

Readiness Proposal

**with the United Nations Environment Programme (UNEP)
for the Kingdom of Eswatini**

26 June 2018 | Adaptation Planning



**GREEN
CLIMATE
FUND**

Readiness and Preparatory Support Proposal

How to complete this document?

- A readiness guidebook (URL) 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

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, in particular to the situation of vulnerable populations, including women and men. Please be specific about proposed actions to address these issues. Consult page 4 of the readiness guidebook for more information.

LIST OF ACRONYMS

ACCF	Africa Climate Change Fund
ACMS	Aid Coordination Management Section
AF	Adaptation Fund
COMESA	Common Market for Eastern and Southern Africa
COP	Conference of the Parties
CSO	Civil Society Organisation
DP	Delivery Partner
EbA	Ecosystem-based Adaptation
GCF	Green Climate Fund
GDP	Gross Domestic Product
GEF	Global Environment Facility
GHG	Greenhouse Gas
GoS	Government of Swaziland
INDC	Intended Nationally Determined Contribution
LCE	Low Carbon Economy
LDC	Least Developed Country
LDCF	Least Developed Countries Fund
MDT	Multi-disciplinary Team
M&E	Monitoring and Evaluation
MEAS	Monitoring and Evaluation Association of Swaziland
MET	The Department of Meteorology
MTEA	Ministry of Tourism and Environmental Affairs
NAP	National Adaptation Plan
NAPA	National Adaptation Programme of Action
NCCC	National Climate Change Committee
NCCP	National Climate Change Policy
NCCRS	National Climate Change Response Strategy
NCCSAP	National Climate Change Strategy and Action Plan
NDA	National Designated Authority
NDS	National Development Strategy
NEF	National Environment Fund
NERMAP	National Emergency Response Mitigation and Adaptation Plan
NGO	Non-Governmental Organisation
PM	Project Manager
PMC	Project Management Costs
PMU	Project Management Unit
PO	Programme Officer
SDG	Sustainable Development Goal
TWG	Thematic Working Group
UNDP	United Nations Development Programme
UN Environment	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change
UNISWA	University of Swaziland

SECTION 1: SUMMARY	
1. Country submitting the proposal	<p>Country name: Swaziland Name of institution (representing National Designated Authority or Focal Point): Ministry of Tourism and Environmental Affairs (MTEA) Name of official: Mr. Emmanuel Dlamini Position: Principal Secretary and GCF Focal Point Telephone: +268 24046162 Email: ps_tourism@gov.sz / fasidlamini@gmail.com Full Office address: 2nd Floor Income Tax Building Mhlambanyatsi road Mbabane, Swaziland</p>
2. Date of initial submission	17 July 2017
3. Last date of resubmission (if applicable)	
4. Which entity will implement the Readiness and Preparatory Support project? (Provide the contact information if entity is different from NDA/focal point)	<p><input type="checkbox"/> National Designated Authority <input checked="" type="checkbox"/> Delivery partner <input type="checkbox"/> Accredited entity Name of institution: United Nations Environment Programme (UN Environment) Name of official: Ermira Fida Position: Green Climate Fund Coordinator Telephone: + 254 (0) 20 762 3113 Email: ermira.fida@unep.org Full Office address: UN Environment, UN Complex, PO Box 30552-0100, Nairobi, Kenya</p> <p>Name of contact person: Richard Munang Position: Regional Climate Change Coordinator Email: richard.munang@unep.org Telephone: Office land line +254 20 7625727 Mobile: +254 714 888918 Full office address: UN Environment, Africa Office, Nairobi. Kenya Block 1, NOF, Ground Floor, South Wing, PO Box 30552, (00100), Nairobi, Kenya</p>
5. Title of the Readiness and Preparatory Support Proposal	Building capacity to advance National Adaptation Plan process in Swaziland
6. Brief summary of the request (500 words) <i>Please describe the current status of NAP in country and what the readiness support is aiming to achieve</i>	<p>The land-locked Kingdom of Swaziland is vulnerable to the impacts of climate change and variability. In particular, extreme weather events such as droughts, bush fires, floods and cyclones are becoming increasingly severe and frequent. These events are threatening <i>inter alia</i> water resources, food security and health, thereby impeding Swaziland's progress towards sustainable development.</p> <p>The Government of Swaziland (GoS) is committed to reducing the vulnerability of its people and climate-sensitive economic sectors to the impacts of climate change. In 2015, Swaziland initiated the development of the National Climate Change Strategy and Action Plan (NCCSAP) for the period of 2015-2020, which informed the National Climate Change Policy (NCCP) that was adopted in 2016. The NCCP provides a framework for addressing national climate change challenges, through an integrated and participatory approach.</p> <p>Despite the creation of such guiding documents, there are still gaps in implementation, particularly the integration of climate change adaptation into sectoral policies, strategies and plans. At present, Swaziland depends heavily on external support – technical and financial – to implement project-based initiatives to cope with the impacts of climate change. These initiatives are primarily reactive, emergency relief efforts as opposed to proactive initiatives that focus on risk reduction and preparedness. This is largely because of the barriers to the implementation of the NAP process, including: i) limited access to knowledge that can inform climate-resilient planning processes; ii) limited financial and technical capacities to implement policies, strategies and plans that integrate climate</p>

	<p>change; iii) absence of the required financial structures to coordinate and fund cross-sectoral planning; and iv) limited institutional structures and technical capacity to initiate a cross-sectoral, integrated and iterative NAP process.</p> <p>This GCF NAP Readiness project seeks to address these barriers by strengthening the institutional, technical and financial capacity of the Swaziland government at national level to advance the NAP process, thereby facilitating Swaziland's transition to climate-resilient development. Although the primary focus will be at the national level where there is ministerial representation, because of the small size of the country, certain activities will be undertaken at the regional and local level. This is important because it is at the local level where many adaptation activities are actually implemented. In this context, the proposed project will have four expected outcomes:</p> <ol style="list-style-type: none"> 1. National mandate, strategy and steering mechanisms in place; 2. Climate change information and knowledge available for appraisal of adaptation options; 3. Resources mobilised to inform and facilitate medium- and long-term adaptation options; 4. Planning units of relevant ministries monitor, review and communicate results of the NAP process. <p>The NAP formulation and implementation process will build on existing institutional structures and coordination mechanisms – specifically the National Climate Change Committee (NCCC). This will contribute to progress already made by the GoS with regards to long-term climate change planning. Lessons learned from the preparation of National Communications, the Intended Nationally Determined Contribution (INDC), NCCSAP and the NCCP will be considered and incorporated into future NAP processes.</p>
7. Total requested amount and currency	2,796,400 USD
8. Anticipated duration	36 months
9. Is the country receiving other Readiness and Preparatory Support related to the GCF?	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Swaziland has received US\$300,000 from the GCF Readiness and Preparatory Support Programme to strengthen the capacity of the NDA, which will be responsible for ensuring complementarity between GCF Readiness activities. Currently, the NDA lacks the necessary capacities to perform all the responsibilities required to effectively engage with and facilitate the engagement of stakeholders in the country with the GCF. The support obtained from the GCF will build the necessary national and institutional capacity to undertake GCF-related activities as well as develop and implement GCF projects and programmes.</p>

SECTION 2: COUNTRY READINESS LOGICAL FRAMEWORK

Please complete the table below, which enables a country to assess its readiness for the GCF and set targets for strengthening its readiness, including proposed outputs and activities to improve the country's readiness. For further guidance on completing the table, please refer to the guidebook "Accessing the GCF Readiness and Preparatory Support Programme".

SUB-COMPONENTS [1]	BASELINE	TARGET	Activities/Inputs (Including key outputs or deliverables where applicable)
Sub-Component/Outcome 1. National mandate, strategy and steering mechanisms are in place.	2/6	5/6	
<i>Output 1.1 Coordination mechanism to spearhead the NAP process is created.</i>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	1.1.1 Strengthen the capacity of the existing National Climate Change Committee to spearhead the NAP process in Swaziland by: i) undertaking stakeholder mapping to identify and clearly define its mandate, roles and responsibilities; and ii) enhancing representation of relevant ministries and departments, local communities, academia, gender and vulnerable groups, and the private sector. Deliverable: NCCC workshop resulting in a report that outlines roles, responsibilities, and the new approach to the NAP process Timeframe: To be completed by month 6
			1.1.2 Establish Multi-disciplinary Teams (MDTs) to provide linkages between the ministries involved in climate change. These MDTs should build on the experiences of thematic and cross-cutting working groups in developing the Third National Communication and the National Climate Change Policy. Deliverable: Establishment of multi-disciplinary committees Timeframe: To be completed by month 6
			1.1.3 Develop policy briefs and conduct briefings to inform policy- and decision-makers on the challenges and opportunities associated with climate change adaptation and the NAP process. This will be done based on the reports developed under Activity 1.2.2. Deliverable: Policy briefs Timeframe: To be completed by month 6
			1.1.4 Develop a roadmap, including a communication plan to be used in the NAP formulation process Deliverable: NAP roadmap and communication plan Timeframe: To be completed by month 6



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			<p>1.1.5 Formally launch the NAP readiness programme. This will include high-level meetings with policy-makers, parliamentarians, youth organizations and local communities. Deliverable: NAP launch meeting minutes and report Timeframe: To be completed by month 6</p>
<p>Output 1.2 National and sectoral policies, plans and strategies identified and assessed to facilitate integration of climate change adaptation and periodic reviews.</p>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>1.2.1 Conduct a stocktaking exercise to identify information available and any information gaps at national and sectoral level, including inter alia: i) climate change impacts, vulnerability and resilience; ii) potential barriers to climate change adaptation; and iii) opportunities for climate change adaptation in the country. This exercise should build on existing strategies and frameworks such as the National Development Strategy, National Climate Change Strategy and Action Plan, Climate Change Policy, as well as sectoral policies and strategies on Biodiversity and Ecosystems, Water, Energy, Health, and Agriculture. Deliverable: Assessment report on available information and gaps Timeframe: To be completed by month 18</p>
			<p>1.2.2 Develop and implement a strategy for the periodic review of existing sectoral and cross-sectoral legislation, policies, strategies, action and development plans, including the integration in an iterative manner of: i) updated climate information; ii) lessons learned from prior integration of climate change into these strategies and plans; iii) lessons learned from prior implementation of these policies, strategies and plans; and iv) knowledge generated through the study, as well as research programmes implemented under Output 3.3. The strategy should include updating the relevant line ministries on a quarterly basis regarding progress in promoting and integrating climate change into existing policies and legislation. Deliverable: Draft strategy for periodic review of legislation, policies, plans etc. Timeframe: To be completed by month 18</p>
			<p>1.2.3 Develop reports on: i) the vulnerability of each thematic and cross-cutting area in the face of climate change and opportunities for adaptation based on updated climate information; and ii) entry points for integrating adaptation to climate change into relevant policies, strategies and plans and programmes. Deliverable: Recommendations report Timeframe: To be completed by month 18</p>
			<p>1.2.4 Develop guidelines to support the integration of climate change adaptation into the design and approval processes of policies, plans and strategies to ensure medium- and long-term consideration, based on the reports developed under Activity 1.2.3. Deliverable: Climate change integration guidelines Timeframe: To be completed by month 18</p>



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<p><i>Output 1.3 Stakeholders engaged and capacity strengthened</i></p>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<p>1.3.1 Build capacity of policy-makers, decision-makers and technical staff from relevant government institutions identified through stakeholder mapping under Activity 1.1.1 (e.g. Ministry of Finance, Ministry of Economic Planning and Development, Ministry of Agriculture, Ministry of Health, Ministry of Housing and Urban Development, Ministry of Education, Ministry of Natural Resources and Energy) through tailored training on: i) the current climate vulnerability of each sector; ii) recommended revisions to current policies and institutions to integrate adaptation to climate change; and iii) a standardised approach to implementing the NAP process. The capacity building will take into account the results of the comprehensive gap analysis and capacity assessment under Activity 2.1.1. Deliverable: Training sessions for policy-makers, decision-makers and technical staff Timeframe: To be completed by month 18</p> <p>1.3.2 Develop and implement an awareness raising campaign in each of the four regions for local authorities, private sector, CSOs and local communities on: i) the national priorities for climate change adaptation; ii) climate scenarios; and iii) opportunities for integrating adaptation into local development planning process. Deliverable: Four awareness-raising campaigns to advance the NAP process Timeframe: To be completed by month 18</p> <p>1.3.3 Review the school curricula and develop an education manual to mainstream climate change into the school curriculum, building on the initial groundwork done under the GEF Project "Adapting Transboundary Water Resources to the Impacts of Climate Change". Deliverable: Education/training manual Timeframe: To be completed by month 18</p> <p>1.3.4 Design and implement a training course for relevant government stakeholders, particularly the members of the MDT, on <i>inter alia</i> climate change adaptation planning and integration as well as vulnerability assessments. Deliverable: Training workshops Timeframe: To be completed by month 18</p>
<p>Sub-Component/Outcome 2. Climate change information and knowledge available for appraisal of adaptation options.</p>	<p>2/6</p>	<p>5/6</p>	



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<p><i>Output 2.1 Climate information and knowledge generated to inform medium- and long-term adaptation planning.</i></p>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>2.1.1 Conduct a gap analysis and capacity needs assessment of the climate information system to assess: i) weaknesses; ii) adequacy of available data and information; and iii) resources to effectively engage in the NAP process. This assessment should build on previous processes such as NCCRS, National Communications, INDC, Vulnerability Assessment Report, and the NERMAP. Deliverable: Climate change information review and gap analysis Timeframe: To be completed by month 6-12</p>
			<p>2.1.2 Develop climate scenarios, including temperature and precipitation, for the periods: i) 2018-2022; ii) 2023-2030; iii) 2031-2063; and iv) 2064-2100, providing details at sub-national level. These periods are in line with the National Development Strategy 2022, the INDC and SDGs, as well as the African Union Agenda 2063. Deliverable: Climate scenarios Timeframe: To be completed by month 24</p>
			<p>2.1.3 Assess the current and future vulnerability and socio-economic impacts of climate change at national, and sub-national levels based on the: i) reports developed under Activity 1.2.3; and ii) climate scenarios developed under Activity 2.1.2. Deliverable: Assessment report of current and future impacts of climate change. Timeframe: To be completed by month 24</p>
			<p>2.1.4 Rank and map climate change risks and vulnerabilities for all four regions (digital and hard copy). Deliverable: Map of prioritised climate change risks and vulnerabilities Timeframe: To be completed by month 24</p>
<p><i>Output 2.2 Knowledge information system upgraded to support the NAP process.</i></p>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>2.2.1 Establish a climate change information management system and central database for the collation and dissemination of climate information (including the results of the long-term research programme under Activity 3.3.1) to inform future adaptation assessments. Deliverable: Operational climate information management system and database Timeframe: To be completed by month 24</p>
			<p>2.2.2 Develop and implement a coordination mechanism for improving access to and sharing of data (including procedures for data collection and analysis). Deliverable: Coordination plan Timeframe: To be completed by month 24</p>
			<p>2.2.3 Develop a climate change information portal to disseminate information on climate change, NAP process and all knowledge information and materials developed during the NAP</p>

			<p>process. Deliverable: Operational climate information portal Timeframe: To be completed by month 24</p>
			<p>2.2.4 Upgrade the climate data collection sources by procuring and installing 10 automatic weather stations. Deliverable: Installation of automatic weather stations Timeframe: To be completed by month 24</p>
			<p>2.2.5 Train staff from the National Meteorological Service on using climate monitoring equipment and calibration, use of multiple sources of climate data for developing climate change scenarios, impact scenarios and modelling. Deliverable: Technical training sessions Timeframe: To be completed by month 24</p>
			<p>2.2.6 Develop and implement a strategy for the operation and maintenance of the climate information system. Deliverable: Guidance manual with standardised approaches Timeframe: To be completed by month 24</p>
Output 2.3 Adaptation options evaluated and prioritised using a cost-benefit analysis.	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<p>2.3.1 Review and appraise individual climate change adaptation options, including economic, ecosystem, and social costs and benefits for unintended impacts of such measures in Swaziland. Deliverable: Evaluation report of climate change adaptation options. Timeframe: To be completed by month 30</p>
			<p>2.3.2 Define national criteria for prioritising implementation based on development needs, climate vulnerability, risks, existing plans and valuation of ecosystem goods and services generated through study or research programme under Component 3. Deliverable: National criteria for prioritisation of climate change adaptation options. Timeframe: To be completed by month 30</p>
			<p>2.3.3 Train technical staff, including members of the MDTs, on the system to evaluate and prioritise climate change adaptation options developed in Activity 2.3.1 Deliverable: Training workshops Timeframe: To be completed by month 30</p>

Sub-Component/Outcome 3. Resources mobilised to inform and facilitate medium- and long-term adaptation options.	1/6	5/6	
<p><i>Output 3.1 Economic assessment of adaptation options available.</i></p>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>3.1.1 Review the National Emergency Response Mitigation and Adaptation Response Plan (NERMAP) and other reports produced on costing adaptation in Swaziland in the short-medium- and long-term perspective, considering the vulnerability assessed in Activity 2.1.3. This cost estimation should be conducted on all adaptation options prioritized in the National Adaptation Plans in Activity 3.3.4. Deliverable: Economic assessment Timeframe: To be completed by month 24</p>
			<p>3.1.2 Identify information gaps for a reliable estimation of costs in key sectors for implementing climate change adaptation in the medium- and long-term. Deliverable: Gap analysis Timeframe: To be completed by month 24</p>
			<p>3.1.3 Undertake a detailed economic study to fill the information gaps and estimate the costs of implementing the adaptation interventions included in the policies, strategies and plans updated under Component 1. Deliverable: Economic study Timeframe: To be completed by month 24</p>
<p><i>Output 3.2 Mobilisation of financial resources for climate change adaptation</i></p>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>3.2.1 Develop an adaptation finance strategy to: i) access new identified sources of adaptation finance; ii) review and strengthen the structure of the existing funding institutions; iii) support effective channelling of funds across sectors according to adaptation priorities identified in Component 1; and iv) integrate climate change adaptation into development planning and budget processes. Deliverable: Adaptation finance strategy Timeframe: To be completed by month 30</p>
			<p>3.2.2 Develop guidelines for the integration of climate change adaptation into national- and local-level planning and budgets. Deliverable: Operational guidelines Timeframe: To be completed by month 30</p>
			<p>3.2.3 Organize annual donors' Round Table discussions to identify and mobilize potential new public, private, bilateral and multilateral sources of climate finance to address the adaptation needs assessed under Activity 3.1.2.</p>



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			<p>Deliverable: Round Table discussion minutes and reports Timeframe: To be completed by month 30</p>
			<p>3.2.4 Develop and implement training programme for MTEA and other relevant government stakeholders to strengthen the capacity for the implementation of the adaptation finance strategy. Deliverable: Training workshops and manual Timeframe: To be completed by month 30</p>
			<p>3.2.5 Develop three GCF concepts and associated documents for accessing project preparation facilities toward developing full funding proposals for the installation of a fully operational and sustainable climate information system in Swaziland based on the gap analysis and needs assessment undertaken in Component 2, as well as for addressing other identified adaptation needs. Deliverable: Three GCF Concept Notes Timeframe: To be completed by month 30</p>
<p>Output 3.3 Climate change research programme to inform future investments in climate change adaptation.</p>	<p><input checked="" type="checkbox"/>0 <input type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input checked="" type="checkbox"/>1 <input type="checkbox"/>2</p>	<p>3.3.1 Develop and support a study and research programme in collaboration with relevant organizations such as UNISWA and/or other government institutions to measure the effectiveness of past, present and future adaptation interventions to inform long-term adaptation planning; including integration of Ecosystem-based Adaptation (EbA) approach in the research programme. The study and research programme should focus on the following sectors: i) agriculture; ii) water and iii) biodiversity. Deliverable: Research/study programme Timeframe: To be completed by month 36</p>
			<p>3.3.2 Map responsibilities of key institutions in implementing, maintaining and monitoring relevant projects to inform climate change adaptation planning in the medium- and long-term, including strengthening of existing research team/steering committee. Deliverable: Stakeholder mapping Timeframe: To be completed by month 24</p>
			<p>3.3.3 Develop business plans and financial models, working closely with the private-sector, to demonstrate the financial value of ecosystem goods, products and services generated by EbA to local communities and different sectors. Deliverable: Draft business plans and financial models Timeframe: To be completed by month 30</p>
			<p>3.3.4 Develop reports for the dissemination of knowledge generated through the long-term</p>

			<p>research in the priority sectors identified in Activity 3.3.1. These reports should be disseminated to a wide range of public institutions and sectors via the climate information portal, which will be integrated into policies and strategies through the periodic review process established in Component 1. This will include the dissemination of initial results during the project lifespan.</p> <p>Deliverable: Research findings and at least one report per priority sector to be uploaded to climate information portal</p> <p>Timeframe: To be completed by month 36</p>
Sub-Component/Outcome 4. Planning units of relevant ministries monitor, review and communicate results of the NAP process.	1/6	6/6	
<i>Output 4.1 Monitoring and reviewing system for the NAP process established.</i>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>4.1.1 Develop and implement a monitoring and reviewing system for the NAP process in Swaziland including: i) performance indicators at national- and local-level; ii) short-, medium- and long-term targets; iii) monitoring and reviewing tools and templates; iv) assessment planning; and vi) and follow-up actions.</p> <p>Deliverable: Operational M&R system</p> <p>Timeframe: To be completed by month 30</p>
			<p>4.1.2 Develop monitoring and reviewing guidelines and tools for technical staff of relevant government institutions – including Ministry of Economic Planning and Development, Ministry of Finance, Ministry of Agriculture, Ministry of Tourism and Environmental Affairs, and other lead ministries and departments – to facilitate data collection, analysis and dissemination of the results.</p> <p>Deliverable: M&R guidelines and training materials</p> <p>Timeframe: To be completed by month 30</p>
<i>Output 4.2 Technical training of national and local government representatives and stakeholders to implement the monitoring and reviewing system for the NAP.</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>4.2.1 Conduct technical training of relevant government institutions' staff – including Ministry of Economic Planning and Development, Ministry of Finance, Ministry of Tourism and Environmental Affairs, CSOs, and other thematic lead ministries and departments – on the use of the guidelines and tools to monitor, review and assess the NAP process.</p> <p>Deliverable: M&R training workshop</p> <p>Timeframe: To be completed by month 30</p>
			<p>4.2.2 Conduct an awareness-raising campaign – including decision-makers, regional-, district- and sector-level officers – on the monitoring and reviewing system and provide training to meet the performance targets.</p>



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			<p>Deliverable: M&R awareness-raising campaign Timeframe: To be completed by month 30</p>
<p>Output 4.3 NAP document and communication material on NAP formulation, implementation, funding and monitoring to learn from the NAP process in Swaziland</p>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>4.3.1 Develop a National Adaptation Plan for endorsement by Parliament. Deliverable: NAP document Timeframe: To be completed by month 36</p>
			<p>4.3.2 Document, analyse and disseminate the NAP process' key findings and lessons learned, as well as previous relevant initiatives aligned with the NAP process in Swaziland using various global and regional networks and knowledge platforms, including the climate information portal developed under Output 2.2. Deliverable: Report on the NAP process Timeframe: To be completed by month 36</p>
			<p>4.3.3 Produce a documentary and videos on the implementation of the NAP process in Swaziland. Deliverable: Documentary and videos Timeframe: To be completed by month 36</p>
			<p>4.3.4 Submit Swaziland's NAP document to the UNFCCC and present it to the national and international stakeholders including during climate change related international meetings. Deliverable: NAP document and meeting minutes Timeframe: To be completed by month 36</p>
TOTAL	6/24	21/24	

SECTION 3: ADDITIONAL INFORMATION

Please explain how this grant will help deliver on the country's NAP as identified above and build on institutions, processes or existing work already underway in the country. Please provide a description of:

- a. [Context](#)
- b. [Baseline situation with regards to each output](#)
- c. [Objectives, outcomes and impact](#)
- d. [Stakeholders' consultation](#)
- e. [Gender](#)
- f. [Theory of change](#)

a) Context

The Kingdom of Swaziland (hereafter referred to as Swaziland) is a small landlocked country in southern Africa that is bordered by Mozambique in the East and South Africa elsewhere. The country has an estimated population of 1.3 million, of which ~70% live in rural areas and derive their livelihoods from agriculture¹. This climate-sensitive economic sector that supports the majority of rural communities is particularly vulnerable to the impacts of climate change. Current climate change impacts that threaten *inter alia* water resources and food security in Swaziland, include: i) variations in rainfall; ii) higher air temperatures; and iii) an increased frequency and intensity of extreme weather events such as droughts, bush fires, floods and cyclones. Drylands that cover 54% of the nation's land area are also vulnerable to the increased risk of desertification expected under climate change conditions².

Despite Swaziland's classification as a lower middle-income country, 26% of people aged 15-49 are infected with HIV³, 7% of the labour force are unemployed⁴ and the country's economic growth declined to 1.7% in 2015⁵. Furthermore, 63% of the population live below the national poverty line⁶. These factors present numerous development challenges for Swaziland, which are exacerbated by the impacts of climate change and variability. Limited financial resources, for example, prevent rural communities from investing in the appropriate adaptation practices and infrastructure required to enhance their adaptive capacity.

The Government of Swaziland (GoS) recognises that climate change and variability is severely impacting its population and national development objectives. Since becoming a member of the United Nations Framework Convention on Climate Change (UNFCCC) in 1996 and signing the Kyoto Protocol in 2006, Swaziland has made some progress in climate change planning. The Ministry of Tourism and Environmental Affairs (MTEA) has been mandated to manage national climate change challenges and is now the Nationally Designated Authority (NDA) to the Green Climate Fund (GCF). National Communications have also been developed and Swaziland's Intended Nationally Determined Contribution (INDC) was prepared in accordance with – and submitted to – the UNFCCC. Swaziland's main adaptation action under the INDC is to develop a National Adaptation Plan by 2020 to: i) identify climate risks; ii) reduce vulnerability and build adaptive capacity; and iii) facilitate the coherent integration of climate change adaptation into new and existing policies, programmes and activities, through national development planning and budgeting processes. The extent to which Swaziland's adaptation contribution can be achieved is largely dependent on the level of international support received, because national budgets are constrained and financial resource mobilisation strategies do not exist. A shortfall in domestic financing for climate change adaptation is evident in the budget of the National Emergency Response Mitigation and Adaptation Plan (NERMAP). This plan was developed in response to the 2015/2016 *El Niño*-induced droughts and promotes a sustainable approach to disaster risk reduction outlining both immediate and long-term actions. The total estimated budget for implementation is US\$80 million across eight sectors, however, the GoS has so far only been able to commit US\$3 million.

To date, only sectoral policies and legislation have been created which acknowledge and address the impacts of climate change, these include *inter alia* the Environmental Management Act (2002), the National Disaster Risk Management Policy (2011), the National Health Policy, the Comprehensive Agricultural Sector Policy (2005), the Second National Biodiversity Strategy and Action Plan (2016). Swaziland has, however, recently started to create institutional frameworks to build national climate-resilience. For example, the National Climate Change Policy (NCCP)

¹ Swaziland Government. 2014. A Development Strategy for Swaziland Promoting Sustainable Development and Inclusive Growth.

² Swaziland Government. 2012. Swaziland's Second National Communication to the UNFCCC

³ <https://www.cdc.gov/globalhealth/countries/swaziland/>

⁴ <https://tradingeconomics.com/swaziland/unemployment-rate>

⁵ <https://www.afdb.org/en/countries/southern-africa/swaziland/swaziland-economic-outlook/>

⁶ World Bank. 2009 Poverty headcount ratio at national poverty lines (% of population).

was adopted in 2016. This policy identifies the emerging impacts of climate change on agriculture and food security, water resources, biodiversity and ecosystems, health, tourism, energy and infrastructure, while identifying a framework for addressing such impacts. Public participation, capacity building and the use of scientific information to inform decision-making are guiding principles of the policy. To ensure compatibility with emerging climate knowledge and to incorporate lessons learned from past initiatives, the NCCP will be reviewed periodically – at least every fifteen years.

The NCCP was informed by the National Climate Change Strategy and Action Plan (NCCSAP) for the period 2015–2020, which was developed by the GoS with technical and financial support from the United Nations Development Programme (UNDP) and the Common Market for Eastern and Southern Africa (COMESA). Over a five-year period, the NCCSAP intends to build institutional capacity for the development and implementation of adaptation and mitigation actions, while building awareness and understanding of climate change. Although several priority areas have been recognised, funding is currently directed at: i) agriculture and food security; ii) biodiversity and ecosystems; and ii) water resources. The NCCSAP's short time-frame implies that long-term adaptation needs will not be prioritised.

The NCCSAP is aligned with Swaziland's 2022 Vision for sustainable development, which was translated into a moving target in 2014 during the review of the original 1997 National Development Strategy (NDS). Although the original 25-year strategy did not consider climate change impacts, the newly revised NDS does. Swaziland's 2022 Vision is as follows:

“By the year 2022 the Kingdom of Swaziland will have attained a level of development akin to that of developed countries while ensuring, that all citizens are able to sustainably pursue their life goals, enjoy lives of value and dignity in a safe, secure and climate resilient environment in line with the objectives of sustainable development.”

Despite the development of these guiding documents, Swaziland's capacity to implement and enforce the integration of climate change adaptation is challenged by multiple factors. The problem that the proposed project seeks to address is that the national response to climate change and variability is largely project-based and reactive and is consequently inadequate to ensure long-term sustainable development.

b) Baseline situation

Despite Swaziland's efforts in implementing climate change adaptation projects and creating an institutional framework (see “Context” section), the country's capacity to implement an integrated and cross-sectoral approach to climate change adaptation is limited for various reasons. These include: i) limited access to knowledge that can inform climate-resilient planning processes; ii) limited financial and technical capacities to implement policies, strategies and plans that integrate climate change adaptation; iii) absence of the required financial structures to coordinate and fund cross-sectoral planning; and iv) limited institutional structures and technical capacity to initiate a cross-sectoral, integrated and iterative NAP process. These barriers are discussed further below.

Component 1: Technical and institutional capacity for NAP process in place

In 2010, the MTEA facilitated the establishment of the multi-stakeholder National Climate Change Committee (NCCC) which was endorsed by the Cabinet of the GoS in 2012. Members of the NCCC include representatives from; i) Ministry of Foreign Affairs and International Cooperation; ii) Ministry of Finance; iii) Ministry of Economic Planning and Development; iv) Ministry of Health; v) Ministry of Agriculture; vi) Ministry of Natural Resources and Energy; vii) Ministry of Housing and Urban Development; viii) Swaziland Environment Authority; ix) Swaziland National Trust Commission; x) Federation of Swaziland Employers and Chamber of Commerce; xi) Coordinating Assembly for Non-Governmental Institutions; xii) University of Swaziland; xiii) World Vision; xiv) Ministry of Tourism and Environmental Affairs; xv) Swaziland Bankers Association; xvi) Association of Municipal Councils; xvii) Swaziland Tourism Authority; and xviii) Swaziland Sugar Association. The primary role of the NCCC is to ensure effective coordination of climate change challenges across all economic sectors. However, various barriers prevent the NCCC from being able to function efficiently including: i) low participation rates; ii) limited institutional capacity to coordinate the NCCC on a regular basis; and iii) limited representation from the private sector.

The MTEA have developed both a NCCSAP for the period 2015–2020, and a NCCP. The NCCSAP identifies five strategic focus areas for Swaziland, namely: i) integration of climate change adaptation and mitigation measures into various sectoral policies and national development planning; ii) promotion of activities that contribute to the achievement of sustainable development, poverty eradication and the enhancement of adaptive capacity; iii) provision of mechanisms for mobilising and accessing support for technology development, capacity building and financial resources; iv) building awareness of climate change amongst various stakeholders; and v) strengthening legal and institutional frameworks for the effective coordination and implementation of climate change adaptation. Building on

the NCCSAP, the NCCP provides the enabling policy framework to guide Swaziland towards the development of a sustainable, climate resilient and inclusive low-carbon green economy. The NDS states that Swaziland needs to increase its technical and institutional response to climate change by: i) building capacity among various stakeholders to increase understanding of climate change; ii) strengthening the legal and institutional framework for effective coordination; and iii) mainstreaming climate change mitigation and adaptation into national development, and sectoral planning and budgeting.

Several barriers prevent Swaziland from building its technical and institutional capacity to adequately address climate change. For example, climate change adaptation in the country remains the sole responsibility of the Department of Meteorology (MET) within the MTEA. The MET, however, executes this function with increasing challenges as climate change affects many sectors – some of which are in different ministries and departments – thus limiting the coordination and influence of the department. The MET have noted that there is a specific need to build technical capacity on: i) climate risk assessment and monitoring; ii) adaptation planning; and iii) cost-benefit analysis. With an increasing awareness of climate change issues, the NCCSAP recognises that adaptation and mitigation measures need to be coordinated in a cross-sectoral nature. However, many of the country's Thematic Working Groups (TWGs) – which were established during the preparation of the country's Third National Communication – only operate on a project basis. These TWGs include: i) agriculture and food security; ii) water resources; iii) biodiversity and ecosystems; iv) health; and v) energy. These barriers will be addressed under Component 1 by: i) creating coordinating and cross-sectoral mechanisms to spearhead the NAP process; ii) assessing national and sectoral policies, plans and strategies to facilitate the institutionalisation of climate change adaptation; and iii) engaging relevant stakeholders to build capacity.

Baseline projects

- **Swaziland's National Capacity Needs Self-Assessment (US\$210,000; 2003)** was undertaken by the GoS and UNDP, with funding assistance from the GEF. This project assessed existing capacities within the country for each of the three UNFCCC thematic areas, namely land biodiversity, climate change and land degradation. The aim of the project is to build Swaziland's capacity – at an individual, institutional and systemic level – to implement multilateral environmental conventions to which it is a signatory.
- **The First, Second and Third National Communications** have been prepared and submitted to the UNFCCC in 2002, 2012 and 2016, respectively, with assistance from UN Environment and the GEF.
- **GCF Readiness Support for Swaziland (US\$300,000: 2017-2019)** will ensure that the capacity of the NDA to engage with the GCF is strengthened. The support obtained from the GCF will build the necessary national capacity to undertake GCF-related activities and enable national institutional capacity to implement and handle GCF projects and programmes. In addition, it will develop a strategic engagement framework with the GCF to enable implementation of Swaziland's long-term climate change priorities. Coordination between these two projects will be made through engagement with the NDA, including their participation in the Project Steering Committee of the NAP project.

Component 2: Climate information system for prioritising adaptation needs is strengthened

Presently, the provision of consistent and reliable climate information to inform decision making is the responsibility of the MET within the MTEA. The MET is currently leading the implementation of various climate change projects while the three parastatals under the MTEA – Swaziland Environment Authority (SEA), Swaziland National Trust Commission (SNTC), and Swaziland Tourism Authority (STA) – look after compliance to environmental sustainability, biodiversity and eco-tourism, respectively.

The NCCSAP acknowledges that climate change information is critical for informing the design of appropriate adaptation policies, plans, strategies and legislation. This is dependent on both the adequacy and quality of climate data and information. Although some studies have been undertaken in Swaziland to generate climate information, these studies have not: i) assessed the current efficacy of adaptation planning and interventions within the country; ii) identified which economic sectors are most vulnerable to climate change; and iii) assessed adaptation from a cross-sectoral perspective (including potential trade-offs between sectors). The availability of climate data in Swaziland is also limited because of low investments in both equipment and trained personnel⁷. The NCCSAP highlights the country's challenges in climate monitoring, prediction and knowledge dissemination, which include: i) a lack of historical data, thus limiting the use of climate data; ii) coarse spatial and temporal resolution of forecasts; iii) the sparse distribution of weather stations, especially in rural areas where climate information is needed most; iv) limited

⁷ National Climate Change Strategy and Action Plan (2015).

resources for equipment and computers that will enable climate monitoring; v) limited staff capacity to collate and analyse available data; vi) inadequate public knowledge of climate hazards, climate variability and climate change; and vii) inadequate communication facilities. These barriers will be addressed under Component 2 by: i) generating climate information and knowledge to inform medium- and long-term adaptation planning; ii) creating a climate change knowledge and information system; and iii) prioritising climate change adaptation options using a cost-benefit analysis.

Baseline projects

- **Enabling Activities for the Implementation of the UNFCCC (US\$303,850; 1997)** was undertaken by the GoS and UNDP, with funding assistance from the GEF. This project enabled Swaziland to produce its first National Communication to the UNFCCC. The components of the project consisted of: i) an inventory of greenhouse gases; ii) an assessment of potential impacts of climate change in Swaziland; iii) an analysis of measures to abate the increase in greenhouse gas emissions and to adapt to climate change; iv) the preparation of a national action plan to address climate change and its adverse impacts; and v) the preparation of the First National Communication of Swaziland.
- **Swaziland's Intended Nationally Determined Contribution (INDC)** was developed and submitted to the UNFCCC in 2015. The INDC highlights the key sectors that will form the basis of Swaziland's adaptation and mitigation contributions.

Component 3: Funding strategy for the NAP process developed

Although there has been some climate change-related research undertaken in Swaziland, the research findings have not been used to inform policy or the implementation of adaptation initiatives. Generally, these studies have been undertaken in isolation and their practical application is limited. Examples of two such studies are: i) a water vulnerability study, which has only been undertaken at the surface level (i.e. river flows) and does not investigate the linkages between water vulnerability and livelihoods; and ii) an agricultural study which does not account for the knock-on effects of climate change on the agricultural sector. In addition, the agricultural study does not investigate potential solutions to reduce food insecurity.

The Government of Swaziland has established an Aid Coordination Management Section (ACMS) within the Ministry of Economic Planning and Development, whose function is to mobilise and access funding for development activities. The implementation of the funded programmes and projects is then carried out by the relevant ministries and departments. The country's Environmental Act has established the National Environment Fund (NEF). The main function of the NEF is to mobilise financial resources for the implementation of environmental programmes and projects within the country. In the past, the GoS has been able to access financial resources from the GEF and the Adaptation Fund through multilateral agencies such as the UNDP and UN Environment. However, there are currently no structures in place that enable the country to access climate change funding specifically. The GoS recognises in its NCCSAP that new financing mechanisms, policies or strategies are needed to mobilise climate finance from different sources.

Swaziland's current financial services sector has experienced various challenges that hampers both domestic and foreign direct investment into climate change adaptation⁸. These challenges include: i) an inadequate legislative and regulatory environment; ii) limited and inadequate financial sector development; iii) the high cost of financial services within the country; iv) limited competition in the domestic banking sector; and v) lack of knowledge on the financial sector by potential clients. Barriers to the attainment of a climate change funding strategy will be addressed under Component 3 by: i) conducting an economic assessment of the various adaptation options; ii) mobilising financial resources for climate change adaptation; and iii) developing financial models to inform future investments in climate change.

Baseline projects

- **The Africa Climate Change Fund (ACCF)** disbursed funding to Cape Verde, Kenya and Swaziland to mobilise climate finance and achieve national sustainable development goals within these three countries. Through this project, Swaziland's MTEA would be capacitated to: i) assess and prioritise adaptation and mitigation actions; ii) develop concept notes and proposals for submission to climate finance sources; and iii) provide training to managers and coordinators in different institutions on project development and management.

⁸ National Development Strategy (2014).

Component 4: Monitoring and reviewing of the NAP process undertaken

The GoS recognises that, in order to inform future planning for climate change adaptation, an efficient monitoring and evaluation (M&E) framework is critical. Effective M&E facilitates timely intervention and the adjustment of plans, where necessary. Lessons learned through M&E can be disseminated to relevant stakeholders across all levels. Typically, however, M&E and knowledge dissemination is conducted on a project-by-project basis, with a limited long-term monitoring and reviewing strategy for climate change adaptation policies, strategies and projects. For example, Swaziland's NDS did not implement an M&E framework and this resulted in a lack of understanding of the strategy's outputs and outcomes. There were no regular reviews of the strategy, and thus limited opportunity to disseminate and share the lessons learned from the implementation of this strategy. Conversely, the country's NCCSAP made use of a results-based framework as its M&E planning and implementation tool. A mid-term review of the NCCSAP was undertaken in 2016, and this review was then used to inform the implementation of the strategy for the remaining period. The Office of the Deputy Minister will prepare a national report on the state of the implementation of the NCCSAP every 2 years. The reasons for the limited implementation of a monitoring and reviewing system for projects, policies and strategies include: i) a lack of consistent monitoring and reviewing guidelines for technical staff of government institutions; ii) limited awareness of M&E implementation amongst decision-makers; and iii) limited technical skills to design an effective monitoring and reviewing system. These barriers will be addressed under Component 4 by: i) establishing a monitoring and reviewing system for the NAP process; ii) providing technical training on monitoring and reviewing for national and local government representatives and stakeholders; and iii) development of communication material to disseminate the lessons learned from the NAP process.

Baseline projects

- **The Monitoring and Evaluation Association of Swaziland (MEAS)** is a non-profit organisation that was established in 2016, with funding from the EU. The MEAS seeks to improve cooperation, participation and collaboration of civil society in development processes in Swaziland.

c) Objectives, outcomes and impacts

Objective: The proposed project will strengthen the capacity of Swaziland's government, at the national level, to advance the NAP process. This will be done in line with decision 5/CP.17 and UNFCCC NAP Technical Guidelines developed by the LDC Expert Group. All four elements of the NAP process will be considered during the development and implementation of NAP prioritised adaptation options. These include: i) laying the groundwork; ii) preparatory elements; iii) implementation strategies; and iv) reporting, monitoring and review.

Outcomes: This project will integrate climate change adaptation into new and existing national policies, strategies, plans and programmes of the main climate-sensitive and economic development sectors. Climate change adaptation will also be institutionalised as a 'development strategy' for Swaziland. The four expected outcomes of this project are as follows:

1. National mandate, strategy and steering mechanisms in place;
2. Climate change information and knowledge available for appraisal of adaptation options;
3. Resources mobilised to inform and facilitate medium- and long-term adaptation options; and
4. Planning units of relevant ministries monitor, review and communicate results of the NAP process.

Impacts: Integrating climate change adaptation into national, regional and local level planning processes in different economic, environmental and social development sectors is expected to have several impacts, including:

1. Enhanced climate-resilient development resulting from the promotion of climate change adaptation at systemic, institutional and individual levels;
2. Increased support for the integration of climate change adaptation into national and sectoral development plans from improved awareness and understanding of climate change among relevant stakeholders;
3. Continued access to financial resources resulting from the establishment of an adaptation finance strategy for priority adaptation actions; and
4. Improved medium- to long-term climate change adaptation actions resulting from the dissemination of lessons learned through monitoring, reviewing and reporting on the NAP process.

The project is consequently aligned with a wide range of Swaziland's policies, strategies and programmes to avoid duplication and foster sustainability of the progress already made. The project will build on the experiences and lessons learned from, and will be fully aligned with, the NERMA, NCCSAP, TNC, INDC, NCCP and the GCF Readiness project.

d) Stakeholders' consultation

The MTEA is mandated to sustainably manage the environment and address climate change adaptation and mitigation challenges in Swaziland. As the lead coordinating institution for the national response to climate change, the MTEA has been assigned the role of NDA to the GCF. This will allow the MTEA to directly and efficiently engage with the GCF to advance the NAP process. In November 2016, the MTEA requested UN Environment to function as the accredited Delivery Partner to support the implementation of the NAP process.

The development of this project involved extensive stakeholder consultations, including dialogues, workshops and meetings between stakeholders at both the national and sub-national level. Where possible, the NAP process has drawn upon the experiences and lessons learned from the development and implementation of the NCCSAP, NCCP, INDC and the National Communications. This has been facilitated under the NCCC Thematic Working Groups where each thematic and cross-cutting working group ensures participation of civil society organizations, local governments, academic and research organisations, and the private sector.

In the implementation of the NAP, representation of minorities, marginalised and disadvantaged groups will be ensured during consultation at different geographical areas at national and sub-national levels. Swaziland's NAP process underscores the importance of 'leaving no one behind'. Multi-stakeholders will be engaged in working, reference or expert groups, as appropriate. During the NAP process, efforts will be made to communicate to the different constituencies and parliamentary committees on environment and thematic areas affected by climate change. Interest groups and vulnerable communities will be given ample opportunity to raise their needs, ideas and concerns that will help make Swaziland's NAP inclusive. This NAP project will promote the culture of multi-stakeholder engagement.

The NAP process will build on the lessons learned from prior stakeholder engagement processes in Swaziland. For example, one of the lessons learned from the development of the Third National Communication was that capacity-building activities undertaken at the outset greatly improved the value of inputs from participants.

Building trust between stakeholders has proven effective in stakeholder engagement processes in Swaziland and will be maintained throughout the implementation process to ensure effective stakeholder participation. In the case of NGOs, the Coordinating Assembly of NGOs (CANGO) has been extremely effective in engaging a wide array of stakeholders. CANGO is organised in different thematic forums, which serve as platforms through which they are able to have a dialogue with civil society. Similarly, private sector representatives interact with their constituents via the Federation of Swaziland Employers and Chamber of Commerce (FSE&CC), which is the coordinating body for business in Swaziland.

Experienced steering committees have proven to be critical for effective stakeholder engagement in Swaziland. For example, in prior projects that successfully engaged with stakeholders, individuals of the NCCC formed part of the respective project steering committees.

The abovementioned best practices and lessons learned will be taken into account when engaging with stakeholders throughout the NAP process. For example, the capacity of stakeholders will be strengthened at the outset of the NAP process to ensure cross-cutting and meaningful contributions. A steering committee made up of experienced steering committee members will be established. For example, individuals from the NCCC will be requested to serve on the project steering committee of this NAP readiness project, thereby strengthening existing stakeholder relationships and building on coordination structures that have proved effective in the past.

Stakeholder engagement for the NAP process will involve an array of regional, local and consultative meetings. Examples of such activities will include *inter alia*: i) technical expert working sessions; ii) regional stakeholder meetings during which oral submissions can be made by a variety of stakeholders; iii) national stakeholder workshops; iv) training workshops; and v) consultative sessions with government departments, CSOs and private sector actors. Consultative stakeholder workshops will be held at the national-, regional- and local-levels, to ensure the continued engagement of a wide range of stakeholders. At these workshops the stakeholders will be invited to participate in the NAP process and will be informed of the best practises and lessons learned pertaining to their thematic sectors.

Awareness-raising activities will be undertaken at the local-level to ensure that there is a common understanding of climate change issues – particularly adaptation and the NAP process – among rural and urban communities. This will develop public confidence in the formulation and implementation of the NAP. Synergies with relevant institutions on climate change issues will, wherever possible, be promoted. This will ensure the effective implementation of activities

and the strengthening of the national and local institutional structures. Stakeholders involved in the awareness-raising activities will include representatives from different constituencies (including women, youth and business) and will build on prior consultation processes of *inter alia* the National Communications. Existing structures at the local level – such as those used for the development of Rural Development Plans (RDPs) – will be used for the consultation process. The use of such structures will ensure the mainstreaming of adaptation into the RDPs.

The NAP process will ensure that all activities are not only gender-balanced but also gender-responsive to the differentiated needs and capacities of women and men within the national context. Training will take place to ensure that both men and women will engage meaningfully in national adaptation planning and decision-making.

Extensive stakeholder engagements will be promoted throughout the NAP process. For example, national workshops will be conducted in a central location to ensure accessibility for a wide range of stakeholders, regional workshops will be undertaken in each of the four regions and local consultations will be undertaken in each of the 55 *tinkhundla* of the country. At present, administrative functions relating to stakeholder engagements are mostly centralised. Responsibilities will be decentralised to ensure the increased involvement of stakeholders. For example, after identifying the roles and responsibilities of the parties, through stakeholder mapping, agreements will be signed with the relevant ministries/departments regarding the research programme and its long-term management. Ensuring the involvement of relevant stakeholders during project preparation, planning and implementation will enhance country ownership and ensure sustained engagement in the process.

e) Gender

Until recently, gender considerations have not been integral to the development planning process in Swaziland. For example, ensuring an equal representation of men and women in stakeholder consultations has not previously been a priority. The newly adopted NCCP, however, is intending to “engage women, youth and other vulnerable groups in climate change decision-making and planning”. Because this policy was only adopted in 2016, work is still ongoing to include such groups in decision-making processes. It is apparent that government ministries and departments are largely dominated by men. For example, only 27% of all government departments are led by women⁹. This limited representation of women in high-level government positions is, therefore, reducing their role in high-level decision-making processes.

The NAP process will seek to address these gender inequalities by ensuring that there is a gender balance in the Implementing Unit staff composition and a representation of women’s needs and interests throughout the stakeholder engagement process. This will include actively promoting the engagement of national women’s groups during the stakeholder consultations. Organisations, such as Women and Law, will represent women groups in the National Climate Change Committee to ensure that they are actively engaged throughout the process (Activity 1.1.1). Under Activity 1.1.2, one of the MDTs to be established will include a cross-cutting gender and social inclusion group to be led by the Gender Coordination Unit under the deputy Prime Ministers’ office. This will ensure that cross-cutting gender issues are appropriately integrated into the development of the NAP from the outset of the process.

Awareness-raising and capacity building will focus on women’s groups and associated umbrella organisations to ensure that they understand climate change adaptation and can engage meaningfully in the NAP process. This will ensure that they are able to engage meaningfully in stakeholder consultations (Activity 1.3.2). Capacity building initiatives will serve as a decision support tool for women to choose appropriate entry points that will enhance efficiency and effectiveness of the NAP.

The stocktaking exercise under Activity 1.2.1 and reports to be developed under Activity 1.2.3 will include gender-related issues and vulnerability to climate change. A gender-based analysis will highlight the differentiated gender implications of climate change, including the differing needs, experiences and capacities of both genders. This will provide an understanding of the links between climate change and: i) gender gaps in labour; and ii) gender implications in *inter alia* the agricultural, water, biodiversity and ecosystems, health and tourism sectors.

Finally, a gender officer/coordinator will be hired (as part of the PMC) to ensure that gender issues are adequately addressed throughout project implementation.

The strategy to mainstream gender into the NAP process will follow the GCF recommendations outlined in Mainstreaming Gender in Green Climate Fund Projects (2017, P16). As detailed above, the following gender-responsive approaches will be adopted: i) it will be ensured that representatives of women’s groups are involved in

⁹ Kingdom of Swaziland, His Majesty’s Government Programme of Action 2013-2018. Ministries’ Action Plans to 2018 and 2020.

stakeholder consultations at all levels; and ii) awareness-raising activities (e.g. Activity 1.3.2) will place a special focus on reaching out to a female audience.

f) Theory of Change

The Theory of Change is set out below and the rationale behind it is as follows:

Component 1 focuses on the national mandate, ensuring that the requisite steering mechanisms are in place and that the relevant stakeholders are engaged and capacitated for the NAP process. It builds on existing process, structures and mechanisms, where possible. For example, Activity 1.1.1. strengthens the existing National Climate Change Committee. Dedicated support for awareness raising among all levels of government, lawmakers and private sector will facilitate the development and implementation of the NAP. The establishment of MDTs will build ownership over the NAP process and the implementation of NAP priorities. This will be underpinned by analysing existing information needed for the effective implementation of the NAP process, particularly: i) climate change projections; ii) policy analysis gaps and successes; iii) institutional barriers and opportunities; and iv) economic appraisal. Improved quality of, and access to, information on risks and opportunities will be integral to generating interest and political support. Consequently, improving the evidence basis of planning (scientific, economic, policy and regulatory needs) will help to build political support for the NAP. The above activities will promote political and community buy-in and will be part of the formal launch proceedings of the NAP.

Component 2 complements Component 1 by ensuring the policy- and decision-makers capacitated under Component 1 have access to adequate information to inform planning. Component 2 focuses on climate change knowledge and information management which is integral to developing the overarching adaptation strategy. This component relies upon the information gathered under Component 1 to determine which adaptation options to appraise on the basis of the climate change risk considered (at different timescales) and the assets and people at risk. National- and local-level government will, therefore, be supported in developing evidence-based climate change vulnerability assessments and integrating climate change adaptation into planning and budgeting processes. Planning structures exist in Swaziland, but the information available for planning is poor. Activities will, therefore, include downscaling the climate change risk and vulnerability scenarios, which will inform the mapping of climate change risks. A climate information management system and central database will improve the access to climate risk and vulnerability information by planners and the private sector which will enable evidence to be brought into policy- and decision-making. Qualitative and quantitative assessments of the adaptation options in combination with the detailed economic analysis of adaptation options under Component 3 will inform the national criteria for prioritisation of such options and the basis for addressing climate change in Swaziland. Furthermore, this will support the mainstreaming of the NAP into sectoral and local development planning and budgeting.

Under Component 3, the information on the financial and economic costs and benefits related to the adaptation options will be brought together into an adaptation funding strategy. This will include innovative sources of financing and measures to integrate climate change adaptation into national budgets. Round table discussions will be held with a variety of donors, including public, private, bilateral and multi-lateral sources of climate finance to address the adaptation needs prioritised under Component 2. By creating opportunities for long-term research and study programmes, the NAP process will provide science-based evidence for policy- and decision-makers, as well as investors. This is particularly relevant in developing business plans and financial models for private sector investment.

Component 4 of the project will focus on the monitoring, reviewing and communicating results of the NAP process. The preceding analysis will be consolidated under Component 4 into one NAP based on the sectoral and sub-national adaptation priorities. This will include sectoral targets and indicators (SMART), roles and responsibilities, and a process review timeline. Once finalised, various forms of media will be used to disseminate information on the implementation of the NAP. The process will culminate in the endorsement of the NAP by Parliament and the submission thereof to the UNFCCC. Implementation of the NAP will be monitored through a monitoring and reporting process. Guidelines and tools will be developed which will facilitate data collection, analysis and dissemination and inform the periodic review of the NAP.

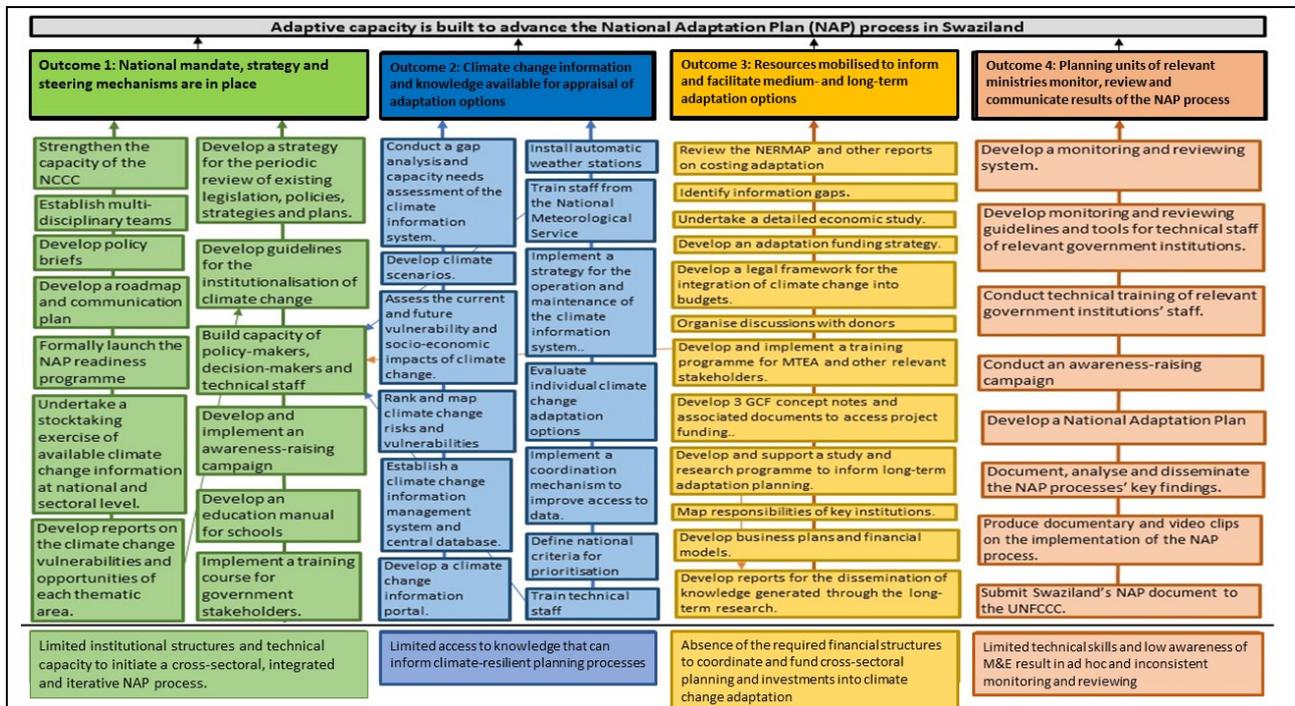


Figure 1: Theory of Change Diagram

SECTION 4: PROJECT/PROGRAMME DESCRIPTION

The following activities have been planned to meet the above objectives and outcomes.

Sub-Component/Outcome 1. National mandate, strategy and steering mechanisms are in place

Output 1.1 Coordination mechanism to spearhead the NAP process is created

1.1.1 Strengthen the capacity of the existing National Climate Change Committee to spearhead the NAP process in Swaziland by: i) undertaking stakeholder mapping to identify and clearly define its mandate, roles and responsibilities; and ii) enhancing representation of relevant ministries and departments, local communities, academia, gender and vulnerable groups, and the private sector.

The stakeholder mapping will identify the roles and responsibilities of stakeholders and ensure that there is representation from various government departments, ministries, academia, NGOs, CSOs etc. throughout the NAP development and implementation process. For example, organisations such as the NGO Women and Law – who represent women's interests and needs – will be included in the National Climate Change Committee.

1.1.2 Establish Multi-disciplinary Teams (MDTs) to provide linkages between the ministries involved in climate change. These MDTs should build on the experiences of thematic and cross-cutting working groups in developing the Third National Communication and the National Climate Change Policy. The cross-cutting working groups will include a gender and social inclusion group to be led by the Gender Coordination Unit under the Deputy Prime Minister's office.

Some of the stakeholders identified in the stakeholder mapping of Activity 1.1.1, will be incorporated into the MDTs.

1.1.3 Develop policy briefs and conduct briefings to inform policy- and decision-makers on the challenges and opportunities associated with climate change adaptation and the NAP process. This will be done based on the reports developed under Activity 1.2.2.

1.1.4 Develop a roadmap, including a communication plan to be used in the NAP formulation process.

1.1.5 Formally launch the NAP readiness programme. This will include high level meetings with policy-makers, parliamentarians, youth organizations and local communities.

Output 1.2 National and sectoral policies, plans and strategies identified and assessed to facilitate integration of climate change adaptation and periodic reviews.

1.2.1 Conduct a stocktaking exercise to identify information available and any information gaps at national and sectoral level, including inter alia: i) climate change impacts, vulnerability and resilience; ii) potential barriers

- to climate change adaptation; and iii) opportunities for climate change adaptation in the country. This exercise should build on existing strategies and frameworks such as the National Development Strategy, National Climate Change Strategy and Action Plan, Climate Change Policy, as well as sectoral policies and strategies on Biodiversity and Ecosystems, Water, Energy, Health, and Agriculture.
- 1.2.2 Develop and implement a strategy for the periodic review of existing sectoral and cross-sectoral legislation, policies, strategies, action and development plans, including the integration in an iterative manner of: i) updated climate information; ii) lessons learned from prior integration of climate change into these strategies and plans; iii) lessons learned from prior implementation of these policies, strategies and plans; and iv) knowledge generated through the study, as well as research programmes implemented under Component 3. The strategy should include updating the relevant line ministries on a quarterly basis regarding progress in promoting and integrating climate change into existing policies and legislation.
- 1.2.3 Develop reports on: i) the vulnerability of each thematic and cross-cutting area in the face of climate change and opportunities for adaptation based on updated climate information; and ii) entry points for integrating adaptation to climate change into relevant policies, strategies and plans and programmes.
The reports will be developed for each of the thematic sectors, namely: i) agriculture and food security; ii) biodiversity and ecosystems; iii) water resources; iv) health; v) tourism and cultural heritage; and vi) settlements and infrastructure. A cross-cutting report will also be developed for gender and livelihoods. There will consequently be at least seven reports developed under this activity. The reports will be based on a review of national adaptation planning experiences as well as the updated (and downscaled) climate scenarios. For example, policies and strategies currently supporting climate change adaptation will be reviewed and those approaches that have proved successful will be identified as 'entry points' for integrating climate change adaptation into existing and future policies and strategies. Policy- and decision-makers, as well as the MDTs established under Activity 1.1.2, will use these reports to determine which adaptation strategies to appraise on the basis of the climate change risks considered under Component 2. This will facilitate national agreement on an adaptation pathway for Swaziland, including a set of "no regret" and "low regret" adaptation strategies as well as longer-term adaptation needs.
- 1.2.4 Develop guidelines to support the integration of climate change adaptation into the design and approval processes of policies, plans and strategies to ensure medium- and long-term consideration, based on the reports developed under Activity 1.2.3.

Output 1.3 Stakeholders engaged and capacity strengthened

- 1.3.1 Build capacity of policy-makers, decision-makers and technical staff from relevant government institutions identified through stakeholder mapping under Activity 1.1.1 (e.g. Ministry of Finance, Ministry of Economic Planning and Development, Ministry of Agriculture, Ministry of Health, Ministry of Housing and Urban Development, Ministry of Education, Ministry of Natural Resources and Energy) through tailored training on: i) the current climate vulnerability of each sector; ii) recommended revisions to current policies and institutions to integrate adaptation to climate change; and iii) a standardised approach to implementing the NAP process. The capacity building will take into account the results of the comprehensive gap analysis and capacity assessment under Activity 2.1.1.
- 1.3.2 Develop and implement an awareness raising campaign in each of the four regions for local authorities, private sector, CSOs and local communities on: i) the national priorities for climate change adaptation; ii) climate scenarios; and iii) opportunities for integrating adaptation into local development planning process.
- 1.3.3 Review the school curricular and develop an education manual to mainstream climate change into the school curriculum, building on the initial groundwork done under the GEF Project "Adapting Transboundary Water Resources to the Impacts of Climate Change"
- 1.3.4 Design and implement a training course for relevant government stakeholders, particularly the members of the MDT, on *inter alia* climate change adaptation planning and integration as well as vulnerability assessments

Sub-Component/Outcome 2. Climate change information and knowledge available for appraisal of adaptation options

Output 2.1 Climate information and knowledge generated to inform medium- and long-term adaptation planning

- 2.1.1 Conduct a gap analysis and capacity needs assessment of the climate information system to assess: i) weaknesses; ii) adequacy of available data and information; and iii) resources to effectively engage in the NAP process. This assessment should build on previous processes such as NCCRS, National Communications, INDC, Vulnerability Assessment Report, and the NERMAP.
Prior initiatives and reports – such as the NCCRS and National Communications – do not include thorough gap analyses of adaptation planning within the country. They do, however, state that there is a problem with regards to gaps in technical capacity and finance. By way of example: although Swaziland has undertaken a National Capacity Self-Assessment (NCSA) and subsequently developed a National Capacity Development Action Plan (NCDAP), these documents have focused solely on the needs, constraints and priorities for the implementation of the UN Conventions on climate change, desertification and biodiversity. The NCSA

focused on identifying cross-cutting issues amongst the three conventions. Directing limited national resources to the implementation of one sectoral convention was considered excessive. As a result, the focus of the NCSA and NCPAD is mainly on issues or constraints that are common to or cut across all three conventions. Thematic assessments were structured to primarily address the weaknesses of Swaziland's capacity to implement and manage the UN Convention commitments. The objective of the capacity development in terms of the UNFCCC was to identify national capacity constraints and priorities to meet the binding commitments of the Rio Convention.

The proposed comprehensive gap analysis will focus on identifying, describing and quantifying (where feasible) the gaps in technical capacity, governance, knowledge, technology and finance. The analysis will highlight the current gaps in Swaziland in adapting to existing climate conditions and variability, as well as identify future gaps likely to arise from future climate change impacts.

- 2.1.2 Develop climate scenarios, including temperature and precipitation, for the periods: i) 2018-2022; ii) 2023-2030; iii) 2031-2063; and iv) 2064-2100, providing details at sub-national level. These periods are in line with the National Development Strategy 2022, the INDC and SDGs, as well as the African Union Agenda 2063. *Climate scenarios are currently only available at a regional level (southern Africa) and not at a national level or sub-national level and the need to downscale Global Climate Models for national and local application is identified in the NCCS. This activity seeks to address this gap by adapting global and/or regional models to the national level and downscaling them for regional and local level application. The analytical tools to be used for the downscaling will be determined after collaboration with neighbouring countries in the first year of the project. This is to avoid duplication of existing efforts within South Africa in particular. The downscaling scale will be at least to the scale of rural councils (i.e. tinkhundla) to inform their adaptation planning.*
- 2.1.3 Assess the current and future vulnerability and socio-economic impacts of climate change at national, and sub-national levels based on the: i) reports developed under Activity 1.2.3; and ii) climate scenarios developed under Activity 2.1.2.
- 2.1.4 Rank and map climate change risks and vulnerabilities for all four regions (digital and hard copy).

Output 2.2 Knowledge Information system upgraded to support the NAP process

- 2.2.1 Establish a climate change information management system and central database for the collation and dissemination of climate information (including the results of the long-term research programme under Activity 3.3.1) to inform future adaptation assessments. *The climate information management system will focus on data collection and analysis and will primarily store technical climate information. It will be interactive and enable relevant parties (technical staff of relevant departments and line ministries) to upload and change data.*
- 2.2.2 Develop and implement a coordination mechanism for improving access to and sharing of data (including procedures for data collection and analysis). *The climate information portal will provide climate change information across all sectors and to a broader range of stakeholders (including rural communities) to enable them to quickly understand the challenges of climate change. The portal, therefore, focuses on the dissemination of user-friendly information.*
- 2.2.3 Develop a climate change information portal to disseminate information on CC, NAP process and all knowledge information and materials developed during the NAP process.
- 2.2.4 Upgrade the climate data collection sources by procuring and installing 10 automatic weather stations.
- 2.2.5 Train staff from the National Meteorological Service on using climate monitoring equipment and calibration, use of multiple sources of climate data for developing climate change scenarios, impact scenarios and modelling.
- 2.2.6 Develop and implement a strategy for the operation and maintenance of the climate information system.

Output 2.3 Adaptation options evaluated and prioritised using a cost-benefit analysis.

- 2.3.1 Review and appraise individual climate change adaptation options, including economic, ecosystem, and social costs and benefits for unintended impacts of such measures in Swaziland. *An existing system for evaluating and prioritising adaptation options will be adapted for use in Swaziland. In this context, Swaziland is considering a combination of systems. For example, a multi-criteria analysis will be conducted at the national level, whilst a cost-benefit analysis will be conducted at the local level. The exact details of the systems will finalised during Year One of implementation.*
- 2.3.2 Define national criteria for prioritizing implementation based on development needs, climate vulnerability, risks, existing plans and valuation of ecosystem goods and services generated through study or research programme under Component 3.
- 2.3.3 Train technical staff, including members of the MDT on the system to evaluate and prioritize climate change adaptation options developed in Activity 2.3.1.

Sub-Component/Outcome 3. Resources mobilised to inform and facilitate medium and long-term adaptation options

Output 3.1 Economic assessment of adaptation options available

- 3.1.1 Review the National Emergency Response Mitigation and Adaptation Response Plan (NERMAP) and other

reports produced on costing adaptation in Swaziland in the short-medium- and long-term perspective considering the vulnerability assessed in Activity 2.1.3. This cost estimation should be conducted on all adaptation options prioritised in the National Adaptation Plans in Activity 3.3.4.

3.1.2 Identify information gaps for a reliable estimation of costs in key sectors for implementing climate change adaptation in the medium- and long-term

3.1.3 Undertake a detailed economic study to fill the information gaps and estimate the costs of implementing the adaptation interventions included in the policies, strategies and plans updated under Component 1.

Output 3.2 Mobilisation of financial resources for climate change adaptation.

3.2.1 Develop an adaptation finance strategy to: i) access new identified sources of adaptation finance; ii) review and strengthen the structure of the existing funding institutions; iii) support effective channelling of funds across sectors according to adaptation priorities identified in Component 1; and iv) integrate climate change adaptation into development planning and budgeting processes.

3.2.2 Develop guidelines for the integration of climate change adaptation into national and local level planning and budgets.

The development of such guidelines will ensure that the relevant authorities follow similar procedures in integrating climate change adaptation into development planning at both the national, regional and local levels. The integration of climate change adaptation into government budgets will also ensure that, in the long-term, resources are made available for adaptation across Swaziland.

3.2.3 Organise annual donor Round Table discussions to identify and mobilize potential new public, private, bilateral and multilateral sources of climate finance to address the adaptation needs assessed under Activity 3.1.2.

3.2.4 Develop and implement training programme for MTEA and other relevant government stakeholders to strengthen the capacity of such stakeholders in implementing the adaptation finance strategy.

3.2.5 Develop 3 GCF concepts and associated documents for accessing project preparation facility toward developing full funding proposal for the installation of a fully operational and sustainable climate information system in Swaziland based on the gap analysis and needs assessment undertaken in Component 2, as well as for addressing other identified adaptation needs.

Output 3.3 Climate change research programme to inform future investments in climate change adaptation

3.3.1 Develop and support a study and research programme in collaboration with relevant organizations such as UNISWA and/or other government institutions to measure the effectiveness of past, present and future adaptation interventions to inform long-term adaptation planning; including integration of Ecosystem Based adaptation approach in the research programme. The study and research programme should focus on the following sectors: i) agriculture; ii) water and iii) biodiversity.

Where possible, the study and research programme will be linked to existing biodiversity and educational programmes being implemented by UNISWA and/or other government institutions – thereby reducing the administrative burden and promoting longevity of the study/research programmes. Efforts will also be made to integrate climate change adaptation modules into other programmes and courses offered by UNISWA. In this context, the institutions and ministries responsible for education and research will play a vital role in sustaining the study/research programme beyond the 3-year scope of this project. At a minimum, this would require ministries to include climate change adaptation into their long-term plan and vision. These ministries will be advised to set aside a budget for rigorous research/monitoring and evaluation. This is necessary for effective adaptive management of adaptation interventions as new information becomes available and new knowledge is generated. Stakeholder engagements have been undertaken in Swaziland with the relevant ministries/departments to obtain a letter of commitment showing their long-term support for the research programme. This is because they will primarily be responsible for the implementation of such research activities in the long-term. The results of the results of the long-term research will be: i) integrated into sectoral and cross-sectoral legislation, policies, strategies, action and development plans; ii) integrated into the climate change information system and central database (Activity 2.2.1); iii) disseminated to a wide range of public institutions in various sectors (Activity 3.3.4) and iv) used to inform business plans and financial models (Activity 3.3.3). The integration of such results into the periodic review of legislation, policies and plans etc. will ensure that the legislative framework is continually updated taken into account the latest advancements in climate change adaptation, and the successes and failures of climate change adaptation options in Swaziland. Furthermore, by integrating such results into the climate change information management system and disseminating the reports to various institutions, the proposal enhances the awareness of climate change adaptation and ensures the generation and transfer of knowledge. Finally, establishing links between the research programmes and private sector will inform the development of business plans and financial models, taking into account past successes and failures.

3.3.2 Map responsibilities of key institutions in implementing, maintaining, monitoring relevant projects to inform climate change adaptation planning in the medium- and long-term, including strengthening of existing research team/steering committee.

3.3.3 Develop business plans and financial models, working closely with the private-sector, to demonstrate the

financial value of ecosystem goods, products and services generated by EbA to local communities and different sectors.

- 3.3.4 Develop reports for the dissemination of knowledge generated through the long-term research to a wide range of public institutions and sectors via the climate information portal, which will be integrated into policies and strategies through the periodic review process established in Component 1. This will include the dissemination of initial results during the project lifespan.

The following sectors have been prioritised for the study and research programme: i) agriculture; ii) water; and iii) biodiversity. It is estimated that at least one report per priority sector will be completed by the end of the project. These reports will be disseminated to the general public and a wide range of public institutions via the climate information portal. The information contained in these reports will also be used to inform the policies and strategies being reviewed periodically under Component 1.

Sub-Component/Outcome 4. Planning units of relevant ministries monitor, review and communicate results of the NAP process.

Output 4.1 Monitoring and reviewing system for the NAP process established.

- 4.1.1 Develop and implement a monitoring and reviewing system for the NAP process in Swaziland including: i) performance indicators at national and local levels; ii) short-, medium- and long-term targets; iii) monitoring and reviewing tools and templates; iv) assessment planning; and vi) and follow-up actions.
- 4.1.2 Develop monitoring and reviewing guidelines and tools for technical staff of relevant government institutions – including Ministry of Economic Planning and Development, Ministry of Finance, Ministry of Agriculture, Ministry of Tourism and Environmental Affairs, and other lead ministries and departments – to facilitate data collection, analysis and dissemination of the results.

Output 4.2 Technical training of national and local government representatives and stakeholders to implement the monitoring and reviewing system for the NAP

- 4.2.1 Conduct technical training of relevant government institutions' staff – including Ministry of Economic Planning and Development, Ministry of Finance, Ministry of Tourism and Environmental Affairs, CSOs, and other thematic lead ministries and departments – on the use of the guidelines and tools to monitor, review and assess the NAP process.
- 4.2.2 Conduct an awareness- raising campaign – including decision-makers, regional-, district- and sector-level officers – on the monitoring and reviewing system and provide training to meet the performance targets.

Output 4.3 NAP document and communication material on NAP formulation, implementation, funding and monitoring to learn from the NAP process in Swaziland

- 4.3.1 Develop a National Adaptation Plan for endorsement by Parliament.
- 4.3.2 Document, analyse and disseminate the NAP processes' key findings and lessons learned as well as previous relevant initiatives aligned with the NAP process in Swaziland through various global and regional networks and knowledge platforms, including the climate information portal developed under Output 2.2.
- 4.3.3 Produce documentary, and videos on the implementation of the NAP process in Swaziland.
- 4.3.4 Submit Swaziland's NAP document to the UNFCCC and present it to the national and international stakeholders including during climate change related international meetings.

Climate change adaptation in Swaziland has been undertaken on an *ad hoc* basis and is small-scale and project-based. For example, there is currently no framework for climate change adaptation in place and there has been little coordination in the development and planning process. The First and Second National Communications have, however, been instrumental in raising awareness of the need for adaptation in different economic sectors. Nevertheless, the work undertaken through the National Communications is not sufficient to manage the threat of climate change to Swaziland. The National Climate Change Policy (NCCP) recognises the need to develop and implement a NAP to enhance medium- to long-term investments in climate change adaptation. The NCCP also advocates for mainstreaming climate resilience and adaptation into national and local processes and development plans, ensuring the sustainability of the NAP process.

Swaziland's NAP process will build on existing processes, practices and coordination mechanisms, as well as experiences and lessons learned from the implementation of other climate change projects. The NAP process is considered an opportunity to enhance capacity by adopting a 'learning by doing' and interactive, multi-disciplinary approach. Each activity proposed corresponds to the outputs and outcomes of the NAP process, including the need to review, monitor and report on the NAP process. The NAP process will also contribute towards generating and managing climate and adaptation knowledge, and sharing this knowledge with communities, policy-makers, donor agencies and climate change negotiators at international, regional and national levels, as well as sub-national level, where appropriate.

SECTION 5: BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT

Implementation schedule is provided as [Annex IV](#) below

Indicative Outputs	FT30 class	Class of expenditure	Year 1 (USD)	Year 2 (USD)	Year 3 (USD)	TOTAL (USD)
Component 1: Technical and institutional capacity for NAP process in place						
<i>Output 1.1 Coordination mechanism to spearhead the NAP process created</i>	10	Staff and other personnel costs	71 000			71 000
	120	Contractual services	49 500			49 500
		Training/workshops	5 000			5 000
	160	Travel	15 000			15 000
	TOTAL Output 1.1			140 500		
<i>Output 1.2 National and sectoral policies, plans and strategies identified and assessed to facilitate integration of climate change adaptation and periodic reviews.</i>	10	Staff and other personnel costs	69 500	42 000		111 500
	120	Contractual services	5 000	20 000		25 000
		Training/workshops	5 000	5 000		10 000
	160	Travel	4 000	4 000		8 000
	TOTAL Output 1.2			83 500	71 000	
<i>Output 1.3 Stakeholders engaged and capacity strengthened</i>	10	Staff and other personnel costs	59 500	28 500		88 000
	120	Contractual services	20 000	4 000		24 000
		Training/workshops	55 000	115 000		170 000
	160	Travel	4 500	2 500		7 000
	TOTAL Output 1.3			139 000	150 000	0
TOTAL Component 1			363 000	221 000	0	584 000
Component 2: Climate information systems for prioritising adaptation needs strengthened						
<i>Output 2.1 Climate information and knowledge generated to inform medium- and long-term adaptation planning</i>	10	Staff and other personnel costs	37 750	91 000	37 750	166 500
		Training/workshops	6 000	27 500		33 500
	160	Travel	3 500	8 500	1 000	13 000
	TOTAL Output 2.1			47 250	127 000	38 750

<i>Output 2.2 Knowledge Information system upgraded to support the NAP process</i>	10	Staff and other personnel costs	21 750	31 500	9 750	63 000
	120	Contractual services	55 500	17 000	4 000	76 500
		Training/workshops	5 000	13 000		18 000
	160	Travel	5 000	3 000		8 000
	TOTAL Output 2.2			87 250	64 500	13 750
<i>Output 2.3 Adaptation options evaluated and prioritised using a cost-benefit analysis</i>	10	Staff and other personnel costs		13 900	13 900	27 800
		Training/workshops		10 000	6 000	16 000
	160	Travel		4 500	4 500	9 000
	TOTAL Output 2.3			0	28 400	24 400
TOTAL Component 2			134 500	219 900	76 900	431 300
Component 3: Funding strategy for the NAP process developed						
<i>Output 3.1 Economic assessment of adaptation options available</i>	10	Staff and other personnel costs		52 500	33 500	86 000
		Training/workshops		20 000		20 000
	160	Travel		6 000		6 000
	TOTAL Output 3.1			0	78 500	33 500
<i>Output 3.2 Mobilisation of financial resources for climate change adaptation</i>	10	Staff and other personnel costs		109 250	109 250	218 500
	120	Contractual services		117 500	97 500	215 000
		Training/workshops		30 000	20 000	50 000
	160	Travel		14 500	11 500	26 000
	TOTAL Output 3.2			0	271 250	238 250
<i>Output 3.3 Climate change research programme to inform future investments in climate change adaptation</i>	10	Staff and other personnel costs	7 000	56 000	45 500	108 500
	120	Contractual services	5 000			5 000
		Training/workshops		20 000	17 500	37 500
	140	Grants	20 000	40 000	40 000	100 000
	160	Travel	6 000	13 000	10 000	29 000
	TOTAL Output 3.3			38 000	129 000	113 000
TOTAL Component 3			38 000	478 750	384 750	901 500

Component 4: Monitoring and reviewing of the NAP process undertaken						
<i>Output 4.1 Monitoring and reviewing system for the NAP process developed and institutionalized.</i>	10	Staff and other personnel costs		73 000		73 000
	120	Contractual services		11 500		11 500
		Training/workshops		10 000	10 000	20 000
	160	Travel		8 000		8 000
	TOTAL Output 4.1			0	102 500	10000
<i>Output 4.2 Technical training of national and local government representatives and stakeholders to implement the monitoring and reviewing system for the NAP</i>	10	Staff and other personnel costs		13 000	25 000	38 000
	120	Contractual services			7 000	7 000
		Training/workshops		10 000	20 000	30 000
	160	Travel		5 000	5 000	10 000
	TOTAL Output 4.2			0	28 000	57 000
<i>Output 4.3 NAP document and communication material on NAP formulation, implementation, funding and monitoring to learn from the NAP process in Swaziland</i>	10	Staff and other personnel costs	24 000	44 000	56 000	124 000
	120	Contractual services	9 000	11 500	31 500	52 000
		Training/workshops			15 000	15 000
	160	Travel	10 000	7 500	7 500	25 000
	TOTAL Output 4.3			43 000	63 000	110 000
TOTAL Component 4			43 000	193 500	177 000	413 500
TOTAL Project Activities			578 500	1 113 150	638 650	2 330 300
Monitoring & Evaluation (To be paid by DP Fee)						
Terminal Evaluation consultant	10	Staff and other personnel costs			0	0
TOTAL				0	0	0
National Level Project Management Unit (PMU) Cost	10	Staff and other personnel costs	32 400	32 400	32 400	91764
	135	Office supplies & IT equipment	3 000	2 000	1 750	6750
		Audit	3 000	3 000	3 000	9000
		Operations costs	3 000	3 000	3 000	9000
	TOTAL National Level PMC			41 400	40 400	40 150



**READINESS AND PREPARATORY SUPPORT
PROPOSAL TEMPLATE**

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Contingency Fee (5%)	41 587	41 588	41 588	116 515
Delivery Partner Fee (10%)	83 175	83 175	83 175	233 030
GRAND TOTAL	744 662	1 278 313	803 563	2 796 400

Procurement plan

Overall financial management and procurement of goods and services under this readiness and preparatory support proposal will be guided by UN Environment’s regulations, rules, policies and procedures, as well as its programme manual. Procurement of goods and services will follow the general principles stated under Clause 7 of Framework Readiness and Preparatory Support Grant Agreement (Framework Agreement) between the GCF and UN Environment¹⁰.

For this readiness and preparatory support proposal, services of a technical nature will be recruited, or acquired, and directly managed by UN Environment, in consultation with the MTEA and the GCF’s NDA of Swaziland. Recruitment and management of consultants will be in accordance with UN Environment rules, policies and procedures.

UN Environment will coordinate with the MTEA to procure goods and services in delivering activities at national level for example meetings, workshops, etc. in accordance with the agreed procurement management plan. All procurements will be in accordance with UN Environment rules, policies and procedures.

The types of procurement and processes to be followed for this readiness and preparatory support project are presented below:

Procurement Item	Monetary threshold	Procurement type	General characteristics of goods and services to be sourced	Goods and services specific to GCF proposal	Procurement process	Time frame
Goods and services (commercial vendors)	< US\$ 10,000	Low value procurement	1. Readily available off-the-shelf goods with standard specifications, available from several sources of supply within the country. 2. Goods must not be covered by Blanket Purchase Order (BPO) or Systems Contract, neither in stock nor in procurement pipeline. 3. LVP is not for international purchases	USD 587,500 in total for meeting packages, printing, office supplies, audit and travel costs	Three informal quotations must be obtained with relevant information (price, quantity, delivery, time, etc.) via email, fax etc. using the best value for money approach	1 day to 1 week
Goods and services (commercial vendors)	US\$10,000 >	Request for quotations	Basic, standard goods or simple services with clear specifications	USD 567,000 Website hosting, weather stations equipment, study grants	1. Vendors can submit bids via email to a centralized email address 2. Evaluation criteria are pass/fail basis only and a vendor needs to pass all criteria to be considered	1 week to 2 months
Services of international and local experts	N/A	Recruitment	A consultant is an individual who is a recognized authority or specialist in a specific	USD 1,175,800 in total for International and local	1. Formulation of ToR and job vacancy announcement	Usually 4-6 weeks

¹⁰ UN Environment will comply with its obligation under clause 7(a) of the Framework Agreement, which states “The procurement of Goods and Services for Approved Readiness Support Proposals, whether by the Delivery Partner or by a third party, shall be done in accordance with the rules, policies and procedures of the Delivery Partner.

(consultants/ individual contractors)			field, engaged by the United Nations under a temporary contract in an advisory or consultative capacity to the Secretariat. A consultant must have special skills or knowledge not normally possessed by the regular staff of the Organization	Experts	for a minimum of 7 days. 2. Desk review of Applications followed by shortlisting. 3. Interview of shortlisted applicants followed by selection by the Hiring Manager	
			Total Budget excluding project management costs	USD 2,330,300		
Disbursement schedule						
<p>UN Environment as the Delivery Partner for this Readiness and Preparatory (R&P) Support Proposal will submit requests for disbursement to the GCF for approved R&P Support Proposals in accordance with the Framework Readiness and Preparatory Support Grant Agreement between the GCF and UN Environment. Disbursement requests will be signed by the authorised representative of the UN Environment and will include details of the bank account into which the grant will be deposited. UN Environment, the Delivery Partner for this R&P Support Proposal for Swaziland, will administer the grant disbursed by the GCF in accordance with UN Environment's regulations, rules, and procedures including maintenance of records of grant, disbursements and expenditure. UN Environment will follow the disbursement schedule as per the Framework Readiness and Preparatory Support Grant Agreement between the GCF and UN Environment.</p> <p>UN Environment will allocate the grant proceeds as appropriate, in accordance with its obligations under clause 5 (Use of Grant Proceeds by the Delivery Partner) of Framework Readiness and Preparatory Support Grant Agreement between Green Climate Fund (GCF) and UN Environment.</p>						
Additional information						

Procurement description	Projected cost (US\$)	Procurement method	Estimated start date	Project contracting date	Thresholds (Min-Max monetary value for which indicated procurement method must be used)
Consultancy services					
Component 1: Technical and Institutional capacity for NAP process in place					
<i>Output 1.1 Coordination mechanism to spearhead the NAP process is created</i>	1.1.1 Strengthen the capacity of the existing National Climate Change Committee Recruit Local Consultant (LC) 9 000	Open tender	April 2018	April 2018	No Min-Max, all consultancy services irrespective of value are subject to same open tender process
	1.1.2 Establish MDTs to provide linkages between the ministries involved in climate change Recruit LC Recruit International Consultant (IC) 15 000 10 000	Open tender	April 2018	April 2018	As above
	1.1.3 Develop policy briefs and conduct briefings to inform policy- and decision-makers Recruit LC Recruit IC 9 000 5 000	Open tender	April 2018	April 2018	As above
	1.1.4 Develop a roadmap, including a communication plan to be used in the NAP formulation process Recruit LC 9 000	Open tender	April 2018	April 2018	As above
	1.1.5 Formally launch the NAP readiness programme. Recruit LC Recruit IC 9 000 5 000	Open tender	April 2018	April 2018	As above
<i>Output 1.2 National and sectoral policies, plans and strategies identified and</i>	1.2.1 Conduct a stocktaking exercise to identify information available and any information gaps at national and sectoral level Recruit LC 15 000 10 000	Open tender	April 2018	October 2019	As above

<i>assessed to facilitate integration of climate change adaptation and periodic reviews.</i>	Recruit IC					
	1.2.2 Develop and implement a strategy for the periodic review of existing sectoral and cross-sectoral legislation, policies, strategies, action and development plans. Recruit LC	13 500	Open tender	April 2018	October 2019	As above
	1.2.3 Develop reports on the vulnerability of thematic/cross-cutting areas and entry points for integrating adaptation to climate change into relevant policies, strategies and plans and programmes. Recruit LC Recruit IC	18 000 10 000	Open tender	April 2018	October 2019	As above
	1.2.4 Develop guidelines to support the integration of climate change adaptation into the design and approval processes of policies, plans and strategies, based on the reports developed under Activity 1.2.3. Recruit LC Recruit IC	30 000 15 000	Open tender	April 2018	October 2019	As above
<i>Output 1.3 Stakeholders engaged and capacity strengthened</i>	1.3.1 Build capacity of policy-makers, decision-makers and technical staff from relevant government institutions identified through stakeholder mapping under Activity 1.1.1 Recruit LC	15 000	Open tender	April 2018	October 2019	As above
	1.3.2 Develop and implement an awareness raising campaign in each of the four regions for local authorities, private sector, CSOs and local communities Recruit LC Recruit IC	21 000 10 000	Open tender	April 2018	October 2019	As above
	1.3.3 Review the school curricular and develop an education manual to mainstream climate change into the school curriculum Recruit LC Recruit IC	18 000 10 000	Open tender	April 2018	October 2019	As above
	1.3.4 Design and implement a training course for relevant government stakeholders,	9 000	Open tender	April 2018	October 2019	As above

	particularly the members of the MDT Recruit LC					
Component 2: Climate information system for prioritising adaptation needs is strengthened						
<i>Output 2.1 Climate information and knowledge generated to inform medium- and long-term adaptation planning</i>	2.1.1 Conduct a gap analysis and capacity needs assessment of the climate information system Recruit LC Recruit IC	18 000 20 000	Open tender	April 2018	October 2018	As above
	2.1.2 Develop climate scenarios, including temperature and precipitation, providing details at sub-national level. Recruit LC Recruit IC	24 000 30 000	Open tender	April 2018	March 2020	As above
	2.1.3 Assess the current and future vulnerability and socio-economic impacts of climate change at national, and sub-national levels Recruit LC Recruit IC	24 000 30 000	Open tender	April 2018	March 2020	As above
	2.1.4 Rank and map climate change risks and vulnerabilities for all four regions (digital and hard copy). Recruit LC Recruit IC	10 500 10 000	Open tender	April 2018	March 2020	As above
<i>Output 2.2 Knowledge Information system upgraded to support the NAP process</i>	2.2.1 Establish a climate change information management system and central database for the collation and dissemination of climate information to inform future adaptation assessments. Recruit LC	15 000	Open tender	April 2018	March 2020	As above
	2.2.2 Develop and implement a coordination mechanism for improving access to and sharing of data (including procedures for data collection and analysis). Recruit LC	6 000	Open tender	April 2018	March 2020	As above
	2.2.3 Develop a climate change information portal to disseminate information on CC, NAP	18 000	Open tender	April 2018	March 2020	As above

	process and all knowledge information and materials developed during the NAP process. Recruit LC					
	2.2.4 Upgrade the climate data collection sources by procuring and installing 10 automatic weather stations. Recruit LC	6 000	Open tender	April 2018	March 2020	As above
	2.2.5 Train staff from the National Meteorological Service Recruit LC Recruit IC	4 500 7 500	Open tender	April 2018	March 2020	As above
	2.2.6 Develop and implement a strategy for the operation and maintenance of the climate information system. Recruit LC	6 000	Open tender	April 2018	March 2020	As above
<i>Output 2.3 Adaptation options evaluated and prioritised using a cost-benefit analysis</i>	2.3.1 Review and appraise individual climate change adaptation options Recruit LC Recruit IC	4500 7 500	Open tender	April 2018	October 2020	As above
	2.3.2 Define national criteria for prioritizing implementation Recruit LC Recruit IC	7 500 5 000	Open tender	April 2018	October 2020	As above
	2.3.3 Train technical staff to evaluate and prioritize climate change adaptation options developed in Activity 2.3.1 Recruit LC Recruit IC	1 800 1 500	Open tender	April 2018	October 2020	As above
Component 3: Funding strategy for the NAP process developed						
<i>Output 3.1 Economic assessment of adaptation options available</i>	3.1.1 Review the National Emergency Response Mitigation and Adaptation Response Plan (NERMAP) and other reports produced on costing adaptation in Swaziland Recruit LC Recruit LC	13 500 10 000	Open tender	April 2018	March 2020	As above
	3.1.2 Identify information gaps for a reliable estimation of costs in key sectors for implementing climate change adaptation	13 500 10 000	Open tender	April 2018	March 2020	As above

	Recruit LC Recruit IC					
	3.1.3 Undertake a detailed economic study to fill the information gaps and estimate the costs of implementing the adaptation interventions included in the policies, strategies and plans updated under Component 1. Recruit LC Recruit IC	24 000 15 000	Open tender	April 2018	March 2020	As above
<i>Output 3.2 Mobilisation of financial resources for climate change adaptation</i>	3.2.1 Develop an adaptation finance strategy Recruit LC Recruit IC	24 000 12 500	Open tender	April 2018	October 2020	As above
	3.2.2 Develop guidelines for the integration of climate change adaptation into national and local level planning and budgets. Recruit LC	9 000	Open tender	April 2018	October 2020	As above
	3.2.3 Organize annual donors' Round Table discussions to identify and mobilize potential new public, private, bilateral and multilateral sources of climate finance Recruit LC Recruit IC	24 000 15 000	Open tender	April 2018	October 2020	As above
	3.2.4 Develop and implement training programme for MTEA and other relevant government stakeholders Recruit LC Recruit IC	24 000 10 000	Open tender	April 2018	October 2020	As above
	3.2.5 Develop 3 GCF concepts and associated documents for accessing project preparation facility toward developing full funding proposal Recruit LC Recruit IC	60 000 40 000	Open tender	April 2018	October 2020	As above
<i>Output 3.3 Climate change research programme to inform future investments in climate change adaptation</i>	3.3.1 Develop and support a study and research programme Recruit LC Recruit IC	24 000 15 000	Open tender		March 2021	As above
	3.3.2 Map responsibilities of key institutions in implementing, maintaining, monitoring relevant projects	9 000 5 000	Open tender	April 2018	March 2020	As above

	Recruit LC Recruit IC					
	3.3.3 Develop business plans and financial models to demonstrate the financial value of ecosystem goods, products and services generated by EbA Recruit LC Recruit IC	24 000 15 000	Open tender	April 2018	October 2020	As above
	3.3.4 Develop reports for the dissemination of knowledge generated through the long-term to a wide range of public institutions and sectors via the climate information portal Recruit LC Recruit IC	9 000 7 500	Open tender	April 2018	March 2021	As above
Component 4: Monitoring and reviewing of the NAP process undertaken						
<i>Output 4.1 Monitoring and reviewing system established for the NAP process.</i>	4.1.1 Develop and implement a monitoring and reviewing system for the NAP process in Swaziland Recruit LC Recruit IC	24 000 15 000	Open tender	April 2018	October 2020	As above
	4.1.2 Develop monitoring and reviewing guidelines and tools for technical staff of relevant government institutions Recruit LC Recruit IC	24 000 10 000	Open tender	April 2018	October 2020	As above
<i>Output 4.2 Technical training of national and local government representatives and stakeholders to implement the monitoring and reviewing system for the NAP</i>	4.2.1 Conduct technical training of relevant government institutions' staff on the use of the guidelines and tools to monitor, review and assess the NAP process Recruit LC Recruit IC	3 000 5 000	Open tender	April 2018	October 2020	As above
	4.2.2 Conduct an awareness- raising campaign on the monitoring and reviewing system and provide training to meet the performance targets Recruit LC	30 000	Open tender	April 2018	October 2020	As above

<i>Output 4.3 NAP document and communication material on NAP formulation, implementation, funding and monitoring to learn from the NAP process in Swaziland</i>	4.3.1 Develop a National Adaptation Plan for endorsement by Parliament Recruit LC Recruit IC	30 000 25 000	Open tender	April 2018	March 2021	As above
	4.3.2 Document, analyse and disseminate the NAP processes' key findings and lessons learned as well as previous relevant initiatives aligned with the NAP process Recruit LC	22 500	Open tender	April 2018	March 2021	As above
	4.3.3 Produce documentary and video clips on the implementation of the NAP process in Swaziland Recruit LC	7 500	Open tender	April 2018	March 2021	As above
	4.3.4 Submit Swaziland's NAP document to the UNFCCC and present it to the national and international stakeholders Recruit LC Recruit IC	18 000 21 000	Open tender	April 2018	March 2021	As above
Goods and non-consultancy services						
Component 1: Technical and Institutional capacity for NAP process in place						
Output 1.1 Coordination mechanism to spearhead the NAP process is created	1.1.1 Strengthen the capacity of the existing National Climate Change Committee Advertisements Meetings Workshop venue and package	2 000 7 500 5 000	Open tender	April 2018	April 2018	Low value procurement <10 000 per purchase order
	1.1.2 Establish MDTs to provide linkages between the ministries involved in climate change Meetings Travel	3 000 3 000	Open tender	April 2018	April 2018	Low value procurement <10 000 per purchase order
	1.1.3 Develop policy briefs and conduct briefings to inform policy- and decision-makers Meetings Travel	3 000 5 000 5 000	Open tender	April 2018	April 2018	Low value procurement <10 000 per purchase order
	1.1.4 Develop a roadmap, including a communication plan to be used in the NAP	3 000 1 000	Open tender Procurement	April 2018	April 2018	Low value procurement <10 000 per purchase

	formulation process Meetings Printing		through UN print shop			order
	1.1.5 Formally launch the NAP readiness programme. Meetings Travel	25 000 7 000	Open tender	April 2018	April 2018	Low value procurement <10 000 per purchase order
<i>Output 1.2 National and sectoral policies, plans and strategies identified and assessed to facilitate integration of climate change adaptation and periodic reviews.</i>	1.2.1 Conduct a stocktaking exercise to identify information available and any information gaps at national and sectoral level Workshop Travel	5 000 5 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	1.2.2 Develop and implement a strategy for the periodic review of existing sectoral and cross-sectoral legislation, policies, strategies, action and development plans. Meetings	7 500	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	1.2.3 Develop reports on the vulnerability of thematic/cross-cutting areas and entry points for integrating adaptation to climate change into relevant policies, strategies and plans and programmes. Meetings	5 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	1.2.4 Develop guidelines to support the integration of climate change adaptation into the design and approval processes of policies, plans and strategies, based on the reports developed under Activity 1.2.3. Meetings Workshop Launch of guidelines Travel	5 000 5 000 7 500 3 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
<i>Output 1.3 Stakeholders engaged and capacity strengthened</i>	1.3.1 Build capacity of policy-makers, decision-makers and technical staff from relevant government institutions identified through stakeholder mapping under Activity 1.1.1 Training package Exchange visit including travel	15 000 40 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order Request for quotation 10 000 - 40 000 per purchase order

	1.3.2 Develop and implement an awareness raising campaign in each of the four regions for local authorities, private sector, CSOs and local communities Awareness-raising campaign Travel	20 000 7 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	1.3.3 Review the school curricular and develop an education manual to mainstream climate change into the school curriculum Workshop Training meetings Printing	10 000 5 000 1 000	Open tender Direct procurement through UN print shop	April 2018	July 2018	Low value procurement <10 000 per purchase order
	1.3.4 Design and implement a training course for relevant government stakeholders, particularly the members of the MDT Contractual services to deliver training Meetings	100 000 3 000	Open tender	April 2018	July 2018	Request for quotation 10 000 - 40 000 per purchase order Low value procurement <10 000 per purchase order
Component 2: Climate information system for prioritising adaptation needs is strengthened						
<i>Output 2.1 Climate information and knowledge generated to inform medium- and long-term adaptation planning</i>	2.1.1 Conduct a gap analysis and capacity needs assessment of the climate information system Workshops Travel	6 000 3 000	Open tender	April 2018	April 2018	Low value procurement <10 000 per purchase order
	2.1.2 Develop climate scenarios, including temperature and precipitation, providing details at sub-national level. Workshops Travel	7 500 5 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	2.1.3 Assess the current and future vulnerability and socio-economic impacts of climate change at national, and sub-national levels Workshops Travel	10 000 5 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	2.1.4 Rank and map climate change risks and vulnerabilities for all four regions (digital and hard copy). Workshops	10 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order

<i>Output 2.2 Knowledge Information system upgraded to support the NAP process</i>	2.2.1 Establish a climate change information management system and central database for the collation and dissemination of climate information to inform future adaptation assessments. Workshops	5 000	Open tender	April 2018	July 2018	Low value procurement <10 000 per purchase order
	2.2.2 Develop and implement a coordination mechanism for improving access to and sharing of data (including procedures for data collection and analysis). Meetings	3 000	Open tender	April 2018	October 2019	Low value procurement <10 000 per purchase order
	2.2.3 Develop a climate change information portal to disseminate information on CC, NAP process and all knowledge information and materials developed during the NAP process. Workshop Website domain for 10 years	3 000 12 000	Open tender Procurement through UN	April 2018	July 2019	Low value procurement <10 000 per purchase order Request for quotation 10 000 - 40 000 per purchase order
	2.2.4 Upgrade the climate data collection sources by procuring and installing 10 automatic weather stations. Contractual services to deliver weather stations Installation fees Travel	50 000 5 000 5 000	Procurement through UN Open tender	April 2018	July 2019	Request for quotation 10 000 - 40 000 per purchase order Low value procurement <10 000 per purchase order
	2.2.5 Train staff from the National Meteorological Service Workshops Printing Travel	10 000 2 000 3 000	Open tender Procurement through UN print shop	April 2018	July 2019	Low value procurement <10 000 per purchase order
	2.2.6 Develop and implement a strategy for the operation and maintenance of the climate information system. Meetings	4 500	Open tender	April 2018	October 2019	Low value procurement <10 000 per purchase order
<i>Output 2.3 Adaptation options evaluated and prioritised using a cost-benefit analysis</i>	2.3.1 Review and appraise individual climate change adaptation options Workshops Travel	5 000 3 000	Open tender	April 2018	July 2019	Low value procurement <10 000 per purchase order
	2.3.2 Define national criteria for prioritizing implementation Workshops	5 000 3 000	Open tender	April 2018	July 2019	Low value procurement <10 000 per purchase order

	Travel					
	2.3.3 Train technical staff to evaluate and prioritize climate change adaptation options developed in Activity 2.3.1 Training exercise Travel	6 000 3 000	Open tender	April 2018	October 2019	Low value procurement <10 000 per purchase order
Component 3: Funding strategy for the NAP process developed						
<i>Output 3.1 Economic assessment of adaptation options available</i>	3.1.1 Review the National Emergency Response Mitigation and Adaptation Response Plan (NERMAP) and other reports produced on costing adaptation in Swaziland Workshop Travel	5 000 3 000	Open tender	April 2018	October 2019	Low value procurement <10 000 per purchase order
	3.1.2 Identify information gaps for a reliable estimation of costs in key sectors for implementing climate change adaptation Workshop Travel	5 000 3 000	Open tender	April 2018	October 2019	Low value procurement <10 000 per purchase order
	3.1.3 Undertake a detailed economic study to fill the information gaps and estimate the costs of implementing the adaptation interventions included in the policies, strategies and plans updated under Component 1. Workshops	10 000	Open tender	April 2018	October 2019	Low value procurement <10 000 per purchase order
<i>Output 3.2 Mobilisation of financial resources for climate change adaptation</i>	3.2.1 Develop an adaptation finance strategy Consultation and validation workshop Contractual services - project development expert Printing and dissemination Travel	15 000 50 000 10 000 3 000	Open tender Procurement through UN Procurement through UN print shop	April 2018	April 2019	Request for quotation 10 000 - 40 000 per purchase order Low value procurement <10 000 per purchase order
	3.2.2 Develop guidelines for the integration of climate change adaptation into national and local level planning and budgets. Workshops	10 000	Open tender	April 2018	April 2019	Low value procurement <10 000 per purchase order
	3.2.3 Organize annual donors' Round Table discussions to identify and mobilize potential new public, private, bilateral and multilateral	10 000 150 000 10 000	Open tender	April 2018	April 2019	Low value procurement <10 000 per purchase

	sources of climate finance Workshop packages Donor round table conferences Travel					order
	3.2.4 Develop and implement training programme for MTEA and other relevant government stakeholders Training package Travel	15 000 6 000	Open tender	April 2018	January 2019	Request for quotation 10 000 - 40 000 per purchase order Low value procurement <10 000 per purchase order
	3.2.5 Develop 3 GCF concepts and associated documents for accessing project preparation facility toward developing full funding proposal Consultation workshops Travel	5 000 7 000	Open tender	April 2018	January 2019	Low value procurement <10 000 per purchase order
<i>Output 3.3 Climate change research programme to inform future investments in climate change adaptation</i>	3.3.1 Develop and support a study and research programme Research grant s Meetings and workshops Travel	100 00 20 000 20 000	Open tender	April 2018	April 2018	Request for quotation 10 000 - 40 000 per purchase order Low value procurement <10 000 per purchase order
	3.3.2 Map responsibilities of key institutions in implementing, maintaining, monitoring relevant projects Workshops Travel	7 500 3 000	Open tender	April 2018	January 2020	Low value procurement <10 000 per purchase order
	3.3.3 Develop business plans and financial models to demonstrate the financial value of ecosystem goods, products and services generated by EbA Meetings/workshops Travel	10 000 3 000	Open tender	April 2018	July 2020	Low value procurement <10 000 per purchase order
	3.3.4 Develop reports for the dissemination of knowledge generated through the long-term to a wide range of public institutions and sectors via the climate information portal Meetings Travel	5 000 3 000	Open tender	April 2018	January 2021	Low value procurement <10 000 per purchase order
Component 4: Monitoring and reviewing of the NAP process undertaken						

<p><i>Output</i> 4.1 <i>Monitoring and reviewing system established for the NAP process.</i></p>	<p>4.1.1 Develop and implement a monitoring and reviewing system for the NAP process in Swaziland Meeting Training Travel</p>	<p>7 500 10 000 5 000</p>	<p>Open tender</p>	<p>April 2018</p>	<p>July 2020</p>	<p>Low value procurement <10 000 per purchase order</p>
	<p>4.1.2 Develop monitoring and reviewing guidelines and tools for technical staff of relevant government institutions Workshops Printing Travel</p>	<p>10 000 4 000 3 000</p>	<p>Open tender Procurement through UN print shop</p>	<p>April 2018</p>	<p>July 2020</p>	<p>Low value procurement <10 000 per purchase order</p>
<p><i>Output</i> 4.2 <i>Technical training of national and local government representatives and stakeholders to implement the monitoring and reviewing system for the NAP</i></p>	<p>4.2.1 Conduct technical training of relevant government institutions' staff on the use of the guidelines and tools to monitor, review and assess the NAP process Workshop packages Travel</p>	<p>10 000 5 000</p>	<p>Open tender</p>	<p>April 2018</p>	<p>October 2020</p>	<p>Low value procurement <10 000 per purchase order</p>
	<p>4.2.2 Conduct an awareness-raising campaign on the monitoring and reviewing system and provide training to meet the performance targets Training and awareness-raising Printing Travel</p>	<p>20 000 7 000 5 000</p>	<p>Open tender Procurement through UN print shop</p>	<p>April 2018</p>	<p>October 2020</p>	<p>Request for quotation 10 000 - 40 000 per purchase order Low value procurement <10 000 per purchase order</p>
<p><i>Output</i> 4.3 <i>NAP document and communication material on NAP formulation, implementation, funding and monitoring to learn from the NAP process in Swaziland</i></p>	<p>4.3.1 Develop a NAP for endorsement by Parliament Workshops Contractual services - graphic design and publishing Printing Travel</p>	<p>10 000 5 000 10 000 5 000</p>	<p>Open tender Procurement through UN print shop</p>	<p>April 2018</p>	<p>October 2020</p>	<p>Low value procurement <10 000 per purchase order</p>
	<p>4.3.2 Document, analyse and disseminate the NAP processes' key findings and lessons learned as well as previous relevant initiatives aligned with the NAP process Meetings Workshops</p>	<p>7 000 5 000 5 000 5 000</p>	<p>Open tender Procurement through UN Procurement through UN print shop</p>	<p>April 2018</p>	<p>January 2021</p>	<p>Low value procurement <10 000 per purchase order</p>



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	Contractual services - graphic design and publishing Printing					
	4.3.3 Produce documentary and video clips on the implementation of the NAP process in Swaziland Travels	5 000	Open tender	April 2018	January 2021	Low value procurement <10 000 per purchase order
	4.3.4 Submit Swaziland's NAP document to the UNFCCC and present it to the national and international stakeholders Presentation and communication materials Printing Travels	5 000 15 000 15 000	Open tender Procurement through UN print shop	April 2018	January 2021	Low value procurement <10 000 per purchase order Request for quotation 10 000 - 40 000 per purchase order
Total		2 330 300				

SECTION 6: IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

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

UN Environment will manage the funds for the activities under this readiness agreement. UN Environment will agree on a plan with MTEA to monitor the implementation of the activities using the grant proceeds. However, UN Environment will be responsible for the implementation of the activities under this readiness and preparatory support proposal.

UN Environment through its Office for Africa, will be responsible for overall coordination, and oversight of the implementation activities. UN Environment will be also responsible for preparing progress reports, and facilitating a Terminal Evaluation. A UNEP Programme Officer (PO) will be responsible for project supervision to ensure consistency with GCF and UNEP policies and procedures. The functions of the PO will include, but will not be limited to the following: i) participating in the Annual Project Steering Committee (PSC) meetings; ii) facilitating the final evaluation; iii) clearing the Progress Reports and Project Implementation Reviews; and iv) undertaking the technical review of project deliverables v) providing input to periodic readiness portfolio reporting to GCF; vi) preparing requests for disbursements etc.

UN Environment will submit interim and final progress reports to the GCF in accordance with the terms of the of Framework Readiness and Preparatory Support Grant Agreement between Green Climate Fund (GCF) and UN Environment.

To avoid duplication of efforts and increase effectiveness and coherence, the multi-stakeholder NCC established by the Government will serve as the PSC for this project. The NCC is composed of representatives from; i) government ministries and departments; ii) the private sector; iii) Civil Society Organisations (CSOs); iv) Non-Governmental Organisations (NGOs) identified through the Coordinated Assembly of Non-Governmental Organizations (CANGO); and v) academic institutions. For example, organisations such as the NGO, Women and Law, will represent women groups in the NCC to ensure that they are actively engaged throughout the NAP process. Furthermore, the NCC includes representatives from inter-governmental bodies, key donors and development partners supporting and working on climate change in general, and adaptation to climate change in particular. The executive wing of the NCCC is chaired by the Principal Secretary of the MTEA, and ensures multi-stakeholders' coordination on climate change programmes and projects and avoids duplication of efforts. The Programme/Project-specific Steering Committees and Technical Committees or Activity Coordination Committees are established as and when necessary. Building on such existing national coordination mechanism will ensure high level political support and long-term adaptation capacity

The NAP implementation modality is as follows:

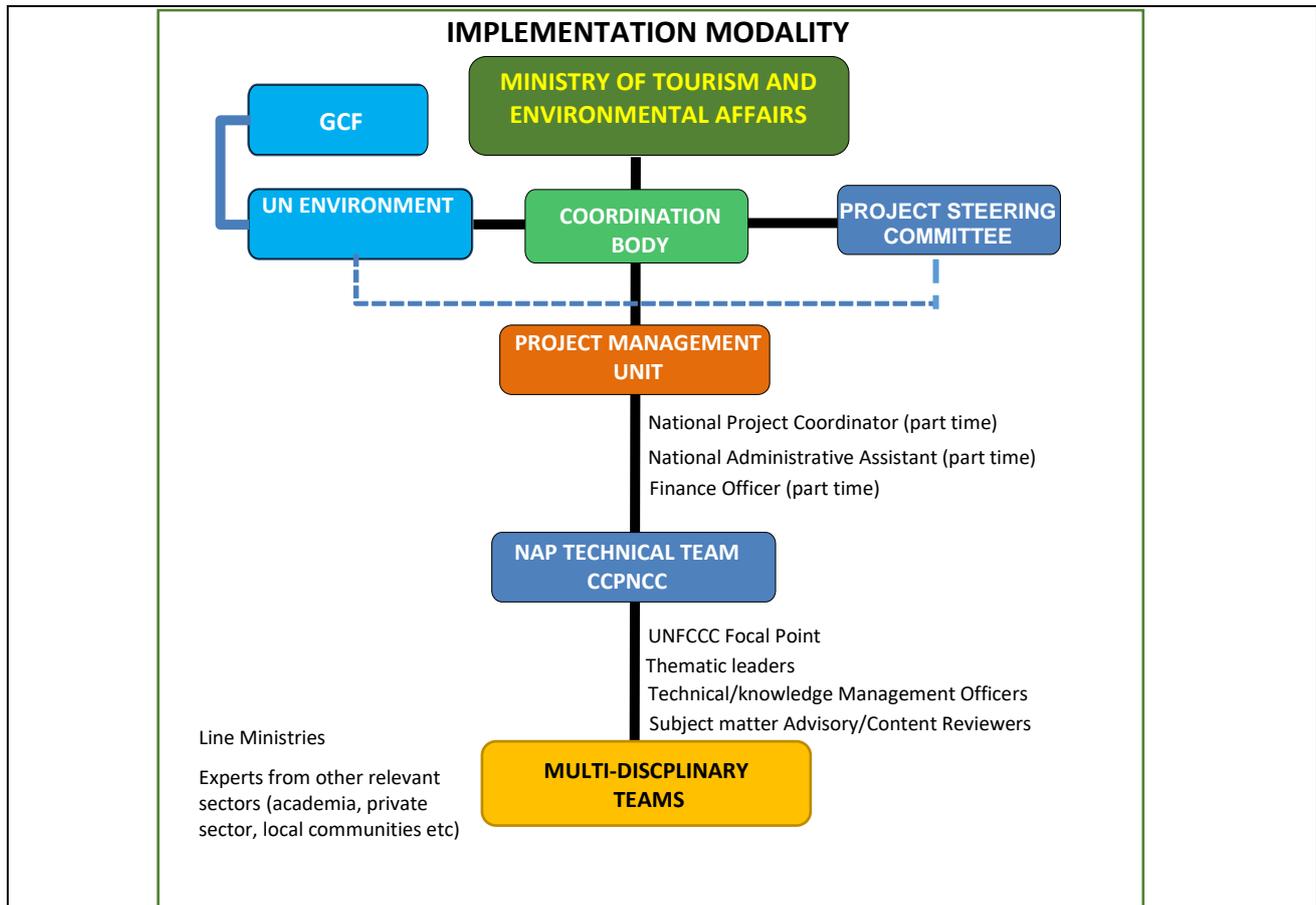


Figure 2: Implementation Modality

Other relevant information

Value added for GCF Involvement

The GCF is the operational entity to the UNFCCC and Paris agreement and a major funding source for developing countries to implement dedicated adaptation options to protect people and natural resources from the adverse impacts of climate change. To date, the GCF has allocated 50% of its funding to adaptation. In addition, the GCF Board Decision (B.13/09) invited “national designated authorities and focal points to collaborate with readiness delivery partners and accredited entities, as appropriate, in order to submit requests for support to formulate their respective national adaptation plans and/or other adaptation planning processes”. In this context, the GoS has requested access to funding from the GCF for NAP preparation and implementation.

The GoS recognises the importance of long-term climate change adaptation and has prioritised the development of a NAP by 2020 in the country’s CCP and INDC. Through the development of climate change focused strategies and policies, relevant stakeholders have been engaged. However, Swaziland now requires additional financial resources to implement and enforce climate change adaptation initiatives, both nationally and locally. Although every effort has been made to explore funding opportunities from multiple sources, this has not been sufficient to advance the NAP process. GCF resources are, therefore, required to prepare and implement the NAP process in Swaziland.

A severe shortage of financial resources has limited the development of climate change predictions, risk and vulnerability assessments, and wider stakeholder consultation processes, which are required to inform decision-making. This has consequently limited the NAP process, including the integration of climate change adaptation into existing and new policies, strategies and plans. The GCF NAP readiness programme offers Swaziland the opportunity to strengthen the NAP process, ensuring medium- and long-term climate change adaptation planning and implementation. Without these additional financial resources, Swaziland’s NAP process will lose momentum and the achievement of Vision 2022 will not be possible.

Exit Strategy

The project's exit strategy is based on the integration of climate change adaptation into new and existing government plans and policies – at local, regional and national levels – that will continue to be implemented and enforced beyond the life span of the project. This will be ensured through the capacity building of relevant stakeholders, particularly decision-makers.

The GoS is committed to ensuring the sustainability of the outcomes of the NAP process to enhance climate-resilient development. To date, a wide range of institutional frameworks/instruments, including strategies, policies and coordination mechanisms have been established/developed to facilitate the NAP process. The project will build on these frameworks, by *inter alia* strengthening the coordination processes within the NCCC and building technical capacity within the MTEA – the ministry mandated to manage climate change challenges in Swaziland. Moreover, the project will promote political leadership at national and local government levels through training and awareness-raising events, strengthening planning processes and institutionalising the NAP by means of obligatory reporting systems. Encouraging political buy-in will be an integral part of the sustainability of the NAP.

In addition to the above, the meaningful engagement of stakeholders will inform the development of the NAP process and contribute towards country-ownership, thereby ensuring long-term sustainability. By focusing on the capacity building of government staff members, the NAP will ensure that the GoS will, after the project's termination, still be in a position to carry out activities such as vulnerability assessments and policy gap analyses.

The NAP process will also result in the updating and expansion of climate risk information and the dissemination of findings in engaging and innovative formats. Access to climate risk and vulnerability information will be increased through the climate information portal. This information will be available to various stakeholders including policy-and decision-makers, planners and the private sector which will enable evidence-based decision-making. Although there are adequate planning structures in place, the information available to such systems is limited. Enhanced access to and quality of information will promote political support for the formulation and implementation of the NAP.

Furthermore, critical components of the project that are designed to ensure sustainability, include the: i) development and implementation of M&R frameworks; ii) technical training of government staff on how to conduct M&R activities; iii) review of existing climate change information and adaptation planning; iv) creation of an adaptation finance strategy; and v) long-term generation of information and knowledge through scientific research. These activities will promote self-sufficiency of the NAP process, enabling the climate change adaptation initiatives to continue beyond the life span of the project.

With the increasing threat of climate change, the GoS is aware of the urgency to enhance the adaptive capacity of its people. Financial constraints, however, are leading to the prioritisation of emergency relief efforts as opposed to long-term climate change adaptation planning. The project is, therefore, expected to enable the transition towards climate change adaptation to address medium- and long-term adaptation needs. In addition, the GoS is currently in the process of developing the Climate Change Act that will establish a dedicated Climate Change Department within the MTEA. This legislation will further assist with the enforcement and implementation of climate change adaptation planning in the future.

Potential for knowledge and learning

The project has a strong focus on knowledge generation and dissemination. Several activities are designed to strengthen the technical capacities of stakeholders and enhance the national understanding of climate change impacts. Awareness raising campaigns, in particular, will create knowledge and understanding amongst Swaziland's most vulnerable communities.

In addition, Component 4 is specifically designed to monitor and review the NAP process in Swaziland. This includes communicating results of the NAP process, both nationally and internationally. Information products and lessons learned through the NAP process will be collected, stored and shared through various global and regional networks and knowledge platforms such as Global Adaptation Network, Africa Adaptation Initiative, Africa Adaptation Network and the South-South Cooperation Forum and Platform. Swaziland's NAP team will also disseminate knowledge through COPs and Subsidiary bodies (SBs) meetings, as well as through side-events, exhibitions, the NAP Expo, flyers, posters and online platforms. Furthermore, as part of the project, Swaziland's NAP will be shared with the UNFCCC to help inform future NAP processes.

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 MTEA is the lead agency for the NAP process in Swaziland, including associated technical, institutional and financial capacity building of government departments and relevant stakeholders involved in national climate change adaptation planning. Ministries responsible for climate-sensitive sectors will inform the MTEA of any updates regarding the establishment of their sectoral Adaptation Plan. This approach of working group mobilization was successfully and effectively practiced during the preparation of the NERMAP, NCCSAP and NCCP. The same approach will be followed during the proposed project, with improvements to the stakeholder engagement process.

During the NAP process, several documents – including progress reports – will be prepared and shared with stakeholders. To increase stakeholder understanding of such progress reports, the project will prepare practical and user-friendly guidelines and tools that include monitoring indicators. The MTEA will be fully engaged in the monitoring and reviewing process, with MDTs reporting progress to the NAP coordinator. The NAP technical team will compile the monitoring progress report every 4 months and report to the concerned agencies while UN Environment will report monitoring progress to the GCF in accordance with its obligations under the Framework Readiness and Preparatory Support Agreement.

The Project Coordinator, in collaboration with the International Technical Advisor, will be responsible for monitoring the project indicators and updating the log-frame on an annual basis. Any revisions to the log-frame will be reviewed by senior management at MTEA and UN Environment, with support from the Finance and Administration officer. An independent Terminal Evaluation (TE) will be conducted at the end of this 3-year project by the UN Environment Evaluation Office.

The TE will assess the projects performance against UN Environment's evaluation criteria. These criteria include: i) relevance; ii) effectiveness; iii) efficiency; iv) impact; v) sustainability of outcomes; vi) replication and upscaling; and vii) factors such as, preparation, design, organisation and management. Upon completion of the TE, the findings and recommendations will be disseminated within and beyond the project's geographical range to promote learning, feedback and knowledge sharing locally and internationally. .

UN Environment will submit semi-annual progress reports to the GCF in accordance with the terms of the Framework R&P Support Grant Agreement between GCF and UN Environment.

ANNEX I – Costed Logframe

Outcome	Indicative Outputs	Indicative activities	Explanation of different cost categories	Cost categories notes	Days/Unit (\$USD)	TOTAL (\$USD)		
Component 1: Technical and Institutional capacity for NAP process in place								
<i>Sub-Component/ Outcome 1. National mandate, strategy and steering mechanisms are in place</i>	<i>Output 1.1 Coordination mechanism to spearhead the NAP process is created</i> \$140 500	1.1.1 Strengthen the capacity of the existing National Climate Change Committee to spearhead the NAP process in Swaziland by: i) undertaking stakeholder mapping to identify and clearly define its mandate, roles and responsibilities; and ii) enhancing representation of relevant ministries and departments, local communities, academia, gender and vulnerable groups, and the private sector.	Designate the NAP process coordination committee members by official procedures	LC: 30 days @ \$300/day	30	9000		
			Elaborate the ToR and clear mandate of the NAP coordination committee and annexed structures (Steering Committee, NAP Technical Team members, coordination body and the Project Management Unit and advertise in newspapers and online platforms	Advertisement of Positions in newspapers and online platforms	2000	2000		
			Meetings	3 x meetings	2500	7500		
			Workshop venue and package	Workshop venue and package	5000	5000		
		1.1.2 Establish MDTs to provide linkages between the ministries involved in climate change. These MDTs should build on the experiences of thematic and cross-cutting working groups in developing the Third National Communication and the National Climate Change Policy	Elaborate the ToRs for the MDT	LC: 50 days @ \$300/day	50	15000		
			Consult stakeholders to propose experts to serve in the MDT	IC: 20 days @ \$500/day	20	10000		
			Meeting to finalize and publish the list of MDT members for the NAP process	1 x meeting	3000	3000		
		1.1.3 Develop policy briefs and conduct briefings to inform policy- and decision-makers on the challenges and opportunities associated with			Develop policy briefing notes on the climate change challenges (vulnerability and socio-economic impacts) and opportunities presented	LC: 30 days @ \$300/day	30	9000
						IC: 10 days @	10	5000

		climate change adaptation and the NAP process. This will be done based on the reports developed under Activity 1.2.2	by the NAP process Meetings to validate the briefing notes Conduct meetings with policy- and decision-makers	\$500/day 1 x meeting 5 x1/2 day meeting (including printing) Travel	3000 1000 5000	3000 5000 5000
	1.1.4	Develop a roadmap, including a communication plan to be used in the NAP formulation process	Develop a communication plan Meetings to validate the communication plan Printing	LC:30 days @ \$300/day 1 x meeting Printing	30 3000 1000	9000 3000 1000
	1.1.5	Formally launch the NAP readiness programme. This will include high level meetings with policy-makers, parliamentarians, youth organizations and local communities.	Develop the background documentation on climate change impacts, climate change adaptation including the challenges, opportunities and a summary of the NAP process Book venue, prepare meeting package, including media and communication for the official launch ceremony of the NAP process in Swaziland	LC: 30 days @ \$300/day IC: 10 days @ \$500/day Meeting package Travel	30 10 25000 7000	9000 5000 25000 7000
Output 1.1 total						140500
	Output 1.2 National and sectoral policies, plans and strategies identified and assessed to	1.2.1 Conduct a stocktaking exercise to identify information available and any information gaps at national and sectoral level, including <i>inter alia</i> : i) climate change impacts, vulnerability and resilience; ii) potential barriers to climate change adaptation; and iii)	Consultants to identify available information on climate change impacts, vulnerability and adaptation, and assess quantitative and qualitative gaps	LC: 50 days @ \$300/day IC: 20 days @ \$500/day	50 20	15000 10000

	<p><i>facilitate integration of climate change adaptation and periodic reviews.</i></p> <p>\$154 500</p>	<p>opportunities for climate change adaptation in the country. This exercise should build on existing strategies and frameworks such as the National Development Strategy, National Climate Change Strategy and Action Plan, Climate Change Policy, as well as sectoral policies and strategies on Biodiversity and Ecosystems, Water, Energy, Health, and Agriculture.</p>	<p>Validation workshop</p>	<p>1 x validation workshop</p>	<p>5000</p>	<p>5000</p>	
				<p>Travel</p>	<p>5000</p>	<p>5000</p>	
		<p>1.2.2</p>	<p>Develop and implement a strategy for the periodic review of existing sectoral and cross-sectoral legislation, policies, strategies, action and development plans, including the integration in an iterative manner of: i) updated climate information; ii) lessons learned from prior integration of climate change into these strategies and plans; iii) lessons learned from prior implementation of these policies, strategies and plans; and iv) knowledge generated through the study, as well as research programmes implemented under Component 3. The strategy should include updating the relevant line ministries on a quarterly basis regarding progress in promoting and integrating climate change into existing policies and legislation.</p>	<p>Local consultant to develop a strategy for the periodic review of policies, strategies and plans.</p>	<p>LC: 45 days @\$300/day</p>	<p>45</p>	<p>13500</p>
				<p>3 x meetings to validate the strategy</p>	<p>3 x meetings</p>	<p>2500</p>	<p>7500</p>
		<p>1.2.3</p>	<p>Develop reports on: i) the vulnerability of each thematic and cross-cutting area in the face of climate change and</p>	<p>Local consultants in collaboration with MDTs to produce reports reviewing relevant documents.</p>	<p>LC: 60 days @\$300/day</p>	<p>60</p>	<p>18000</p>

		opportunities for adaptation based on updated climate information; and ii) entry points for integrating adaptation to climate change into relevant policies, strategies and plans and programmes.	Include international consultancy support (international policy & CC expert and international CTA) to provide technical assistance e.g. more detailed vulnerability analyses based on available information on regional climate models etc. 2 x meetings to present the report for feedback and finalization	IC: 20 days @ \$500/day 2 x meetings	20 2500	10000 5000
	1.2.4	Develop guidelines to support the integration of climate change adaptation into the design and approval processes of policies, plans and strategies to ensure medium- and long-term consideration, based on the reports developed under Activity 1.2.3.	Local and international consultants (National Policy and legal experts) to develop the guidelines Meetings with technical and policy experts Validation Workshop Launch and dissemination of the guidelines	LC: 100 days @ \$300/day IC: 30 days @ \$500/day 10 x meetings 1 x technical validation workshop Launch of the guidelines including printing Travels	100 30 500 5000 7500 3000	30000 15000 5000 5000 7500 3000
Output 1.2 total						154500
<i>Output 1.3 Stakeholders engaged and capacity strengthened</i> \$289 000	1.3.1	Build capacity of policy-makers, decision-makers and technical staff from relevant government institutions identified through stakeholder mapping under Activity 1.1.1 (e.g. Ministry of Finance, Ministry of Economic Planning and Development, Ministry of Agriculture, Ministry of Health, Ministry	Local consultant to design and undertake training for policy- and decision-makers (include time for meeting with key bodies regarding training requirements) Hiring of venue & meeting package 3-5 x day training	LC: 50 days @ \$300/day 3 x day training package	50 15000	15 000 15000

		of Housing and Urban Development, Ministry of Education, Ministry of Natural Resources and Energy) through tailored training on: i) the current climate vulnerability of each sector; ii) recommended revisions to current policies and institutions to integrate adaptation to climate change; and iii) a standardised approach to implementing the NAP process.	1 x week knowledge exchange visit of Government of Swaziland officials to a developing country advanced in CCA planning and training on integration of CC into national planning. Contractual services: \$40,000	1 x week exchange visit including travel	40000	40000
	1.3.2	Develop and implement an awareness raising campaign in each of the four regions for local authorities, private sector, CSOs and local communities on: i) the national priorities for climate change adaptation; ii) climate scenarios; and iii) opportunities for integrating adaptation into local development planning process.	Local and international consultants to develop background documents (briefing notes, posters, banners, factsheets on climate change challenges and investment opportunities to increase resilience of business to CC. 1 x day awareness-raising event for each region	LC: 70 days @ \$500/day IC: 20 days @ \$500/day 4 x meeting package Travel	70 20 5000 7000	21000 10000 20000 7000
	1.3.3	Review the school curricular and develop an education manual to mainstream climate change into the school curriculum, building on the initial groundwork done under the GEF Project " <i>Adapting Transboundary Water Resources to the Impacts of Climate Change</i> "	Local and international consultants to develop the education manual 1 validation workshop of the manual 2 x "training of trainers" meetings and dissemination of the manual Editing, infographic, and printing	LC: 60 days @ \$300/day IC: 30 days @ \$500/day 1 x validation workshop 2 x training meetings Printing	60 30 5000 5000 1000	18000 15000 5000 10000 1000
	1.3.4	Design and implement a training course for relevant government	Local consultant: design training course and materials	LC: 30 days @ \$300/day	30	9000

		stakeholders, particularly the members of the MDT, on inter alia climate change adaptation planning and integration as well as vulnerability assessments	1 x week training course on <i>inter alia</i> CCA planning, integration into policies and vulnerability assessment	Contractual services to deliver the training	100000	100000	
			2 x technical meetings to validate the training content	2 x technical meetings	1500	3000	
	Output 1.3 total					289 000	
Outcome 1 total						584 000	
Component 2: Climate information system for prioritising adaptation needs is strengthened							
Sub-Component/ Outcome 2. Climate change information and knowledge available for appraisal of adaptation options	Output 2.1 Climate information and knowledge generated to inform medium- and long-term adaptation planning \$213 000	2.1.1	Conduct a gap analysis and capacity needs assessment of the climate information system to assess: i) weaknesses; ii) adequacy of available data and information; and iii) resources to effectively engage in the NAP process. This assessment should build on previous processes such as NCCRS, National Communications, INDC, Vulnerability Assessment Report, and the NERMAP.	Local and International consultants to conduct the gap analysis and needs assessment	LC: 60 days @ \$300/day	60	18000
				Technical validation meeting	IC: 40 days @ \$500/day	40	20000
					2 x technical validation workshops	3000	6000
					Travel	3000	3000
		2.1.2	Develop climate scenarios, including temperature and precipitation, for the periods: i) 2018-2022; ii) 2023-2030; iii) 2031-2063; and iv) 2064-2100, providing details at sub-national level. These periods are in line with the National Development Strategy 2022, the INDC and SDGs, as well as the African Union Agenda 2063.	Hydro-meteorological experts to develop/run existing models to generate climate scenarios for the specified periods at both national and district levels	LC: 80 days @ \$300/day	80	24000
				Technical validation workshop on the model outputs	IC: 60 days @ \$500/day	60	30000
					3 x technical validation workshop	2500	7500
					Travel	5000	5000
		2.1.3	Assess the current and future vulnerability and socio-economic	Local and International Consultants to conduct assessment of current and	LC: 80 days @ \$300/day	80	24000

		impacts of climate change at national, and sub-national levels based on the: i) reports developed under Activity 1.2.3; and ii) climate scenarios developed under Activity 2.1.2.	future vulnerability based on the results of Activity 1.2.3 and Activity 2.1.2. Validation workshops	IC: 60 days @ \$500/day 5 x technical validation workshops Travel	60 2000 5000	30000 10000 5000
	2.1.4	Rank and map climate change risks and vulnerabilities for all four regions (digital and hard copy).	Local and International Consultants to conduct the ranking of the climate change risks for the 4 districts Validation workshop Edits and printing	LC: 35 days @ \$300/day IC: 20 days @ \$500/day 2 x technical validation workshops	35 20 5000	10500 10000 10000
Output 2.1 total						213 000
	<i>Output 2.2 Knowledge Information system upgraded to support the NAP process</i> \$165 500	2.2.1 Establish a climate change information management system and central database for the collation and dissemination of climate information to inform future adaptation assessments.	Design a database to manage the climate change information flow. Compile all relevant information to inform future adaptation measures Validation of the database	LC: 50 days @ \$300/day 2 x technical validation workshops	50 2500	15000 5000
		2.2.2 Develop and implement a coordination mechanism for improving access to and sharing of data (including procedures for data collection and analysis).	Establish procedures to access and information disclosure. Meetings	LC: 20 days @ \$300/day 2 x technical meetings	20 1500	6000 3000
		2.2.3 Develop a climate change information portal to disseminate information on CC, NAP process and all knowledge information and materials developed during the NAP process.	A webmaster (same expert in 2.2.1) to design and develop a climate change website Technical workshop including training to hand over the website management	LC: 60 days @ \$300/day 1 x technical validation workshop	60 3000	18000 3000

			Contractual services to procure a domain to host the website for 10 years from the first year of the project	Website domain for 10 years	1200	12000
	2.2.4	Upgrade the climate data collection sources by procuring and installing 10 automatic weather stations.	Local consultant to facilitate the identification based on the met office needs and the installation sites Procure and Install of 10 automatic weather stations to cover spatial data gaps and inform climate modelling activities in the future. Installation of the stations	LC: 20 days @ \$300/day Contractual services to deliver the weather stations @ ≤\$5000 each Installation fees Travel	20 5000 5000 5000	6000 50000 5000 5000
	2.2.5	Train staff from the National Meteorological Service on using climate monitoring equipment and calibration, use of multiple sources of climate data for developing climate change scenarios, impact scenarios and modelling.	Local and international consultants to develop 5 days training materials (10 days to prepare and 5 days to train) Workshop venue and package	LC: 15 days @ \$300/day IC: 15 days @ \$500/day 5 x days workshop Printing Travel	15 15 2000 2000 3000	4500 7500 10000 2000 3000
	2.2.6	Develop and implement a strategy for the operation and maintenance of the climate information system.	Local consultant to develop a strategy for the operation and maintenance of the climate information system. Meetings	LC: 20 days @ \$300/day 3 x meetings	20 1500	6000 4500
Output 2.2 total					165 500	
	<i>Output 2.3 Adaptation options evaluated and prioritised using a cost-benefit analysis</i>	2.3.1	Review and appraise individual climate change adaptation options, including economic, ecosystem, and social costs and benefits for unintended impacts of such measures in Swaziland.	Local and international consultants to assist with the identification and implementation of system for evaluation and prioritisation of climate change adaptation options Validation workshop	LC: 15 days @ \$300/day IC: 15 days @ \$500/day 1 x day validation workshop	4500 7500 5000

	\$52 800			Travel	3000	3000	
		2.3.2 Define national criteria for prioritizing implementation based on development needs, climate vulnerability, risks, existing plans and valuation of ecosystem goods and services generated through study or research programme under Component 3.	Local and international consultants (same consultants in 2.3.1) to draft criteria	LC: 25 days @ \$300/day	25	7500	
				Validation workshop	IC: 10 days @ \$500/day	10	5000
					1 x day validation workshop	5000	5000
		2.3.3 Train technical staff, including members of the MDT on the system to evaluate and prioritize climate change adaptation options developed in Activity 2.3.1	Local and international consultants to conduct the evaluation exercise (4 days to prepare and 2 days to run)	Travel	3000	3000	
	Training workshop			LC: 6 days @ \$300/day	6	1800	
		IC: 3 days @ \$500/day	3	1500			
		2 x day training exercise	3000	6000			
			Travels	3000	3000		
Output 2.3 total					52 800		
Outcome 2 total					431 300		
Component 3: Funding strategy for the NAP process developed							
<i>Sub-Component/ Outcome 3. Resources mobilised to inform and facilitate medium- and</i>	<i>Output 3.1 Economic assessment of adaptation options available \$112,000</i>	3.1.1 Review the National Emergency Response Mitigation and Adaptation Response Plan (NERMAP) and other reports produced on costing adaptation in Swaziland in the short-medium- and long-term perspective considering the vulnerability assessed in Activity 2.1.3. This cost estimation	Consultants to revise study on the adaptation costs for all the thematic and cross-cutting sectors	LC: 45 days @\$300/day	45	13500	
				IC: 20 days @ \$500/day	20	10000	
				Validation workshop	1 x day validation workshop	5000	5000

<i>long-term adaptation options</i>		should be conducted on all adaptation options prioritized in the National Adaptation Plans in Activity 3.3.4.		Travel	3000	3000	
	3.1.2	Identify information gaps for a reliable estimation of costs in key sectors for implementing climate change adaptation in the medium- and long-term.	Consultants to conduct assessment to identify the information gaps	LC: 45 days @ \$300/day	45	13500	
				IC: 20 days @ \$500/day	20	10000	
				Validation workshop	1 x day validation workshop	5000	5000
				Travel	3000	3000	
	3.1.3	Undertake a detailed economic study to fill the information gaps and estimate the costs of implementing the adaptation interventions included in the policies, strategies and plans updated under Component 1.	Consultants to undertake the economic study and estimate the cost of the implementation of adaptation measures	LC: 80 days @ \$300/day	80	24000	
				IC: 30 days @ \$500/day	30	15000	
			Validation workshop	5 x days validation workshop	2000	10000	
	Output 3.1 total					112 000	
	<i>Output 3.2 Mobilisation of financial resources for climate change adaptation</i> \$509,500	3.2.1	Develop an adaptation finance strategy to: i) access new identified sources of adaptation finance; ii) review and strengthen the structure of the existing funding institutions; iii) support effective channelling of funds across sectors according to adaptation priorities identified in Component 1; and iv) integrate climate change adaptation into planning and budget processes and decision-making.	Local consultant	LC: 80 days @ \$300/day	80	24000
International climate finance expert and international CTA to advice on how to strengthen structure of existing funding institutions to receive funds					IC: 25 days @ \$500/day	25	12500
2 x day technical workshop					Consultation and validation workshop	15000	15000
Project development expert to provide training on development of bankable proposals for accessing funding.					Contractual Services – project development	50000	50000

			experts \$50 000		
		Edit, print and disseminate the adaptation finance strategy	Printing and dissemination	10000	10000
			Travel	3000	3000
3.2.2	Develop guidelines for the integration of climate change adaptation into national and local level planning and budgets.	Local consultant to consult policy makers - particularly planning officers - in preparation of guidelines	LC: 30 days @ \$300/day	30	9000
		Training workshops on the use of the guidelines	2 x training workshops	5000	10000
3.2.3	Organize annual donors' Round Table discussions to identify and mobilize potential new public, private, bilateral and multilateral sources of climate finance to address the adaptation needs assessed under Activity 3.1.2.	Local and international consultants to prepare the background information and notes based on the detailed economic study in Activity 3.1.3 and the reports prepared under Activity 1.2.3	LC: 80 days @ \$300/day	80	24000
		A contractual service/firm to lead the preparation and to run the event	5 x days workshop package	2000	10000
		technical validation of the background information and notes designed, printed and logistic matters of the event	2 x Donor Round Table conferences	75000	150000
			Travel	10000	10000
3.2.4	Develop and implement training programme for MTEA and other relevant government stakeholders to strengthen the capacity of such stakeholders in implementing the adaptation finance strategy.	Local and international consultants to develop training toolkits for adaptation finance	LC: 80 days @ \$300/day	80	24000
			IC: 20 days @ \$500/day	20	10000
		1x week training workshop for about 15-20 policymakers	Training package	15000	15000
			Travel	6000	6000

	3.2.5	Develop 3 GCF concepts and associated documents for accessing project preparation facility toward developing full funding proposal for the installation of a fully operational and sustainable climate information system in Swaziland based on the gap analysis and needs assessment undertaken in Component 2, as well as for addressing other identified adaptation needs.	National consultant to support development of proposals International consultant (adaptation expert and international CTA) for development of concepts and associated documents Consultation workshops for data gathering	LC: 200 days @ \$300/day IC: 80 days @ \$500/day Consultation workshops for data gathering Travel	200 80 5000 7000	60000 40000 5000 7000
Output 3.2 total					509 500	
<i>Output 3.3 Climate change research programme to inform future investments in climate change adaptation</i> \$280 000	3.3.1	Develop and support a study and research programme in collaboration with relevant organizations such as UNISWA and/or other government institutions to measure the effectiveness of past, present and future adaptation interventions to inform long-term adaptation planning; including integration of Ecosystem Based adaptation approach in the research programme.	Local consultant time to design research programme Research grants to MSc or BSc students in respective government institutions working on adaptation Meetings & workshops to present study and research programme, present and discuss findings of adaptation interventions and their applicability to inform long term planning Travel to sites where adaptation interventions have been conducted for research purposes	LC: 80 days @ \$300/day IC: 30 days @ \$500/day Research grants of \$100,000 total Meetings and workshops Travel	80 30 100000 20000 20000	24000 15000 100000 20000 20000
	3.3.2	Map responsibilities of key institutions in implementing, maintaining, monitoring relevant projects to inform climate change adaptation planning in the medium- and long-term, including strengthening of existing research team/steering committee.	Institutional assessment: meetings with key institutions, involvement in relevant projects, desk review, write-up Amending TOR to strengthen existing research team	LC: 30 days @ \$300/day IC: 10 days @ \$500/day Workshops (validation,	30 10 7500	9000 5000 7500

			meetings)		
			Travel	3000	3000
3.3.3	Develop business plans and financial models, working closely with the private-sector, to demonstrate the financial value of ecosystem goods, products and services generated by EbA to local communities and different sectors.	Local consultant as facilitator	LC: 80 days @ \$300/day	80	24000
		International consultant with experience in valuation of ecosystem goods and services and development of financial models	IC: 30 days @ \$500/day	30	15000
		Consultation and validation workshops	Meetings/workshops	10000	10000
			Travel	3000	3000
3.3.4	Develop reports for the dissemination of knowledge generated through the long-term research to a wide range of public institutions and sectors via the climate information portal, which will be integrated into policies and strategies through the periodic review process established in Component 1. This will include the dissemination of initial results during the project lifespan.	Production of material to disseminate results and update the website developed under Activity 2.2.3	LC: 30 days @ \$300/day	30	9000
			IC: 15 days @ \$500/day	15	7500
		Update the climate information portal developed under Activity 2.2.3	2 x technical meetings	2500	5000
			Travel	3000	3000
Output 3.2 total					280 000

Outcome 3 total					901 500
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Component 4: Monitoring and reviewing of the NAP process undertaken

<i>Sub-Component/ Outcome 4. Planning units of relevant ministries monitor, review</i>	<i>Output 4.1 Monitoring and reviewing system established for the NAP process.</i>	4.1.1	Develop and implement a monitoring and reviewing system for the NAP process in Swaziland including: i) performance indicators at national and local levels; ii) short-, medium- and long-term targets; iii) monitoring and reviewing tools and templates; iv)	Consultants to draft the monitoring, reviewing and reporting framework	LC: 80 days @ \$300/day	80	24000
				1 x day validation meeting	IC: 30 days @ \$500/day	30	15000
				Training on how to use M&E	1 x day validation meeting	7500	7500

<i>and communicate results of the NAP process.</i>	\$112,500	assessment planning; and vi) and follow-up actions.		3 x days training package	10000	10000	
				Travel	5000	5000	
	4.1.2 Develop monitoring and reviewing guidelines and tools for technical staff of relevant government institutions – including Ministry of Economic Planning and Development, Ministry of Finance, Ministry of Agriculture, Ministry of Tourism and Environmental Affairs, and other lead ministries and departments – to facilitate data collection, analysis and dissemination of the results.		Local and international consultants to develop guidelines and toolkits	3 x day validation workshop	LC: 80 days @ \$300/day	80	24000
					IC: 20 days @ \$500/day	20	10000
					3 x days workshop	10000	10000
					Printing of materials	4000	4000
				Travel	3000	3000	
Output 4.1 total						112 500	
<i>Output 4.2 Technical training of national and local government representatives and stakeholders to implement the monitoring and reviewing system for the NAP \$85,000</i>		4.2.1 Conduct technical training of relevant government institutions' staff – including MoEPD, MoF, MTEA, CSO, and other thematic lead ministries and departments – on the use of the guidelines and tools to monitor, review and assess the NAP process.	Local and international consultant to design and deliver 5 days training	LC: 10 days @ \$300/day	10	3000	
				IC: 10 days @ \$500/day	10	5000	
				Meeting package for 5 x day workshop	10000	10000	
				Travels	5000	5000	
4.2.2 Conduct an awareness- raising campaign – including decision-makers, regional-, district- and sector-level officers – on the monitoring and reviewing system and provide training to meet the performance targets.		Develop awareness-raising campaign and material to explain M&E system targeted different audiences e.g. national, local government stakeholders	5 x day training and awareness raising	LC: 100 days @ \$300/day	100	30000	
				Meetings	20000	20000	
				Printing of materials	7000	7000	

				Travel to districts	5000	5000
Output 4.2 total						85 000
<i>Output 4.3 NAP document and communication material on NAP formulation, implementation, funding and monitoring to learn from the NAP process in Swaziland \$216,000</i>	4.3.1	Develop a National Adaptation Plan for endorsement by Parliament.	Consultants to develop the NAP based on the reports and material generated throughout the NAP process, and engage with Parliamentarians regarding endorsement process. Validation workshop to validate the National Adaptation Plan Contractual services (graphic design and publishing) Printing of NAP and communication materials (including banners, brochures, factsheets)	LC: 100 days @300/day	100	30000
				IC: 50 days @ 500/day	50	25000
				5 x days technical validation workshop	2000	10000
				Contractual services (graphic design and publishing)	5000	5000
				Printing	10000	10000
	Travels @ 5000	5000	5000			
	4.3.2	Document, analyse and disseminate the NAP processes' key findings and lessons learned as well as previous relevant initiatives aligned with the NAP process in Swaziland using various global and regional networks and knowledge platforms, including the climate information portal developed under Output 2.2.	Local consultant to meet with PM and policymakers Technical meetings Workshop venue and package Contractual services (graphic design and publishing) Printing of reports and communication materials (including banners, brochures, factsheets)	LC: 75 days @ \$300/day	75	22500
				Meetings	7000	7000
				2 x day workshop	2500	5000
				Contractual services	5000	5000
Printing				5000	5000	
4.3.3	Produce documentary and video clips on the implementation of the NAP	Local consultant (graphics, design)	LC: 25 days @300/day	25	7500	



**READINESS AND PREPARATORY SUPPORT
PROPOSAL TEMPLATE**

	process in Swaziland.		Travels	5000	5000
	4.3.4 Submit Swaziland's NAP document to the UNFCCC and present it to the national and international stakeholders including during climate change related international meetings.	Arrange debriefing about NAP discussion and decisions at international level	LC: 10 days/event @ \$300/day	60	18000
			IC: 7days/event @ \$500/day	42	21000
		Presentation and communication materials, including printing	Presentation and communication materials	5000	5000
			Printing	15000	15000
		Travel for 1 government representative to travel to 6 international events (SBIs or COPs)	Travels	15000	15000
	Output 4.3 total				216 000
Outcome 4 total					413 500
Total project outputs					2 330 300
Terminal Evaluation (to be covered by DP Fee)	Terminal Evaluation consultant	Consultant/Firm		25000	0
					0
Project Management Costs (5%)		Project coordinator (part-time)	\$1 200 x 36 months	1200	43200
		National Admin Assistant	\$599 x 36 months	599	21 564
		Finance Officer	\$750 x 36 months	750	27000
		Audit	1 Audit/year	3000	9000
		Office supplies & IT equipment		6750	6750
		PSC meetings	1 PSC meeting/year	3000	9000
Total PMC					116 514
Contingency Fee (5%)					116 515
DP Fee (10%)					233 030



PROJECT TOTAL	2 796 400
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ANNEX II – Additional reasoning and documentation

a. Paradigm shift and replication potential

A paradigm shift will be achieved in Swaziland through the implementation of this project, that will mainstream climate change adaptation into relevant sectors at all levels of governance. This will change the behaviour and mindset of the Swazi society, particularly decision-makers and the private sector, who will consequently respond to the adaptation needs of the country in a sustainable and climate-resilient manner.

In Swaziland, the NAP process will be a comprehensive process, that engages with a wide variety of stakeholders to ensure climate-resilient development planning and implementation. Climate change adaptation will be integrated into new and existing sectoral and cross-cutting policies, strategies and plans. The sectors that will be targeted are: i) agriculture and food security; ii) water resources; iii) biodiversity and ecosystems; iv) health; v) human settlements; vi) energy. Cross-cutting areas that require the integration of climate change adaptation include: i) natural hazards and preparedness; ii) gender and social inclusion; and iii) livelihoods. Climate change adaptation will also be incorporated into existing institutional structures, to complement existing coordination and management processes in Swaziland.

The NAP formulation and implementation process will also help to mobilise climate change adaptation funding from various local and international sources, including traditional and non-traditional investors. Monitoring and evaluation of climate change adaptation measures will be strengthened to provide evidence for the progress of the NAP process. Information produced through the NAP process will also be compiled and disseminated at national and sub-national levels. Knowledge, experience, lessons learned, gaps and needs will also be shared internationally to inform NAP processes worldwide.

b. Contribution to creation of an enabling environment

The need for climate change adaptation in Swaziland has been recognised by the GoS, and is already reflected in the country's development policies and programmes, and institutional structures. To formulate and implement the NAP process, Swaziland has decided to use (MDTs, building on the lessons learned from previous processes such as the NCCSAP and NERMAP. These MDTs will ensure multi-stakeholder participation to facilitate better representation. Each MDT will include representation, as appropriate, from relevant governmental institutions, research institutions, NGOs, CSOs, women and youth groups, indigenous communities and the private sector. The consultative approach will ensure transparency, inclusiveness, wider acceptance and ownership, while also promoting the involvement of the most vulnerable people in Swaziland. Throughout the NAP implementation process, relevant stakeholders will be engaged in developing adaptation programmes and projects, accessing funding and implementing programmes and projects. This will ensure their continued engagement in the NAP implementation process. In addition, Swaziland's existing climate change coordination mechanism: the NCCC, will be strengthened by the NAP process.

Furthermore, the MTEA will communicate the progress made on the NAP process to the relevant constitutional bodies, and parliamentary committees to ensure wider participation and seek political guidance to ensure implementation of NAP-prioritised adaptation actions in the medium- and long-term.

c. Contribution to regulatory framework and policies

Swaziland has begun to internalise and institutionalise adaptation planning through the creation of the NCCP and NCCSAP. The GoS has acknowledged adaptation planning as a prerequisite for achieving its INDC under the Paris Agreement. This project will therefore integrate climate change adaptation planning into existing national policies and programmes to enhance their climate-resilience. Consequently, this project has considerable potential to influence and strengthen national and local adaptation policies and plans during NAP formulation and implementation.

d. Environmental, social and economic co-benefits, including gender-sensitive development impact

Swaziland's NAP process intends to make all environmental, social and economic development sectors climate-resilient and adaptation-responsive. This will be achieved through the integration of climate change adaptation into existing sectoral policies and plans. In addition, adaptation interventions will supplement the current development efforts that are aimed at poverty eradication and low-carbon development. Swaziland's vital economic and social sectors will, therefore, become climate resilient as a result of policy amendments and developments.

Furthermore, the NAP process places inclusiveness and gender equality as a top priority to accommodate concerns of inter alia disadvantaged communities, indigenous and traditional groups, women and children. A gender-sensitive approach during NAP formulation and implementation will be ensured through extensive stakeholder engagements. In addition, specific 'gender-responsive adaptation options' will be developed as part of the Gender and Social Inclusion working group.

e. Vulnerability of country and beneficiary groups

The UNFCCC has identified the African continent as one of the most climate-vulnerable regions of the world. Temperatures in southern Africa have risen by more than 0.5°C over the last 100 years, with the most significant warming occurring during the last two decades. Climate models show that temperatures in Swaziland will rise between 1.5 to 2.5°C for both minimum and maximum temperatures by 2046-2065, with highest increases expected over the Highveld and Lowveld regions.

To date, Swaziland has experienced the severe adverse effects of climate change in its vital economic and social sectors, including agriculture and water. The impacts of climate change on hydrology and water resources in Usuthu, Mbuluzi, Komati and Ngwavuma show that water resources in Swaziland are sensitive to expected changes in temperature and rainfall. Some rivers have dried up while others are at critically low levels together with major dams in the country, threatening irrigation of commercial crops. In terms of total annual runoff in the Usuthu River, results from climate models under different scenarios predict an overall average reduction in runoff ranging from 2 to 6% in a normal year and to over 12% in dry years. Similarly, simulations for the Ngwavuma catchment predict a reduction in annual runoff of between 4% and 23%.

In the last two decades, Swaziland has experienced some of its worst droughts and floods, with more than 40,000 cattle lost to drought during the 2015/2016 season. Significant rainfall deficits at critical stages of crop growth have led to a serious shortfall in crop production, especially maize. According to the 2004/2005 crop and food supply assessment of the FAO/ WFP, the production of the country's staple food, maize was on a long-term decline, dropping by 70% over a five-year period in most areas. These agricultural losses have led to a rise in unemployment rates and increased poverty.

In addition, approximately 63% of Swaziland's total population lives below the national poverty line and are disproportionately affected by the impacts of climate change. 70% of the population lives in rural areas and derive their livelihoods from climate-sensitive agriculture. Hence, there is a high level of exposure to climate risks in Swaziland. The 2015 Vulnerability Assessment and Analysis Report estimated the number of food insecure people to be about 200,897 by March 2016 – about 17% of the country's total population. Due to a very poor rainy season in 2015/2016 the number of food insecure people is expected to increase to at least 300,000 by April 2016.

Because of Swaziland's extreme climate-vulnerability, development priorities are to reduce poverty and build climate resilience, while specifically targeting disadvantaged and climate-sensitive communities. The NAP process intends to reduce climate vulnerability and enhance the adaptive capacity of Swaziland's most vulnerable people. Reduction in climate vulnerability will help to maintain and/or increase production and productivity of major economic sectors such as agriculture, livestock and water sectors, thereby contributing towards national income.

f. Need for strengthening institutional capacity (financial, economic, social and institutional needs)

Swaziland's economy is heavily dependent on the agricultural sector (especially sugar exports) as well as tourism; more than 80% of its imports originate from South Africa. The major contributing sectors to GDP are the industrial sector which contributed 43% and service sector contributing 14.5% in 2010. The agricultural sector, by comparison, has grown little over the last three decades, with its share of value added declining from 25% in 1980 to 8.5% in 2014. However, agriculture is more important for Swaziland's population and national economic development than its contribution to GDP suggests. Currently the mining is the largest employer of the labour force, with ~70 % of the population relying on agricultural output as a major source of income and food security, either as small-scale producers or as recipients of income from employment on medium and large-scale farms and estates.

Economic growth has weakened over the last decade, decreasing from 8.5% of GDP in 1986 to 0.2% in 2013. This growth is much below the targeted 5% which is required to achieve the country's aspirations as enshrined in the National Development Strategy. While agriculture's share in total gross value added has declined over time, agricultural development remains crucial for development. Agricultural sector performance, however, has been severely affected by chronic under-investment accentuated by recurring droughts and the impact of HIV/AIDS.

Over the past decade, the country has been affected by a large variation in rainfall and recurring drought. Preliminary analysis suggests that climate change will have an increasingly adverse effect on agricultural production, particularly on smaller households. Land degradation, environmental pollution, erosion and uncontrolled bushfires contribute further to the vulnerability of the 78% of the population that reside in rural communities. The result is chronic food insecurity, with many Swazi households dependent on food aid.

The Ministry of Tourism and Environmental Affairs (MTEA) has been mandated to manage the environment and ensure that climate change adaptation and mitigation issues are addressed. The Department of Meteorology (MET) has been tasked to handle climate change issues while the three parastatals under the MTEA Swaziland Environment Authority (SEA), Swaziland National Trust Commission (SNTC), and Swaziland Tourism Authority (STA) look after compliance to environmental sustainability, biodiversity and eco-tourism, respectively. The MTEA has also facilitated the establishment of the multi stakeholder National Climate Change Committee (NCCC) which was endorsed by the Cabinet of the Government of Swaziland in 2012. Very few climate change adaptation activities have been initiated in the country by

different government institutions and local NGOs. Such activities are supporting the goal of the recently approved National Climate Change Policy and Strategy. The MTEA will coordinate with other institutions to ensure that the NAP process is inclusive and participatory as possible. During the NAP implementation, capacity enhancement and institutional strengthening will continue to be an important element to ensure effective integration of climate change into development planning.

g. Existence of national coordination mechanism that creates coherence with existing development and climate change plans and policies

As mentioned above, Swaziland has established dedicated climate change coordination mechanisms at political and administrative levels through the National Climate Change Committee (NCCC). The executive wing of the NCCC is chaired by the Principal Secretary of the Ministry of Tourism and Environmental Affairs ensures multi-stakeholders coordination on climate change programmes and projects and avoids duplication of efforts. The Programme/Project-specific Steering Committees and Technical Committees or Activity Coordination Committees are established as and when necessary. Building on such existing national coordination mechanism will ensure high level political support and long-term adaptation capacity

h. Application of best practices

Parties to the UNFCCC at its 16th session at Cancun decided to establish a process to enable developing Parties to formulate and implement NAPs, building upon their experience in preparing and implementing NAPAs, as a means of identifying medium- and long-term adaptation needs and developing and implementing strategies and programmes to address those needs (decision 1/CP.16, para 15).

Swaziland is currently implementing very few climate resilient programmes to make development and infrastructures climate-resilient. Experiences and lessons learned from government-implemented climate adaptation and resilience programmes and NGOs supported research and action programmes will provide a basis to identify and prioritise adaptation options for the NAP process. In addition, emphasis will be given to prioritise actions that help the poor and climate vulnerable communities to adapt to, and build resilience to climate change. As knowledge documentation is one of the key activities of the NAP process, emphasis will be accorded to document and utilise any innovations or good practices that will address the medium- and long-term adaptation needs of the Swaziland people and ecosystems.

i. Environmental, social assessments, including gender considerations

This project is related to building capacity and advancing National Adaptation Plan Process and it will not impose additional pressure on environmental and social resources. Hence, there is no need for: i) conducting environmental and social impact assessments (ESIA) to identify, predict and evaluate environmental impacts; and ii) proposing corresponding measures to avoid, mitigate or compensate the significant adverse environmental and social impacts. Hence, there is neither a need for a separate environmental and social management plans nor to comply with the GCF's environmental and social safeguard standards. The NAP process sufficiently ensures gender participation and a MDTs on gender and social inclusion will be formed to make Swaziland's NAP gender-sensitive and responsive. This team will contribute to the integration of gender issues into other thematic areas, and also work as a stand-alone team to identify and prioritise adaptation options for the medium and long-term.

j. Risk assessment summary

The Government of Swaziland has decided to formulate the NAP by mobilizing MDTs building on the experiences of the working groups (thematic and cross-cutting) in the development of *inter alia* the Climate Change Strategy and Action Plan, National Communications and INDC. The MTEA (Ministry of Tourism and Environmental Affairs) is proposed to coordinate the Project Steering Committee.

Timely response, leadership, commitment and active engagement of the concerned ministry and designated Joint-Secretary (leading the MDTs) is essential to discharge the functions thereof and produce a NAP document using decision 5/CP.17 and NAP Technical Guidelines. However, the Joint-Secretary might consider it as 'additional burden'. This is considered the major risk that might delay the process. If any one of the MDTs delays in coordinating the concerned team, it will likely affect the whole process and will reduce synergistic benefits. In order to mitigate it, concerned ministries are already informed and encouraged to designate deputy coordinator to perform all tasks on behalf of the coordinator and ensure timely reporting. The MTEA will provide a thematic lead (subject specialist) to facilitate the coordination process and to prepare necessary documents so that the MDTs could concentrate in reviewing documents, provide strategic inputs and guidance, and brief at appropriate policy-making levels on the NAP outcomes. In addition, MTEA as a focal ministry for climate change will provide logistical (technical and financial) supports for the smooth functioning of the MDTs.

Another risk is associated with the availability of quality scientific data on climate for analysing climate trends and future climate scenarios. This is unavoidable, however, data and information from the Department of Meteorology will be utilised for climate analysis and scenario development.



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It is likely that weak institutional capacity and inadequate knowledge-based human resources will delay the NAP process, fund allocations and disbursements to timely complete the task. This project aims to enhance capacity at institutional and individual levels to manage the risk and deliver the products and services timely and effectively. The MTEA has realized the need and urgency of the NAP process to address 'medium- and long-term' adaptation needs, and it has already started the NAP process. Assumed risks will consequently be addressed timeously.

Funding is the 'critical limiting factor' for keeping the NAP process ongoing and its timely completion. Timely funding and disbursement will minimize this risk.



2016

Annex III – Letters from GoS



MINISTRY OF TOURISM AND ENVIRONMENTAL AFFAIRS

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P.O. Box2652
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3rd November 2016

Executive Director
GREEN CLIMATE FUND
Songdo International Business District
Incheon, Republic of Korea

Dear Sir

**EXPRESSION OF INTEREST TO SUBMIT A NATIONAL ADAPTATION PLAN
PROPOSAL WITH UNEP AS THE IMPLEMENTING ENTITY**

1. The Kingdom of Swaziland presents its compliments to the Green Climate Fund.
2. The Government of Swaziland would like to express its interest in submitting a national adaptation plan proposal with UNEP as the Implementing Entity.
3. Thanking you for your usual cooperation.

Sincerely yours

A handwritten signature in black ink, appearing to read "Emmanuel D. Dlamini".

MR. EMMANUEL D. DLAMINI

PRINCIPAL SECRETARY

MINISTRY OF TOURISM AND ENVIRONMENTAL AFFAIRS

