of urbanization, with a 3.2% increase in urban populations each year.⁶ The poverty ratio has fallen from 49% in 2000 to 31.5% in 2010, but over 70% of the employed population remains below a US \$1.90/day purchasing power threshold.⁷ Agriculture accounts for around 14% of GDP, but employs approximately 40% of the workforce.⁸ Industry, in particular manufacturing, accounts for 29% of GDP, while services, including transport and construction services, account for 56% of GDP.⁹

Climate change risks

1. Bangladesh is often considered one of the one of the most vulnerable nations to extreme weather events, climate variability, and change (Global Climate Risk Index¹⁰; Climate Change Vulnerability Index). Bangladesh's climate is tropical, characterized by a summer monsoon and a winter dry season. However, future scenarios show increases in temperatures and precipitation in Bangladesh. An estimated temperature rise of 1.6°C and an increase of precipitation of 8% are expected by 2050.¹¹ The country's location in the Bay of Bengal makes it susceptible to seasonal cyclones, while being a major floodplain increases the risks related to seasonal flooding.¹² For example, floods in 2007 inundated 32,000 sq. km, leading to over 85,000 houses being destroyed and almost 1 million damaged, with approximately 1.2 million acres of crops destroyed or partially damaged, 649 deaths and estimated damages over \$1 billion.¹³
2. Despite development progress and decline in poverty, the increased impacts of storms, sea level rise, and drought due to climate change threaten to reverse the gains in social and economic growth and have implications for the lives and livelihoods of poor women and men across the country.

¹[Second National Communication](#); NDC

² Hugh Brammer, Bangladesh's dynamic coastal regions and sea-level rise, In *Climate Risk Management*, Volume 1, 2014, Pages 51-62, ISSN 2212-0963, <https://doi.org/10.1016/j.crm.2013.10.001>.

³[HDR Bangladesh](#), 2016

⁴ World Bank <https://data.worldbank.org/country/Bangladesh>

⁵[Bangladesh Bureau of Statistics](#), 2011

⁶ <https://www.cia.gov/library/publications/the-world-factbook/fields/2212.html>

⁷ World Bank; ADB (<https://www.adb.org/countries/bangladesh/poverty>)

⁸[Bangladesh Bureau of Statistics, 2016](#)

⁹ Ibid

¹⁰[Germanwatch](#), 2017; [Maplecroft](#), 2011

¹¹ SNC

¹² NDC, 2015

¹³ GOB, 2015, INDC document

3. Bangladesh is already experiencing a host of climate impacts. In particular, sea level rise is already observed along the coast.¹⁴ With future climate change, damaging floods, tropical cyclones, storm surges and droughts are likely to become more frequent and severe.¹⁵ And, the low-lying coastal land is particularly vulnerable to future sea level rise.¹⁶
4. Bangladesh has already developed a National Adaptation Plan Roadmap. It highlights a range of priority sectors where the impacts of climate change are anticipated to be very high. These include (a) water resources, (b) agriculture (including sub-sectors such as crops, forestry, fisheries, and livestock), (c) communication and transportation, (d) physical infrastructure (including education infrastructure), (e) food and health security, (f) disaster risk reduction (g) people's livelihoods, (h) urban habitation and built environment (including water supply, sanitation and hygiene) and (i) education.¹⁷

2.2 Baseline – Adaptation Planning Context:

5. Recognizing the threat to national development, Bangladesh has developed policy and institutional framework supporting CCA planning and investments. In 2005, Bangladesh was one of the first two LDCs to submit its **National Adaptation Programme of Action (NAPA)**.¹⁸ The NAPA identified and prioritized adaptation projects for immediate and urgent implementation. It was updated in 2009, and additional projects were added. A corresponding **Bangladesh Climate Change Strategy and Action Plan (BCCSAP)** was approved in 2009 and runs until 2018. The BCCSAP articulates the national vision for pro-poor, climate resilient, and low-carbon development in alignment with both the GOB's Vision 2021 and Five Year Plan national planning documents. The BCCSAP sets forward 6 pillars for climate change adaptation and mitigation, while identifying 44 priority programmes.¹⁹
6. Climate change adaptation (CCA) is included in **the Seventh Five Year Plan (2016-2020)** and the priorities reflect mostly urgent and immediate needs as gauged by ongoing adaptation planning activities. Under the related **Annual Development Plans (ADP)**, climate change screening tools have been integrated into development project proposals.²⁰ In addition, CCA has been integrated to a limited degree in key sectoral policies, such as water and agriculture.²¹ The ministry of Planning has also appointed a senior government secretary as the SDG Coordinator, and prepared a Sustainable Development Goals tracking matrix as a tool for various ministries to coordinate, track and guide various ministries in implementation of SDGs.
7. The **Nationally Determined Contribution of Bangladesh (NDC -2015)** identifies an adaptation goal to *“protect the population, enhance their adaptive capacity and livelihood options, and to protect the overall development of the country in its stride for economic progress and wellbeing for the people”*. In addition to this overarching goal, the NDC also identifies key adaptation priority areas of action.
8. Also present in the NDC is a list of on-going adaptation actions, climate funds, and an estimate of adaptation costs. Based on estimates by the World Bank (2010²²), the costs of adapting to tropical cyclones, storm surges and inland flooding by 2050 alone in Bangladesh could amount to USD 8.2 billion, in

¹⁴ SNC

¹⁵ INDC

¹⁶ SNC

¹⁷ SND

¹⁸ Roadmap; proposals

¹⁹ BCCSAP, 2009: https://www.iucn.org/downloads/bangladesh_climate_change_strategy_and_action_plan_2009.pdf

²⁰ Roadmap

²¹ GEF proposal

²² [World Bank](#), 2010

addition to recurring annual costs of USD 160 million.

9. Bangladesh has established trust funds and has been innovative in leveraging domestic, donor, and private sector funds to begin to meet this funding need. To implement the BCCSAP, the Bangladesh Climate Change Trust Fund (BCCTF) was created in 2009 to channel government funds for climate change, including CCA. To date this fund has approved over 200 projects and disbursed over USD 400 million for both mitigation and adaptation programs.²³ Based on a Climate Public Expenditure and Institutional Review (CPEIR²⁴) conducted in 2012, climate expenditure in Bangladesh ranged from 5.3-7.5% of total government budget on an annual basis. In addition to the BCCTF, the Bangladesh Climate Change Resilience Fund (BCCRF), established in 2010, funds climate change actions through international donor finance. As of 2015, the BCCRF had disbursed contributions from development partners totalling around USD 130 million.²⁵
10. To further evaluate the effectiveness of the BCCTF and BCCRF and identify additional opportunities for integration of climate change into budgeting and other fiscal policies, the CPEIR recommended that GOB develop a **Climate Fiscal Framework (CFF)**, published under the Finance Division, Ministry of Finance in 2014. The CFF provides principles and tools for climate fiscal policy-making and identifies opportunity areas for improvement to help ensure that climate fiscal policy is transparent and sustainable in the longer term. As a step towards implementing the CFF, the GOB undertook an **Inclusive Budgeting and Financing for Climate Resilience (IBFCR)** project to rationalize the Public Financial Management (PFM) of climate finance and introduce a climate policy based focus to planning, budgeting and performance management of climate finance.²⁶ In addition, from 2012 to 2015 the ADB funded a technical assistance **Climate Change Capacity Building and Knowledge Management Program** in Bangladesh. This project, with a total budget amount of \$500,000 was funded under the Pilot Program for Climate Resilience (PPCR) to institutionalize climate change information and knowledge management practices and enhance the government's capacity for climate change adaptation. One of the main outputs of this program was an initial web-based climate change information and knowledge management (CCIKM) network.²⁷
11. There are several related initiatives to advance GCF Readiness related work in Bangladesh. The GCF country work program is being developed with the support of GIZ Climate Finance Readiness' Programme and Green Climate Fund Readiness Support with the NDA Secretariat, ERD and the Finance Division, Ministry of Finance. UNDP is also supporting NDA under readiness programme 2 for the preparation of country programmes. GIZ is planning a NAP/NDC Support programme to commence in 2018 with more focus on operationalization and implementation of NDC. UNDP has supported the Ministry of Environment with the development of the NAP Roadmap with the contribution of the Government of Norway (more details below). It is also supporting the Finance Division under the Ministry of Finance with integration of climate change into budgeting as well as the development of a climate change fiscal framework. The Government of Bangladesh is also engaged in applying to the GEF LDCF for complementary funding for NAPs (more details in last bullet, para 17 below).
12. **Gaps:** While the NAPA and the BCCSAP lay a strong foundation for CCA in Bangladesh and the CFF and IBFCR make strides towards integrating climate change into national budgeting, there are several gaps that remain. For example, the NAPA identified immediate CCA priorities, but did not set out medium- and longer- term adaptation needs and options. By comparison, the Government of Bangladesh (GOB) will address medium- and longer-term adaptation options by developing the NAP under the readiness support

²³ INDC and CPEIR

²⁴ CPEIR, Government of Bangladesh and UNDP, 2014.

²⁵ <http://www.icccad.net/innovation-in-climate-finance/>

²⁶ http://www.bd.undp.org/content/bangladesh/en/home/operations/projects/crisis_prevention_and_recovery/inclusive-budgeting-and-financing-for-climate-resilience/about-ibfcr.html

²⁷ <https://www.adb.org/sites/default/files/project-document/185278/45065-001-tcr.pdf>

requested. In delivering the NAP process, GOB will give greater focus to institutional strengthening and capacity building than was the case with the project-oriented NAPA process.

13. Similarly, though the BCCSAP provided about 44 programmatic adaptation ideas and produced the general institutional mapping and initial funding mechanisms needed to facilitate their implementation, some institutional limitations, such as the lack of a framework for stakeholder collaboration and adaptation options with specific timelines, prevented effective implementation of BCCSAP. The GOB intends for the NAP to fill these institutional gaps by strengthening the required framework for effective strategic implementation of adaptation programmes by the relevant authorities. The NAP process will include more collaboration between stakeholders than was conducted under BCCSAP. Strengthening these fundamental systems and processes will ensure institutional buy-in so that implementation of the proposed BCCSAP adaptation programmes can proceed.
14. In addition, though PPCR funding set up an initial online knowledge sharing portal for climate change adaptation (“CCIKM portal”), at the MOEF, this portal does not house data needed for climate change adaptation planning and does not provide information that can be used for cross-sectoral engagement between line ministries involved in managing climate adaptation in the priority sectors. In addition, the portal lacks a repository for geospatial information necessary to manage and predict climate impacts. There has also been no consistent content management over time, and, as such, the portal is not a useful tool for sharing information about adaptation initiatives as it currently stands. Due to the unavailability of funding for a dedicated and professional ICT focal point and knowledge manager at the MoEF, the sustainability of the CCIKM has not been ensured.
15. **NAP Roadmap for Bangladesh:** In January 2015, the GOB with the support of the government of Norway and UNDP, developed the “Roadmap for Developing a National Adaptation Plan for Bangladesh”. The GOB decided to develop this NAP Roadmap as a first step towards developing a full Bangladesh National Adaptation Plan, to contextualize the key components that require elaboration- thematic areas and sectors have been prioritized and include: Water resources, Agriculture (including sub-sectors), Communications, Physical infrastructure, Food and health security, Disaster risk reduction, Livelihoods and Urban habitation. The NAP Roadmap has customised the steps of the LDC Expert Group guidelines in the context of the needs of Bangladesh and has also prepared a methodological approach based on Bangladesh realities.
16. This was a useful and essential exercise with activities and results defined for Bangladesh to kick-start the complex NAP process. The gap that remains, however, is to operationalise the next steps in the Roadmap and develop the National Adaptation Plan. This proposal for readiness support to prepare the Bangladesh NAP responds to this gap in line with the technical guidance set out in the Roadmap by proposing to advance the NAP process in a transparent and participatory manner.
3. In March 2017 a two-week stocktaking for national adaptation planning (SNAP) process was conducted by GIZ in collaboration with UNDP and MoEF, during which national experts were interviewed and asked to assess current and future national adaptation planning capacities based on several success factors. This is another useful input to the operationalisation of the NAP Road Map as it provided a mapping of different initiatives that are relevant to operationalising the NAP. The results of the SNAP process were presented at the National Stakeholder Workshop and the participants participated in a joint review of results. The workshop resulted in a report titled “Stocktaking for Bangladesh’s National Adaptation Process: Achievements, Gaps, and Way Forward” that details the inputs as well as the SNAP process (March 30, 2017). This report will be a resource for NAP formulation moving forward. Subsequently UNDP and GIZ have met several times during preparation of this GCF NAP proposal and inputs and suggestions from GIZ are included.
17. Under the BCCSAP, the Climate Change Secretariat of the Ministry of Environment and Forests (MoEF)

coordinates matters related to climate change and reports to the National Steering Committee on Climate Change, headed by the Minister for Environment and Forests, and to the National Environment Committee, chaired by the Prime Minister.²⁸ Under the NAP Roadmap, some options for institutional coordination arrangements between ministries are presented. It is recognized that an apex-level coordination mechanism such as an Inter-ministerial NAP Steering Committee (INSC) will need to be established to be chaired by Ministry of Environment and Forest (MOEF) and co-chaired by the Ministry of Finance. A Technical Advisory Committee (TAC) for each broad sector is planned under the Roadmap as a dedicated task team on technical issues.

18. Additional CCA investments completed or underway concurrent with the NAPA and BCCSAP that will inform the NAP, particularly, on community based adaptation and ecosystem based approaches include the following:

- **Community-based coastal afforestation phases I and II:** This project, financed by the LDCF and several other donors and facilitated with UNDP support from 2009 to 2015, aimed to reduce the vulnerability of coastal communities to the impacts of climate change through afforestation and livelihood diversification in four coastal areas.²⁹ The results and lessons-learned from this project will be helpful to the NAP formulation process. The second phase of the project (July 2016-June 2020) is currently under implementation in 5 climate -vulnerable coastal districts (e.g. Noakhali, Bhola, Barguna, Patuakhali and pirojpur). The main objective of the project is to reduce vulnerability of communities to the adverse impacts of climate change through participatory planning, community-based management and diversification of afforestation and reforestation. Findings and lessons from this project will be useful in designing of local level planning and prioritization of community based adaptation options.
- **Ecosystem-based approaches to Adaptation (EbA) in the drought-prone Barind Tract and Haor "wet-land" Area:** This LDCF-funded and UNEP facilitated program (2014-2018) aims to reduce the vulnerability of communities to climate change impacts via restoration of critical landscapes and capacity building in ecosystem based adaptation.³⁰ Vulnerability assessments as well as data gathered on EbA in this project will be helpful to the proposed NAP stocktaking.
- **Community Based Adaptation (CBA) Programme:** Bangladesh's ongoing national CBA program, assisted by DFID, the GEF, and UNDP, focuses on community-level natural resource management activities which reduce climate change risks while protecting biodiversity or sustainable managing land/conserving biodiversity, enhancing the resilience of communities and ecosystems in the face of climate change impacts. Activities are at the local level, and focus primarily on the water and agriculture sectors and in the southern coastal belt region.³¹ The NAP, as a national framework, can build on the success of existing CBA programs to potentially scale these activities nation-wide.
- **Integrating climate change adaptation into sustainable development pathways of Bangladesh:** This proposed LDCF funded project, is in the Project identification stage as of late 2017 and under review by the GEF. This will support NAP objectives in a complementary manner via focused appraisal and implementation of adaptation options in coastal and other vulnerable areas (Barind tract, CHT, wetlands), enhancing climate monitoring in collaboration the Bangladesh Meteorological Department (BMD) and the soil resource development institute and national and sub-national capacity building.
- **Adaptation of climate change into the national and local development planning:** This GIZ-funded program (2016-18) is working specifically with the Planning Commission of Bangladesh to help integrate climate change adaptation into infrastructure planning programs at the national and local levels.³² The NAP process, particularly mainstreaming efforts detailed below, will need to be coordinated with this ongoing project.

²⁸ BCCSAP, INDC

²⁹ http://www.bd.undp.org/content/bangladesh/en/home/operations/projects/environment_and_energy/coastal-afforestation.html

³⁰ <https://www.thegef.org/project/ecosystem-based-approaches-adaptation-eba-drought-prone-barind-tract-and-haor-wetland-area>

³¹ <http://adaptation-undp.org/projects/spa-community-based-adaptation-bangladesh>

³² <https://www.giz.de/en/worldwide/37943.html>

2.3 Stakeholder Consultations:

19. After the development of the NAP Roadmap in 2014-15, UNDP has been working with the NDA and MoEF to support advancement of the NAP process and creation of this GCF NAP readiness proposal. There have been numerous bilateral proposal formulation meetings between the GOB and UNDP since the process began in 2016. In February 2017 the NDA held the inaugural meeting of their GCF Advisory Committee, a body that will guide future GCF proposal development processes beyond this readiness stage. The meeting in February specifically included discussion of UNDP's support for NAP readiness proposal development and provided feedback from the NDA's perspective. This project proposal has been prepared in consultation with the NDA, MoEF as well as stakeholders from key ministries listed in Bangladesh's NAP Roadmap. Independent national experts that have prepared the Roadmap have reviewed this proposal.
20. A national stakeholders workshop on NAP readiness was held on March 7, 2017 to provide input to this proposal. This stakeholders workshop was co-facilitated by MoEF, UNDP, and GIZ and included 70 attendees from many GOB ministries (including MoEF, the Planning Commission, Ministry of Water Resources, Ministry of Agriculture, Ministry of Women and Children Affairs, Ministry of Social Welfare), as well as representatives from other UN agencies, donors, civil society organization, and NGOs operating in Bangladesh. In addition, private development companies and university representatives were present and provided inputs.
21. Building on these consultations, the subsequent NAP formulation process will be inclusive and participatory, in order to address concerns of all stakeholders representing all vulnerable sectors, regions and groups. A communications plan will be developed as part of the NAP process (detailed in the logical framework section 4 below) and key stakeholders and groups will be consulted throughout the process. The lessons of the formulation of the National Environmental Management Action Plan (NEMAP), NAPA and BCCSAP may be revisited to ensure that the NAP becomes an outcome of a rich consultative process.

2.4 Theory of Change:

22. The project is designed to support the Government of Bangladesh to meet the objective of formulating **the Bangladesh National Adaptation Plan with a focus on long term adaptation investment and enhancing national capacity for integration of climate change adaptation in planning, budgeting and financial tracking processes**. In order to accomplish this, the project has been designed to address specific barriers identified during the NAP Roadmap and NAPA processes.

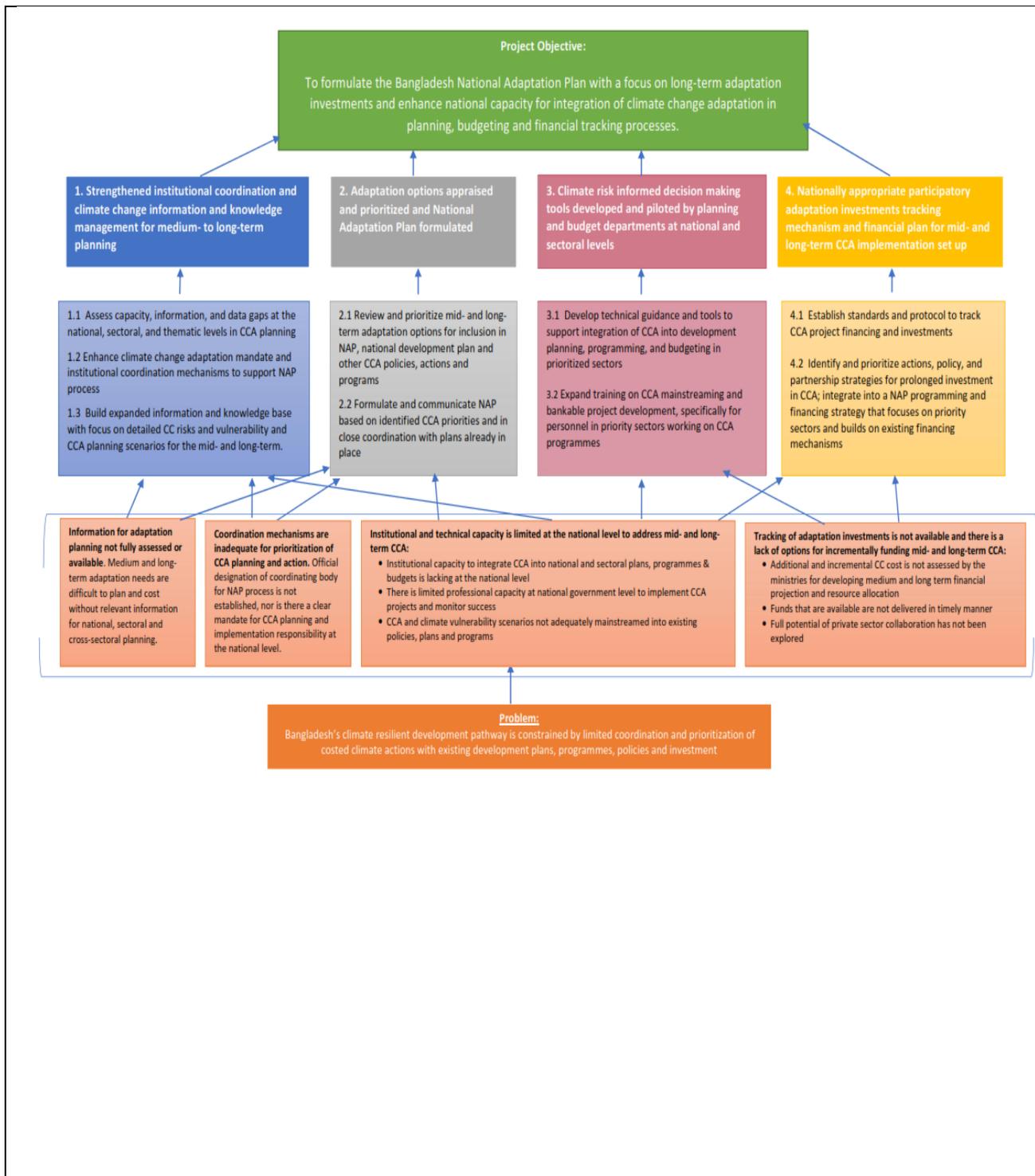
Current barriers include the following:

23. **Information for medium term adaptation investment planning not fully assessed or available.** Medium and long-term adaptation needs are difficult to gauge and cost at national, sectoral and cross-sectoral planning levels without relevant information on climate impacts, vulnerability and adaptive capacity in a medium to long term perspective. Available information has been often generated through technical assistance programmes and projects which have not been consolidated in part because of lack of a designated coordination mechanism but in part as they have been ad-hoc. Adequate Geo-spatial information is also lacking at the relevant agencies (e.g. Bangladesh Meteorological Department, Institute of Water Modelling, Flood Forecasting and warning Centre, etc). To date, there is no online or offline repository such as an operational portal on adaptation that allows for consolidation of all relevant information in one place, so that the user community can have easy access to climate information, services and knowledge. It is critical that such information and knowledge is packaged in a user-friendly format, and is made available to all users from government to community level, in a language that can be understood. And, to be effective, such an approach will require enhanced capacities at the Ministries and relevant line agencies. Analysis of impacts, adaptive capacity of communities and institutions for each major

vulnerability, and vulnerability to CC (by sector, by specific agro-ecological zone clusters) have not been done due to technical capacity gaps, and lack of a structured process and prioritisation of resources for undertaking longer term assessments. Most of the current information is for immediate and short-term adaptation planning under the NAPA. Longer term scenarios need to be analysed with respect to impacts on climate sensitive sectors and vulnerability mapped out for. Funding estimates presented in NAPA and BCCSAP are crude and not based on standard scientific and economic valuation techniques.

24. **Coordination mechanisms are inadequate for prioritization of CCA planning and action.** Inter-ministerial coordination mechanisms have not been designated officially. For example, the Bangladesh Climate Change Strategy and Action Plan(BCCSAP) does not provide a mandate or elaborate on how inter-sectoral coordination will be done but does elaborate on roles. At a high level inter-ministerial level, no mechanism currently exists, and the need for this is recommended in the NAP Roadmap. At the local level, there are no governance modalities for coordination on adaptation due to lack of official designation and lack of technical capacity. There are also frequent transfers of professional officers from relevant ministries (e.g. MoEF, MOP, etc.) to and hence there are losses of institutional memory as knowledge is not codified into systems. The NAP Roadmap observes that an action at any defined tier of governance system taken by a line ministry must define which line agency needs to be given responsibility and what might be the institutional interface where coordination towards successful implementation of the said adaptation will be possible.
25. **Institutional and technical capacity is limited at national level** to address mid- and long-term CCA: Technical capacity to collect, generate, use and disseminate CC risk information & services is limited across within both government agencies and research/universities. Capacity assessments have been undertaken but are not sufficiently detailed to the level of skills that need to be built, and are dated. Institutional arrangements have not been designated for mainstreaming climate change in work-programmes at the sector level - some relevant ministries are MoA, MoWR, MoP, MoF, MoEF, MoDMR, MoLGRDC, etc.) and line agencies (e.g. BMD, DoE, DAE, BWDB, etc.). Institutional capacity in terms of assessing CCA issues has not been invested in, and tools and methods have not been adopted for staff to integrate CCA into sector plans, budgets and programmes. There is limited professional capacity at national government level to implement CCA projects and monitor success. CCA and climate vulnerability scenarios are not adequately mainstreamed into existing policies, plans and programs.
26. **Tracking of adaptation related investment is not available and there are a lack of options for funding mid to long term CCA.** The Public Financial Management (PFM) system is not currently geared towards recognizing climate change risks in planning, budgeting and performance management. This makes it challenging to accurately estimate resources are already being spent which are adaptation relevant affecting realistic costing of financing gaps. The GoB Climate Fiscal Framework Financial tracking systems initiative has been initiated with the support of UNDP, but is at an early stage and is not detailed to tracking adaptation relevant expenditure. Specifically, on adaptation related finance, the capacity to assess additional and incremental CC cost by the ministries for developing medium and long term financial projection and resource allocation is also extremely limited. There is also are a lack of viable revenue generating business models for adaptation.
27. To address the barriers above, the projects objective is **to formulate the Bangladesh National Adaptation Plan with a focus on long term adaptation investment and enhancing national capacity for integration of climate change adaptation in planning, budgeting and financial tracking processes.** The project will address this through the following interconnected outcomes
- Outcome 1: Strengthened institutional coordination and climate change information and knowledge management for medium- to long-term planning.
 - Assess technical and institutional capacity, information, and data gaps at the national, sectoral, and thematic levels for CCA planning
 - Enhance climate change adaptation mandate and institutional coordination mechanisms to support the NAP process

- Build expanded information and knowledge base with focus on detailed CC risks and vulnerability and interpretation of CCA planning scenarios for the mid- and long-term.
 - Outcome 2: Adaptation options appraised and prioritized and National Adaptation Plan formulated.
 - Review and prioritize mid-and long-term adaptation options for inclusion in the NAP, national development plans, and other CCA policies, actions, and programs
 - Formulate and communicate a NAP based on identified CCA priorities and in close coordination with plans already in place
 - Outcome 3: Climate risk informed decision making tools developed and piloted by planning and budget departments at national and sectoral levels.
 - Integrate CCA into national development and sectoral planning, programming, and budgeting by beginning a pilot effort in at least 3 prioritized sectors
 - Expand training on CCA mainstreaming and development of bankable project skills, specifically for personnel in priority sectors working on CCA programmes
 - Outcome 4: Nationally appropriate adaptation investments tracking mechanism set up and financial plan for mid- and long-term CCA implementation prepared.
 - Establish standards and protocol to track CCA project financing and investments
 - Identify and prioritize actions, policy, and partnership strategies for prolonged investment in CCA; integrate into a NAP programming and financing strategy that focuses on priority sectors and builds on existing financing mechanisms
 - Considerations of vulnerability, participation and gender empowerment are principles of the NAP process. The project will tap into Bangladesh's rich experience of community based adaptation initiatives on the ground to inform the prioritization of adaptation investments and draw upon a broad range of community based organisations and Bangladeshi experts to bring in lessons learnt. Gender analysis in NAP formulation will be tackled through a dedicated gender expert in the multi-disciplinary NAP team, while gender mainstreaming tools will be applied in the development of technical guidelines for integration of climate change adaptation into planning, budgeting and monitoring processes.
28. The Theory of Change graphically represented shows how the proposed outcomes and associated activities will support the removal of these barriers in Bangladesh's CCA planning processes. In order to concentrate the application of readiness funds to address the most critical CCA planning needs, this proposal will focus on increasing capacity and funding opportunities particularly in the priority sectors of water resources, agriculture, livelihoods and food security, coastal zones, and urban habitation identified in the NAP Roadmap. With the development of a NAP, Bangladesh will lay the groundwork for systemic and iterative identification of medium- and long-term climate risks and implementation of measures that promote climate adaptive and resilient growth in these key sectors. Moving away from short-term, immediate CCA planning towards a more coordinated and strategic approach to long-term planning, Bangladesh will secure its development investments and help protect assets and livelihoods for the future.



SECTION 3: PROJECT/ PROGRAMME DESCRIPTION (No more than 3 pages)

This project proposal builds upon the policies and investments already in place and aims to enhance adaptation responses and fill a critical gap of coordinated, medium to long-term CCA planning. Despite ongoing CCA investment, Bangladesh will continue to need a large number of additional resources to meet its long-term climate change adaptation goals. To secure and direct these resources, the country needs strengthened coordination at the national level between agencies and sectors dealing with climate risk, a stronger knowledge base that enables long-term CCA planning and implementation, a national adaptation plan that prioritizes and guides adaptation investment in the medium to long term iteratively, and enhanced capacity and systems to implement CCA projects at the national level, with strong monitoring processes and accompanied by sustainable financing strategies.

The GOB plans to use GCF readiness funds to overcome the barriers identified in the TOC via four interrelated Outcomes as follows:

- **Outcome 1:** Strengthened institutional coordination and climate change information and knowledge management for medium- to long-term planning
- **Outcome 2:** Adaptation options appraised and prioritized and National Adaptation Plan formulated
- **Outcome 3:** Climate risk informed decision making tools developed and piloted by planning and budget departments at national and sectoral levels
- **Outcome 4:** Nationally appropriate participatory adaptation investments tracking mechanism and financial plan for mid- and long-term CCA implementation set up

These outcomes build on each other, with Outcome 1 setting the knowledge foundation and institutional framework for the NAP process, Outcome 2 focused on developing the NAP itself, Outcome 3 connecting the NAP process to the national government via mainstreaming and capacity building programs, and Outcome 4 focused on developing strategies and protocols for funding CCA under the NAP and in the future. Their associated sub-outcomes and activities are detailed below.

In order to make efficient use of funds during the NAP process, the GOB has identified four priority sectors in which climate change adaptation needs are most pressing. These sectors were first identified in the NAP Roadmap and confirmed by the GOB during this proposal development process. They include water resources, agriculture, livelihoods and food security, coastal zones, and urban habitation. As detailed below, these priority sectors will be the focus of certain activities and this iteration of the NAP process in general.

Outcome 1: Strengthened institutional coordination and climate change information and knowledge management for medium- to long-term planning

The first outcome will help the GOB gather necessary information into a knowledge base on climate change adaptation that will aid planning for mid- and long-term CCA needs. In addition, it will set up the institutional oversight mechanisms to facilitate the NAP process, as recommended in the NAP Roadmap. By focusing on interpretation of scenarios and vulnerability analysis that is not yet included in the NAPA, this outcome will advance the knowledge base for ongoing and future CCA planning, budgeting and financing.

As the activities under Outcome 1 form a critical foundation for the rest of the outcomes under the NAP process, they will be carried out in the first year of implementation of this project.

Sub-outcome 1.1 Assess technical and institutional capacity, information, and data gaps at the national, sectoral, and thematic levels for CCA planning: This sub-outcome's activities will help the GOB consolidate information on the status of climate change vulnerability and CCA mainstreaming in existing policies, programmes, and budgets, particularly in the priority sectors. In addition, the sub-outcome will assess the existing capacity of relevant GOB personnel to mainstream CCA as well as manage and implement CCA related projects. The following gap analysis, assessments and studies under 1.1 will inform activities under all other outcomes 2,3 and 4.

- 1.1.1 **Recruit project team:** A project team consisting of a NAP Technical Specialist as well as an Administrative Assistant and a Finance Assistance will be recruited. The Project Manager (PM) will be the NAP Technical Specialist as a majority of their time will be supporting the technical aspects of the project (presentations, capacity building exercises, draft reviews, coordination, etc.), while also overseeing the management of the project process. This recruitment should be complete

by the third month following project inception.

- 1.1.2 **Examine and synthesize existing studies on nationwide climate risk and vulnerability, opportunity areas for mainstreaming CCA, and current national government capacity for CCA project planning and implementation:** Building on existing studies such as NAP Roadmap, BCCSAP, National Communications to UNFCCC, etc., this activity will create a more complete stocktaking survey of existing climate vulnerability studies and adaptation programs. In order to understand what vulnerability analyses exist and what potential future analysis is necessary under the NAP process, an NGO or other institution specializing in this work will coordinate creation of a gap analysis report. This should include notation of institutional set-up, lessons from past investments, and relevant literature. This report will focus on understanding the existence of vulnerability assessments in the priority sectors (water resources, agriculture livelihoods, and food security, coastal zones and urban habitation) well as thematic areas of importance (such as gender-sensitive CCA). The synthesis and gap analysis of CC vulnerability information for 4 priority sectors and thematic areas will be finalized 6-9 months after project start.
- 1.1.3 **Produce gap analysis of existing status of climate change adaptation mainstreaming in planning and budgeting systems across government planning and public finance management systems and in relevant sectoral ministries:** In this sub-activity, the same NGO or firm as in 1.1.2 will take stock of existing mainstreaming efforts in order to understand where future mainstreaming efforts are necessary during the NAP process (see Outcome 3 below). The report produced should identify gaps and incentives for change in addition to opportunities for future mainstreaming, with a focus on the priority sectors. The gap analysis of CCA mainstreaming activities at the national level will be finalized 6-9 months after project start.
- 1.1.4 **Conduct capacity needs assessment and institutional review to assess and identify entry points for medium- & long-term institutional and technical capacity building:** To steer the NAP process at the national level, Bangladesh needs government personnel that are trained in both CCA mainstreaming procedures (climate-sensitive budgeting, for example) as well as CCA project management and program development. Under this sub-activity, the same firm as identified in 1.1.2 and 1.1.3 (in collaboration with project team) will assess capacity needs assessment and perform an institutional review to assess opportunities for future capacity development under the NAP. This will reference existing studies such as MoEF and ADB's "Capacity Building Action Plan on Climate Change"³³ and include identifying opportunities for training programmes on climate change communication, project implementation, and public awareness-raising and education. Focusing on the priority sectors, an assessment will be developed, taking into account relevant previous and ongoing activities, and relevant institutional roles and mandates (to support Sub-outcome 3.2). This assessment will be finalized 9 months after project start.

Sub-outcome 1.2 Enhance climate change adaptation mandate and institutional coordination mechanisms to support the NAP process: This sub-outcome will establish the formal coordination mechanisms and mandate to facilitate the NAP process. These mechanisms were first outlined in the NAP Roadmap process.

- 1.2.1 **Prepare nationally appropriate institutional framework and coordination mechanism for NAP process:** Based on preliminary work of NAP Roadmap process, there is a proposed inter-ministerial working group (IMWG) and technical advisory committee (TAC) structure of NAP oversight that needs to be established. The IMWG will have representatives from the relevant priority sectors and line ministries (MoF, e.g.) as well as the NDA and will meet regularly to oversee the NAP process. The TAC will report to the IMWG and will support the report drafters and other consultants and project team members with technical support. Subject matter experts in related sectors will be present on the TAC. In order to establish the IMWG and TAC, terms of reference will need to be finalized for their membership (to be completed 3 months after project start). Then, members will need to be recruited and trained on the expectations and a meeting schedule for regular coordination meetings will need to be established (to be completed 6-9 months after project start). The resulting bodies will be instrumental in coordinating the NAP process moving forward in the readiness project.
- 1.2.2 **Set up a national mandate for the NAP:** This activity focuses on formalising the NAP process within a national mandate. The GOB already has a mandate for the NAP as identified by the UNFCCC (at the MoEF), but this has not been nationally adopted or confirmed. The GOB will need to have a nationally-agreed upon mandate for NAP oversight and implementation within one relevant ministry. Under this activity, the IMWG and TAC can assist with drafting a mandate and shepherding it through the GOB approval process. This mandate should be drafted and approved 9-12 months after project start.

³³ MoEF and ADB, 2015

Sub-outcome 1.3 Build expanded information and knowledge base with focus on detailed CC risks and vulnerability and interpret CCA planning scenarios for the mid- and long-term: Building on the outputs of Sub-outcome 1.1 and the baseline portal created at MoEF with ADB support, a central web-based national climate change information and knowledge management (CCIKM) portal will be expanded to house climate change vulnerability data and associated data sets that will assist with the NAP process. The project will contribute to the synthesizing ongoing activities and will be complementary to ongoing activities.

1.3.1 Expand and relaunch the central web-based national climate change information and knowledge management (CCIKM) portal: Currently, there are several climate risk data websites at various ministries in Bangladesh (including a nascent CCIKM portal housed at MoEF), but there is no centralized portal that connects these resources and makes them uniformly accessible to all decision makers who may need access to the data across ministries. This activity will focus on building up such a knowledge portal, to be housed at the Ministry of Environment and Forests and linked to other relevant ministries and private sector entities. This renewed CCIKM portal will house available climate information, vulnerability studies, and policies and other knowledge on CCA in existence in the country. In addition, relevant socio-economic information will be added as well as geospatial information. This will provide support the Bangladesh NAP process and CCA mainstreaming in the future. In addition, relevant socio-economic information will be updated. This web portal will be designed and launched and populated with datasets by 12-15 months after project start.

As part of this portal, there will be a sub-activity to setup a geospatial database at the Bangladesh Meteorological Department (BMD) to archive all the weather and climate related statistical and downscaled data/maps/info to support mid- and long-term climate monitoring and impact assessment. This geodatabase will link to the parent CCIKM portal and will be set up 15 months after project start. This geospatial database will specifically help with scenario analysis (see 2.1 below) as well as support future National Communications and NDC development in the future.

Currently BMD has its own server and mechanism to collect weather and climate related information and data. This project will provide support to strengthen capacity of BMD to improve archiving facilities of geospatial database. There is required manpower and a mandate at BMD to collect, update, maintain weather and climate related information. There is also demand for enhanced interactions between climate service users and providers to encourage resilient development. It is also required to identify the needs of the vulnerable communities for different types of climate information, weather products and services (e.g. near, short and medium range weather forecasts and warnings). An improved coordination mechanism between climate service providers and users is therefore very much required for enhancing resilience to the climate vulnerable sectors and community. Improved access to accurate and reliable climate information will result in improved livelihoods and wellbeing of vulnerable peoples. The objective of this sub-activity is to bring the climate vulnerable area under improved prediction and forecasting and to make different weather information and products available locally for the farmers, fisherman and other vulnerable communities of the country.

To ensure that the CCIKM portal and the associated geospatial database continue to be of use to relevant ministries in the long term, the project team will conduct a survey of existing examples of similar portals currently in use and will engage potential future users from the ministries in the design of the portal itself. In addition, it is critical that the portal have ongoing IT and content management support. The Department of Environment (DoE) under the MoEF will have the primary responsibility to collect and collate required climate related info and data. Meanwhile, all the relevant agencies (e.g. BMD, Flood Forecasting and Warning Centre, Centre for Environment & Geographic Information Services, Institute of Water Modelling, Department of Disaster Management, SARC Meteorological Research Centre, etc.) will sign a MOU with the MoEF to be able to share data among themselves. In addition, MoEF will provide access right to those agencies so that these organization can upload required data and info themselves. The MoEF has a dedicated, funded, IT manager that can support this effort and there is a legacy CCIKM oversight committee that was formed within MoEF as part of the platform's first launch under the PPCR project. These staff will oversee the project for the long term. As part of this project's expansion of the existing CCIKM, the capacity of these IT staff to retain the facility on sustainable basis will be improved. In addition, a dedicated Knowledge Manager will be hired and funded for the second and third project years by GCF. This role will help build up the content on the portal as well as the geospatial database. In addition, as part of the project, the Committee and representatives from the various participating ministries will be tasked with funding this position into the future, ensuring the sustainability of the portal over time. Beside these a MoU (with detailed ToR and data sharing protocol) will be signed between MoEF and other relevant agencies (e.g. BMD, IWM, CEGIS, FFWC, SMRC, etc.) to share data within these agencies so that two way/multi-way data flow will be ensured throughout the year. There will be a super-admin at the MoEF who will verify the data and will disclose data and information after proper validation. A dedicated ICT focal point will be engaged/(enhance capacity of existing ICT professional) in all relevant ministries and line

agencies to enrich and update the website.

1.3.2 Update climate change-induced vulnerability assessments at sector and national levels: Building on existing studies and filling gaps in ongoing efforts by GIZ, MOEF, ADB, EU and others this activity will, (as identified in 1.1 above), carry out additional detailed vulnerability assessment in priority sectors by examining current and future climate scenarios and medium and long-term climate trends. More support will be required for VA and screening tools for other sectors. In fact, nationally appropriate CRVA approach and screening tools is required for development planning. In particular. These updated vulnerability assessments for two to three priority sectors should be completed by 9-12 months after project start.

1.3.3 Compile and prepare a review of literature on valuation of economic impacts to Bangladesh over medium- and long-term: This activity is necessary for Bangladesh to understand the economic costs of medium- and long-term climate change at the national level and will contribute to prioritisation of activities under the NAP. This activity will include a broader review of literature and assess more deeply impact on a least two sectors. This study should take into account predicted impacts of extreme weather events (rapid onset such as floods, cyclone, etc.) and climate change (slow onset such as sea level rise and ocean acidification). The review of relevant literature on economic valuation for medium- and long-term climate change impacts will be planned to be completed 9-12 months after project start.

Outcome 2: Adaptation options appraised and prioritized and National Adaptation Plan formulated

Outcome 2 builds directly on the outputs of Outcome 1 and transfers the knowledge base and identified activities into a streamlined NAP document. Under this Outcome, the NAP itself will be finalized and the GOB will better prepare itself to implement subsequent Outcomes that improve technical capacity and mainstream CCA frameworks.

Sub-outcome 2.1 Review and prioritize mid-and long-term adaptation options for inclusion in NAP, national development plans, and other CCA policies, actions, and investment programs: This sub-outcome will result in an analyses of existing needs (as identified in vulnerability analyses in the CCIKM) and produce prioritized lists of both vulnerabilities to address, as well as adaptation options to address them. This will feed directly into the NAP development process, articulated in 2.2.

2.1.1 Review national and sectoral development policies and strategies and identify areas of integration with the NAP process and for future mainstreaming: Building on the stocktaking in 1.1, NDC & BCCSAP targets for adaptation, this activity will accomplish a broad-scale review of the opportunities for mainstreaming CCA into government policies and programmes and to coordinate the NAP process with existing efforts. During this review, the project team should give particular consideration the “Bangladesh Climate Change and Gender Action Plan,”³⁴ published by MoEF in 2013, and prepare recommendations for revision, and support analysis and formulation of climate responsive and gender sensitive budgeting for its implementation. In addition, national social protection/strategies should be included in this review in order to make sure the NAP is able to address medium-and long-term climate shocks with a focus on, and clear understanding of, Bangladesh’s most vulnerable groups (e.g. poor women, elderly people, and ethnic minorities). The output of this activity will be a review sheet with opportunity areas for NAP integration identified – to be completed 6 months after project start.

2.1.2 Produce a prioritized ranking of CC risks and vulnerabilities to address during the NAP process within the priority sectors of water resources, agriculture and food security, coastal zones, and urban habitation: This activity will focus on identifying the risks to be addressed by the NAP and will directly inform later activities. These risks should be prioritized according to impact and organized by associated development priorities/SDGs and ecosystem co-benefit. During this activity, the stocktaking from 1.1 as well as sectoral, regional and ecosystem level/agro-ecological zone level vulnerability assessments will be good resources to assess relevant development planning, programming and budgeting in those zones/areas. A prioritized list of vulnerabilities to address during the NAP process will be completed 9-12 months after project start. A firm or NGO with relevant expertise will be contracted to complete this ranking list as well as the following in-depth report on future adaptation options detailed in 2.1.3.

2.1.3 Prepare an in-depth report on future adaptation options: The NAPA and other prior studies have not focused on future mid- and long-term adaptation needs in Bangladesh. Once the vulnerabilities have been assessed in 2.1.2, further understanding of what kinds of adaptation alternative scenarios exist will help develop a NAP that can address those vulnerabilities and move towards a future of adaptation. This activity focuses on reviewing outputs of 2.1.1 and 2.1.2 and the priority adaptation options in the NAPA, BCCSAP, national communications and from sector and national plans prepared after

³⁴https://cmsdata.iucn.org/downloads/iucn_bangladesh_climate_change_gender_action_plan_1.pdf

BCCASP. Following this review, in-depth analysis and a report of future adaptation options for no regrets, low regrets, win-win, and flexible/adaptive management scenarios should be completed. The resulting scenario report with adaptation options identified for priority sectors in particular will be completed 12 months after project start.

- 2.1.4 **Create a repository of sector-specific prioritization of bankable adaptation projects in priority sectors:** In coordination with readiness support for GCF's country work programme development and other initiatives, a list of all bankable adaptation projects in the priority sectors should be created and prioritized according to the priority vulnerabilities identified in 2.1.2. This priority list can be included in the CCIKM and should be completed by 15 months after project start. This list will form the basis of the NAP and will inform the costing analysis to take place under Outcome 4 below.
- 2.1.5 **Conduct technical assessments including financial analysis for top 1-2 priority project ideas for up to 2 of the priority sectors** (water resources, agriculture and food security, coastal zones, and urban habitation): Once a list of priority projects is identified, a full technical assessment can be started for 1-2 project ideas that are deemed most critical for the priority sectors. These top projects can be determined via a prioritization exercise as part of the activity. These technical analyses would include identification of necessary resources, formulation of project scoping documents (TOC, etc.), and appraisal of costs and focus on replicability/scalability of the project in other sectors/areas. Because this is an in-depth look at just one or two projects, there will still be larger-scale costing necessary under Outcome 4 below. These technical assessments will be completed between 18-21 months after project start.

Sub-outcome 2.2 Formulate and communicate the NAP based on identified CCA priorities and in close coordination with plans already in place Under this sub-outcome a team of experts will be gathered to formulate the NAP itself, building directly on the outputs of Outcome 1 and Sub-outcome 2.1. This will include not only drafting a strategic NAP with prioritized mid- and long-term CCA activities, but also facilitating a communications plan to help socialize the NAP within the GOB and with key stakeholder partners, including the private sector. A critical part of the NAP process is stakeholder consultations and receiving public and expert feedback. This Sub-outcome will implement this review process and result in a finalized and reviewed NAP document. This will be accomplished by the following activities:

- 2.2.1 **Set up team of multidisciplinary national/international experts to draft and finalize the National Adaptation Plan:** This activity will involve identifying and hiring an NGO or firm to coordinate a team to formulate the NAP itself. This NAP formulation team will work in close coordination with the IMWG, the TAC, as well as the existing NAP Committee at NDA and climate change unit under the Ministry of Environment and Forests (MoEF). They will be responsible for drafting and guiding the NAP to completion as described in the following activities. The necessary TORs and procurement details to secure the NAP team should be finalized as early as possible and the team should be in place by the third month after project start.
- 2.2.2 **NAP drafted:** Under this activity, the NAP's initial draft will be created by the NAP team. This NAP draft will include both the identification of priority risks (building on 2.1 above) and detail of the CCA activities to be taken on during the NAP implementation phase. Additional NAP supplemental plans (such as M&E plan, communications plan, etc.) will be drafted per the activities below. This initial NAP draft should be completed between 18-24 months after project start.
- 2.2.3 **Develop a work plan for NAP implementation for a duration of 3 -5 years:** This work plan, developed according to the NAP draft above, will identify the steps necessary for implementing mid- and long-term adaptation programmes, and also include activities for CCA integration/mainstreaming in national and sectoral development planning, programming and budgeting systems. As part of this effort, the NAP formulation team will develop a process and forum for reviewing NAP and updating priority actions beyond a 3 year time horizon. This work plan should be completed 24 months after project start.
- 2.2.4 **Design M&E framework including process and performance indicators for tracking CCA activities within priority vulnerable sectors:** Such a M&E framework does not yet exist for tracking CCA within the priority sectors and should be included in the NAP Implementation Plan. This can draw on existing M&E efforts under the NAPA and BCCSAP. A key part of developing such a system will be to identify or design performance indicators and benchmarks that are appropriate for Bangladesh. This should be completed 24 months after project start.
- 2.2.5 **Coordinate review of the NAP draft:** Public and expert consultation is critical to ensuring the NAP will be representative of the needs of Bangladesh. This activity will facilitate the coordinated public and peer review processes for the NAP. In a two-part process, both occurring 18-24 months after the project start, the draft NAP will be posted online for public comment and also circulated to national and international experts for peer review with support from the NAP committee and IMWG. These comments will be incorporated by the NAP formulation team.

2.2.6 Develop a complementary communications and outreach strategy for the NAP: A national communications expert, in consultation with the NAP formulation team, the IMWG and others, will create a communications and outreach strategy to socialize the NAP. This will help continue strategic stakeholders outreach to ensure that the NAP is accepted within the GOB and adequately represents the needs and concerns of vulnerable populations throughout Bangladesh. Lessons learned from the NAPA and NAP Roadmap processes can be useful during this process. This process should be linked to the knowledge management activities in 1.3, concomitantly developing information products for dissemination through digital, broadcasting, print and other communication channels. This NAP communications and outreach strategy will be completed 24 months after project start.

2.2.7 Finalise NAP based on peer review and public comments and deliver final draft to the designated NAP committee/inter-ministerial committee and to the GOB for endorsement: A peer review panel will review the draft NAP before endorsement by GOB. The NAP doc will also be validated by NAP committee set by NDA. Once the peer review panel has reviewed, the NAP formulation team should incorporate comments, finalize a draft, and deliver the draft together with all accompanying components (communications plan, etc.) by 30 months after project start.

Outcome 3: Climate risk informed decision-making tools developed and piloted by planning and budget departments at national and sectoral levels

As noted in the barriers analysis, there are gaps in the capacity of ministry personnel to adequately implement CCA projects, plan for CCA, and incorporate climate change into budgeting and planning processes. This outcome will address not only these capacity gaps, but will also focus on developing tools to institutionalize the mainstreaming of CCA into budgeting and planning processes.

Sub-outcome 3.1 Develop technical guidance and tools to support integration of CCA into development planning, programming, and budgeting in prioritized sectors. For the priority sectors identified in the NAP Roadmap (water resources, agriculture & food security, coastal zones, and urban habitation), this Sub-outcome's activities focus on developing technical guidelines and tools for CCA inclusive budgeting and planning. In addition, this sub-outcome will help the GOB integrate their SDG tracking and planning with the NAP. This effort will focus on the priority sectors as a pilot activity, with the opportunity to roll out into other sectors as well as in future NAP efforts.

3.1.1 Review opportunities as well as platforms for integrating adaptation into national development planning and create plan for coordinated integration in priority sectors: Based on outputs from stocktaking in 1.1, the project team will create a more specific plan for which actions related to integration are a priority. This will inform the subsequent actions in 3.1.2-3.1.4. This preliminary list should be developed by 24 months after project start.

3.1.2 Conduct a national level dialogue on integrating national adaptation priorities into SDGs and aligning the NAPs process with SDGs in national policies, budgets and indicators: It is critical to coordinate NAP with SDG progress to ensure it is aligned with the country's development goals (and vice versa). This activity will facilitate a national workshop that will link up with the SDG tracker initiated by Ministry of Planning with stakeholders involved in NAP and SDG processes to examine overlaps and identify opportunities for synergy. The workshop will be conducted in the 27th month after project start.

3.1.3 Prepare technical guidelines (e.g. climate-proofing/resilient guidelines for up to 3 of the priority sectors) to mainstream climate change into future budgeting and planning processes: These guidelines should incorporate gender disaggregated data for the personnel of the Finance Division under the Ministry of Finance & Development Planning and other relevant Ministries in collaboration with the Inclusive Budgeting and Financing for Climate Resilience (IBFCR) programme. The IBFCR project recently prepared guideline for incorporating climate dimension into budget setting process. The proposed activity will be coordinated with ongoing initiative by IBFCR project. This activity can be accomplished by the following sub-activities:

- a. Guidelines developed for 3 of the 4 priority sectors (by the 27th month after project start)
- b. Key personnel from 3 of the priority sectors trained on the use of these guidelines by the NAP project team (by 30th month after project start)

3.1.4 Create and pilot integrated SDG planning and budgeting tools: This activity will accomplish the creation of tools that will help ministry personnel automate the integration of SDG and climate change planning. These tools can include climate-sensitive budgeting criteria such as those already proposed in the CFF but not yet implemented in Bangladesh. The focus for this activity will be on collaborating with the Planning Commission on the SDG tracking matrix, but the lens will remain

on the priority sectors. This activity will be coordinated with the existing SDG tracking mechanisms at the Prime Minister's Office. The following sub-activities are proposed:

- a. Integrated SDG planning and financing tools identified and designed (by 33rd month after project start)
- b. Train Planning Commission personnel on NAP and SDG tracking integration tools from Part (a) (by 36th month after project start).

Sub-outcome 3.2 Expand training on CCA mainstreaming and bankable project development skills, specifically for personnel in priority sectors working on CCA programmes. Building on the capacity assessment from Sub-outcome 1.1, this Sub-outcome's activities are focused on addressing capacity gaps within the priority sectors working on CCA. Targeted workshops and mentorship programs will be set up to increase the relevant personnel's understanding of CCA concepts as well as capacity to develop bankable multi-sector, multi-stakeholder adaptation projects (including a focus on securing and managing funding processes as well as monitoring and evaluation).

In addition, there will be a particular focus on establishing benchmarks and indicators to be able to track relevant capacity building moving forward in the NAP process.

3.2.1 Develop an adaptation-specific capacity building action plan (CBAP) for upgrading CCA technical and project implementation skills of climate change related technical government staff at national level: Focusing on the priority sectors, this activity will result in a capacity building action plan that builds on the stocktaking in 1.1 and the MoEF and ADB "Capacity Building Action Plan on Climate Change"³⁵ report. This plan should be completed 24-27 months after project start.

3.2.2 Implement the capacity development plan from 2.2.1: Though activities included in the plan will adjust based on the gap analysis, at this time it is anticipated that the capacity development activities will include:

- a. A two-part series of short (1-5 days) workshops for public and private sector officials on application of technical guidelines on mainstreaming climate change adaptation as well as bankable project development for CCA. These will be conducted in coordination with national training institutes (e.g. BPATC, NAEM, etc.) and public and private universities. This will potentially include 5-6 workshops, to be facilitated by UNDP and the IMWG and project staff, to be completed by the 36th month of the project.
- b. An on-the-job mentorship program for relevant personnel from core ministries and line agencies (e.g. MoEF, Planning Commission, Finance Division, Bangladesh Bureau of Statistics, etc.) and other relevant Ministries and line agencies (MoA, MoWCA, MoWR, BWDB, LGED, etc.) in the priority sectors. The professional mentors will support on the job/hands-on training for technical personnel to develop and sustain enhanced information systems, apply technical guidelines on CCA, project management and preparing bankable projects, and develop mechanisms for analysis and use in climate change sensitive planning and budgeting. This mentorship program will ideally be put in place by the 30th month of the project.
- c. Develop a repository of related, already available capacity building and professional development tools in CCA and project implementation. This will include two packages of e-modules for online learning on mainstreaming climate change into plans and budgets and on development of bankable projects for climate change adaptation. This can include webinars from donors and international NGOs and subject matter experts, existing diploma programs in project management from national universities, and regional conferences and other resources. Distribute this list to the relevant personnel. This database will be created and circulated by the IMWG by the 30th month of the project.

With this activity, the goal is for 75% of planning, budgeting and monitoring staff in priority sector ministries to be trained in CCA project implementation and/or set up with professional mentors by 33 months after project start.

3.2.3 Outline process indicators to track capacity building efforts in the NAP process and their impacts on national and sectoral decision making on adaptation options and their implementation: This activity will focus on setting up systems to ensure long-term capacity improvements. This can include developing methods for tracking participation in external professional development activities (such as conferences, etc. in (C) above) as well as internal. This process indicators list will be developed within IMWG and with project staff by 30 months after project start. It can be put in use as part of the NAP M&E framework.

Outcome 4: A nationally appropriate participatory adaptation investments tracking mechanism and financial plan for mid- and long-term CCA implementation set up

³⁵ MoEF and ADB, 2015

One of the main priorities of the NAP process is to identify and plan for additional sources of funding for CCA in the medium and long-term. Outcome 3 seeks to equip Bangladesh with additional understanding of the landscape of CCA financing – public, donor-based, private, and hybrid/blended – as well as a strategy for funding the CCA activities outlined in the NAP. In addition, this outcome will develop a tracking protocol for the country to better understand how CCA is, and can be, funded.

Sub-outcome 4.1 Establish standards and protocol to track CCA project financing and investments: In order to establish a tracking protocol, the Finance Division under the Ministry of Finance is engaged in developing a climate expenditure tracking mechanism using iBAS++³⁶ and new BACS³⁷. This can be linked with the CCIKM portal developed under Outcome 1.

4.1.1 Establish participatory adaptation investment tracking mechanisms at national level for tracking CC finance and investments: In order to understand how effective the climate adaptation funding is in addressing climate risk in Bangladesh, the country needs a way to track investment in climate change. Setting up a tracking mechanism will include tracking adaptation plans, actions, and policies as well as other CC efforts. This work will be built on the foundation set by the climate fiscal framework³⁸(CFF) and can be incorporated into the CCIKM portal set up in Outcome 1. This will be accomplished by the following sub-activities (to be completed by 30 months after project start):

- a. Conduct Finance Division – based review of existing CCA financial tracking mechanisms initiated by IBFCR project³⁹, including CFF, design tracking mechanism.
- b. Gather data on government and donor spending on CCA in CCIKM data portal set up under Outcome 1
- c. Establish protocols for future financial data inputs into database and long-term tracking and reporting of budgeted costs and expenditures, as compared to project impacts, and validate ongoing tracking mechanism with all ministries.

Sub-outcome 4.2 Develop a NAP programming and financing strategy that focuses on catalyzing CCA investments in the priority sectors: This Sub-outcome will help Bangladesh build on the BCCTF and BCCRF to identify additional mechanisms for funding CCA activities in the long-term. A particular focus will be on exploring the feasibility of private sector funding. This information will feed into a financing strategy to accompany the NAP. And, it will help to update the CFF for the country.

4.2.1 Carry out a preliminary cost and feasibility analysis for prioritized CCA actions included in NAP: Building on prioritized actions identified in 2.1 and NAP implementation plan begun under 2.2, this activity will cost all priority activities at the preliminary level and examine feasibility. This work should include examination of alternative cost options, cost benefit analysis and exploration of public-private partnerships for scale-up/transformation and or proposed feasible business/revenue generating models in CCA. In order to best understand the costs and feasibility of these actions, field visits to conduct stakeholder consultations will be carried out in up to five most vulnerable regions of the country. The preliminary cost and feasibility analysis for activities in the NAP and a proposed financial strategy for the NAP should be completed by 20 months after project start (concurrent with the priority activities identification process under 2.1).

4.2.2 Conduct assessment of climate finance scenarios for current and future sources of climate adaptation finance for the long-term from both international and domestic sources, and through public and private sector partnerships: Bangladesh can use this process to understand the entire scope of its options for CCA financing. This review should extend beyond the scope of the specific CCA activities in the NAP and take into consideration potential new sources of domestic resources such as carbon taxes and also cutting back on negative expenditures such as fossil fuel subsidies. This long-term CCA financing scoping should place specific emphasis on private sector engagement and develop a strategy to leverage private sector finance and private sector engagement and development. A comprehensive list of potential CCA financing options, to be included in CCIKM, should be developed by 30-33 months after project start.

4.2.3 Elaborate a costed National Adaptation Plan and how this contributes to the overall projection of required expenditures for adaptation and updates the Bangladesh Climate Fiscal Framework (CFF): Based on the preliminary costing work of

³⁶Integrated Budget and Accounting System

³⁷ Budget and Accounting Classification System

³⁸https://info.undp.org/docs/pdc/Documents/BGD/1695%20ClimateChange_FullLayout%20290914.pdf

³⁹ Development of a climate change public expenditure tracking mechanism has already been taken up by the Finance Division with the assistance of IBFCR Project. A climate budget report for FY 2017-18 was prepared using the newly developed tracking mechanism on a pilot basis and present before the parliament. Updating of CFF is underway through IBFCR project where CCA financing is a part.



4.1.1, a finalized costed NAP should be developed with detailed costing options for each activity. This should be conducted based on socio-economic and climatic factors and in close coordination with the IBFCR initiative. The costed plan should also include some assessment of the comparative advantage of investing in one option over another looking at efficiency and effectiveness of expenditures. This plan will also have an impact on the implementation of the CFF, and the CFF should be updated appropriately in coordination with IBFCR project. A fully developed costed NAP funding strategy should be drafted and the CFF should be updated by the 33rd month after project implementation, while a report of the costing strategy should be delivered to relevant ministries by the 36th month.

SECTION 4: LOGICAL FRAMEWORK(No more to 2 pages)

Please complete the table below by including proposed outcomes, baseline situations, the targets for implementation period, and the activities to be undertaken, including key outputs or deliverables. Please add rows for additional outcomes as needed. For further guidance on completing the table, please refer to the guidebook "Accessing the GCF Readiness and Preparatory Support Programme", including specific Outcomes to select from.

Outcomes	BASELINE	TARGET	ACTIVITIES (including key deliverables where applicable)
1 Strengthened institutional coordination and climate change information and knowledge management for medium- to long-term planning			
1.1 <i>Assess capacity, information, and data gaps at the national, sectoral, and thematic levels for climate change planning</i>	<p>Partial sector and national level information is available on CCA, including vulnerability studies and climate services data gaps, however gap assessments are not synthesized, validated, or complete or customized to priority sectors and ecosystems</p> <p>Mainstreaming work has been undertaken at Planning Commission level, but the overall status of national level CCA mainstreaming activities not understood as well at sectoral level.</p>	<p>Nationwide gap analysis on climate risks and vulnerability information conducted⁴² relevant to the priority sectors</p> <p>Gap and opportunity analysis complete for CCA mainstreaming at national level</p> <p>Capacity building gap analysis and action plan for capacity</p>	<p>1.1.1 Recruit project team and house in Ministry of Environment and Forests(Team recruited and Inception workshop held in M-3 after project start)</p> <p>1.1.2 Examine and synthesize existing studies on nationwide climate risk and vulnerability, opportunity areas for mainstreaming CCA, and current national government capacity for CCA project planning and implementation: Undertake a stocktaking survey of existing climate vulnerability studies and adaptation programmes. This will be prepared by a NGO or research institute contracted for this purpose with inputs from national and international experts. Gap analysis of CC vulnerability information prepared for 4 priority sectors(Experts recruited and synthesis prepared M 6-9).</p> <p>1.1.3 Produce gap analysis of existing status of climate change (particularly adaptation) mainstreaming in planning and budgeting systems across government planning and public finance management systems and in relevant sectoral ministries. (Experts recruited and analysis prepared M-6-9)</p> <p>1.1.4 Conduct capacity needs assessment and institutional review to assess and identify entry points for medium- & long-term institutional and technical capacity building to steer the NAP process at the national level. Assessment prepared to support Sub-outcome 3.2, with a focus on the priority sectors.</p>

	40 Ad-hoc capacity needs assessments on CCA are available, but are not comprehensive or current. Most recent assessment by MOEF and ADB ⁴¹ provides overview but is not sufficiently detailed to sectors.	building for CCA prepared and implemented	One national consultation workshops and six divisional consultation workshops will be undertaken to receive inputs(Assessment prepared and workshops held M 9 – 15)
1.2 <i>Enhance climate change adaptation mandate and institutional coordination mechanisms to support NAP process</i>	Limited implementation and coordination mechanisms exist at NDA and between ministries relevant for NAP completion. Mandate for NAP oversight established by UNFCCC at MoEF, but this is not nationally adopted ⁴³	Inter-ministerial and inter-agency CCA coordination mechanism established, including technical advisory committee as established in the NAP Roadmap Nationally-agreed mandate for NAP oversight exists within one relevant ministry	1.2.1 Prepare institutional framework and coordination mechanism for NAP process based on preliminary work of NAP Roadmap process which proposed an inter-ministerial working group (IMWG) and technical advisory committee (TAC) model a. Terms of reference developed for coordinating bodies, including overall oversight functions (via IMWG) and technical expertise (via TAC). Two national consultation workshops held (TOR prepared and workshops held M 6) b. Membership of both IMWG and TAC recruited and trained on NAP process by UNDP and NDA and MoEF personnel. Regular schedule of meetings set up (eg. quarterly, at NAP milestones(M 6-9)) 1.2.2 A national NAP mandate drafted, agreed upon by IMWG, and adopted by GOB. Two national consultation workshops held to discuss and validate the mandate (Mandate drafted and workshops held M 9-12)
1.3 <i>Build expanded information and knowledge base with focus on detailed CC risks and vulnerability and CCA planning scenarios for the mid- and long-term.</i>	Agency-specific CCA information repositories and web databases exist, but information remains incomplete, fragmented,	A central, web-based, and expanded national climate change information and knowledge manage-	1.3.1 Design, populate, and launch a central web-based national climate change information and knowledge management(CCIKM) portal to house available climate information, vulnerability studies, and knowledge on CCA to support the Bangladesh NAP process and CCA mainstreaming into the future. In addition, relevant socio-economic information will be linked to

⁴⁰The Poverty Environment and Climate Mainstreaming (PECM) project and the follow up IBFRC initiative has supported the Planning Commission and Finance ministry respectively of GoB to start building capacity so that future climate risks and resources can be included into the mainstream planning and budget process.

⁴¹ MoEF and ADB, 2015

⁴³NAP Roadmap process identified challenge

	<p>disaggregated, and inaccessible to all relevant institutions. Nascent CCIKM portal is live online, but lacks content management and does not meet current data sharing needs.</p> <p>Not all priority sectors have existing comprehensive CC vulnerability assessments including mid- and long-term CC scenarios.</p> <p>Valuation of economic impacts of have not been completed at national level for Bangladesh in a comprehensive way</p>	<p>ment (CCIKM) portal is housed at MoEF and linked with relevant databases and websites.</p> <p>Medium & long-term climate vulnerability scenarios available for several prioritized sectors.</p> <p>Preliminary valuation of economic impacts of climate impacts over medium- and long-term is available for priority sectors.</p>	<p>this CCIKM portal. (M 12-15 launch)</p> <ul style="list-style-type: none"> a. As part of this portal, setup a geospatial database at BMD to archive all the weather and climate related statistical and downscaled data/maps/info. (M 15) b. During portal development process, hire Knowledge Management Officer to help coordinate content collection and curation over time, beyond the scope of the project. (M 12) <p>1.3.2 Update of climate change-induced vulnerabilities at sector and national levels, building on existing studies and filling gaps in ongoing efforts by GIZ and MoEF. Where needed, carry out additional detailed analysis on current and future climate scenarios and medium and long-term climate trends (beyond the scope of existing studies) – particularly for priority sectors. (Updated vulnerability assessments for priority sectors prepared– Two national workshops held M12).</p> <p>1.3.3 Carry out a literature review of valuation of economic impacts over medium- and long-term related to predicted impacts of extreme weather events (rapid onset such as floods, cyclone, etc.) and climate change (slow onset such as sea level rise and ocean acidification), with a deeper focus on at least two sectors (Review prepared 9-12 months after project start).</p>	
<p>2 Adaptation options appraised and prioritized and National Adaptation Plan formulated</p>				
<p>2.1 <i>Review and prioritize mid-and long-term adaptation options for inclusion in NAP, national development plans, and other CCA policies, actions, and programs</i></p>	<p>Adaptation options for prioritized sectors are available in NAPA, BCCSAP, NDC and national communications; however, scenarios are limited to short-term and options/actions are not</p>	<p>Nationally appropriate adaptation options/actions (for priority sectors and various scenarios) prioritized, ranked and costed and included in CCKIM</p>	<p>2.1.1 Review national and sectoral development policies and strategies (including gender and social protection strategies) in view of NDC & BCCSAP targets for adaptation. Identify opportunities for integration with the NAP process and for future CCA mainstreaming in a review sheet. (Review sheet completed by M6)</p> <p>2.1.2 Recruit firm/NGO with sector expertise to produce a prioritized ranking of CC risks and vulnerabilities to address during the NAP process within the priority sectors, referencing work in Outcome 1 and prior vulnerability as-</p>	

	properly costed, ranked, or prioritized.	portal; pre-feasibility analysis for select priority projects completed.	<p>assessments. Organize these prioritized CC risks by associated development priority/SDGs and ecosystem co-benefit. (Risk ranking list compiled by M 9-12)</p> <p>2.1.3 Firm to create an in-depth report on future adaptation options in following scenarios based on review of priority adaptation options outlined in past studies (report finalized by M12):</p> <ul style="list-style-type: none"> ○ No-regrets; ○ Low-regrets; ○ Win-win; and ○ Flexible/adaptive management <p>2.1.4 Create a repository of sector-specific prioritization of bankable adaptation projects in priority sectors in coordination with similar readiness support by GCF and others. This list to be included within CCIKM portal developed in 1.2. (database of potential interventions completes by M15)</p> <p>2.1.5 Conduct technical assessments including financial analysis for top 1-2 priority projects for up to 2 of the priority sectors, to be determined via a prioritization exercise. These technical analyses would include identification, formulation, and appraisal and focus on replicability/scalability of the project in other sectors/areas. (2-3 technical assessments finalized by M 18-21)</p>
<p>2.2 <i>Formulate and communicate NAP based on identified CCA priorities and in close coordination with plans already in place</i></p>	<p>NAP process begun with NAP Roadmap, but NAP document not drafted and implementation work plan and communications strategy not in place.</p>	<p>NAP draft completed including peer and public review processes, implementation work plan and M&E plan in place, and communications strategy and outreach plan in place.</p>	<p>2.2.1 Recruit firm/NGO to form NAP formulation team of multidisciplinary national/international experts to draft and finalize the National Adaptation Plan. This team will work in close coordination with the existing NAP Committee at NDA and climate change unit under the Ministry of Environment and Forests (MoEF). Drafting team established by M6 -9)</p> <p>2.2.2 NAP first draft will be created by NAP formulation team. This draft will include identification of priority risks as well as activities to address those risks, with a focus on the priority sectors. (First draft for review finalized by M 18, One national workshop and up-to four sectoral/thematic workshops held by M20)</p> <p>2.2.3 Develop a work-plan for NAP implementation for a duration of 3 -5 years, which also identifies activities for integration in national and sectoral development planning, programming and budgeting systems specified in sub-outcome 1.1. As part of this effort develop a process and forum for reviewing NAP and updating priority actions beyond 3 year time horizon. (NAP implementation plan to be finalized by M24)</p>

			<p>2.2.4 Design M&E process and performance indicators for tracking CCA activities within priority vulnerable sectors, to be included in the NAP implementation plan. (M&E process to be included in NAP implementation plan by M24)</p> <p>2.2.5 Coordinate review of the NAP draft.</p> <ul style="list-style-type: none"> ○ Post draft National Adaptation Plan online for incorporating public comments/consultation. (M 18-24) ○ Undertake a peer review of the National Adaptation Plan by national/international experts with support from the NAP committee set by NDA. (M 18-24) <p>2.2.6 Develop a complementary communications and outreach strategy for the NAP. Link this to knowledge management activities in 1.3, concomitantly developing information products for dissemination through digital, broadcasting, print and other communication channels that broadcast progress, results and lessons learned from NAPA and NAP Roadmap processes. (Communications and outreach plan to be finalized by M24)</p> <p>2.2.7 Revise NAP based on review and public comments and deliver final draft. (Final NAP draft, including all components, to be delivered by NAP drafting team by M30)</p>
3. Climate risk informed decision making tools developed and piloted by planning and budget departments at national and sectoral levels			
<i>3.1 Integrate CCA into national development and sectoral planning, programming, and budgeting by beginning a pilot effort in at least 3 prioritized sectors</i>	Though CFF and IBFCR exist, the latest 5-year development plan and other national policies do not adequately consider CC risk or integrate CCA into budgeting. For example, the Coastal Development Strategy needs to prioritize adaptation options. In the water sector, adaptation options are known, but	Opportunities for integrating CCA into 5-year development plan identified and communicated to planning personnel.	<p>3.1.1 Review opportunities as well as platforms for integrating adaptation into national development planning (based on stocktaking in 1.1) and create plan for coordinated integration in priority sectors. Prioritize identification of options in the priority sectors as well as those opportunities that have multiple SDG and adaptation cross-benefits. (Plan for integration activities formulated by M24)</p> <p>3.1.2 Conduct a national level dialogue (stakeholder workshop) on integrating national adaptation priorities into SDGs and aligning the NAPs process with SDGs in national policies, budgets and indicators. (A national workshop, and two-three smaller consultations to be conducted in M27).</p> <p>3.1.3 Prepare technical Guidelines (e.g. climate-proofing/resilient guidelines for up to 3 of the priority sectors) to mainstream climate change into future budgeting and planning processes, incorporating gender disaggregated data</p>

	<p>need appraisal and prioritization. In the urban habitation sector adaptation options suffer from lack of vulnerability assessments and lack of progress on identifying urban adaptation options specific to Bangladesh.</p> <p>Climate risks-screening tools and climate-proofing/resilience guidelines are not available for priority sectors.</p> <p>CCA is not integrated in current SDG tracking/tools mechanism at national level.</p>	<p>Technical guidelines to identify climate risks (screening tools) and climate proofing/resilient guidelines are available for 3 priority sectors</p> <p>CCA is integrated into the current SDG tracking mechanism/tools with Planning Commission</p>	<p>for the personnel of the Finance Division & Development Planning and other relevant Ministries in collaboration with the Inclusive Budgeting and Financing for Climate Resilience (IBFRC) programme.</p> <ul style="list-style-type: none"> a. Guidelines developed for 3 of the 4 priority sectors (by M27) b. Key personnel from 3 of the priority sectors trained on the use of these guidelines (by M30) <p>3.1.4 Create and apply pilot integrated SDG planning and budgeting tools, (such as SDGs tracking matrix developed by Ministry of Planning and climate-sensitive budgeting criteria already proposed in CFF but not yet implemented) at Planning Commission which take into account climate risk in prioritized sectors. This activity will be coordinated with existing SDG tracking mechanisms at Prime Minister's Office.</p> <ul style="list-style-type: none"> a. Integrated SDG planning and budgeting tools identified and designed (by M33) b. Train Planning Commission on NAP and SDG tracking integration tools from Part (a) (by M36)
<p>3.2 Expand training on CCA mainstreaming and bankable project development, specifically for personnel in priority sectors working on CCA programmes</p>	<p>The NDA, MoEF, and a few relevant ministries and line agencies have staff trained for CCA project design and implementation, but institutional and technical capacity varies greatly across ministries and is not at the same level within all relevant departments.</p>	<p>Capacity building action plan on CCA is drafted and capacity development activities are set up and begun, including workshops and mentorship program for priority sectors.</p>	<p>3.2.1 Develop an adaptation-specific capacity building action plan (CBAP) for upgrading capacity of climate change related technical government staff at national level for CCA technical, mainstreaming, and project implementation skills. Focus on priority sectors reference stocktaking from 1.1 and build on MoEF and ADB's "Capacity Building Action Plan on Climate Change"⁴⁴ report. (Capacity building action plan completed by M24)</p> <p>3.2.2 Implement capacity development plan from 3.2.1, with activities to include:</p> <ul style="list-style-type: none"> a. A series of short (1-5 days) workshops for public and private sector officials on application of technical guidelines on mainstreaming climate change adaptation as well as (1-5) workshops on bankable project development in coordination with national

⁴⁴ MoEF and ADB, 2015

	<p>There are no mid- and long-term capacity building strategies and programs to enhance capacity on CCA project management skills in an ongoing manner and track progress.</p>	<p>Effective tracking indicators in place with IMWG and at NDA, MoEF and relevant ministries to track capacity building efforts for CCA.</p>	<p>training institutes (e.g. BPATC, NAEM, etc.) and public and private universities. (2-3 training workshops completed by M30)</p> <p>b. Organize on the job mentorship training for relevant technical personnel in core ministries, line agencies, and in the priority sectors. Mentors will support personnel in skills development to create sustainable enhanced information systems, apply technical guidelines on CCA and climate sensitive planning and budgeting, manage implementation of CCA projects and prepare bankable projects, and develop mechanisms for vulnerability analysis. (Mentorship program put in place by M30)</p> <p>c. Develop a repository of related, already available, capacity building and professional development tools in CCA and project implementation. This can include webinars from donors and international NGOs and subject matter experts, existing diploma programs in project management from national universities, and regional conferences and other resources. Distribute this list to the relevant personnel. (2 E modules packages on climate change adaptation mainstreaming and bankable project development for online training prepared in M24; Further opportunities for additional external training identified and circulated to relevant personnel via IMWG by M30)</p> <p>Goal is for 75% of planning, budgeting and monitoring staff in priority sector ministries trained in CCA project implementation and/or set up with professional mentor by 33 months after project start.</p> <p>3.2.3 Define process indicators to track capacity building efforts in the NAP process and their impacts on national and sectoral decision making on adaptation options and their implementation. (Process indicators list developed within IMWG and with project staff by M30)</p>	
<p>4. Nationally appropriate participatory adaptation investments tracking mechanism and financial plan for mid- and long-term CCA implementation set up</p>				

<p>4.1 <i>Establish standards and a protocol to track CCA project financing and investments</i></p>	<p>A climate fiscal framework (CFF) was prepared in 2014 but is no longer operational. Standards and protocols with comprehensive functional tracking mechanisms for climate finance do not exist.</p>	<p>A functional adaptation finance tracking mechanism is in place at the Finance Division under the Ministry of Finance and incorporated into the CCIKM portal.</p>	<p>4.1.1 Establish nationally appropriate participatory adaptation investment tracking mechanisms at national level for tracking CC finance and investments including adaptation plans, actions, and policies. This work will be built on foundation set by 2014 CFF and can be incorporated into the CCIKM portal set up in Outcome 1. (To be completed by M30)</p> <ul style="list-style-type: none"> a. Conduct Finance Division-based review existing CCA financial tracking mechanisms, building on CFF. (Climate finance experts recruited and two workshops held on designing tracking mechanism in coordination with IBFCR project) b. Gather data on government and donor spending on CCA in CCIKM data portal set up in Outcome 1. c. Establish protocols for future financial data inputs into database and long-term tracking and reporting of budgeted costs and expenditures, as compared to project impacts. (Protocol delivered and web-based tracking mechanism designed in coordination with IBFCR project, two workshops on validation of tracking mechanism)
<p>4.2 <i>Identify and prioritize actions, policy, and partnership strategies for prolonged investment in CCA; integrate into a NAP programming and financing strategy that focuses on priority sectors and builds on existing financing mechanisms</i></p>	<p>BCCTF and BCCRF trust funds exist for financing urgent and immediate needs.</p> <p>Most CCA activities already identified are not adequately costed so resource requirements are not well understood.</p> <p>Comprehensive list of CCA financing options for Bangladesh does not exist.</p>	<p>CCA actions within NAP costed with a tentative resource requirement plan for implementation in priority sectors.</p> <p>Comprehensive analysis of options for CCA financing conducted and financing sources public and private – international and domestic options identified for priority sectors and in</p>	<p>4.2.1 Carry out a preliminary cost and feasibility analysis for prioritized CCA actions included in NAP, building on prioritized actions identified in 2.1 and NAP implementation plan begun under 2.2. Explore alternative cost options, conduct cost benefit analysis and explore public-private partnerships for scale-up/transformation and or proposed feasible business/revenue generating models in CCA. This cost and feasibility analysis to be accompanied by field visits and stakeholder consultations for priority actions in up to five most vulnerable regions of the country. (Preliminary cost and feasibility analysis for priority activities in the NAP and draft financial strategy– by M20, One national consultation workshop by M25)</p> <p>4.2.2 Conduct assessment of climate finance scenarios for current and future sources of climate adaptation finance for the long-term from both international and domestic sources, and through public and private sector partnerships. (Comprehensive list of potential CCA financing options, to be included in CCIKM, completed by M 30-33, Two validation workshops by M32)</p> <p>4.2.3 Finalize a fully costed funding strategy for the National Adaptation Plan, building on 4.2.1 and incorporating findings of 4.2.2. Update CFF based on outcomes of NAP process and report on financial strategy to relevant minis-</p>



READINESS AND PREPARATORY SUPPORT PROPOSAL TEMPLATE

PAGE 30 OF 52 | Ver. 24 January 2018

		priority regions of the country.	tries (see details in Section 3 above). <ul style="list-style-type: none">• Costed NAP funding strategy drafted (by M33)• Update CFF based on NAP (by M33)• Report of costing strategy delivered to relevant ministries (by M36)	
--	--	----------------------------------	---	--

SECTION 5: BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT

****(Kindly Note: Please do not fill out this section for now. As this section requires to be filled-in based on the UNDP NAP budget tool which is still forthcoming it will undergo modification once the tool is ready, hence, it should not be left blank for now)*

5.1. Budget Plan

Please provide a breakdown of cost estimates and implementation schedule analysed according to the activities suggested in Section 2. Please feel free to replicate this table on Excel spreadsheet if needed.

GCF Readiness Outcome/Atlas Activity	ATLAS Budget Description	Amount US\$ (year 1)	Amount US\$ (year 2)	Amount US\$ (year 3)	Total Amount US\$	Budget Note Number
OUTCOME 1						
Sub-outcome 1.1: Assess capacity, information, and data gaps at the national, sectoral, and thematic levels in CCA planning	Contractual Services - Individ	18,720.00	18,720.00	18,720.00	56,160.00	1
	International Consultants	67,500.00	0.00	0.00	67,500.00	2
	Local Consultants	81,250.00	11,250.00	0.00	92,500.00	3
	Contractual Services-Companies	38,000.00	38,000.00	0.00	76,000.00	4
	Travel	5,600.00	0.00	0.00	5,600.00	5
	Miscellaneous	3,000.00	1,000.00	0.00	4,000.00	6
Total Sub-outcome 1.1		214,070.00	68,970.00	18,720.00	301,760.00	
Sub-outcome 1.2: Enhance climate change adaptation mandate and institutional coordination mechanisms to support NAP process.	Local Consultants	35,250.00	11,250.00	11,250.00	57,750.00	7
	Travel	20,000.00	0.00	0.00	20,000.00	8
	Supplies	3,000.00	3,000.00	3,000.00	9,000.00	9



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 32 OF 52 | Ver. 24 January 2018

	Training, Workshops and Confer-ences	12,000.00	4,000.00	0.00	16,000.00	10
	Miscellaneous	1,000.00	1,000.00	1,000.00	3,000.00	11
Total Sub-outcome 1.2		71,250.00	19,250.00	15,250.00	105,750.00	
Sub-outcome 1.3: Build expanded infor- mation and knowledge base with focus on detailed CC risks and vulnerability and CCA planning scenarios for the mid- and long-term.	Contractual Services - Individ	0.00	25,000.00	25,000.00	50,000.00	12
	International Consultants	42,000.00	0.00	0.00	42,000.00	13
	Local Consultants	76,250.00	11,250.00	11,250.00	98,750.00	14
	Contractual Services-Companies	50,000.00	50,000.00	5,000.00	105,000.00	15
	Travel	4,300.00	0.00	0.00	4,300.00	16
	Supplies	4,000.00	4,000.00	2,000.00	10,000.00	17
	Information Technology Equipmt	8,400.00	0.00	0.00	8,400.00	18
	Training, Workshops and Confer-ences	8,000.00	6,000.00	0.00	14,000.00	19
	Miscellaneous	3,000.00	3,000.00	2,000.00	8,000.00	20
Total Sub-outcome 1.3		195,950.00	99,250.00	45,250.00	340,450.00	
Total OUTCOME 1		481,270.00	187,470.00	79,220.00	747,960.00	
OUTCOME 2						
Sub-outcome 2.1: Review and prioritize mid- and long-term adaptation options for inclusion in NAP, national develop- ment plan and other CCA policies, actions and programs	Local Consultants	11,250.00	11,250.00	11,250.00	33,750.00	21
	Contractual Services-Companies	125,000.00	125,000.00	0.00	250,000.00	22
	Audio Visual&Print Prod Costs	2,000.00	2,000.00	0.00	4,000.00	23
	Training, Workshops and Confer-ences	6,000.00	9,000.00	0.00	15,000.00	24
	Miscellaneous	1,500.00	1,500.00	500.00	3,500.00	25
Total Sub-outcome 2.1		145,750.00	148,750.00	11,750.00	306,250.00	



READINESS AND PREPARATORY SUPPORT

Sub-outcome 2.2: Formulate and communicate NAP based on identified CCA priorities and in close coordination with plans already in place	Contractual Services - Individ	18,720.00	18,720.00	18,720.00	56,160.00	1
	International Consultants	12,000.00	12,000.00	0.00	24,000.00	26
	Local Consultants	12,500.00	12,500.00	0.00	25,000.00	27
	Contractual Services-Companies	125,000.00	125,000.00	0.00	250,000.00	28
	Travel	0.00	5,600.00	0.00	5,600.00	29
	Audio Visual&Print Prod Costs	1,000.00	2,000.00	1,000.00	4,000.00	30
	Training, Workshops and Conferences	5,000.00	7,500.00	0.00	12,500.00	31
	Miscellaneous	2,000.00	2,000.00	1,000.00	5,000.00	32
Total Sub-outcome 2.2		176,220.00	185,320.00	20,720.00	382,260.00	
Total OUTCOME 2		321,970.00	334,070.00	32,470.00	688,510.00	
Outcome 3						
Sub-outcome 3.1: Develop technical guidance and tools to support integration of CCA into development planning, programming, and budgeting in prioritized sectors	Contractual Services - Individ	18,720.00	18,720.00	18,720.00	56,160.00	1
	International Consultants	0.00	35,000.00	0.00	35,000.00	33
	Local Consultants	0.00	48,750.00	48,750.00	97,500.00	34
	Travel	0.00	2,800.00	0.00	2,800.00	35
	Contractual Services-Companies		79,375.00	79,375.00	158,750.00	36
	Audio Visual&Print Prod Costs	0.00	1,000.00	1,000.00	2,000.00	37
	Training, Workshops and Conferences	0.00	5,000.00	9,000.00	14,000.00	38
	Miscellaneous	0.00	1,000.00	1,000.00	2,000.00	39
Total Sub-outcome 3.1		18,720.00	191,645.00	157,845.00	368,210.00	
Sub-outcome 3.2: Expand training on CCA mainstreaming and project management	International Consultants	0.00	60,000.00	0.00	60,000.00	40
	Local Consultants	11,250.00	49,625.00	49,625.00	110,500.00	41

skills, specifically for personnel in priority sectors working on CCA programmes	Travel	0.00	3,000.00	3,000.00	6,000.00	42
	Contractual Services-Companies	0.00	70,000.00	50,000.00	120,000.00	43
	Audio Visual&Print Prod Costs	0.00	3,000.00	3,000.00	6,000.00	44
	Miscellaneous	0.00	3,000.00	2,800.00	5,800.00	45
Total Sub-outcome 3.2		11,250.00	188,625.00	108,425.00	308,300.00	
Total OUTCOME 3		29,970.00	380,270.00	266,270.00	676,510.00	
OUTCOME 4						
Sub-outcome 4.1: Establish standards and a protocol to track CCA project financing and investments	Local Consultants	0.00	50,750.00	50,750.00	101,500.00	46
	Contractual Services-Companies	0.00	10,000.00	20,000.00	30,000.00	47
	Training, Workshops and Conferences	0.00	8,000.00	8,000.00	16,000.00	48
	Miscellaneous	0.00	1,000.00	1,000.00	2,000.00	49
Total Sub-outcome 4.1		0.00	69,750.00	79,750.00	149,500.00	
Sub-outcome 4.2: Identify and prioritize actions, policy, and partnership strategies for prolonged investment in CCA and integrate into NAP Programming and financing strategy that focuses on priority sectors and builds on existing financing mechanisms	Local Consultants	0.00	0.00	60,000.00	60,000.00	50
	Contractual Services-Companies	0.00	0.00	92,000.00	92,000.00	51
	Audio Visual&Print Prod Costs	0.00	0.00	1,000.00	1,000.00	52
	Training, Workshops and Conferences	0.00	5,000.00	6,000.00	11,000.00	53
	Miscellaneous	1,000.00	1,000.00	2,000.00	4,000.00	54
Total Sub-outcome 4.2		1,000.00	6,000.00	161,000.00	168,000.00	
Total OUTCOME 4		1,000.00	75,750.00	240,750.00	317,500.00	
Total operation costs (Outcome 1+2+3+4)		834,210.00	977,560.00	618,710.00	2,430,480.00	
Project Management Cost	Professional Services (Audit)	3,000.00	3,000.00	3,000.00	9,000.00	55



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 35 OF 52 | Ver. 24 January 2018

	Supplies	2,000.00	1,500.00	1,500.00	5,000.00	56
	Information Technology Equipmt	3,900.00	500.00	500.00	4,900.00	57
	Contractual Services - Individ	33,840.00	33,840.00	33,840.00	101,520.00	58
Total Project management costs		42,740.00	38,840.00	38,840.00	120,420.00	
TOTAL PROJECT COSTS EXCLUDING DP FEE		876,950.00	1,016,400.00	657,550.00	2,550,900.00	
DP fee (10%)		87,695.00	101,640.00	65,755.00	255,090.00	
TOTAL PROJECT COSTS INCLUDING DP FEE		964,645.00	1,118,040.00	723,305.00	2,805,990.00	

Budget Note Number	Budget Note
Outcome 1	
1	NAP Technical Specialist (\$62,400/year) 90% split across 3 years and outcomes 1.1/2.2/3.1. and 10% under PMU
2	Environmental Economist for 50 days @ \$650/day for gap analysis of CC vulnerability information; Synthesis report author for 40 days @ \$500/day; 1 Institutional capacity building specialist for 30 days @ \$500/day. All costs in Y1.
3	Costs in Y1: 1 CCA and planning expert and 1 CCA and PFM budget expert for 60 days each @ \$250/day. 1 Capacity building specialist for 100 days @ \$250/day. 1 Climate Change data and Modeling specialist (60 days x \$250). In addition, 1 Technical Research Assistant at for 150 days @ \$150/day - split across Y1 and Y2.
4	Institutional contract for an NGO/research Institution for factfinding/baseline/vulnerability analysis \$50,000 spread over Y1 and Y2. The institution will also organize workshops (two consultation workshops for developing gap and capacity assessments at national level (\$4,000 USD x 2 with 60 participants each) + 6 consultations at district/divisional level (3,000 USD for local workshop x 6 x 25 participants each). One consultation at national level and three district consultations occur each year in Y1 and Y2.)



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 36 OF 52 | Ver. 24 January 2018

5	1 mission each for Environmental Economist and capacity building specialist. \$1,300 flight costs x 2 and 20 days total DSA @ \$150/day (10 per person per mission). Both missions in Y1.
6	Contingency - costs: bank charges, exchange losses, etc.
7	In Y1: for TOR development, 10 days for Climate Policy and Legal Specialist at \$300/day and 10 days for Institutional Capacity Building Expert at \$300/day; For NAP mandate development, 30 days for Climate Policy and Legal Specialist and 30 days for Institutional Capacity Building Expert. Across Y1-Y3, Junior Climate Finance and Policy Consultant at rate of \$150/day for 75 days/year (same consultant who will be working under Sub-outcome 2.1 below).
8	Y1: Domestic travel for inter-ministerial working group to trainings and consultations (8 days for 20 national participants @ 1,000 USD each)
9	Training materials, reference books and technical articles for the inter-ministerial working group & technical advisory committee
10	Y1: Three national workshops to discuss roles of different ministries in NAP process and workplan (2 days each) Y2: One national workshop to discuss roles of different ministries in NAP process and workplan (3 days). \$4,000 cost each (each will have approx.. 60 participants).
11	Contingency - costs: bank charges, exchange losses, etc.
12	Knowledge Manager to provide technical support to update the database and NAP website - \$25,000/year (Full time in Y2 and Y3 only). Note: Knowledge Manager will assist existing ICT officer at MoEF who will oversee the CCIKM moving forward (position already in place and funded).
13	Y1: 1 CCA risk assessment expert to prepare the economic valuation review study for 30 days at \$700/day and 1 Environmental Economist for 30 days at \$700/day
14	Y1: DRR expert to prepare the economic valuation review study for 80 days at \$250/day & Environmental Economist for 80 days at \$250/day and one CCA Expert 80 days at \$250/day; ICT Expert for 20 days at \$250/day to prepare TORs and contract for CCIKM development. Across Y1, Y2, and Y3, Technical Research Assistant for 75 days/year for \$150/day (same Technical Research Assistant that will be working on Sub-Outcome 3.2 below).
15	Firm for setting up the NAP website and CCIKM and geodatabase - \$100,000 cost split between Y1 and Y2. Y3: \$5,000 for ongoing technical support and maintenance of platform.
16	Travel costs for one mission for the CCA risk assessment expert - \$1,300 airfare and DSA of \$150 for 20 days
17	Costs of server capacity and associated software licenses needed for CCIKM (\$4,000 in Y1 and \$2,000 in Y2)
18	2 laptops for Technical Research Assistant and Knowledge Management Consultant (\$1,200 each) + 1 scanner and 1 printer (\$2,000) + 1 Copy machine (\$4,000)



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 37 OF 52 | Ver. 24 January 2018

19	Y1: Two national workshops (\$4,000 x 2 x 60 participants each) Y2: Two district workshop for valuation review studies (\$3,000 x 2 x 25 participants each)
20	Contingency - bank charges, exchange losses, etc.
Outcome 2	
21	Across Y1-Y3, One Junior Climate Finance and Policy Consultant at \$150/day for 75 days/year (same consultant who will be working under Sub-outcome 1.2 above).
22	Contract with NGO/Firm to review and prioritize adaptation options over two years (Y1/Y2). This contract will be with organization with local knowledge and expertise in agriculture, DRM, infrastructure, urban planning, and priority sectors of relevance as well as environmental economics, climate finance, and private - public partnership development. This contract will be for \$250,000 over two years with an output of a report on prioritized climate adaptation options and their feasibility. NGO will be required to perform technical feasibility assessments of top priority actions, including market and risk assessment.
23	Reports on future adaptation options in 4 priority sectors printed
24	Costs for inception workshops for technical assessments & bankable project development and other related meetings. This work will predominately take place in Y2. Y1: One workshop to engage strategic national partners in bankable project development. \$6,000 cost reflects 3-day workshop for around 60 participants. Y2: Three consultations/small workshops @ \$3,000 each for 20 participants each
25	Contingency - bank charges, exchange losses, etc.
26	1 peer reviewer on NAP drafts at \$600/day for 40 days split between Y1 and Y2.
27	One communications specialist for 100 days to formulate NAP communications plan at rate of \$250/day. Split between Y1 and Y2.
28	Contract with NGO or firm to draft National Adaptation Plan for Bangladesh. Contract will be with organization with proven record of success in climate adaptation planning and with expertise in climate finance and policy as well as technical writing. Monitoring and Evaluation plan to be developed as part of the contract and in tandem with the NAP draft. Costs will be split between Y1 and Y2, for a total of \$250,000.
29	Y2: Two missions for peer reviewer international consultant to Dhaka for 10 days each. \$1300 air fare assumption and \$150/day DSA.
30	Printing, publishing, web hosting, etc. costs associated with NAP drafting and review
31	Funding for small meetings for the NAP review process, to update the IMWG and for consultations with key stakeholder groups. 5 meetings/consultations total at \$2,500 for 20 participants each (1-2 day events). Anticipate 2 events in Y1 and 3 events in Y2.
32	Contingency - bank charges, exchange losses, etc.



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 38 OF 52 | Ver. 24 January 2018

Outcome 3	
33	Y2: International strategic planning and SDG expert for 50 days @ \$700/day.
34	National M&E expert for 100 days @\$250/day for the NAP and SDG tracking integration. Two CCA planning and budgeting experts for 100 days @\$250/day each to help develop mainstreaming guidelines. One Junior Climate Finance and Policy Consultant to provide assistance for 150 days total at \$150/day.
35	Y2: One mission for strategic planning and SDG expert at \$1300 airfare. 10 days DSA @\$150/day.
36	NGO, firm or institution providing Sectorial Technical Expertise on Climate Resilience & Agriculture, Water Resources, Urban, Social Safety net, Health, Energy, Infrastructure to advise and develop specific guidelines for each sector. All costs for the above split over Y2 and Y3. Total to be \$158,750.
37	Printing, publishing, costs associated with sub-outcome activities.
38	Y2: 1 large stakeholder workshop of 2 days to determine ways of mainstreaming CCA (\$5,000 for 80 participants) Y3: 3 meetings/workshops with Planning Commission and other GOB stakeholders (\$3,000 for 25 participants each).
39	Contingency - costs: bank charges, exchange losses, etc.
40	Y2: International capacity development and skills assessment planning expert for 50 days @\$600/day & Trainer for Bankable Project Development 50 days @ \$600/day.
41	Split across Y2 and Y3: M&E expert for 55 days for process indicator development at \$250/day; one capacity building expert for 120 days at \$250/day for capacity development work; one bankable project development specialist 60 days @ \$250/day; and Planning and budgeting Expert for 60 days @ \$300/day for development of mainstreaming guidelines. In addition, split across Y1, Y2, and Y3 - Technical Research Assistant to assist with capacity development and project development work for 75 days/year at \$150/day. This is the same Technical Research Assistant listed under Sub-Outcome 1.3 above.
42	Travel for International capacity development and skills assessment planning expert for one 10 days mission in Y2 and one 10-day mission in Y3 (\$3,000/mission)
43	NGO/Firm or a combination of both to conduct: Y2: 5-day training workshop on Mainstreaming (\$25,000 for 50 participants) & 5-day workshop 1 on Bankable Project Development (\$25,000 for 50 participants) Y2: Development on E-modules on Mainstreaming (for online training \$10,000) and Development on E-modules on Project Development (for online training \$10,000) Y3: 5-day training workshop on Mainstreaming (\$25,000 for 50 participants) & 5-day workshop 1 on Bankable Project Development (\$25,000 for 50 participants)
44	Supplies associated with publishing the capacity development plan, facilitating the plan implementation (workshops, mentorship, etc.) - costs for printing, posters, pamphlets, etc.



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 39 OF 52 | Ver. 24 January 2018

45	Contingency - bank charges, exchange losses, etc.
Outcome 4	
46	Climate finance public financial management expert for 200 days at \$270/day; M&E expert for 100 days at \$250/day split across Y2 and Y3. In addition, 150 days of Junior Climate Finance and Policy Consultant time at \$150/day split across Y2 and Y3 (same consultant as under Sub-outcome 3.1 above).
47	ICT Company to design web-based Climate Finance tracking mechanism based on inputs from PFM expert. Contract to begin in Y2 but predominately be in Y3.
48	Y2: Two National consultation workshops on Design of Tracking Mechanism (\$4,000 for 30 participants each) Y3: Two workshops for validation of Tracking Mechanism (\$4,000 for 30 participants each)
49	Contingency - costs: bank charges, exchange losses, etc.
50	Y3: One national economist (80 days x 250 USD), one national finance expert (80 days x 250 USD) and one national private sector expert (80 days x 250 USD).
51	Y3: Contract with NGO or other organization to complete consultations at the local level in approximately 5 of the most vulnerable country divisions. Deliverable-based contract will provide report on consultations. \$32,000 total for contract. Contract with institution to provide expertise on Climate finance strategy for 50 days at \$600/day, and Private sector for 50 days at \$600/day.
52	Printing and communications costs.
53	Y2: One consultation workshop on element of the financial strategy (\$5,000 for 80 participants) Y3: Costs associated with 2 small validation workshops to finalize financial strategy of 1 day each at \$3,000/each for 25 participants each
54	Contingency - bank charges, exchange losses, etc.
Project Management Cost	
55	Project audit costs (USD 9,000). This budget will be utilized only if the GCF project receives an external audit conducted by a third-party auditor (excluding UN Board of Auditors), or otherwise reprogrammed towards the achievement of the approved activities, in consultation and agreement with the as per the approved framework of agreement between UNDP and GCF.
56	Office Supplies
57	Y1: 2 laptops and associated accessories (\$1200/each), 1 printer (\$1000), ink/toner (\$500) Y2 & Y3 \$500/year for toner

58	1 Administrative Assistant (9,600/year) & 1 Project Finance Associate (18,000/year) & 10% of the NAP Technical Specialist (\$62,400/year) see budget note 1).
-----------	---

5.2. Procurement Plan						
<i>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. Also, please feel free to replicate this table on Excel spreadsheet if needed.</i>						
ITEM	ITEM DESCRIPTION	ESTIMATED COST (US \$)	PROCUREMENT METHOD	THRESHOLDS <i>(Min-Max monetary value for which indicated procurement method must be used)</i>	ESTIMATED START DATE	PROJECTED CONTRACTING DATE
Goods and Non-consulting Services						
Service Contract - Individual	Project Personnel - Technical Specialist on NAPs (NAP technical specialist)	187,200.00	Test & interview - Competitive Sourcing		Y1/Q1	Y1/Q1
Contractual Services - Company	Institutional Contract for an NGO/Research Institution - factfinding/baseline/vulnerability analysis	76,000.00	Local Advertisement		Y1/Q1 Y2/Q1	Y1/Q1
Service Contract - Individual	Project Personnel - Finance Associate	54,000.00	Test & interview - Competitive Sourcing		Y1/Q1	Y1/Q1
Office Supplies	Training materials, reference books and technical articles	4,000.00	Desk Review - Competitive Sourcing		Y1,Y2,Y3	Y1,Y2,Y3
Contractual Services - Company	Firm setting up the NAP website, CCIKM and Geo-data base	105,000.00	Local Advertisement		Y1/Q1 Y2/Q1 Y3/Q1	Y1/Q1



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

Contractual Services - Company	NGO or Firm to provide technical expertise: Sectorial Expert on Climate Resilience & Agriculture, Sectorial Expert on Water Resources, Sectorial Expert on Urban, Sectorial Expert on Social Safety Net, Sectorial Expert on Health, Sectorial Expert on Energy, Sectorial Expert on Infrastructures	158,750.00	Local Advertisement		Y2	Y2/Q1
Office Supplies	Server and Capacity Software licenses for CCIKM	10,000.00	Desk Review - Competitive Sourcing		Y1/Q2	Y1/Q2
Contractual Services - Individual	Knowledge Manager for CCIKM	50,000.00	Desk Review - Competitive Sourcing		Y2/Q1	Y2/Q2
Information Technology Equipment	2 laptops for Technical Research Assistant and Knowledge Management Consultant (\$1,200 each) + 1 scanner and 1 printer (\$2,000) + 1 Copy machine (\$4,000); Under PMC: 2 laptops (for Finance Associate and Administrative Assistant and associated accessories (\$1200/each), 1 printer (\$1000), ink/toner \$500/year	13,300.00	Desk Review - Competitive Sourcing		Y1/Q1	Y1/Q1
Audio-visual & Print Prod Cost	Various Printing materials	17,000.00	Desk Review - Competitive Sourcing		Y1/Q1	Y1/Q1
Contractual Services - Company	ICT company to design web-based Climate Finance Tracking mechanism	30,000.00	Desk Review - Competitive Sourcing		Y2/Q2	Y2/Q2
Contractual Services - Company	Professional Services (Audit)	9,000.00	Desk Review - Competitive Sourcing		Y1/Q4 Y2/Q4 Y3/Q4	Y1/Q4 Y2/Q4 Y3/Q4
Service Contract - Individual	Administrative Assistant	28,800.00	Test & interview - Competitive Sourcing		Y1/Q1	Y1/Q1



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 42 OF 52 | Ver. 24 January 2018

Contractual Services - Company	Contract with NGO/Firm to organize 5-day training workshop on Mainstreaming, 5-day workshop on Bankable Project Development; develop E-modules on Mainstreaming (for online training) and on E-modules on Project Development (for online training); 5-day training workshop on Mainstreaming & 5-day workshop on Bankable Project Development	120,000.00	Local Advertisement		Y1/Q4 Y2/Q4	Y1/Q4 Y2/Q4
Contractual Services - Company	Contract with NGO to perform climate adaptation intervention analysis and prioritization	250,000.00	Desk Review - Competitive Sourcing		Y1/Q1	Y1/Q1
Contractual Services - Company	Contract with NGO or firm consortium to draft NAP	250,000.00	Desk Review - Competitive Sourcing		Y1/Q1	Y1/Q1
Contractual Services - Company	Institutional Contract on Private Sector Expertise (Climate Finance and Private Sector)	60,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
Contractual Services - Company	NGO to perform stakeholder engagement for priority interventions in vulnerable areas	32,000.00	Desk Review - Competitive Sourcing		Y2/Q1	Y2/Q1
SUB-TOTAL (US \$)		1,455,050.00				

Consultancy Services						
International Consultant	Environmental Economist for gap analysis of CC vulnerability information	32,500.00	Desk Review - Competitive Sourcing		Y1/Q1	Y1/Q1
International Consultant	Synthesis Report Author	20,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 43 OF 52 | Ver. 24 January 2018

International Consultant	Institutional and Capacity Building Specialist	15,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	CC-A and Planning Expert	15,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	PFM Budget Expert	15,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Institutional & Capacity Building Specialist	25,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Climate Change data and Modeling Specialist	15,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Technical Research Assistant (to support 1.1)	22,500.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Climate Policy and Legal Specialist (TOR development)	3,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Institutional Capacity Building Expert (TOR development)	3,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Climate Policy and Legal Specialist (NAP Mandate development)	9,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Institutional Capacity Building Expert (NAP Mandate development)	9,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Junior Climate Finance and Policy Consultant (to support 1.2 and 2.1)	67,500.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
International Consultant	CCA Risk Assessment Expert	21,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
International Consultant	Environmental Economist	21,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	DRR Expert	20,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Environmental Economist for gap analysis of CC vulnerability information	20,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	CCA Expert	20,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 44 OF 52 | Ver. 24 January 2018

National Consultant	ICT Expert (for TOR and contract development for NAP webpage, CCIKM & Geospatial data base)	5,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
National Consultant	Technical Research Assistant (to support 1.3 and 3.2)	67,500.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
International Consultant	Peer Reviewer for NAP draft	24,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	Communication Specialist	25,000.00	Desk Review - Competitive Sourcing		Y1/Q1 Y2/Q1	Y1/Q1 Y2/Q1
International Consultant	Strategic Planning and SDG expert	35,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	Monitoring and Evaluation Expert	25,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	CCA and Planning and Budgeting Expert (x2 - each at 25000)	50,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
International Consultant	Capacity Development and Skills Assessment Planning Expert	30,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
International Consultant	Trainer for Bankable Project Development	30,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	Monitoring and Evaluation Expert	13,750.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	National Capacity Building Expert	30,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	Bankable Project Development Expert	15,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	CC-A and Planning and Budgeting Expert (Development and Mainstreaming Guidelines)	18,000.00	Desk Review - Competitive Sourcing		Y2	Y2/Q1
National Consultant	Climate PFM and budget specialist	54,000.00	Desk Review - Competitive Sourcing		Y3	Y2/Q4
National Consultant	Monitoring & Evaluation Expert	25,000.00	Desk Review - Competitive Sourcing		Y1/Q3	Y1/Q2
National Consultant	Economist	20,000.00	Desk Review - Competitive Sourcing		Y3	Y2/Q4



READINESS AND PREPARATORY SUPPORT

PROPOSAL TEMPLATE

PAGE 45 OF 52 | Ver. 24 January 2018

International Consultant	Climate Finance Strategy Expert	30,000.00	Desk Review - Competitive Sourcing		Y3	Y2/Q4
National Consultant	Finance Expert	20,000.00	Desk Review - Competitive Sourcing		Y1	Y1/Q1
SUB-TOTAL (US \$)		870,750				
TOTAL COST (US \$)		2,325,800.00				

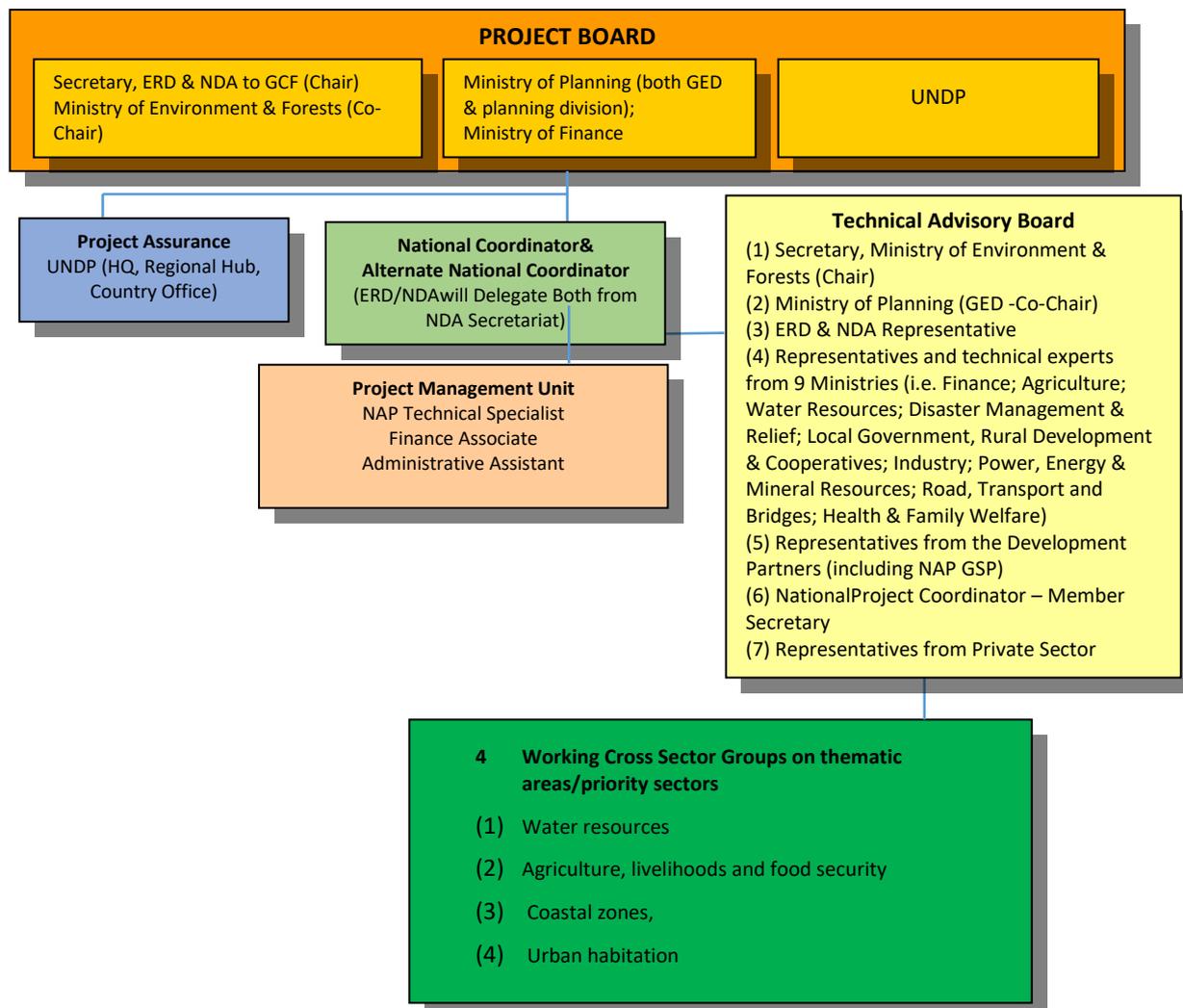
SECTION 6: IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

6.1 Please attach an “implementation map” or describe how funds will be managed by the NDA/FP or delivery partner

If the entity implementing the readiness support is not an accredited entity of the GCF, please complete the [Financial Management Capacity Assessment \(FMCA\)](#) questionnaire and submit it with this proposal.

The project will be implemented following UNDP’s Direct Implementation Modality (DIM), according to the Readiness and Preparatory Support Grant Framework Agreement between the GCF and UNDP. Letters of agreement could be signed between UNDP and national designated authority to facilitate implementation.

The Project Management Unit will carry out project implementation, with the support of a Technical and a Financial/Administrative Assistants. The management arrangements for this project are summarized in the chart below:



The implementation of the project will be carried out in full collaboration with and consultation of the Ministry of Environment & Forests, the ERD and the NDA, the Ministry of Planning and the Finance Division under the Ministry of Finance. As per the GCF

framework readiness and preparatory support grant agreement, the project will be implemented according to the UNDP Direct Implementation Modality. It will be guided by the United Nations Programme / United Nations Development Assistance Framework (UNDAF), and UNDP's Country Programme Document (CPD) for 2017-2020 for Bangladesh. Guided by these aforementioned country programme frameworks, the DIM will be applied in a way to consider potentials for maximum cost-effectiveness and tailored capacity development of counterpart government institutions.

Project Assurance: UNDP provides a three – tier supervision, oversight and quality assurance role – funded by the agency fee – involving UNDP staff in Country Offices and at regional and headquarters levels. Project Assurance must be totally independent of the Project Management function. The quality assurance role supports the Project Board and Project Management Unit by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Project Board cannot delegate any of its quality assurance responsibilities to the NAP technical specialist. This project oversight and quality assurance role is covered by the delivery partner fee provided by the GCF.

UNDP will also serve as **Senior Supplier** representing the interests of all parties and providing funding and/or technical expertise to the project. The **senior supplier's** primary function within the Board is to provide guidance regarding the technical feasibility of the project. The senior supplier role must have the authority to commit, acquire or supply resources required.

The **Project Board** is comprised of representatives of the Ministry of Environment and Forests, ERD & NDA, Ministry of Planning and Finance Division under the Ministry of Finance. UNDP provides quality assurance for the project, ensures adherence to the DIM guidelines and ensures compliance with GCF and UNDP policies and procedures. The Project Board is responsible for approving workplans, by consensus, and to provide guidance when it is required by the NAP technical specialist. Project Board decisions will be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. The Project Board will meet twice year.

The **National Project Coordinator** will be represented by an NDA/ERD Delegate. S/he will be the primary contact person for the PMU in the GOB. S/he will be responsible for orienting and advising the NAP Technical Specialist on Government policy and priorities. The coordinator will be supported by the Technical and Advisory Board which will convene on a quarterly basis to review the coherence of the project interventions, including results, risks, planning and pro-cerement processes. National Coordinator will also have an Alternate National Coordinator (from NDA Secretariat) for his/her assistance and perform duties on his/her behalf/absence.

The **Project Management Unit**, under the supervision of the NDA, UNDP will run the project on a day-to-day basis within the constraints laid down by the Project Board. The project management unit will be at ERD or UNDP Dhaka Office or Ministry of Environment and Forests. For smooth functioning and convenience, PMU's functions may be shared among the three locations. However, the Project Management team will liaise regularly with the UNDP Office in Dhaka for substantive and operational support.

The **NAP Technical Specialist** is responsible for day-to-day management and decision-making for the project within the Annual Work Plan approved by the Project Board. The NAP Technical Specialist's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. S/he will be supported by an administrative/financial assistant for operational aspects of the project. The annual work plan is prepared by the NAP Technical specialist and reviewed and approved by Project Board. However, the UNDP-Global Environmental Finance Unit, as part of its quality assurance role, provides the final approval. The NAP Technical Specialist is also responsible for managing and monitoring the project risks initially identified and submit new risks to the project board for consideration and decision on possible actions if required and update the status of these risks by maintaining the project risks log according to the DIM Guidelines. The NAP Technical Specialist function will end when the final project terminal evaluation report and other documentation required by the GCF and UNDP has been completed and submitted to UNDP.

The **Technical and Advisory Board** is composed by (1) delegates of the Ministries of Environment and Forests, Planning and Finance; by (2) focal points and technical experts from nine sector' Ministries (i.e. Finance; Agriculture; Water Resources; Disaster Management & Relief; Local Government, Rural Development & Cooperatives; Industry; Power, Energy & Mineral Resources; Road, Transport and Bridges; Health & Family Welfare); (3) Representatives from the development partners, from the private sector, and representatives from local CSOs& NGOs. This Committee provide support and guidance to the Project Board through the coordination with the National Coordinator and the Project Management Unit.

As part of the Technical and Advisory Committee, the UNDP's National Adaptation Plan Global Support Programme, in partnership with UNEP, will extend the support provided already through the ongoing NAP GSP to the Government of Bangladesh by delivering additional technical support to overcome capacity gaps, in line with the objectives of the programme. The objective of the programme is to further strengthen the institutional and technical capacities of countries to start and/or advance their NAP

process, provide training at a regional level and promote south-south and peer to peer exchange. This will assist in adapting to the impacts of climate change by providing these countries with an enhanced capacity to plan, finance, and implement adaptation interventions through integration of climate change into medium- to long-term development frameworks.

Four Working Groups will be established under the supervision of the Technical Committee with the purpose of monitoring and providing feedback for each of the project outputs. The Working Groups will be convened by the Project Coordinator at the request of the Technical Committee. The NAP technical specialist will delegate to his team members the elaboration of minutes of each meeting and documentation of the recommendations for implementing each outcome. The meetings of working groups will be carried out under request of the members of each group.

6.2 Other relevant information

This box provides an opportunity to include any important information you wish to bring to the attention of the GCF Secretariat, but did not have an opportunity to provide in the sections above.

The project implementation will be conducted with very extensive consultations at the national and local levels to guarantee a participative approach. Moreover, the project will build the capacities of decision-makers at different levels to measure and evaluate the exposure of communities to climate-related hazards for the integration of these risks into planning and budgeting.

The project does not include the construction of any infrastructure and will focus on soft interventions, including capacity building activities, studies/analysis/assessments preparation, sensitization interventions and policy development support. These activities are expected to strengthen the understanding of the challenges and impacts climate change will have on the economy and the development of the country and therefore, incentivize the national identification and development of adaptation initiatives – including projects, programmes, policies, strategies, etc. Specific attention will be given to highlight the need for extensive consultations and thorough studies and assessments to avoid any social and environmental negative impacts due to the inadequate and deficient selection of future adaptation interventions.

Gender considerations are also at the centre of the NAP process as it insists on gender inclusiveness in climate change adaptation planning and budgeting and recognizes that adaptation cannot be successful without the involvement of all people, in particular women, who are the main actors in many segments of Bangladesh’s economy. During the implementation process, gender concerns will be brought to the forefront through the (1) active involvement of the Ministry of Women and Children Affairs in the development of the CCA guidelines to ensure gender mainstreaming tools are included (ii) the sensitization of official beneficiaries on the crucial role women are playing in the society and in the adaptation process and how essential it is to involve them in every aspect of this process; (iii) the engagement of women decision-makers in the trainings, meetings, workshops, etc.; (iv) the development support, evaluation and selection of gender-sensitive initiatives for further implementation. The Ministry of Women and Children Affairs in gender mainstreaming process will also be implementing a forthcoming new GCF project “Enhancing and supporting the climate adaptive capacity of rural women and girls” (MIE: UNDP). The NAP project will make institutional links to this proposed initiative.

This project will be directly aligned with the gender policy of the GCF which identifies six priority areas to implement its policy, namely (i) Governance and institutional structure; (ii) Operational guidelines; (iii) Capacity building; (iv) Outputs, outcomes, impacts and paradigm-shift objectives used for monitoring, reporting and evaluation; (v) Resource allocation and budgeting; and (vi) Knowledge generation and communications. The project, by covering a large range of areas of adaptation, will address all of these six priorities and put an emphasis on addressing gender inequality along its implementation and operationalisation.

SECTION 7: ARRANGEMENTS FOR MONITORING, REPORTING AND EVALUATION

Please provide project/programme specific institutional setting and implementation arrangements for monitoring and reporting and evaluation. Please indicate how the interim/mid-term and final evaluations will be organized, including the timing.

The project results will be monitored and reported annually and evaluated periodically during project implementation to ensure the project effectively achieves these results.

Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the UNDP POPP and UNDP Evaluation Policy. While these UNDP requirements are not outlined in this project document, the UNDP Country Office will work with the relevant project stakeholders to ensure UNDP M&E requirements are met in a timely fashion and to high quality standards. Additional mandatory GCF-specific M&E requirements will be undertaken in accordance with relevant GCF policies.

i. M&E oversight and monitoring responsibilities:

NAP Technical Specialist: The NAP technical specialist is responsible for day-to-day project management and regular monitoring of project results and risks, including social and environmental risks. The NAP technical specialist will ensure that all project personnel maintain a high level of transparency, responsibility and accountability in M&E and reporting of project results. The NAP technical specialist will inform the Project Board, the UNDP Country Office and the UNDP-GEF Regional Technical Advisor of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted.

The NAP technical specialist will develop annual work plans to support the efficient implementation of the project. The NAP technical specialist will ensure that the standard UNDP and GCF M&E requirements are fulfilled to the highest quality.

Project Board: The Project Board will take corrective action as needed to ensure the project achieves the desired results. The Project Board will hold project reviews to assess the performance of the project and appraise the Annual Work Plan for the following year. In the project's final year, the Project Board will hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to highlight project results and lessons learned with relevant audiences. This final review meeting will also discuss the findings outlined in the project terminal evaluation report and the management response.

UNDP: will retain all project records for this project for up to seven years after project financial closure in order to support any ex-post reviews and evaluations undertaken by the UNDP Independent Evaluation Office (IEO) and/or the GCF. UNDP is responsible for complying with all UNDP project-level M&E requirements as outlined in the UNDP POPP. This includes ensuring the UNDP Quality Assurance Assessment during implementation is undertaken annually; the regular updating of the ATLAS risk log; and, the updating of the UNDP gender marker on an annual basis based on gender mainstreaming progress reported in the Annual Project Report and the UNDP ROAR. Any quality concerns flagged during these M&E activities (e.g. Annual Project Report quality assessment ratings) must be addressed by the NAP technical specialist. UNDP will initiate and organize key M&E activities including the Annual Project Report, the independent mid-term review and the independent terminal evaluation. UNDP will also ensure that the standard UNDP and GCF M&E requirements are fulfilled to the highest quality.

UNDP Country Office: The UNDP Country Office will support the NAP technical specialist as needed, including through annual supervision missions. The annual supervision missions will take place according to the schedule outlined in the annual work plan. Supervision mission reports will be circulated to the project team and Project Board within one month of the mission.

The UNDP Country Office and the project team will support GCF staff (or their designate) during any missions undertaken in the country, and support any ad-hoc checks or ex post evaluations that may be required by the GCF.

UNDP-Global Environmental Finance Unit (UNDP-GEF): Additional M&E and implementation oversight, quality assurance and troubleshooting support will be provided by the UNDP-GEF Regional Technical Advisors and the UNDP-GEF Directorate as outlined in the management arrangement section above.

ii. **Audit:**

The project will be audited according to UNDP Financial Regulations and Rules and applicable audit policies on DIM implemented projects. Additional audits may be undertaken at the request of the GCF.

iii. **Additional monitoring and reporting requirements:**

Inception Workshop and Report: A project inception workshop will be held within two months after the project document has been signed by all relevant parties to, amongst others:

- a) Re-orient project stakeholders to the project strategy and discuss any changes in the overall context that influence project strategy and implementation;
- b) Discuss the roles and responsibilities of the project team, including reporting and communication lines and conflict resolution mechanisms;
- c) Review the results framework and finalize the indicators, means of verification and monitoring plan;
- d) Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E;
- e) Identify how project M&E can support national monitoring of SDG indicators as relevant;
- f) Update and review responsibilities for monitoring the various project plans and strategies, including the risk log;

- g) Review financial reporting procedures and mandatory requirements, and agree on the arrangements for the audit; and
- h) Plan and schedule Project Board meetings and finalize the first-year annual work plan.

The NAP technical specialist will prepare the inception workshop report no later than one month after the inception workshop. The inception workshop report will be cleared by the UNDP CO and the UNDP-Global Environment Finance Regional Technical Adviser, and will be approved by the Project Board.

Annual Project Report: The NAP technical specialist, the UNDP Country Office, and the UNDP-Global Environment Finance Regional Technical Advisor will provide objective inputs to the annual project report covering the calendar year for each year of project implementation. The NAP technical specialist will ensure that the indicators included in the project results framework are monitored annually in advance so that progress can be included in the report. Any environmental and social risks and related management plans will be monitored regularly, and progress will be included in the report.

The **Annual Project Report** will be shared with the Project Board. UNDP will coordinate the input of other stakeholders to the report as appropriate. The quality rating of the previous year's report will be used to inform the preparation of the subsequent report.

Lessons learned and knowledge generation: Results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyse and share lessons learned that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

Independent Mid-term Review (MTR): Should the project be extended beyond the initial two years, an independent mid-term review process will begin after the second Annual Project Report has been submitted to the GCF. The MTR findings and responses outlined in the management response will be incorporated as recommendations for enhanced implementation during the final half of the project's duration. The terms of reference, the review process and the MTR report will follow the standard templates and guidance prepared by the UNDP IEO for GEF-financed projects available on the UNDP Evaluation Resource Center (ERC). As noted in this guidance, the evaluation will be 'independent, impartial and rigorous'. The consultants that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing or advising on the project to be evaluated. Other stakeholders will be involved and consulted during the terminal evaluation process. Additional quality assurance support is available from the UNDP-Global Environment Finance Directorate. The final MTR report will be available in English and will be cleared by the UNDP Country Office and the UNDP-Global Environment Finance Regional Technical Adviser, and approved by the Project Board.

Terminal Evaluation (TE): An independent terminal evaluation (TE) will take place upon completion of all major project outputs and activities. The terminal evaluation process will begin at least three months before operational closure of the project allowing the evaluation mission to proceed while the project team is still in place, yet ensuring the project is close enough to completion for the evaluation team to reach conclusions on key aspects such as project sustainability.

The NAP technical specialist will remain on contract until the TE report and management response have been finalized. The terms of reference, the evaluation process and the final TE report will follow the standard templates and guidance prepared by the UNDP IEO for GEF-financed projects available on the UNDP Evaluation Resource Center. As noted in this guidance, the evaluation will be 'independent, impartial and rigorous'. The consultants that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing or advising on the project to be evaluated. Additional quality assurance support is available from the UNDP-GEF Directorate. The final TE report will be cleared by the UNDP Country Office and the UNDP-GEF Regional Technical Adviser, and will be approved by the Project Board. The TE report will be publicly available in English on the UNDP ERC as well as NAP website to be designed under the project.

Final Report: The project's final Annual Project Report along with the terminal evaluation (TE) report and corresponding management response will serve as the final project report package. The final project report package shall be discussed with the Project Board during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.