

# NAP-GSP Regional Workshop for African countries

Climate Change Adaptation Finance (in English)  
Summary Report

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*Kigali, Rwanda*

*25<sup>th</sup> – 28<sup>th</sup> September 2018*



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# 1. Introduction

The National Adaptation Plan Global Support Programme (NAP-GSP) regional training workshop for English-speaking African countries on Climate Change Adaptation Finance was held in Kigali, Rwanda from the 25<sup>th</sup> – 28<sup>th</sup> September 2018.

The training was co-organized by UNITAR and UN Environment, as part of the National Adaptation Plan Global Support Programme (NAP-GSP) with support of resource people from various NAP-GSP partners.

The NAP-GSP is a joint UN Environment and UNDP led initiative is financed by the Special Climate Change Fund (SCCF) and the Least Developed Countries Fund (LDCF). It supports more than 50 developing countries in Asia, Africa, the Pacific, Middle East and North Africa, Eastern Europe, Caucasus and Central Asia (EECCA), Caribbean, Central America, South America.

The NAP-GSP activities are:

- **Country Support:** Tailored one-on-one support is provided to countries to initiate or advance their NAP process, including stocktaking, customized training, and support to develop NAP roadmaps.
- **Technical assistance:** Training packages – including tools, methods and guidelines – are developed for countries to advance their NAP process. National technicians from key sectors are supported to assess long-term vulnerability to climate change and relevant adaptation options through targeted training workshops.
- **Knowledge brokering:** Exchanging experiences (South-South/North-South), is essential to ensure the perpetuation of good practices relevant to medium to long-term national, sectoral and local planning and budgeting processes. The NAP-GSP captures NAP learning, produces NAP training materials and develops country reports and case studies to demonstrate medium to long-term adaptation planning.

The workshop was organized by the joint UNDP-UN Environment NAP-GSP in collaboration with UNITAR, the Rwandan Environment Management Authority (REMA), the Rwandan Convention Bureau (RCB), the Centre for Governance Human Security and Peace Studies (CGHSS) and NAP-GSP partners.

It was attended by 52 participants from 19 African countries, representing various governmental institutions involved in national adaptation planning.

While the training was conducted in a constructive spirit, it was also characterized by a sense of urgency. There is limited capacity of institutions working on and supporting the implementation

process; collecting and verifying climate change related data needed to access finance for climate adaptation remain immensely challenging for many African Countries.

To safeguard the transparency and inclusiveness, the NAP-GSP team prepared this summary report, which reflects their understanding of the discussions.

## 1.1. Workshop Training Objectives

Climate financing is a central key to adaptation planning and implementation of NAPs, NAPA and NDCs. In Africa, many countries acknowledge climate change adaptation as a priority in their Nationally Determined Contributions (NDCs) under the Paris Agreement and have already integrated climate change in their NDCs development strategies. Some of these countries are engaged in medium- to long-term National Adaptation Planning (NAPs). Yet, many countries across Africa have limited capacity of institutions working on and supporting the implementation process; collecting and verifying data for project preparation and access to climate finance.

In response to this expressed need, the workshop focused on the following primary objectives:

- Enhancing African countries' policymakers' understanding of climate change adaptation financing landscape and their key elements;
- Strengthening participants' technical capacities on preparing bankable climate adaptation project proposals (design, planning, implementation, budget preparation, monitoring and evaluation processes);
- Increasing participants' knowledge of available sources of climate change adaptation funding instruments; and
- Improve participants' understanding of gender considerations in climate change adaptation project proposals development.

Resource persons to the workshop included representatives from UN Environment, UNDP, UNITAR, WMO, UNFCCC and UN Habitat.

## 1.2. Opening and welcome

Welcoming and opening remarks were held by the Rwandan government, represented by the official host of the training – the Rwanda Environment Management Authority (REMA), UNDP and UN Environment.

In her welcoming remarks, Ms. Jessica Troni ([Portfolio Manager: Climate Change Adaptation, UN Environment](#)) welcomed delegates, facilitator and experts to the momentous event focused on strengthening technical capacity of African nations in areas of adaptation planning processes and the mechanism to access adaptation finance.



Additionally, Ms. Troni noted that *“the challenge to adapt is immense and access to finance remain limited”*. Yet, *“many African developing countries, climate change adaptation is a priority in their nationally determined contributions (NDCs) under the Paris Agreement. But countries still face a shortfall in finance to build long term resilience”*.

To mitigate these urgent challenges, the NAP-GSP provides technical expertise and guidance on NAP processes and provides opportunities for knowledge exchange on NAPs. The NAP- GSP regional workshop for African countries is in alignment with NAP-GSP mandate.

Adaptation finance is largely made possible by contributors such as the Global Environment Facility (GEF) through Least Developed Country Fund (LDCF) and Special Climate Change Fund (SCCF) and the Green Climate Fund (GCF) among others. Ms. Troni noted that all climate change funders are *“critical enablers of urgently needed adaptation finance”*.

Addressing the issue of climate change data collection and analysis challenge for African countries; Ms. Troni encouraged country policymakers attending the workshop to use the best available information, knowledge, technical tools to estimate risks and opportunities, exchanging strategies, information and lessons learnt through intra-and inter-regional exchange both South-South and North-South to enhance their capacity to access climate adaptation finance.

She concluded by encouraging all country delegations to glean new knowledge and networks to enhance their national efforts to build climate resilient livelihoods.

### 1.3. Format of the workshop

The workshop format was interactive and participatory with a blend of plenary sessions, group discussions, exercises, presentations lead by a team of resource people from various NAP-GSP partners.

## 2. Training Outcomes

### 2.1. Session Discussion Outcomes

The 4-day training was structured around six sessions:

- Climate change adaptation priorities for African countries
- Global climate finance architecture and resource mobilization for adaptation planning and action
- Overview of climate change adaptation project types, common components and concepts for preparing bankable climate change adaptation project proposals
- Gender (and other cross-cutting issues) considerations in adaptation project proposals development
- Climate rationale and evidence-based adaptation
- Developing bankable climate change adaptation project proposals

Below is a summary of the training outcomes.

Countries were introduced and encouraged to pursue a variety of climate finance options such as Blended Finance (Public and Private Financial Resources); Debt Instruments (Loans and Bonds); Partial Risk Guarantees; Grants; Equity and create their national climate fund mobilization plans to achieve their NAPs, NDC climate change priorities and SDGs sooner. It was noted that there are already some African countries who are already achieving impressive climate adaptation implementation results by mobilizing national support for climate change adaptation and pursuing blended finance.

To demonstrate the benefits of blended finance and mobilization of national support for climate change implementation phase; some countries shared their climate change adaptation success stories attributable to the creation of national funds and pursuing blended finance options. For instance, Rwanda created a Fund for Environment and Climate Change (FONERWA) to support good sense (home-grown solutions) climate change projects from public, private, civil society group; Uganda established mobilizing support for climate change adaptation and the Adaptation Benefits Mechanism (ABM) and Southern Africa mobilized their climate change adaptation support to minimize climate change impact on biodiversity (RAEIN-Africa). These success stories motivated other countries' representatives to pursue various climate finance options including home grown solutions.

The training increased participants' capacities to articulate their NAPs, NDC priorities and the importance of aligning climate change adaptation projects objectives into already existing frameworks to create "bankable" projects proposals. For example, the first exercise of the training

asked participants to articulate their top two national adaptation priorities to determine sectors that are mostly vulnerable to the climate change and the negative impact it has on peoples' livelihoods. The results were largely similar. Many countries indicated a shared sense of climate change vulnerabilities in Agriculture, Water, Urban Adaptation and the protection of coastal environment sectors across the African continent.

All countries expressed a sense of urgency in understanding how to access adaptation finance and acquire skills to prepare bankable adaptation projects to ensure sustainable climate resilient communities. To achieve this outcome, the session on developing "bankable" climate change adaptation project proposals outlined three commonalities of successful climate adaptation project proposals:

- 1) Project proposals must be aligned with existing policy and existing strategic framework – all financiers require funded projects to be aligned with existing policy and strategic frameworks.
- 2) Proposals must be supported by rigorous evidence-based and additionality – good research and data collection.
- 3) Must be transformative in nature – identify vulnerabilities and their root causes, address the needs of target population such as women, children, politically marginalized people and encourage climate resilient pathways.

Participants learnt about other key tools and elements of a bankable climate adaptation project proposal preparation such as a clear articulation of problem statement and tools like such as Gantt charts; logical framework; Theory of Change; Problem and solution/objective tree. These were applied to the mock climate change adaptation project proposal preparation exercises.

Participants were grouped into 5 mock projects as follows:

- A big African city – **urban** adaptation project
- A land-locked African country – **agriculture** adaptation project
- A sub-Saharan country – **water** adaptation project
- A rainforest country – **forestry** adaptation project
- A coastal area – **coastal** adaptation project

Developed projects were presented to groups peers and received constructive feedback from project evaluation committee on how such projects could be funded.

Country representatives were encouraged to use the best available information, knowledge, technical tools to estimate risks and opportunities, exchanging strategies, information and lessons learnt to meet rigorous data collection criteria required to create bankable project proposals for adaptation finance. Participants were reminded that projects planning processes must consider views of all stakeholders relevant to adaptation finance project planning and priorities options.

Inclusiveness can cultivate the understanding for the challenges and needs of specific groups, resolve misunderstandings, create broad support for the use of certain tools and methods and ensure that the right priorities are chosen, and no one is left behind.

Groups exercises, discussions and presentations also highlighted the need for enhanced collaboration between all levels of government departments, private and civil society groups throughout climate change adaptation processes and encouraged further knowledge exchange among countries.

## 2.1. Major ongoing challenges

African countries were encouraged to use the best available climate change information to meet the rigorous evidence – based criteria to access climate adaptation finance. It was also stated that countries should look not only at available international meteorological, traditional ecological knowledge and other climate change data sources including the use of the national meteorological institutions. A WMO-representative presented on the climate rationale to strengthen evidence-based adaptation climate adaptation finance requirement for African countries. However, data collection and analysis for climate change adaptation finance remains a huge barrier for many African countries. Many countries are vast with few experts to properly gather and analyse historical / current national data and properly predict future climate change events.

Climate change is recognized as an economic development issue for African nations; their economies base on Agriculture. Agriculture based economies are extremely vulnerable to climate change due to the negative impact it has on water (cross – cutting issue) and land, hence, increased food insecurities - (livelihoods) and jeopardizes many countries' chances to meet their NAP, NDC and SDGs targets and priorities. It certainly helps to understand what risks a country is facing to focus on identifying those adaptation options and acquire capacities to address the major risks, providing the support to increase the numbers of African climate change experts across varying sectors who are all affected by climate change. This can be of great value to the continent, individual countries and to climate change and development policymakers.

## 2.3. Proposed opportunities for collaboration and support

There is definitely a great opportunity for collaboration across the continent starting with African regional centres for climate change data collection, analysis, dissemination, technical expertise sharing, identifying climate change adaptation priorities that are relevant to regional needs and support project preparation. Certain countries are experiencing similar negative climate change in specific sectors, such as coastal areas, could share expertise and other capacities to enhance climate change information and knowledge services required to help countries in preparing their bankable adaptation projects. This type of coordinated collaboration could increase accessibility



to climate adaptation finance and propel NAP, NDC, SDGs priorities implementation process forward sooner.

## 3. Assessments

### 3.1. Retrospective self-assessment

A set of 21 assessment questions were formulated by UNITAR to test understanding at a conceptual level by comparing results pre-and-post training. These questions summarise and are derived from individual learning objectives for each of the training sessions. The selected questions, formulated as an 'I am able to ...' statement, were inserted into a pre-training assessment form which was issued to the participants on the first day before the training started and a post-training assessment which was given to the participants on the last day after the training.

Participants were asked to self-assess their knowledge against each statement using the following scale: 1 = weak; 2 = some; 3 = average; 4 = moderate; 5 = high.

Through the use of an Excel spreadsheet, the assessment questions generated specific data-sets, particularly:

1. A bar chart presenting PRE and POST level of perceived knowledge per learning objective based on an average of aggregated score for all training participants (see Figure 1);
2. A summary of the comments collected through the post-training evaluation questionnaires.

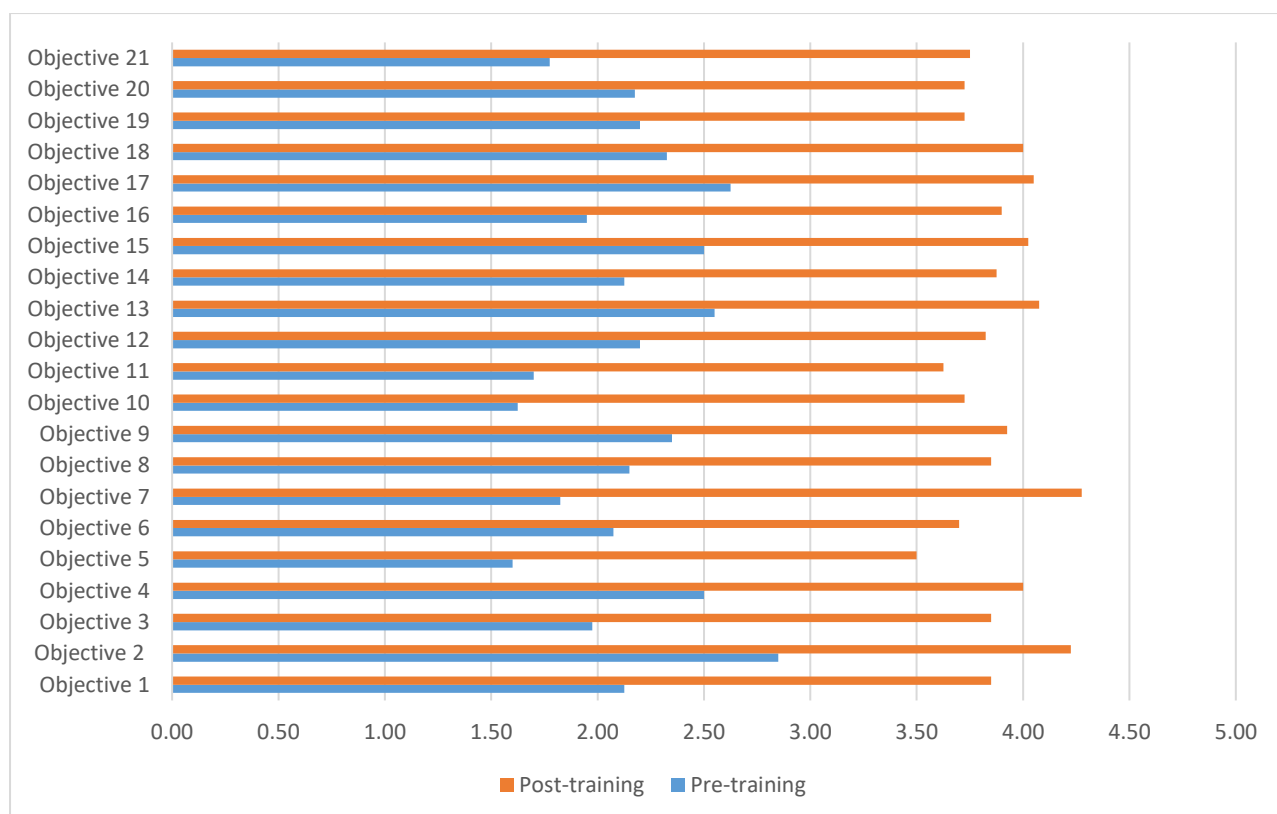
### 3.2. Learning objectives and self-assessment questions

- **Objective 1:** I am able to discuss the overview of the global adaptation finance architecture.
- **Objective 2:** I am able to list at least 4 international sources of climate adaptation finance.
- **Objective 3:** I am able to classify climate finance into 4 broad categories.
- **Objective 4:** I am able to differentiate between public and private climate finance.
- **Objective 5:** I am able to describe blended finance and how it can contribute to adaptation finance.
- **Objective 6:** I am able to list at least 4 types of financial instruments used in disbursing climate finance to countries.
- **Objective 7:** I am able to outline the key components that an adaptation project should have to be bankable.
- **Objective 8:** I am able to discuss the climate rationale in project proposal development.
- **Objective 9:** I am able to outline the key steps to undertake when planning and writing a project proposal.
- **Objective 10:** I am able to distinguish between an adaptation project logical framework and theory of change.

- **Objective 11:** I am able to describe some criteria used by some international adaptation to review project proposals.
- **Objective 12:** I am able to discuss how cross-cutting issues such as gender can support adaptation project proposal development.
- **Objective 13:** I am able to explain why it is important to integrate gender issues in climate change adaptation project proposals.
- **Objective 14:** I am able to describe how gender can be integrated into climate change adaptation project proposals.
- **Objective 15:** I am able to identify at least 3 different stakeholder groups who should be included in the climate change adaptation project proposal planning process to ensure integration of gender.
- **Objective 16:** I am able to describe the main components of a problem and solution/objective tree.
- **Objective 17:** I am able to distinguish between project Outcome, Output and Activity.
- **Objective 18:** I am able to explain what is a project outline.
- **Objective 19:** I am able to design sound indicators for climate change adaptation activities.
- **Objective 20:** I am able to prepare a project budget.
- **Objective 21:** I am able to prepare bankable adaptation project proposals.

### 3.3. PRE and POST level of perceived knowledge per training objective

In general participants perceived themselves as having in general weak to some knowledge skills per training learning objective before training. After the training, participants felt they improved their skills and gained knowledge and range between average to moderate skills (Figure 1).



**Figure 1:** An average of perceived skills of participants pre and post training per learning objective.

The pre and post training evaluation forms were given to the participants separately as opposed to having both the pre and post evaluation section on the same form. There were some participants who perceived themselves as having higher skills in the pre evaluation but having lower skills in the post evaluation form. This could be explained by many reasons some of which could be (but not limited to):

- Having the pre and post evaluation form separately might have affected the participants choice by not having the pre- evaluation form as a reference for the Post evaluation; or
- Perhaps what they understood by the certain learning objectives might not be what they thought and realized they actually had less understanding than they previously thought.

Some of these examples are:

1. Objective 1: I am able to discuss the overview of the global adaptation finance architecture: One participant responded as having 5 (high) skills in this objective in the pre-training and responded as having 3 (average) skills in the post-training evaluation.
2. Objective 2: I am able to list at least 4 international sources of climate adaptation finance. Two participants responded as having 5 (high) skills in the pre-training and responded as having 4 (moderate) skills in the post-training evaluation.

There were also many cases where participants evaluated their knowledge before and after the training as the same as before. They felt that they did not gain knowledge in some of the learning objectives. This could be explained by many factors which can include but not limited to these:

- All trainers and resource people did not attend the Training of Trainers and not everyone was a trainer.
- Agenda was often too overloaded, some sessions ended up being rushed. This can be mitigated in future by allowing more time for certain activities (i.e. the session on climate rationale was too short and participants did not get a chance to work through an exercise on climate rationale/blended finance that could have helped them understand what it is and how it works and how they can apply it to their own contexts) that will help improve knowledge of the participants.

### 3.4. Workshop participant's feedback

#### General comments:

- I have been able to get an overview of the global finance architecture but not donor specific requirements and criteria.
- Though I had a basic understanding on blended finance, the presentation was rushed and there was no appropriate explanation. The presentation on components of a bankable project proposal by Keith was the most informative. The presentation on climate rationale was rushed and not easy to understand, it would have been good to spend more time on it. Individuals assigned as resource people should have been more aware of and have experience in project proposal development. The workshop Facilitator was clueless in most things. We missed an opportunity to learn due to limited guidance from the resource people available.
- Types of funding were not explicitly explained. More clarity is needed on equity. Keith's presentation on key components of a bankable adaptation project was very clear and understandable. Noted that data for recent climate data may not be available, making the climate rationale weak. Noted that gender issues were still complex to understand and include in project proposals. Due to limited time, groups did not have enough time to critically attend to all sections of the proposal such as budget preparation.
- I did not get clear information on climate rationale in project proposal development.
- I gained a lot and its very interesting since it's my first time to attend a climate training.
- Most parts were well explained and I understood everything. There was not enough time to discuss gender issues which would have been very useful although almost groups remembered to integrate issues of gender into project proposals
- Got a lot of insights on GCF, GEF requirements and funding modalities.
- We were provided with a clear overview about the finance architecture, I however still need more information on blended finance. Keith is one of the best presenters and made



it very easy for us to understand project component, needed more time to digest the information though.

- I'd like to learn more about the mitigation approach of the GCF. I need to learn more about Gender budgeting.
- I think it is important to have well equipped and knowledgeable resource people for each group, as we had instances of contradicting information being given to us by the different resource people. This often left us confused.

## 4. Supplementary information

For more information and a comprehensive viewing of all exercises, photos, videos and presentation highlighting for NAP-GSP Regional Workshop for African countries Climate Change Adaptation Finance (in English) is available at:

- NAP-GSP [Workshop page](#)
- NAP-GSP [Flickr Account](#)
- NAP-GSP African Workshop [Facebook page](#)
- CGHSS [page](#)
- CGHSS [Facebook page](#)

For information for country advances, challenges and support needs for climate change adaptation finance

- UN Environment [Africa page](#)
- Climate and Agriculture Network for Africa [page](#)
- UNFCCC National Adaptation Plans (NAPs) [page](#)
- Financing NAPs: Options for Implementation [Workshop Report](#)

Environment information for Rwanda :

- Rwanda's Green Fund (FONERWA) [page](#)
- Rwanda Environment Management Authority (REMA) [page](#)

## Annex I – Workshop Agenda

Day 1: 25 <sup>th</sup> September 2018		
Time	Session / Topic	Facilitator / Presenter
08:30 – 09:00	Registration	UN Environment
<b>Session 1: Welcome and Introduction</b>		
09:00 – 09:05	Admin brief	Andrew Rucyahana, CGHSS
09:05 – 09:30	Opening and welcoming remarks: <ul style="list-style-type: none"> <li>• <b>Ms. Jessica Troni:</b> Portfolio Manager Climate Change Adaptation, UN Environment</li> <li>• <b>Ms. Roselyn Sinemani:</b> Deputy Country Director for Operations, United Nations Development Programme (UNDP)</li> <li>• <b>Mr. Frank Mugisha:</b> Business Development Manager, Rwanda Convention Bureau(RCB)</li> <li>• <b>Eng. Coletha U. Ruhamya:</b> Director-General of Rwanda Environmental Management Authority (REMA)</li> </ul>	UN Environment, UNDP, RCB, REMA
09h30 – 09h35	GROUP PHOTO	Mr. Grzegorz Jakub Wessolinski, UN Environment
09:35 – 10:00	EXERCISE: Participants introductions	Ms. Ana Maria Kleymeyer, UNITAR
10:00 – 10:30	<ul style="list-style-type: none"> <li>• Training background and objectives</li> <li>• Pre-training self-assessment and housekeeping</li> </ul>	Ms. Tunnie Srisakulchairak, UN Environment Ms. Ana Maria Kleymeyer, UNITAR
10:30 – 11:00	COFFEE BREAK	
<b>Session 2: Climate change adaptation priorities for African countries</b>		
11:00 – 11:30	<ul style="list-style-type: none"> <li>• Latest developments in the process to formulate and implement NAPs and</li> <li>• Adaptation Priorities for Africa in NDCs and NAPs</li> </ul>	Mr. Motsomi Maletjane, UNFCCC Ms. Gelila Terrefe, UNDP
11:30 – 12:40	GROUP EXERCISE: regional priorities for Africa	Ms. Ana Maria Kleymeyer, UNITAR
12:40 – 13:40	LUNCH BREAK	
<b>Session 3: The global climate finance architecture and resource mobilization for adaptation planning and action</b>		

13:40 – 15:00	<ul style="list-style-type: none"> <li>Climate Change financial architecture, various sources of finance for adaptation, mobilizing climate finance, including private sector finance</li> <li>COUNTRY EXPERIENCES: <ul style="list-style-type: none"> <li>Fund for Environment and Climate Change in Rwanda (FONERWA) –<b>Rwanda</b></li> <li>Mobilizing support for climate change adaptation and the Adaptation Benefits Mechanism –<b>Uganda</b></li> <li>Climate impacts on biodiversity in <b>Southern Africa</b> and experiences with mobilizing support for climate change adaptation</li> <li>VIDEO: <b>Namibia's</b> experience with the GCF Simplified Approval Process(SAP)</li> </ul> </li> </ul>	<p>Ms. Daisy Mukarakate, UNDP</p> <p>Mr. Bright Ntare, FONERWA, Rwanda</p> <p>Mr. Bob Natifu, Uganda</p> <p>Ms. Doreen Mnyulwa, RAEIN-Africa</p>
15:10 – 15:30	COFFEE BREAK	
<b>Session 4: Overview of climate change adaptation project types, common components and concepts for preparing bankable climate change adaptation project proposals</b>		
15:30 – 16:30	<ul style="list-style-type: none"> <li>Overview of climate change adaptation project types, common components and concepts in project proposals for climate change adaptation funds guided by the UNFCCC</li> <li>Design and Implementation of Adaptation Funds projects – lessons learnt from UN-Habitat</li> </ul>	<p>Mr. Keith Bettinger</p> <p>Ms. Yali Wang, UN Habitat</p>
<b>Session 5: Gender (and other cross-cutting issues) considerations in adaptation project proposal development</b>		
16:30 – 17:15	<ul style="list-style-type: none"> <li>Integration of gender (and other cross-cutting issues) considerations in project proposal formulation/development</li> <li>EXERCISE: Gender and other cross-cutting issues to consider in adaptation financing</li> </ul>	Ms. Evelyne Batamuliza, UNDP
17:50 –18:15	<ul style="list-style-type: none"> <li>Review of the day</li> <li>Daily assessment</li> </ul>	Ms. Ana Maria Kleymeyer, UNITAR

Day 2: 26 <sup>th</sup> September 2018		
Time	Session / Topic	Facilitator / Presenter
08:30 – 09:00	Review on Day 1 (what worked/what needs more clarification/questions & answers about what was covered) Agenda for Day 2	Ms. Ana Maria Kleymeyer, UNITAR
<b>Session 6: Climate rationale and evidence-based adaptation</b>		
09:00 – 09:30	Climate rationale to strengthen evidence - based adaptation	Ms. Ilaria Gallo, WMO
<b>Session 7: Developing bankable climate change adaptation project proposals</b>		
09:30 – 11:00	<ul style="list-style-type: none"> <li>• Presentation of mock projects, case studies and review criteria (what will be expected from the exercises etc.)</li> <li>• Familiarising with case studies/projects</li> <li>• <b>Topic 1:</b> Problem Statement: theory of change, problem and solution/objectives tree <ul style="list-style-type: none"> <li>◦ GROUP EXERCISE: project problem and solution/objectives tree</li> </ul> </li> </ul>	Ms. Lucy Naydenova, UN Environment  Mr. Keith Bettinger
11:00 – 11:30	COFFEE BREAK	
11:30 – 13:00	GROUP EXERCISE: project problem and solution tree (continued)	Facilitated work in groups
13:00 – 14:00	LUNCH BREAK	
14:00 – 15:00	Report back and plenary discussion	
15:00 – 16:00	<ul style="list-style-type: none"> <li>• <b>Topic 2:</b> Logical framework <ul style="list-style-type: none"> <li>◦ GROUP EXERCISE: Logical framework</li> </ul> </li> </ul>	Mr. Henry Diouf, UNDP
16h00 – 16:30	COFFEE BREAK	
16:30 – 18:00	GROUP EXERCISE: Logical framework	Facilitated work in groups
18:00 – 18:20	<ul style="list-style-type: none"> <li>• Review of the day</li> <li>• Daily feedback /announcements</li> </ul>	Ms. Ana Maria Kleymeyer, UNITAR
18:20 – 20:00	Climate clinic (help with individual questions) - restaurant	



Day 3: 27 <sup>th</sup> September 2018		
Time	Session / Topic	Facilitator / Presenter
08:30 – 09:00	Reflections on Day 2 (what worked/what needs more clarification/questions & answers about what was covered) Agenda for Day 3	Ms. Ana Maria Kleymeyer, UNITAR
09:00 – 10:40	<ul style="list-style-type: none"> <li>• <b>Topic 3:</b> Activities design and project team composition <ul style="list-style-type: none"> <li>◦ GROUP EXERCISE: Activities design and project team composition</li> </ul> </li> </ul>	Ms. Lucy Naydenova, UN Environment
10:40 – 11:00	COFFEE BREAK	
11:00 – 12:40	<ul style="list-style-type: none"> <li>• <b>Topic 4:</b> Project planning <ul style="list-style-type: none"> <li>◦ GROUP EXERCISE: Project planning</li> </ul> </li> </ul>	Mr. Keith Bettinger
12:40 – 13:40	LUNCH BREAK	
13:40 – 15:30	<ul style="list-style-type: none"> <li>• <b>Topic 5:</b> Budget preparation <ul style="list-style-type: none"> <li>◦ GROUP EXERCISE: Budget preparation</li> </ul> </li> </ul>	Ms. Tunnie Srisakulchairak, UN Environment
15:30 – 16:00	COFFEE BREAK	
16:00 – 17:30	<ul style="list-style-type: none"> <li>• <b>Topic 6:</b> Monitoring and Evaluation(M&amp;E) <ul style="list-style-type: none"> <li>◦ GROUP EXERCISE: Monitoring &amp;Evaluation</li> </ul> </li> </ul>	Ms. Lucy Naydenova, UN Environment
17:30 – 18:00	<ul style="list-style-type: none"> <li>• Review of the day</li> <li>• Daily feedback /announcements</li> </ul>	Ms. Ana Maria Kleymeyer, UNITAR
18:00 – 20:00	Climate clinic (help with individual questions) - restaurant	
18:00 – 21:00	Submission of project proposals	

Day 4: 28 <sup>th</sup> September 2018		
Time	Session / Topic	Facilitator / Presenter
08:30 – 12:00	Rweru Green Village	REMA, CGHSS
12:00 – 13:00	LUNCH	
13:00 – 13:15	Reflections on Day 3 (what worked/what needs more clarification/questions & answers about what was covered) Agenda for Day 4	Ms. Ana Maria Kleymeyer, UNITAR
Session 8: Presentations of project proposals		
13:15 – 15:45	INTERACTIVE WORKSHOP: Presentation of developed projects to committee and feedback to groups as well as feedback on who could fund such projects	Mock "Fund Committee" members <ul style="list-style-type: none"> <li>• Mr. Motsomi Maletjane (UNFCCC)</li> <li>• Mr. Henry Dieuf (UNDP)</li> <li>• Ms. Evelyne Batamuliza, (UNDP)</li> <li>• Ms. Tunnie Srisakulchairak (UN Environment)</li> <li>• Ms. Doreen Mnyulwa (RAEIN-Africa)</li> <li>• Ms. Ilaria Gallo(WMO)</li> </ul>
15:45 – 16:00	COFFEE	
Session 9: Review and Closing		
16:00 – 16:50	<ul style="list-style-type: none"> <li>• Workshop review, participants feedback and the way forward</li> <li>• Post-training self-assessment</li> </ul>	Ms. Ana Maria Kleymeyer, UNITAR
16:50 – 17:30	<ul style="list-style-type: none"> <li>• Certificate award ceremony</li> <li>• Closing remarks</li> </ul>	UN Environment/UNDP/REMA

## Annex II – List of participants

No.	Country	Name and Contact Details
1.	Angola	<b>Ms. Carla Esperanca N Pompilio Da Silva Balca</b> UNFCCC National Focal Point Ministerio do Ambiente
2.	Congo Brazzaville	<b>Mr. Jean Ondongo</b> Point Focal National Changement Climatique Ministere du Tourisme et de L'environnement
3.	Egypt	Ms. Eman Mohamed Mahmoud Zahir
4.	Egypt	<b>Mr. Saber Mahmoud Osman Ahmed</b> Adaptation Director Vulnerability and Adaptation Directorate Climate Change Central Department (CCCD) Egyptian Environmental Affairs Agency (EEAA) Cabinet of Ministers
5.	Egypt	<b>Mr. Mohamed Gamil Moustafa Fahmi Mohamed</b>
6.	Eswatini (Swaziland)	<b>Ms. Groenewald Minky Swazi</b>
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33.	Rwanda	<b>Mr. Derrick Shema</b> Green Fighter

34.	Rwanda	<b>Mr. Emmanuel Karangwa</b> Green Fighter
35.	Rwanda	<b>Mr. Emmanuel Shyaka</b> Green Fighter
36.	Rwanda	<b>Mr. Joseph Muligande</b>
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40.	Seychelles	<b>Mr. Marguerite Theodore Michael</b>
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