

# GCCA+ ANNEXES

January 2020

The EU Global Climate Change Alliance Plus (GCCA+)  
Flagship Initiative



**GCCA+**  
THE GLOBAL CLIMATE CHANGE ALLIANCE PLUS INITIATIVE



Funded by  
the European Union

# **GCCA+**

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# The plus of GCCA+

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The Global Climate Change Alliance Plus

An EU flagship initiative supporting climate resilience

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## 1. Executive Summary

The Global Climate Change Alliance (GCCA) was established by the European Union in 2007, under the Thematic Programme for Environment and Sustainable Management of Natural Resources including Energy (ENRTP), with an initial envelope of more than EUR 300 million to support developing countries, in particular Least Developed Countries (LDCs) and Small Island Developing States (SIDS), in their endeavours to adapt to climate change. Since then, the initiative has received EUR 37 million from five EU member states and EUR 37 million from the Intra Africa-Caribbean and Pacific programme (Intra-ACP). GCCA has supported more than 51 programmes in 38 countries, 8 regions and sub-regions and at the global level. In 2014, a global evaluation of the initiative recognised the GCCA as a viable instrument for practical cooperation on climate actions that had made a significant contribution to formulation and implementation of national policies and dialogue on climate change. By building on lessons learned and recommendations from the GCCA evaluation, and in line with the European Commission's new Multiannual Financial Framework 2014-2020, the GCCA has grown into a new phase: the flagship initiative Global Climate Change Alliance Plus (GCCA+).

The new GCCA+ flagship programme takes stock of the changed development challenges ahead and redirects its priorities, governance structure and operational support to address the actual and foreseen climate change needs in achievement of the UN's Sustainable Development Goals (in particular goal 13 related to climate change) and the implementation of the UN Framework Convention on Climate Change (UNFCCC) Paris COP21 outcomes.

The GCCA+ flagship is funded under the EU thematic programme Global Public Goods and Challenges 2014-2020 with an initial envelope of more than € 330 million. It aims at responding to the post-2015 climate change landscape while offering appropriate support through its flexible approach, implementation and funding modalities, as well as operational capacity through the extensive presence offered by EU Delegations. In the context of the COP21 outcomes, the initiative is complementary to the global Climate Change financing landscape and contributes significantly to the EU Climate Diplomacy Action Plan objective of raising the political relevance of climate change, ensuring the acceleration in the mitigation and adaptation policies to reach the EU long term climate goal.

The new programme keeps its focus on two pillars: policy dialogue and technical and financial support to the implementation of national climate change adaptation and mitigation policies, but with a stronger emphasis on the binding role of knowledge management and communication. It will continue supporting vulnerable countries, mainly LDCs and SIDS, increase their resilience to adapt to climate change and enhance mitigation co-benefits such as REDD+. Compared to the previous programme, GCCA+ will embrace new features, namely:

- Concentration on three areas: (1) Mainstreaming climate change into poverty reduction and development efforts; (2) Increasing resilience to climate related stresses and shocks; and (3) Supporting formulation and implementation of concrete and integrated sectoral based climate change adaptation and mitigation strategies;
- New governance and financing structure enabling political steering by and contributions from more EU Member States (MS) and other European countries;



- Implementation increasingly focussed supporting National Adaptation Planning (NAPs) and Intended Nationally Determined Contributions (INDCs) processes;
- Strengthened relationships with EU Delegations and maximized cooperation and complementarity with EU MS, other European countries and other donors' ongoing initiatives both at central and local level;
- Enhanced cooperation with Non-State Actors and Civil Society Organisations as well as new alliances with new stakeholders such as the private sector;
- Results-based Monitoring & Evaluation tools that provide information needed to guide decision making and funding management, and keep track of quantifiable results in GCCA+ partner countries and regions;
- Significantly increased visibility of the EU and its partners' climate change portfolio in developing countries by providing a clear and easy to recognize programme platform and label.

## 2. The GCCA 2007-2014

### 2.1. Conception

Climate change is happening now: temperatures are rising, rainfall patterns are shifting, glaciers and snow are melting, and the global sea level is rising. We know climate change does not stop at borders: it is a global phenomenon requiring global responses. Its effects are pervasive, touching all economic sectors, all sections of society and communities throughout the world. The capacity of individuals to cope with a changing climate is closely related to their access to resources. Poor people and developing states are more vulnerable, particularly if their geography – low-lying territory, proximity to the coast, or encroaching deserts – increases their exposure to the negative impacts of changing weather patterns.

The Global Climate Change Alliance (GCCA) was set up by the European Union back in 2007 with a vision to start a dialogue with the most vulnerable communities on how best to support them in adapting to the effects of a changing climate, and to provide a mechanism through which the EU could contribute to the climate change negotiation process within the United Nations Framework Convention on Climate Change (UNFCCC).

#### GCCA priorities, 2007<sup>1</sup>

**Climate change adaptation measures**

**Mainstreaming climate change into national policies**

**Disaster risk reduction**

**Reducing emissions from deforestation**

**Participation in the global carbon market**

GCCA's two-pronged approach combined efforts to improve climate sector policy dialogue with support for practical measures to mitigate and adapt to climate change. While EU Member States were invited to contribute to financing GCCA, the emphasis was on establishing a two-way structured dialogue and development partnership on climate change between the European Union and developing countries.

<sup>1</sup> Communication to the European Parliament, September 2007 - COM(2007)540

## 2.2. Growth

The Alliance has grown from a base in 2007 of just five – the EU and four pilot countries – to become one of the most significant climate change initiatives in the world, supporting 51 programmes in 38 countries around the world, with a budget of more than EUR 300 million. The programme received additional funding of EUR 37 million from Cyprus, the Czech Republic, Estonia, Ireland and Sweden.

From the outset, it was unique in its focus on Small Island Developing States (SIDS) as well as Least Developed Countries (LDCs). The EU was one of the first development agencies to recognise the particular vulnerability of SIDS and the need to prioritise partnerships with and between them. Bilateral programmes with 14 SIDS and regional programmes benefiting 25 SIDS account for 30 per cent of GCCA funding today.

The GCCA's regional focus was also distinctive. The Intra African, Caribbean and Pacific programme (Intra-ACP) programme contributed with EUR 37 million in total to tackling climate change in the ACP regions, fostering alliances between states in 8 regions and sub-regions around the world, helping them to develop joint approaches to shared challenges and to amplify their voices at the global negotiating table. Regional conferences were staged in Asia, Africa, the Pacific and Caribbean on climate change dialogue and negotiations, helping build a shared vision between the EU and their partners in these regions. Financial support was provided to key coordinators of the region's response to climate change such as the Caribbean Community Climate Change Centre, the Common Market for Eastern and Southern Africa (COMESA), the University of the South Pacific (USP), the Committee for Drought Control in the Sahel (CILSS), or the Climate for Development (Clim-Dev Africa).

Knowledge events organised for the GCCA community have focused on sharing know-how and experiences, and influencing the direction of their Alliance. Publications, newsletters and the GCCA website have further strengthened the network. Almost 200 delegates took part in climate change mainstreaming workshops and in follow-up questionnaires 94% of them reported having taken concrete action in their countries as a direct result of the knowledge they gained at the workshops.

The GCCA's growth from five countries to almost eight times that number may be attributed to its dual focus on enhanced policy dialogue and financial support for concrete actions in the field, a mutually reinforcing combination that is contributing to increased resilience in some of the most vulnerable communities in the world.

## 2.3. Taking stock

An independent evaluation was commissioned in 2014 to look critically at GCCA and make recommendations for the next phase of the initiative. It found that the Alliance has proven to be a viable instrument both for practical cooperation on climate actions. Interventions in different countries were well linked to other climate change initiatives and provided practical support without an excessive administrative burden for aid recipients. GCCA actions have strengthened those of EU Member States and multilateral agencies. Its global, regional and national focuses combine to form a more holistic approach that distinguishes GCCA actions from those of other development agencies. It has been instrumental in encouraging global policy dialogue, with two high-profile international events, and in raising awareness and understanding about climate change using traditional and online platforms.

The evaluation identified some outstandingly successful interventions and noted the involvement of final beneficiary groups as a key criterion for that success. Greater



engagement with non-state actors, including the private sector, could further increase incisiveness. Monitoring and evaluation was singled out as an area for further development, especially where finance is provided to governments through budget and sector-support programmes. Generally payment tranches are disbursed once agreed indicators are reached, so care is needed to ensure these indicators are closely aligned to GCCA objectives.

Evaluators noted that the process of identifying the best implementation partners and defining roles and responsibilities had often been time-consuming. Many actions had started later than planned and were only now coming to fruition, making a full evaluation of their results and impacts an impossible task. Similarly, many actions have focused on developing skills and institutional capacity, which tend to bring results in the medium to long term.

Evaluation of the GCCA at field level was therefore necessarily partial, but overall the initiative emerged as a relevant and effective tool for climate change action and for enhanced policy dialogue with and between particularly vulnerable developing countries. Lessons learnt from the GCCA would enable the next phase of the initiative, *GCCA Plus flagship*, to retain relevance while clarifying focus.

### 3. Why a Global Climate Change Plus and why now?

The world has changed since 2007 when the GCCA was conceived, international climate change negotiations within the United Nations Framework Convention on Climate Change are moving forward, and the initiative itself has grown, matured and provided useful lessons for future actions.

GCCA+ flagship programme is framed under the European Commission Priority to build a resilient energy Union with a forward looking climate change policy. The GCCA+ is the EU response to global climate change challenges implemented through a multi-dimensional approach and alliances of relevant stakeholders that support the integration of EU internal policies and international commitments into cooperation with developing countries<sup>2</sup>.

This year, 2015, marks a critical moment for global development, with the definition of the **UN Sustainable Development Goals** (SDGs) that will supersede the Millennium Development Goals (MDGs) agreed at the turn of the century. The SDGs, notably goal 13, *Take urgent action to combat climate change and its impacts*, include climate-specific targets. Late in the year the global community will meet to agree concerted action to combat climate change at the **UNFCCC Conference of the Parties in Paris (COP 21)**.

<p style="text-align: center;"><b>Sustainable Development Goal 13:</b></p> <p style="text-align: center;"><b>Take urgent action to combat climate change and its impacts</b></p> <p>The GCCA+ will contribute to this Sustainable Development Goal (SDG) especially in relation to the following targets:</p> <ul style="list-style-type: none"> <li>• <b>Strengthen resilience and adaptive capacity to climate related natural hazards and disasters.</b></li> <li>• <b>Integrate climate change measures into national policies, strategies, and planning.</b></li> <li>• <b>Improve education, awareness raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction, and early warning.</b></li> <li>• <b>Promote mechanisms for raising capacities for effective climate change related planning and management, in LDCs, including focusing on women, youth, local and marginalized communities.</b></li> </ul>
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<sup>2</sup> Programme on Global Public Goods and Challenges 2014-2017, C(2014) 8833.

### 3.1. The GCCA+ 2015-2020

2015 is a year for new beginnings, also for GCCA. The Global Climate Change Alliance *Plus* (GCCA+) aims to build a stronger alliance between the European Union, European Member States and the developing countries that are most vulnerable to climate change. Building on lessons learnt, the GCCA+ aims to contribute to achieving the Sustainable Development Goals (SDGs) and to implement the agreements reached at the UNFCCC COP 21.

GCCA+ will retain its focus on the Least Developed Countries (LDCs) and Small Island Developing States (SIDS), maintain policy dialogue and continue to support partner countries in their efforts to mitigate, adapt and become more resilient to climate change. It will leverage fully three distinctive assets of its predecessor:

- ✓ an **exceptional knowledge base** of experience and practical instruments for supporting and enhancing the national climate policies and programmes of partner countries;
- ✓ the combination of **global, regional and national centres of interest**, complementing each other and adding clear value to the existing climate action landscape; and
- ✓ the **consolidated strategic partnership** with the group of LDCs and SIDSs, combined with a differentiated approach, especially in the delivery of National Adaptation Planning (NAP) and Intended Nationally Determined Contributions (INDC).

While continuity is assured, GCCA+ also has important new elements. Financial support will increase, innovative funding modalities will be available, and a much wider range of stakeholders will be more closely involved, including EU Member States, other European states and non-state actors in partner countries. If on the one hand GCCA+ will zoom out to consider new possibilities for interaction and intervention, on the other it will zoom in, concentrating on fewer priority areas, targeting partner countries more systematically, and monitoring more closely the actions it supports. Table 1 illustrates the main changes.

**Table 1: Transition from GCCA to GCCA+**

	GCCA	GCCA+
<b>Overall political steering</b>	Mainly EU services	<ul style="list-style-type: none"> <li>• Seek more involvement from Member States (MS) and other European cooperation partners;</li> <li>• Revive EU expert group on climate change;</li> <li>• Increase contributions from MS both at central and local level.</li> </ul>
<b>Policy dialogue</b>	Mainly defined with stakeholders	<ul style="list-style-type: none"> <li>• Develop closer links with EU climate diplomacy network;</li> <li>• Emphasize EU coordination with Directorate General Climate Action and the European External Action Service on supporting countries from the perspective of the UNFCCC 2015 Paris COP 21 outcomes.</li> </ul>
<b>Partners and stakeholders</b>	Predominantly governments	<ul style="list-style-type: none"> <li>• Increase involvement of civil society organisations, local government and non-state actors;</li> <li>• Involve the private sector;</li> <li>• Enhance cooperation with EU MS, and other European States and cooperation partners.</li> </ul>
<b>Priority areas supported</b>	Climate change adaptation and mainstreaming; Disaster Risk Reduction; Reducing Emission from Deforestation and	<ul style="list-style-type: none"> <li>• Maintain existing climate change mainstreaming and poverty reduction emphasis;</li> <li>• 'Plus' support to low-emission climate resilient development strategies; and enhancing mitigation co-benefits, and REDD+;</li> <li>• Support delivery of National Adaptation Planning processes and Intended Nationally Determined</li> </ul>



	Forest Degradation (REED); enhancing participation in the carbon market	Contributions and maintain flexibility post the UNFCCC 2015 Paris COP 21.
Type of support	Mainly grants to government bodies	<ul style="list-style-type: none"> <li>• Open to new mechanisms – blending, trust funds, and small grant facilities;</li> <li>• Where possible move away from a grant only approach.</li> </ul>
Financial size of projects	Typical average grant size of EUR 4 m	<ul style="list-style-type: none"> <li>• Increase size and scale-up relevant projects.</li> </ul>
Communication and Visibility	Mainly web based	<ul style="list-style-type: none"> <li>• Comprehensive knowledge management;</li> <li>• Regular partner liaison;</li> <li>• Updated, enhanced and proactive web-based communication;</li> <li>• Increased regional and global events for GCCA+ awareness raising, information sharing, networking and visibility.</li> </ul>
Monitoring and evaluation	Project focused and rather fragmented	<ul style="list-style-type: none"> <li>• An effective monitoring and evaluation framework at overall programme, project quality and system levels.</li> </ul>

### 3.2. GCCA Plus services

The GCCA+ retains a dual focus on policy dialogue and technical and financial support. These two pillars are mutually reinforcing and are themselves strengthened by cross-cutting networking and knowledge management activities.

Pillar 1: Policy dialogue	Pillar 2: Technical & financial support
Constructive exchange at local, national, regional and global levels between the EU and its partners in developing countries on climate policy, the UNFCCC and practical approaches for integrating climate change into development policies and budgets.	Financial and technical support for identifying, designing, implementing and monitoring GCCA+ interventions, prioritising UNFCCC commitments, National Adaptation Planning and Intended Nationally Determined Contributions.
Knowledge management and communication base	
Sharing of experience and lessons learnt from interventions, and knowledge generated from policy dialogue, with and between countries, regions and development partners.	

### 3.3. A renewed platform for policy dialogue

Policy dialogue in the context of the GCCA+ is an informed and constructive dialogue predominantly between the EU, climate change vulnerable LDCs and SIDs, and regional institutions. This dialogue will have a principal focus on countries' efforts to initiate and take forward **National Adaptation Planning (NAP) processes** and related national policies and systems, including **Intended Nationally Determined Contributions (INDCs)**, particularly after the UNFCCC Paris COP 21 negotiations. Dialogue will be tailored to the specific context of individual countries and take a holistic approach to mainstreaming both adaptation and mitigation actions in a country's development strategy.

Another aim of dialogue is to increase mutual knowledge and understanding of individual countries' specific context, challenges and opportunities; and of the vision and aims of the EU and the support it can make available. The GCCA+ will complement and support the global technical conversations taking place within the UNFCCC, for example the Least

Developed Countries Expert Group work programme, the Nairobi work programme, and the NAP Global Network.

The Alliance will support country-level donor coordination, contributing to further linkages, building and strengthening dialogue and concrete outcomes from these initiatives. It has a useful role to play in informing the overall political dialogue that EU Delegations maintain with partner countries. The same is true of the dialogue between European Union institutions and Member States on climate change cooperation.

The GCCA+ will help the EU achieve its aim to allocate 20% of its budget to climate-related expenditure, both directly, through the interventions it supports and whose contributions are tracked with RIO markers in project design, and indirectly, by influencing other policies and programmes.

### **3.4. Stronger technical and financial support**

Designing and delivering effective technical cooperation is at the heart of the GCCA+. As the Alliance evolves, it will continue to bolster the capacity of vulnerable countries to respond to the challenge of climate change and provide support for climate-smart development. Capacity means much more than skills development: it also encompasses functioning and enduring institutions, supportive strategies and policies, and stronger climate-sensitive laws that are fairly applied. National institutions will acquire the skills they need to design and implement pilot adaptation actions, and to scale up successful pilots.

The GCCA+ will also support actions on climate change integration, disaster risk reduction and actions with mitigation co-benefits, such as Reducing Emissions from Deforestation and Forest Degradation (REDD), demonstrating that well-chosen strategies and actions can contribute to both adaptation and mitigation objectives.

The best available scientific knowledge will inform GCCA+ actions and choices, including the possibility of developing and transferring technologies to support climate change actions in developing countries.

### **3.5. The knowledge multiplier**

Knowledge management and communication is a central component of GCCA+ and its importance is growing. There is an over-abundance of information available in the climate change arena, but finding the right kind of reliable information remains a challenge. In 2012 GCCA developed a comprehensive communication and knowledge management strategy to help meet demand for trustworthy information on effective measures to address climate change. The strategy will be updated to reflect the aims, objectives and target groups of GCCA+, but already it forms a useful basis for knowledge related activities.

A variety of communication channels will be used, both for general communication and for facilitating interaction between partners. The GCCA+ website provides visitors with an overview of the policy background, regularly updated information on Alliance activities and events, and summaries of single-country and regional initiatives.

GCCA produced an extensive set of publications and reviews, as well as annual reports and a special feature on the use of budget support in GCCA programmes. Documents are shared electronically in a dedicated area on the EU's Capacity for Development (Cap4Dev) platform, where a forum allows users to share their views as well as documents.

GCCA+ will facilitate personal contact and direct exchange of views and experiences,

organising regional conferences, national policy dialogues, technical workshops, global policy and networking events, and side events at the UNFCCC COP 21 and other relevant fora, including those organised in the context of the UNFCCC such as the annual National Adaptation Planning Forum.

Wider recognition for the initiative will be sought through a more visible platform, enhanced communication and GCCA+ events. The GCCA+ website and CAP4DEV platform will remain instrumental for information sharing<sup>3</sup>.

## 4. A sharper focus

The GCCA+ will concentrate its focus on supporting **three key areas of intervention** where its impact is likely to be strongest and where there are synergies, but not overlaps, with other EU-supported initiatives.

### 4.1. Climate change mainstreaming and poverty reduction

Climate change is pervasive: it affects, and is affected by, all spheres of public life and is closely linked to poverty. This is why climate must be an integral consideration in national development plans, policies and budgets.

Two processes intended to facilitate climate mainstreaming will be presented at the UNFCCC COP 21: Intended Nationally Determined Contributions (INDCs) processes that include National Adaptation Planning (NAP). GCCA+ will channel support to partner countries for preparation and implementation of national adaptation strategies and to help them meet their INDC obligations.

### 4.2. Increasing resilience to climate-related stresses and shocks

Resilience is the ability of an individual, household, community, country or region to withstand, adapt to, and quickly recover from, stresses and shocks. Building resilience lies at the interface of humanitarian and development assistance and in the context of climate change is linked to disaster risk reduction and management.

#### National Adaptation Planning (NAP)

The seventeenth UNFCCC Conference of the Parties in Durban recognised the particular vulnerability of developing countries to the effects of climate change, and the fact that climate change magnifies their development challenges. National Adaptation Planning (NAP) helps these countries to assess and address their vulnerabilities and mainstream climate risks.

The NAP process was established under the Cancun Adaptation Framework. It is an iterative, continuous process and should be:

- country-driven, transparent, gender-sensitive, and participatory, considering vulnerable groups, communities and ecosystems;
- non-prescriptive, rooted in the social, economic and environmental fabric and policies of individual societies; and
- careful to avoid duplication of efforts and to use the best available science and indigenous knowledge

The GCCA+ will help vulnerable countries to prepare for climate-related natural hazards, reduce risks and minimise impacts by integrating multi-sector risk management approaches in national development planning. It will also support local, national and regional strategies that integrate climate adaptation and disaster risk management and promote more informed decision-making on recovery and reconstruction.

<sup>3</sup> <http://www.gcca.eu/>; <http://capacity4dev.ec.europa.eu/>



### 4.3. Sector-based climate change adaptation and mitigation strategies

The GCCA+ aims at increasing understanding about the specific consequences of climate change in the short, medium and long term. With this understanding, as it relates to their own environments, partner countries can design and implement adaptation and mitigation actions.

National Adaptation Planning (NAP) focuses on responding to negative climate change impacts. Intended Nationally Determined Contributions (INDCs) primarily address mitigating or controlling emissions of greenhouse gases but may include adaptation. GCCA+ will assist partners in identifying win-win approaches, developing coherent national strategies and ensuring their proper implementation in line with UNFCCC commitments.

## 5. Targeting for impact

While GCCA+ will continue to concentrate on the Least Developed Countries (LDCs) and Small Island Developing States (SIDS), it will give precedence to countries and regions which:

Are **particularly vulnerable** to climate change: this can be assessed using indicators such as the physical exposure of the country, the sensitivity of its people, and the capacity of its government to adapt to climate change over a specified time period;

Are engaged in the National Adaptation Planning (**NAP**) and Intended Nationally Determined Contributions (**INDC**) processes;

Demonstrate an interest in **deeper cooperation** with the EU on climate change, a willingness to **assume ownership** and a desire to **scale up** successful pilot and research projects from other regions and/or sectors, adapting them to the local context;

Give priority to **vulnerable sectors**, such as agriculture, water, forestry and natural resources in the case of LDCs and SIDS, where the effects of climate change could have critical implications for livelihoods;

Are able to build and maintain **effective development partnerships**, engaging with a wide range of stakeholders, including local authorities;

Have the administrative capacity to implement programmes with **larger funding allocations**. Fewer, bigger projects reduce overall *transaction costs*; that is the time and effort needed for coordination and management. This may favour regional initiatives that address the needs of smaller countries; and

Are able, where appropriate, to **leverage donor funding** to attract other investors, enlarging the scope of interventions and increasing ownership and accountability.

## 6. Broadening the partnership

An issue as pervasive as climate change requires the engagement of a very wide range of actors, both in developing countries threatened by the negative impacts of changing weather patterns, and in the international development community. In the international arena, the GCCA+ will align itself more closely with wider EU climate diplomacy for bringing climate change to the top of the international agenda and maintain its vital contribution to international processes such as the UN Sustainable Development Goals and Framework Convention on Climate Change. EU member States and other European countries will be

invited to take on a greater role in steering the Alliance over the coming years, guiding it through any strategic adjustments that might be needed.

The GCCA+ will broaden the range of stakeholders involved in its activities and interventions in the field. The primacy of national governments and, to a certain extent, Non-Governmental Organisations (NGOs) that tended to characterise GCCA activities in the previous phase, will be replaced by a wider grouping of civil society actors, including the private sector, local authorities and community groups, all of whom have a stake and a role to play in adapting to climate change and mitigating its most serious risks.

**Communities:** their needs and perspectives are critical in designing workable and sustainable solutions, and minorities, vulnerable groups and women must be included in decision making and carrying out interventions.

**Local authorities:** the effects of climate change are felt locally, so this is where most action is needed. GCCA+ will specifically target local governments in future programmes.

**Civil society organisations** can play a wide range of roles, in advocacy, as guarantors for minority groups and watchdogs monitoring official action, and to test and roll out solutions at the community level. For example farmers' organisations can identify and pilot adaptation solutions. Religious and educational leaders can play an important communication role.

**All branches of government:** climate change is cross-cutting and needs to involve not just the technical and environmental functions of national government, but also other sectors or ministries, and also local and regional authorities. Sectors particularly sensitive to climate change need to understand and plan sector responses at the national and local levels.

**Regional organisations** with a mandate for addressing climate change and related issues: they can support regional alliances and help design regional programmes that deliver more benefits more efficiently than individual country programmes.

**Research organisations and networks** nationally, regionally and globally, help improve understanding of climate science, and contribute to innovative and effective applied responses to climate change challenges.

## 7. Seeking complementarities

Climate change considerations are related to almost all sectors of development cooperation, but particularly environment, biodiversity, sustainable energy, food security and agriculture, water resources management and forestry. Climate change is a strategic threat that has migration and security impacts, many of which will flow from economic impacts.

### 7.1. National and Regional Indicative Programmes

The GCCA+ will complement and when relevant build on and enhance sectoral programmes in the National and Regional Indicative Programmes agreed by the EU with the partner countries as well as other thematic programmes, notably on energy, water and agriculture and rural development.

### 7.2. Flagships

Moreover, the new GCCA+ multi-dimensional flagship initiative aiming at ensuring better coherence, coordination and effectiveness of EU cooperation activities to halt climate

change benefits from and contributes to other flagship initiatives such as Biodiversity for Life, Switch To Green and Forest Law Enforcement Governance and Trade (FLEGT).

**Biodiversity for Life**

Based on the premise that sustainable development can only be achieved by fully integrating biodiversity and ecosystem conservation with socio-economic development and poverty eradication, Biodiversity for Life flagship promotes an ecosystem-based approach to good governance, economic growth, climate change mitigation and adaptation and food security.

**Switch to Green**

Tomorrow's world demands nothing less than a global transformation to an inclusive green economy. Switch to Green flagship aims to make this a reality in partner countries by supporting private sector-led growth that is both socially inclusive and environmentally sensitive. It combines interventions at the macro level to identify effective incentive structures and policy measures, with pilot actions at meso and micro level to support the creation of green businesses and decent jobs and investment in the sustainable use of natural capital.

**Forest Law Enforcement, Governance and Trade (FLEGT)**

Improving forest law enforcement, governance and trade promotes inclusive sustainable development and delivers mitigation co-benefits. This programme engages with civil society, the private sector and public administrations to promote FLEGT agreements to ensure forests are harvested sustainably and only sustainable wood products reach the EU.

### 7.3. European Initiatives on climate change

A number of EU Member States and other European countries have developed climate programmes that can work effectively alongside GCCA+. GCCA+ will link with these initiatives and bring added value to the relationships with its particular focus on climate vulnerable LDCs and SIDS and its experience with regional interventions. No other initiative has such a strong emphasis on the regional dimension<sup>4</sup>.

## 8. Higher value, diversified and blended funding

Total funding of EUR 330 million will be made available for GCCA+ interventions in the period 2014-2020. This is financed from the Global Public Goods and Challenges (GPGC) thematic instrument, part of the DCI budget of the EU. The Intra Africa, Caribbean and Pacific programme is also expected to contribute financially with EUR 70 million.

As an EU external cooperation instrument, the GCCA+ adopts a flexible approach to implementation modalities, basing their choice on the specific conditions of each country. Regional, national and sectoral opportunities and constraints will determine the appropriate

<sup>4</sup> For example, International Climate Initiative – ICI (DE); International Climate Fund – ICF (UK); Climate and Development Network - CDKN (UK, NL); Global Energy Efficiency and Renewable Energy Fund – GEEREF (EIB); International Climate and Forest Initiative – NICFI (N); Nationally Appropriate Mitigation Actions – NAMA Facility (D, UK, DK, EU).



mix of project, sector and budget support and calls for proposals. GCCA provided grants typically to government departments with an average value of EUR 4 million. The GCCA+ aims at lowering transaction costs by supporting fewer, higher value projects that benefit more people, and scaling up initiatives that have proven successful in pilot projects.

The recent evaluation of GCCA recommended that budget or sector support, if feasible, is the tool of choice: it is results-based, fosters country ownership and country-driven development, and facilitates policy dialogue. Transaction costs are also lower than project or programme support. The review noted, however, the importance of defining pertinent milestones and indicators for managing budget support programmes.

The GCCA+ programme will also explore innovative approaches to funding, such as blending grants with loans, supporting small-grants facilities and trust funds. Enhanced donor coordination, particularly with EU Member States and other European countries, will encourage joint programming, co-financing, and heightened synergies with other relevant initiatives.

Recent assessments of strategic funding options have highlighted a number of EU-led initiatives using innovative financing mechanisms such as *blending*. This entails using grants as leverage to attract far greater amounts in loans or equity from public and private financiers. Although blending may not always be pertinent in the context of support to combat climate change, all opportunities will be explored.

## 9. GCCA+ management and coordination

The EC Directorate General for International Cooperation and Development (DG DEVCO) Directorate C Thematic Unit will be responsible for the overall management of GCCA+ and will chair the Coordination Committee, which will also include representatives from related thematic (energy, food security, Intra-ACP), and relevant line DGs (ENV, CLIMA) and geographical units, as well as the European External Action Service (EEAS).

The Coordination Committee will meet regularly. As well as routine management and monitoring of GCCA+ programmes, the committee will look at ways of making the programme more effective, including increased Member State involvement in overall programming and monitoring. The Committee will also ensure coordination and coherence with Member States climate programmes and with EU funded national and regional cooperation programmes. EU Member States and other European countries supporting the initiative and interested in working more closely with GCCA+ could be invited to join the group and jointly steer the management of the initiative.

The GCCA+ will run from 2014 to 2020. Action fiches will be submitted regularly, in line with the EC Annual Action Programme process. EU Delegation staff will undertake a key role in GCCA+: staff responsible for prospective programmes will participate in the strategic orientation of the GCCA+. Their involvement will foster a better understanding of the specificities of individual countries and a closer alignment of the overall programme with their needs, as well as provide an opportunity to explore the potential to pilot innovative funding mechanisms in a particular country or regional GCCA+ programme.

## 10. GCCA+ Support Facility

A new dedicated GCCA+ Support Facility will assist the management team in identifying, formulating, managing and monitoring GCCA+ interventions, as well as providing capacity building, networking and knowledge management services and its communications. Among other things, the Facility will support scoping missions, elaborate dissemination tools, organise seminars and meetings, deliver training and develop communication channels to ensure coordination and coherence.

## 11. Tighter results-based Monitoring and Evaluation

Monitoring serves two purposes: to guide decisions during an intervention and as an early warning mechanism for corrective actions; and to measure the results and impacts of completed actions. Monitoring and evaluation (M&E) of climate change interventions is challenging, with no universally agreed standards for measuring how well an intervention contributes to reducing climate vulnerability. It is, however, essential.

M&E needs to operate at different, overlapping levels in the GCCA+. At the macro level, information is needed to assess how the initiative is performing overall. Feeding into this is the performance of individual country and regional interventions, normally monitored as part of programme or project management. M&E here should provide the more detailed information needed for day-to-day management. A third, critical level is that of the *system*, examining, for example, the extent to which climate actions directly or indirectly contribute to global, regional, national or local systems for climate change adaptation and mitigation.

The GCCA+ initiative will set up a robust Monitoring & Evaluation framework, particularly at the macro level, in line with the recommendations of the recent GCCA evaluation. The M&E framework will identify a limited number of key indicators that are aligned more closely with GCCA+ objectives and provide quantifiable results. Annex 1 provides additional information on indicative GCCA+ indicators.

# **GCCA+**

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Annex 4 - How to access GCCA+ Technical Assistance (Support Facility):  
Guidelines and sample ToRs

Annex 5 - GCCA+ Results Framework

Annex 6 – GCCA+ Communication and knowledge management  
guidelines

## ANNEX 2 – GCCA+ Non-exhaustive List of Acronyms

AAP	Annual Action Programme
ACP	Africa, Caribbean and the Pacific
AD	Action Document
CCA	Climate Change Adaptation
CCM	Climate Change Mitigation
CDM	Clean Development Mechanism
CfP	Call for Proposals
COP21	21 <sup>st</sup> Conference of the Parties to the UNFCCC
CSO	Civil Society Organisation
(I)NDC	(Intended) Nationally Determined Contributions
DG CLIMA	European Commission Directorate-General for Climate Action
DG DEVCO	European Commission Directorate-General for International Cooperation and Development
DRR	Disaster and Risk Reduction
EC	European Commission
EDF	European Development Fund
EU	European Union
EUD	European Union Delegation
GCCA+	Global Climate Change Alliance PLUS
GHG	Greenhouse Gas
GPGC	Global Public Goods and Challenges
JRC	Joint Research Centre
KE	Key Expert
LDCs	Least Developed Countries
LEDs	Low Emission Development Strategies
M&E	Monitoring and Evaluation
MFF	Multi-annual Financial Framework
MIP	Multi Annual Indicative Programme
MRV	Measurement, Reporting and Verification
MS	Member state
NAMA	Nationally Appropriate Mitigation Actions
NAP	National Adaptation Plan
NAPA	National Adaptation Programmes of Action



OECD/DAC Development	Organisation for Economic Co-operation and Development/ Assistance Committee
PCM	European Commission Project Cycle Management
REDD+	Reducing Emissions from Deforestation and Forest Degradation, including Sustainable Forest Management, Sustainable Forest Conservation, and Increased Carbon Stocks
SIDS	Small Island Developing States
TL	Team Leader
ToRs	Terms of Reference
UN	United Nations
UNFCCC	United Nations Framework Convention on Climate Chan

# **GCCA+**

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Annex 6 – GCCA+ Communication and knowledge management  
guidelines

## Project preparation checklist

Please tick the appropriate boxes

**A- Is the proposal in line with one more GCCA priorities (see also [www.gcca.eu](http://www.gcca.eu))?**Mainstreaming climate change into poverty reduction and development efforts ☐Increasing resilience to climate related stresses and shocks ☐Supporting formulation and implementation of concrete and integrated sector based climate change adaptation and mitigation strategies. ☐**B- Does the proposal specify ?**The project dimension (regional or national scope) ☐The sector/area of the EUD regional/national indicative plan ☐The overall population of the targeted area (region or per country) ☐GCCA+ vulnerability index ranking ☐If it is a new project, second phase, upscaling project (does the proposal indicate the CRIS number in the last two cases) ☐The region/country political commitment towards climate change (e.g., if UNFCCC NAPAs, NAPs, NDCs have been submitted) ☐The estimated duration ☐The estimated amount (in Euro) ☐The level of preparation (contacts already established, consultations made, etc.) ☐The implementing partner foreseen ☐Other potential donors/co-funding sources ☐**C- Does the proposal indicate clearly which climate issues are being dealt with (see examples below)?*****GCCA+ key sectors  
(including DEVCO Env.  
Sensitive sectors)***Agriculture, Rural  
development and Food  
security

Education and Research

***GCCA+ practices***

Climate policy development

Climate change mainstreaming (in  
sectors, in planning, in the budget, in

Disaster Risk Reduction (DRR)	<input type="checkbox"/>	Sustainable land use including fight against desertification	<input type="checkbox"/>
Energy	<input type="checkbox"/>	Win-win e.g., climate smart agriculture	<input type="checkbox"/>
Natural resources management (including forestry, fisheries and waste management)	<input type="checkbox"/>	Low carbon development	<input type="checkbox"/>
Social protection and health	<input type="checkbox"/>	Scaling up (in sectors, in programmes, at geographical level)	<input type="checkbox"/>
Transport	<input type="checkbox"/>	Biodiversity	<input type="checkbox"/>
Infrastructure	<input type="checkbox"/>	Forestry	<input type="checkbox"/>
Water and sanitation	<input type="checkbox"/>	Coastal management	<input type="checkbox"/>
Private sector Management	<input type="checkbox"/>	Other EbA e.g., IWRM, wetland conservation	<input type="checkbox"/>
		Climate related migration	<input type="checkbox"/>
		Research and innovation	<input type="checkbox"/>
		Urban planning and development	<input type="checkbox"/>
		Decentralisation	<input type="checkbox"/>
		Private sector involvement	<input type="checkbox"/>
		Job creation	<input type="checkbox"/>
		Gender	<input type="checkbox"/>
		Communication	<input type="checkbox"/>
		Governance	<input type="checkbox"/>
		Waste management	<input type="checkbox"/>
		Fisheries	<input type="checkbox"/>
		Other? (social nets, rights based approaches, security, etc.)	<input type="checkbox"/>

***Other (please specify)***

---

**D- Gender dimension**

---



Is the gender dimension clearly taken into account?

☐

---

**E- Is there a clear link to the following policies, strategies or plans?**

---

UN 2030 Agenda for Sustainable Development (sustainable Development Goals/SDGs)

☐

United Nations Framework Convention on Climate Change (UNFCCC) Paris Agreement

☐

Sendai Framework for Disaster Risk Reduction (DRR) 2015-2030

☐

The New European Consensus on Development - Our World, our Dignity, our Future

☐

Addis Abeba Action on Financing for Development

☐

Nationally Determined Contribution and/or National Adaptation Plan

☐

National Development strategy

☐

Sector based strategies or plans

☐

***Other (please specify)***

---

**F- Have you indicated :**

---

The name of EUD focal point for this proposal (and if he is a member of Cap4Dev GCCA+ public group)

☐

If DEVCO HQ Geo coordinator has been consulted (if yes, provide name)

☐

If technical support will be required (e.g., from support facility and/or thematic unit be required for formulation of the action document/project proposal)

☐

# **GCCA+**

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## ANNEX 4 - HOW TO ACCESS GCCA+ TECHNICAL ASSISTANCE (Support Facility)

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## 1. Overview

This annex is providing guidelines to Access Technical Assistance from the GCCA+ Support Facility for Project Identification and Formulation Phases.

The approach presented here is very linear, consisting of a number of distinct but linked steps to be undertaken by the Support Facility, during the identification and formulation phases, working with the beneficiary of the support to be provided, the EU Delegation, as well as DEVCO-C6 and the appropriate DEVCO Regional Directorate Country Desk (“geo-desk”) officer.

It is likely that there will be preliminary exchanges between the EU Delegation and DEVCO-C6 on the alignment of the proposed intervention, the priority area, sector, as well as key policy or strategic driver, such as the NAP or INDC implementation.

The process of preparing an initial Action Document or a final Action Document, when requiring the implementation of a country-mission, is the following:

		EUD	SUPPORT FACILITY	DEVCO C6
STEP 1	Review of GCCA+ programme concept note and relevant background documents	1. Prepares note.	2. Reviews note.	
STEP 2	Mission ToR	1. Prepares and finalises ToR.	2. Supports in preparation.	<b>3. Validates final version.</b>
STEP 3	Expert selection	2. Selects CV.	1. Screens and proposes CVs	<b>3. Validates CV selection.</b>
STEP 4	Mission preparation	2. Supports preparation.	1. Proposes initial planning.	3. Approves Mission Request
STEP 5	In-country mission	Supports mission.	Implements mission. Presents results to stakeholders.	
STEP 6	Draft initial Action Document or Action Document (according to ToR), with annexes		Prepares, reviews and submits document to EUD, copy DEVCO C6.	
STEP 7	Circulation to stakeholders	Circulates to country stakeholders. Prepares written comments to SF.		Circulates to EU stakeholders. Prepares written comments to SF.

		EUD	SUPPORT FACILITY	DEVCO C6
STEP 8	Preparation of 2nd draft and annexes		Collects and integrates comments.	
STEP 9	Finalisation of iAD or AD	2. Prepares final version.	1. Transmits to EUD for finalisation.	
STEP 10	Formal submission to Quality Support Group1	1. Submits document to QH for QSG1.		2. Follows up QSG process.
STEP 11	Address questions/comments from QSG	1. Transmits QSG1 feedback. Integrates comments in document.	2. Supports integration of QSG1 feedback in document.	
STEP 12	Mission report		Preparation, review and submission of mission report.	<b>Validates report.</b>

In case a second country mission is needed, the process goes back to Step 2, 3 or 4 (according to EUD needs and its satisfaction with the proposed expert) and is finalised when it reaches Step 12 for the second time.

If the initial AD is considered not well formulated with major issues, a second mission is required involving same steps 3-12 for another QSG1.

In case only one country / field mission is needed, the process continues with Step 12 being rather as follows:

		EUD	SUPPORT FACILITY	DEVCO C6
STEP 12	Developing detailed Action	Provides additional guidance when necessary.	Further develops documents integrating all comments. Performs additional research when necessary.	Provides additional guidance when necessary.
STEP 13	Draft Action Document, with annexes		Prepares, reviews and submits Action Document to	



		EUD	SUPPORT FACILITY	DEVCO C6
			EUD, copy DEVCO C6.	
STEP 14	Circulation to stakeholders	Circulates to country stakeholders. Prepares written comments to SF.		Circulates to EU stakeholders. Prepares written comments to SF.
STEP 15	Preparation of draft Action Document and annexes		Collects and integrates comments.	
STEP 16	Finalisation of AD	2. Prepares final version	1. Transmits to EUD for finalisation.	
STEP 17	Formal submission to QSG2	1. Submits document to QSG2.		2. Follows up QSG2 process.
STEP 18	Address questions/comments from QSG2	1. Transmits QSG2 feedback. Integrates comments in document.	2. Supports integration of QSG2 feedback in document.	
STEP 19	Mission report		Preparation, review and submission of mission report.	<b>Validates report.</b>

If the final AD is considered not well formulated with major issues, a new process starts again involving same steps 12-19 for another QSG2.

## 2. Additional comments

### STEP 1: Review GCCA+ programme concept note

The outcomes from the preliminary exchanges will feed into **step 1**, which is based on a review of the 'Motivated request' presented by the EU Delegation of interest, once they have agreed to accept the GCCA+ allocation for their country or region of responsibility. This is to provide an initial indication to the Support Facility of the key characteristics of the foreseen GCCA+ programme in terms of priority area, sector(s), implementation modality and development partners, as well as national government or regional organisation climate change policy and strategy readiness that will frame the programme.

## STEP 2: Support EU Delegation in preparation of mission ToR

Based on these characteristics and likely needs, the Support Facility will then engage with the EU Delegation GCCA focal point and assist with the preparation of the mission ToR (**step 2**).

The preparation of the mission ToRs will be transmitted to the appropriate “geo-desk” officer in the preparation, and validated by DEVCO C6.

## STEP 3: Screening of candidate CVs & selection of expert

The screening of candidate CVs will be undertaken by the Support Facility, calling upon the roster of short term experts from each of the consortium’s partners, but also potentially including the Team Leader (TL) and Key Experts (KEs) where their own profile provides a match to the profile as agreed in the ToR. At least two candidate CVs will be presented to the EU Delegation for selection as the mission expert (**step 3**), the decision of which will be endorsed by DEVCO-C6.

To date, missions have been undertaken almost exclusively by a single expert; however, under duly justified request, where the potential scope of a GCCA+ funded programme covers two different priority areas or sectors for example, then a team may need to be considered to provide the assistance requested. Potential alternatives that could be considered include the use of national experts, with their services procured through development partners or EU Delegation funding or calling upon the intra-ACP GCCA programme’s Climate Support Facility. This would blend international with national expertise with the aim of improving the formulation of GCCA+ projects.

## STEP 4: Identification mission planning and preparation

Once the expert has been selected, mission preparation and planning will follow (**step 4**). This will include the provision of GCCA+ briefing materials to the expert (including soft / hard copies of GCCA publications, briefing notes on the existing GCCA supported programme where the foreseen funding will extend an existing programme, as well as latest copies of DEVCO’s action document templates and guidance documents). It is also important that potential mission dates are confirmed as soon as possible; this is to ensure key stakeholders are available for meetings. It would also be useful to know if other development partners are also organising missions around the same time and topics to ensure synergies.

A mission briefing/conference call may be held between the expert, Support Facility TL, DEVCO-C6, DEVCO “geo-desk” officer and the EU Delegation. This is an opportunity for the expert to ask questions from the other participants on the call, finalise mission dates, confirm that key partner contacts will be available for meetings and that the EU Delegation has prepared initial meetings in advance of the mission, and provide copies of relevant documents. It is also an opportunity to clarify any particular points of interest and/or concern that the participants may have with respect to options for consideration during the mission and lessons learned from current and ongoing EU supported or other programmes. (Examples here include the need to strengthen programme design with respect to the GCCA+’s priority areas).

### STEP 5: In-country identification mission

Once all the appropriate preparation has been completed, the expert will then be mobilised to start the in-country mission (**step 5**). This will begin with a meeting with the EU Delegation GCCA+ focal point as well as the Head of Delegation/Head of Cooperation to identify and confirm the expected scope and outcomes from the mission. It is expected that following this meeting, initial meetings will be held with the key stakeholders (as prepared in advance by the EU Delegation GCCA+ focal point), after which the expert will follow-up with additional meetings as required. The mission will proceed, with the development of proposals and options in discussion with the SF KE and EU Delegation GCCA+ focal point. Preliminary outcomes from the mission will be developed by the expert, shared with the SF KE before sharing with the EU Delegation GCCA+ focal point, and amended as necessary, prior to presentation of the mission findings and recommendations to a stakeholder workshop at the end of the in-country mission<sup>1</sup>. Comments from the stakeholders will then be used to revise and refine the draft proposals from the mission.

### STEP 6: Preparation of draft Action Document (AD) and appropriate annexes by expert with TL/KE review

### STEP 7: Circulation to stakeholders and review of 1st draft AD + annexes

### STEP 8: Preparation of 2nd draft IF + annexes by expert, with TL/KE review

Depending on the agreed programme within the ToR, the expert will finalise a first draft of the Action Document and appendices<sup>2</sup>, share this with the Support Facility TL or KE as appropriate for review (**step 6**), prior to the sharing of the document(s) with the EU Delegation, DEVCO-C6 and the DEVCO geo-desk officer (**step 7**). A conference call may be held with all of these parties to provide a forum to exchange on the first draft document(s). Consolidated written comments will then be provided, on which basis a second draft of the action document and appendices will be prepared by the expert, again reviewed by the Support Facility TL or KE (**step 8**). It is also assumed that during this review process, the guidance and direction of the comments provided by the EU Delegation and DEVCO are aligned; enabling a clear vision from the options presented in the action document to lead to an agreed recommendation.

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<sup>1</sup> Adding this workshop to the agenda of an existing appropriate meeting has proven to be a very effective way of ensuring wide stakeholder consultation for example from experience gained in Malawi.

<sup>2</sup> It is expected that there will be continuous exchanges between the expert and the EU Delegation GCCA focal point prior to presenting this first draft for Support Facility review prior to wider circulation to DEVCO.

### STEP 9: Transmission of AD to EU Delegation for finalisation prior to formal submission to QSG1

### STEP 10: Finalisation and formal submission of AD to QSG1

This is important, as it is the EU Delegation that finalises, presents and “defends” the proposal, and therefore has to take on the 100% ownership of the documents prior to their submission.

### STEP 11: Address questions/ comments from QSG1

Following the QSG1 meeting, the expert (with the Support Facility TL or KE as appropriate) will be available to support the EU Delegation address any questions or comments linked with approval of the proposed recommendation.

### STEP 12 or 19: Preparation and submission of mission report

At this time, the expert will prepare a mission report (with the agreed template for this included within the mission ToR), which will be subjected to review by the Support Facility TL or KE as appropriate, prior to submission to the EU Delegation (**step 12 or 19**). Although the focus of the mission will be the preparation of the Action Document and appropriate annexes, the mission report we believe is an important deliverable. This is because this document will provide additional insights and information that will support the EU Delegation when preparing for the future implementation of the programme, especially recognising the potential for changes in the GCCA+ focal point between programme identification/formulation and implementation. The expert will also be expected to share any photos/images that they have taken on their mission to potential future use in GCCA+ publications and e-media such as the GCCA+ website and/or Cap4Dev.

### Further steps

In case the SF support was requested for Formulation only, the process ends at Step 12.

In case the SF support was requested from the Identification phase, assuming that the QSG1 meeting approves the recommendation presented in the submitted Action Document, then the Support Facility expert will proceed to provide continuing assistance to the EU Delegation with respect to programme formulation, in agreement with all parties (**steps 12 to 19**). It is important that the formulation phase does not take place following too long a gap after the QSG1. This is to reduce the risk of changes in the baseline circumstances on which the identification was based. This includes external factors such as changes to a countries institutional arrangement with respect to responsibilities for climate change, or staff changes in the EU Delegation or key government partners.

The formulation phase leaded to a final draft AD for QSG2 and then final AD that incorporated QSG2 comments, if any.

If the final AD is considered not well formulated with major issues, a new process starts again involving same steps 12-19 for another QSG

## Appendix 1 - GCCA+ Access to Support facility technical assistance Process Summary

The process of preparing an initial Action Document or a final Action Document, when requiring the implementation of a country-mission, is the following:

		EUD	SUPPORT FACILITY	DEVCO C6
STEP 1	Review of GCCA+ programme concept note and relevant background documents	1. Prepares note.	2. Reviews note.	
STEP 2	Mission ToR	1. Prepares and finalises ToR.	2. Supports in preparation.	<b>3. Validates final version</b> <input checked="" type="checkbox"/>
STEP 3	Expert selection	2. Selects CV.	1. Screens and proposes CVs.	<b>3. Validates CV selection</b> <input checked="" type="checkbox"/>
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STEP 5	In-country mission	Supports mission.	Implements mission. Presents results to stakeholders.	
STEP 6	Draft initial Action Document or Action Document (according to ToR), with annexes		Prepares, reviews and submits document to EUD, copy DEVCO C6.	
STEP 7	Circulation to stakeholders	Circulates to country stakeholders. Prepares written comments to SF.		Circulates to EU stakeholders. Prepares written comments to SF.
STEP 8	Preparation of 2nd draft and annexes		Collects and integrates comments.	

		EUD	SUPPORT FACILITY	DEVCO C6
STEP 9	Finalisation of iAD or AD	2. Prepares final version.	1. Transmits to EUD for finalisation.	
STEP 10	Formal submission to Quality Support Group1	1. Submits document to QH for QSG1.		2. Follows up QSG1 process.
STEP 11	Address questions/comments from QSG	1. Transmits QSG1 feedback. Integrates comments in document.	2. Supports integration of QSG1 feedback in document	
STEP 12	Mission report		Preparation, review and submission of mission report.	<b>Validates report</b> <input checked="" type="checkbox"/>

In case a second country mission is needed, the process goes back to Step 2, 3 or 4 (according to EUD needs and its satisfaction with the proposed expert) and is finalised when it reaches Step 12 for the second time.

If the initial AD is considered not well formulated with major issues, a second mission is required involving same steps 3-12 for another QSG1.

In case only one country / field mission is needed, the process continues with Step 12 being as follows:

		EUD	SUPPORT FACILITY	DEVCO C6
STEP 12	Developing detailed Action	Provides additional guidance when necessary.	Further develops documents integrating comments from QSG. Performs additional research when necessary.	Provides additional guidance when necessary.



		EUD	SUPPORT FACILITY	DEVCO C6
STEP 13	Draft Action Document, with annexes		Prepares, reviews and submits Action Document to EUD, copy DEVCO C6.	
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If the final AD is considered not well formulated with major issues, a new process starts again involving same steps 12-19 for another QSG2.

## Appendix 2 - Template for Terms of Reference for Technical Assistance from the GCCA+ Support facility

The Word file can be assessed [here](#).

### TERMS OF REFERENCE<sup>3</sup>

FOR AN ASSIGNMENT TO XXXX TO SUPPORT DRAFTING FOR GCCA FUNDING

ADD TITLE OF THE ASSIGNMENT

THIS TEMPLATE CAN BE USED FOR EITHER THE IDENTIFICATION OR THE FORMULATION PHASE (OR BOTH)  
DEPENDING ON NEEDS EXPRESSED BY THE EUD]

[THE NEED AND NUMBER FOR FIELD MISSION(S) FOR THE DURATION OF THE ASSIGNMENT WILL BE  
ASSESSED ON A CASE TO CASE BASIS DEPENDING ON THE NATURE OF THE SUPPORT REQUESTED AND  
DEVELOPMENT STATUS OF THE PROJECT]

#### Abbreviations and key terms

AD: Action Document

C6 DEVCO: Thematic Unit C6 Sustainable Energy and Climate Change

CDM: Clean Development Mechanism

CfP: Call for Proposals

DEVCO: Directorate General Development Cooperation

DP: Development Partner

DRR: Disaster Risk Reduction

EU: European Union

EUD: European Union Delegation

GCCA: Global Climate Change Alliance of the European Union

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<sup>3</sup> These ToR are based on the revised Action Document template adopted on January 7<sup>th</sup> 2016. The revised approach is based on a single Action Document with different sections being completed during the identification and formulation phases. The revised TAPs are composed of specific sections selected from the final AD.

GCCA+: The new phase of the GCCA, the GCCA+ is a flagship initiative, in line with the European Commission's new Multiannual Financial Framework (2014-2020)

GCCA Focal Point: An EU Delegation staff member who oversees in-country / regional GCCA+ activities

GCCA Support Facility: Provides support to GCCA+ activities under a Service Contract

GGDC: Good Governance and Development Contract

GPGC: Global Public Goods and Challenges

HoO: Head of Operations (in EU Delegation)

HQ: European Union Headquarters Brussels

iAD: initial Action document

LDCs: Least Developed Countries

NAPA: National Adaptation Programmes of Action

NIP: National Indicative Programme

QSG: Quality Support Group (DEVCO)

QSG I: Reviews quality and makes recommendations if necessary at the end of identification

QSG II: Reviews quality and makes recommendations if necessary at the end of formulation

REDD: Reducing Emissions from Deforestation and Forest Degradation

RIP: Regional Indicative Programme

SIDS: Small Island Developing States

STE: Short Term Expert

TA: Technical Assistance

TAPs: Technical and Administrative Provisions

ToR: Terms of Reference

UNFCCC: United Nations Framework Convention on Climate Change

## 1.0 BACKGROUND

### ***The Global Climate Change Alliance (GCCA)***

The Global Climate Change Alliance (GCCA) was launched in 2007 by the European Commission (EC) to strengthen dialogue and cooperation on climate change between the European Union (EU) and developing countries most vulnerable to climate change, in particular the Least Developed Countries (LDCs) and the Small Island Developing States (SIDS), which will be the hardest hit by the adverse effects of climate change.

Building upon the work of the past few years, the European Commission launched the GCCA+ flagship initiative in 2014, as part of the thematic programme on Global Public Goods and Challenges (GPGC). As the successor to the GCCA, the GCCA+ continues to support those countries most vulnerable to climate change

challenges, notably Small Island Developing States and Least Developed Countries. The GCCA+ makes a key contribution to the climate change landscape through a double layer of action: policy dialogue and exchange of experiences, and technical cooperation through country and regional interventions. Specific support is provided to regional bodies of the African, Caribbean and Pacific (ACP) group of States through the GCCA Intra-ACP Programme.

GCCA+ will retain its focus on the Least Developed Countries (LDCs) and Small Island Developing States (SIDS), maintain policy dialogue and continue to support partner countries in their efforts to mitigate, adapt and become more resilient to climate change.

The GCCA+ retains a dual focus on policy dialogue and technical and financial support. These two pillars are mutually reinforcing and are themselves strengthened by cross-cutting networking and knowledge management activities.

Pillar 1: Policy dialogue	Pillar 2: Technical & financial support
Constructive exchange at local, national, regional and global levels between the EU and its partners in developing countries on climate policy, the UNFCCC and practical approaches for integrating climate change into development policies and budgets.	Financial and technical support for identifying, designing, implementing and monitoring GCCA+ interventions, prioritising UNFCCC commitments, National Adaptation Planning and Intended Nationally Determined Contributions.
Knowledge management and communication base	
Sharing of experience and lessons learnt from interventions, and knowledge generated from policy dialogue, with and between countries, regions and development partners.	

If on the one hand GCCA+ will zoom out to consider new possibilities for interaction and intervention, on the other it will zoom in, concentrating on fewer priority areas, targeting partner countries more systematically, and monitoring more closely the actions it supports.

Indeed, the three GCCA+ priority areas include:

- Climate change mainstreaming and poverty reduction;
- Increasing resilience to climate-related stresses and shocks;
- Sector-based climate change adaptation and mitigation strategies.

On a general level, the preferred aid modalities for country level interventions are the ones fostering direct policy dialogue and exchange of experience with the beneficiary countries and local stakeholders. This may

be supported through budget support, or decentralized management, the later possibly combined with call for proposals.

***Introductory remarks: xxxx and the GCCA+***

Provide brief introductory remarks as appropriate including reference to any previous GCCA support to the country /region.

***Country or Regional Context***

Provide an overview of the country / regional context in relation to climate change and the background including policy aspects as appropriate. Regional / country programming documents can be used to provide relevant background as well as the Environmental Profile(s) where available. Relevant sub-headings for this section may include the general social, economic and political context; national development policy and EU cooperation and an overview of sustainable development environmental and climate change strategies.

**2.0 Objectives of the Assignment**

The objective of the assignment is to support preparation of an initial Action Document (iAD) (in case of support to the identification phase) or/and Action Document (AD) (in case of support to the formulation phase) for a programme or project to be financed under the GCCA which has allocated €xxx to xxx.

The draft iAD and/or AD and the appropriate contributions to annexes will have to be presented and discussed with the EU Delegation in xxxCountryxxx. The findings of the Identification and Formulation phases (through one or two field missions) and the initial and final draft AD will be subject to the validation of the EU Delegation and the GCCA+ Support Facility (SF) and subsequent approval by the EU HQ (DEVCO).

**3.0 Description of the Assignment**

The iAD and/or AD (depending on the nature of the support requested by EUD) to be produced will be based on discussions with key stakeholders and a critical review of the country/regional context, policies, strategies and instruments, as well as institutions and stakeholders' capacities and ongoing sector initiatives in the country, and lessons learned on implementation of past and current plans and programmes. Existing documentation and assessments of the country's / region's environment situation and climate change vulnerability and impacts should also be taken into account.

Comprehensive guidelines are provided in the EU document "Instructions for Action Document Template Completion", which is included here as Annex 1. In addition, at the outset and during the assignment it is important to verify with the EU that the guidance and document templates used are the most recent versions.

In particular, the expert in charge of the assignment will:

- Prepare a draft tentative agenda for the field mission 4;
- Consult with the relevant national /regional stakeholders, including those listed in Annex 2;
- Consult with the EU Delegation and other development partners, including those listed in Annex 2;
- Clarify the issues to be addressed by the proposed action reflecting the priorities of key stakeholders;
- Investigate and help prioritise possible areas of intervention in line with the national strategies and related actions; and the GCCA+ priority areas. The programme should be aligned with the National and Regional Multiannual Indicative programmes and coordinated/in synergy with on-going and planned interventions of the region and other development partner programmes;
- Make an assessment of stakeholders' capacity, and of the existing policy framework;
- Critically review the advantages and disadvantages of various options that emerge before or from the assignment, making reference as necessary to key document and publications, as listed in Annex 3. ("options" should notably include: area(s) of intervention, intervention logic, and modalities of implementation);
- Help define and clarify the focus and scope of the action, including objectives, results and indicative activities;
- Perform a risk analysis and identify specific assumptions on which the intervention logic is based;
- Help select and define appropriate implementation modalities for the action;
- Focus on assessing and/or strengthening ownership and sustainability (e.g. institutional capacity, complementary actions that may go beyond the present action but may be needed in the future, possible replication, support to national development planning and budgeting processes, financial sustainability and climate finance effectiveness, linkages with the National Indicative Programme, Regional Indicative Programme and focal areas supported by EU in the medium to long-term).

As part of the GCCA + Flagship programme, specific focus should be on: development of local capacity, coordination with other GCCA programmes (national and regional) as well as other donors, national and international communication and visibility of the programme.

The assignment will be carried out in one or two phases [depending on the nature of the support requested by EUD]:

- Phase 1: Identification
- Phase 2: Formulation [keep the one(s) corresponding to the nature of the request]

An initial Action Document will be produced at the end of identification and further elaborated to reach complete formulation. The two steps remain distinct and therefore the document will be completed differently depending on the specific phase of the cycle and will need to be submitted by the EU Delegation to HQ at the end of the identification and formulation phases.

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<sup>4</sup> The expert will be in charge of preparing its own logistics



NB.1: Mainstreaming, i.e. systematic integration of climate change into development and poverty reductions plans and actions, is both an overall objective and a specific priority area of the GCCA/+, and can also be combined with a second priority area of the GCCA+. As it fosters alignment with a beneficiary country's agendas, the use of country systems and long-term capacity-building, ownership, and sustainability, due consideration should be given to this priority area of the GCCA+.

NB.2: To support the political dialogue, exchange of experiences, and knowledge management effort under the GCCA+ and EU visibility, it is advised that GCCA+-funded programmes include in their work plans the collection and documentation of lessons learned, case studies, stories or testimonials to be shared both in the country or region and across regions through the GCCA+ and its series of publications and website, in line with the GCCA+ Knowledge Management and Communication Strategy.

NB.3: The indicators should also be aligned with the EU Results Framework, GCCA+ index, and other proposed recommendations within the GCCA+ M&E system.

[The following section “Identification phase”, is optional depending on the nature of support requested by EUD and agreed by DEVCO-C6]

### **Identification phase**

This phase is expected to start with a desk review (indicatively 3 working days in Europe/home office, i.e. remote assistance) prior to the Identification country field mission, which will also include a shared briefing with the GCCA+ Support Facility Team, DEVCO C6, DEVCO Geo-directorate Desk Officer and the EU Delegation, at a minimum by telephone. During the desk review, all relevant key documents should be collected, reviewed and analysed. A series of documents will be shared with the expert by the Delegation. The expert is also expected to proactively search for additional documents as appropriate.

A field mission of XX working days (with an estimation of xxx maximum additional traveling days) will serve as a basis for both Identification and Formulation phases (to amend if support only requested for identification). During this field mission, the expert should carry out all consultations; discussions, briefings and visits to government agencies, development partners and other relevant stakeholders (see listing in Annexe 2), including any necessary field visits (to be agreed in advance of the mission during preparation of these ToR and finalisation of the expert's deployment logistics). The EU Delegation will facilitate all initial contacts, meetings and visits during the mission to ensure that the mission can commence in a timely manner and protocols are respected for meetings with line ministries' government officials.

During the identification mission, the expert will be given the opportunity to gather insights on ongoing/pipeline initiatives and on priority actions and collect and collate views/information that would also enable the expert and the EU Delegation to better identify the potential, leverage, synergies, and impact of the areas of intervention identified for support by the GCCA+. The expert will also highlight the synergies that could be provided throughout other EU financing instruments or programmes (NIP; RIP, etc.) or through other donors programmes either on-going or in the pipeline. At the end of the identification field mission, the expert will present preliminary findings and recommendations to the main government agencies, development partners and stakeholders consulted.

The expert will also include at the end of the mission provision of 1 working day for debriefing with the EU Delegation representatives after the presentation of the preliminary findings (mandatory). This debriefing, will involve presentation of the draft initial Action Document and annexes within a full working session. The expert will also participate in a mission debriefing with the GCCA+ Support Facility and DEVCO/C6, DEVCO Geo-directorate Desk Officer, and, if necessary, the EU Delegation at a minimum by telephone, on return from the region.

The finalisation of the initial AD and technical contributions to the appropriate annexes (see Annex 1 for listing) will be undertaken remotely (in Europe/home office) using emails/phone/couriers with national stakeholders and the EU Delegation as may be needed (indicatively 10 working days) up to the official submission of the AD by the EU delegation to DEVCO headquarters. All exchanges shall be copied to the GCCA+ Support Facility, as well as DEVCO/C6 and DEVCO Geo-directorate Desk Officer for main issues. An additional half-day in Europe/home office has been provisioned in case the initial AD requires some revision after it has undergone the QSG examination process at EU headquarters.

Overall the Identification phase is expected to be tentatively carried out over a period of xxxx weeks, and require XX effective working days of which XX will be abroad and X [to remove if no identification mission] performed office-based, plus travel time equivalent to X working days [to remove if no identification mission], or a total not exceeding XX days worked.

The outcomes to be produced during the identification phase are as follows:

- Clarification of the objectives, results and activities providing the foundation of an indicative logical framework including indicative result indicators;
- Drafting of the initial AD5 including the indicative logical framework matrix and outline budget. A page defining the acronyms used in the document should be included.
- Drafting of the technical contributions to other annexes to the AD as may be required (list of complementary actions; stakeholder analysis; risk analysis; capacity needs assessment; environment and gender equality screening) (see Annex 1 for full listing).
- A concise Phase 1 Report, of no more than 20 pages of main text, comprising a short description of activities undertaken during the assignment, the mission's agenda, stakeholders met, principal findings and justification of the options identified, plus any other relevant elements (including copies of reports and documents obtained as well as images taken during the in-country visit<sup>6</sup>) of importance for the programme and EU action, in addition to the documents above, which will be in annex. A proposed outline for the Phase 1 mission report is presented in Annex 4.

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<sup>5</sup> It is important to conform to the maximum page length specified in the 'Instructions for Action Document Template Completion' i.e. for budget support the initial AD should not exceed 12 pages, final AD 18; for other modalities the initial AD 9, final 16 pages.

<sup>6</sup> These photographs are to provide a visual representation of activities and actions relevant to the proposed intervention, and may illustrate the situation, relevant activities and existing and potential beneficiaries. These photos will become the intellectual property of the GCCA/European Commission and may be used for communications purposes, such as slide shows on the GCCA platforms, with due acknowledgments to the author of the pictures.

[The following section “Formulation phase”, is optional depending on the nature of support requested by EUD and agreed by DEVCO-C6]

### **Formulation phase**

Subject to the approval of QSG I, this Phase is expected to include 1 to 3 days remote update (in Europe/home office) to review the recommendations of the EU following the completed identification phase (QSG I), and discuss their findings with the GCCA+ Support Facility, DEVCO/, DEVCO Geo-directorate Desk Officer and the EU Delegation, at a minimum by telephone.

[The following 3 paragraphs are to be removed if no specific formulation mission approved for the formulation phase]

A formulation mission (indicatively 10-12 working days, subject to revision depending on particular local circumstances and needs – the values presented here are best estimate baseline, against which any changes will increase the number of days.) will be undertaken during which the expert should, based on the initial AD, carry out targeted consultations and discussions with key stakeholders so as to design in detail the programme/project. This should take into account the EU’s latest requirements arising from the QSG I review as well as any directions indicated by national stakeholders, DEVCO/, DEVCO Geo-directorate Desk Officer and the EU Delegation.

The EU Delegation will facilitate all contacts, meetings and visits during the mission, in prior consultation with stakeholders and the expert to ensure that the mission can proceed in a timely manner.

During the mission, a draft Action Document and technical contributions to key annexes (logical framework matrix, indicators, detailed budget, TA services scope etc., as outlined in Annex 1) will be prepared and, shared/discussed extensively with the national stakeholders and the EU Delegation, and presented to the key stakeholders prior to departure. The GCCA+ focal point at the EU Delegation will participate in this meeting. A debriefing with the GCCA+ Support Facility, DEVCO/C6, DEVCO Geo-directorate Desk Officer and, if necessary, the EU Delegation shall also be done thereafter, at a minimum by telephone.

The finalisation of the AD and technical contribution to the appropriate annexes will be undertaken in Europe/home office using emails/phone/couriers with national stakeholders and the EU Delegation as may be needed (indicatively 10-12 working days) up to the official submission of the AD by the EU Delegation to EU headquarters. All exchanges shall be copied to the GCCA+ Support Facility, DEVCO/ and DEVCO Geo-directorate Desk Officer. An additional 1 day in Europe/home office has been provisioned in case the AD requires some revision after it has undergone the QSGII examination process at EU headquarters.

Overall the Formulation phase is expected to be tentatively carried out over a period of xxxx weeks, and require XX effective working days of which XX will be abroad and X [to remove if no formulation mission] performed office-based, plus travel time equivalent to X working days [to remove if no formulation mission], or a total not exceeding XX days worked.

The outcomes to be produced during the formulation phase are as follows:

- Formulation of the objectives, results and detailed activities, and further development of the logical framework, including indicators and detailed budget. A page defining the acronyms used in the document will be included in the draft AD.
- Drafting of the technical contributions to the other annexes to the AD as may be required (draft technical and administrative provisions including if applicable scope of T.A services; ...) (see Annex 1 for full listing)
- A concise Formulation Phase / Mission final report, of no more than 15 pages of main text, comprising a short description of activities undertaken during the assignment, the mission's agenda, stakeholders met, principal findings and justification of the programme/project or of changes since the identification phase, other relevant elements (including copies of reports and documents obtained as well as images taken during the in-country visit<sup>6</sup>) of importance for the programme and the EU action, in addition to the documents above, which will be in annex. A proposed outline for the Phase 2 mission report is presented in Annex 4.

#### **4.0 Expertise Profile or Experience Required**

A qualified expert is sought who should have good administrative and technical background in environmental/sustainable development and climate change issues and programmes.

##### ***General Qualifications/Skills***

- Masters level in environmental management, development studies and/or other related fields or equivalent.
- Fluency in English and in xxxx.
- Excellent reporting and communication skills.

##### ***General Professional Experience***

- Professional experience of at least ten years in the field of environmental management, climate change and development.

##### ***Specific Professional Experience***

- Fully conversant with the principles and working methods of the cycle of operations Project Cycle Management / PCM and EU aid delivery methods.
- Work experience in project identification and formulation of projects under decentralized management.
- Work experience in design or/and supervision/implementation of climate change projects or programmes required; experience in environmental or climate change mainstreaming would be an asset.
- Work experience in developing countries required; experience in xxxxx countries would be an asset.

**Working Language**

The working language of the assignment is xxxxx.

**5.0 Duration and Location**

The assignment is expected to begin in xxxx and be completed in xxxx.

If required field missions will be undertaken to xxxxx

[To keep and fill tables as per approved support]

**Phase 1 Tentative Schedule: Identification**

Task description	Indicative time allocation (days)	Deliverables
Desk review – preparation	X	
First country mission (identification and/or formulation)	XX	
1st draft initial AD presented to stakeholders		1st draft of initial AD
Debriefing with EU Delegation		Draft initial AD
Travel days		
Finalisation of initial AD plus annexes, DEVCO/EU Del. Comments / and draft Phase 1 mission report	X	Draft final initial AD; Draft annexes; Draft mission report
Submission of initial AD to QSGI		EU submits initial AD to QSGI
TOTAL NUMBER OF DAYS	X	

**Phase 2 Tentative Schedule: Formulation**



Task description	Indicative time allocation (days)	Deliverables
Review and discuss the recommendations of the EU following the completed identification phase (QSG I)	X	
Second country mission [optional]	X	
1st draft AD presented to stakeholders and EU Delegation [optional]	X	
Debriefing with EU Delegation and draft AD [optional]	X	
Finalisation of the AD and annexes	X	Draft Final AD
Submission of final AD to QSGII	X	EU submits final AD to QSGII
Integration comments from QSGII	1 (if needed)	Final AD
TOTAL NUMBER OF DAYS	XX	

## 6.0 Reporting

The expert will report to the EU Delegation, and will keep the designated Government partner and the EU Delegation informed on progress and findings on a frequent basis especially during the in-country missions and during the period after each mission [adapt/remove depending on number of missions] when finalising the AD and technical sections of the appropriate annexes, with the GCCA+ Support Facility, DEVCO/C6 and DEVCO Geo-directorate Desk Officer in copy. The expert will use concise presentations (Power-point) when presenting the AD to the stakeholders and the EU Delegation, and first drafts of the AD shall be shared the day before presentation meetings at the latest but only after review/validation by the GCCA+ Support Facility.

The reporting requirements and indicative schedule for the reporting are included in sections 3 and 5 above. The schedule will be further refined after the expert is selected, and prior to the start of each phase of the assignment.

All written documents to be produced including the annexes must be written and submitted in English/French [chose as appropriate] and must be of an appropriate high quality. The SF will ensure quality control of the final AD. Please note that if the documents produced for Phase 1 Identification are not of acceptable quality, the STE will not be retained to undertake Phase 2 Formulation.

The iAD and AD and annexes for submission to the EU must be fully compliant with the EU's latest standards and respective templates. The final documents should incorporate any further comments

received from the concerned parties on those versions submitted, including following the EU Quality Support Group, and should be transmitted within a week of receipt of these comments.

The expert's concise mission report produced at the end of the assignment shall summarise the activities that have been undertaken, including details of stakeholders met, activities undertaken (through an agenda diary), findings, and other relevant elements of importance for the programme and EU actions in the country. The final versions of this report should incorporate any further comments received from the EU (DEVCO/ post QSG, DEVCO Geo-directorate Desk Officer and EU Delegation) on the draft versions and elements of importance / modifications that arise after the submission of the draft reports, and should be submitted to the EU (DEVCO/ and EU Delegation) within 10 days of the receipt of these comments.

### **7.0 Facilities to be provided by the Contracting Authority**

The expert will bring his/her laptop to use. There will be no office space provided in the country or at the EU Delegation.

## **ANNEXES**

Annex 1 : Copy of "Instructions for Action Document Template Completion »

Annex 2 : Indicative list of key stakeholders and institutions (to be updated before the start of the mission)

Annex 3 : Indicative list of key relevant documents (to be updated before the start of the mission)

Annex 4 : Proposed outlines for Phase 1 and 2 mission reports

Annex 5 : General Short Term Expert mission guidance and other DEVCO guidance documents and references (to be confirmed before the start of the mission).

**Annex 1: Copy of “Instructions for Action Document Template Completion”**

(To be included)

**ANNEX 2: Indicative list of key stakeholders and/or institutions**

**Government ministries**

(To be included)

**Government bodies**

(To be included)

**Development Partners**

(To be included)

**Non Government Organisations**

(To be included)

**Private Sector**

(To be included)

**Specify other (according to context/country)**

**ANNEX 3: Indicative list of KEY relevant documents**

**Revised (January 7th, 2016) Action Document Template**

**Templates of annexes to accompany the Action Document**

**(To be included)**

**Current Multi-annual Country / Regional Programming Document**

**Country Environmental Profile (if available)**

**Intended Nationally Determined Contribution (INDC)**

**Plus others as appropriate**

## ANNEX 4: PROPOSED OUTLINES FOR IDENTIFICATION AND FORMULATION REPORTS

### Identification Mission Report

#### Abbreviations and Acronyms

#### 1.0 Background

#### 1.1 The Global Climate Change Alliance and specify country / region

#### 1.2 Description of the assignment

#### 2.0 Context

#### 2.1 Climate change context in specify country / region and institutional arrangement

#### 2.2 Recent GCCA support to specify country / region

#### 3.0 Summary of main findings (for example)

#### 3.1 Theme 1 considered

#### 3.2 Theme 2 considered

#### 3.3 Theme 3 considered etc.

#### 3.4 Implementation options (for example)

##### 3.4.1 Indirect Management with beneficiary country

- Advantages
- Disadvantages

##### 3.4.2 Delegation agreement

- Advantages
- Disadvantages

##### 3.4.3 CfP centralised

- Advantages
- Disadvantages

##### 3.4.4 CfP non-centralised

- Advantages
- Disadvantages

#### 3.5 Indicative budget, programme, geographical focus

Table 1: Indicative budget and programme

#### 3.6 Field visit and stakeholder meetings

##### 3.6.1 Field visit details

##### 3.6.2 Specific meeting 1

##### 3.6.3 Specific meeting 2 etc.

(refer to appendices that provide details of (i) field visit programme and any formal (ii) stakeholder meeting)

#### 3.7 Log frame elements

Figure 1: Draft log-frame elements

#### 3.8 Persons consulted

(refer to appendix that provides full details of persons consulted (when met, name, role, affiliation, contact details, meeting context))

#### 4.0 General observations and recommendations

#### 5.0 Acknowledgements

#### Appendix 1 Field Visit Programme

#### Appendix 2 Stakeholder Meeting Programme (if required)

#### Appendix 3 Persons Consulted

#### Appendix 4 Selected References

#### Appendix 5 Draft Initial Action Document, draft logical framework, draft annexes (as required)

#### Appendix 6 Photographs with short written descriptions

#### Appendix 7 List of documents reviewed

Expect that the main report content to be maximum 20 pages

## Formulation Mission Report

### Abbreviations and Acronyms

1. Background
  - 1.1 The Global Climate Change Alliance and specify country / region
  - 1.2 Description of the assignment
2. Context
  - 2.1 Summary of QSG outcomes
3. Summary of main findings (for example)
  - 3.1 Documents produced
  - 3.2 Selection of implementation option
  - 3.3 Stakeholder meetings
    - 3.3.1 Specific meeting 1
    - 3.3.2 Specific meeting 2
  - 3.4. Persons consulted

(refer to appendix that provides full details of persons consulted (when met, name, role, affiliation, contact details, meeting context))
4. Acknowledgements

Appendix 1 Stakeholder Meeting Programme (if required)

Appendix 2 Persons Consulted

Appendix 3 Selected References

Appendix 4 Draft Action Document, draft detailed log frame/performance assessment framework (as applicable) and budget; draft scope of TA services; technical and administrative provisions, risk analysis (as applicable)

Appendix 5 Photographs with short written descriptions

Appendix 6 List of documents reviewed

Expect that the main report content to be maximum 15 pages



## **ANNEX 5: GENERAL SHORT TERM EXPERT MISSION GUIDANCE.**

### ***« Plan ahead and keep the overall timetable in sight »***

#### **Prior to the mission**

The AAP Decision year will be known and finalised AD submission dates provided by the client. Working backwards from this date, the approximate target dates of QSGI and QSGII can be estimated. Sufficient time should be allocated to complete an adequate identification and formulation process but if there is too long a gap between the two it is likely that circumstances will have changed and identification will effectively have to be repeated during formulation. Countries institutional frameworks with respect to climate change are typically in flux, with the creation of new ministries with responsibility for climate change for example. Staff changes both within Governments and EU Delegations are more likely to have occurred the longer the duration between identification and formulation and can have consequences for establishing a common view.

The SF has templates for support mission ToRs that have proved useful in practice and should be retained on the understanding that some in-country flexibility is possible to respond to unforeseen situations.

Where possible, commence discussion with the EU Delegation GCCA+ focal point on the mission logistics as soon as practical. The availability of key stakeholders in country as well as the EU Delegation focal point will be important in deciding dates. In planning country missions it is also advisable to avoid key global climate change events such as the COPs, and national events (elections, opening of parliaments, public holidays etc.) if possible. Other Development Partners may also be organising missions during the same period, so it is good to be aware of these too.

Once dates are confirmed, liaison with the EU Delegation GCCA+ focal point on setting up the introductory meetings can commence. If a stakeholder workshop is foreseen, a tentative date and agreement on the process for issuing invitations and other logistics should be explored as early as possible. Try and get prior information on any planned events such as any regular climate change steering committee meetings, or workshops. It may be possible that relevant stakeholders are pre-assembled for an event and the GCCA+ programme can be added to the agenda. This was done in Malawi and proved to be very effective.

#### **On arrival in country**

A briefing with the EU Delegation GCCA+ focal point is likely to be the first meeting, but it is highly advisable to request a short meeting with the Head of Operations (HoO) if one is not proposed. During the HoO meeting establish if there are any 'red lines' e.g. "...we avoid working with certain organisations...", and any 'must do's'. The HoO is unlikely to be closely involved with the mission but they ultimately take responsibility for submitting the AD, so their perspective and support is critical.

The second meeting should be where the EU Delegation GCCA+ focal point introduces the consultant to a senior Government representative who normally has been involved with preparing the ToRs (to a lesser or greater extent). Depending on the particular EU Delegation there may be a greater or lesser tendency to focus on the demands of internal procedures rather than national priorities. The success of the programme

or project will ultimately depend on national ownership, so the consultant should endeavour to 'diplomatically' encourage a common vision.

Climate change as a crosscutting issue has implications for a large number of sectors, consequently there are an almost an infinite number of stakeholders that can be consulted, particularly during identification. At a certain point decisions need to narrow down the scope of the intervention and limit the number of stakeholder meetings or there is a risk that identification will not end. It is advisable to keep a realistic view on the available budget to guide this scope. Formulation should aim to verify the identification findings, build on these and provide more detail on the proposal/AD and not re-open the identification process. As noted above, if there has been a long delay between the two, staff changes and new developments may have occurred, thus some flexibility is required but the aim should always be to build on identification not revisit it.

## **GCCA+ Briefing Materials**

For background on the GCCA+, please visit the website: [www.gcca.eu](http://www.gcca.eu) and particularly review the following publications:

- GCCA+ Concept Note [http://www.gcca.eu/sites/default/files/gcca\\_concept\\_note.pdf](http://www.gcca.eu/sites/default/files/gcca_concept_note.pdf)
- Using Innovative and Effective Approaches to Deliver Climate Change Support to Developing Countries [http://www.gcca.eu/sites/default/files/admin/gcca\\_brochure.pdf](http://www.gcca.eu/sites/default/files/admin/gcca_brochure.pdf)
- Global Climate Change Alliance: Paving the Way for Climate Compatible Development: Experiences from the Global Climate Change Alliance [http://www.gcca.eu/sites/default/files/GCCA/gcca\\_brochure\\_2012\\_eng\\_pdf\\_lo\\_0.pdf](http://www.gcca.eu/sites/default/files/GCCA/gcca_brochure_2012_eng_pdf_lo_0.pdf)
- From Integrated Climate Strategies to Climate Finance Effectiveness: Experiences from the Global Climate Change Alliance <http://www.gcca.eu/sites/default/files/soraya.khosravi/gcca2013-eng-pdf.pdf>
- From Local Action to Climate Budget Support: Experiences from the Global Climate Change Alliance [http://www.gcca.eu/sites/default/files/GCCA/gcca\\_publication\\_oct2015\\_en\\_lowres\\_0.pdf](http://www.gcca.eu/sites/default/files/GCCA/gcca_publication_oct2015_en_lowres_0.pdf)
- GCCA Evaluation
- FWC EuropeAid/127054/C/SER/Multi - lot 6: Environment; RFS 2013/331334/1 & 2013/331284/1. Evaluation of the Global Climate Change Alliance (GCCA) Global programme World-Wide <http://capacity4dev.ec.europa.eu/gcca-community/document/gcca-global-evaluation-report>

# **GCCA+**

## **ORIENTATION PACKAGE**

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Annex 4 - How to access GCCA+ Technical Assistance (Support Facility):  
Guidelines and sample ToRs

**Annex 5 - GCCA+ Results Framework**

Annex 6 – GCCA+ Communication and knowledge management  
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## Annex 5 - GCCA+ Results Framework

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## 1. Introduction

The 2014 global evaluation of the Global Climate Change Alliance<sup>1</sup> (hereafter GCCA) states that “greater effort is required, in future programming, to identify or help formulate indicators that align more effectively with GCCA objectives”.

In October 2015, at time of launching the Global Climate change Alliance Plus (hereafter GCCA+), the Unit for Sustainable Energy and Climate Change, overseeing the GCCA+ got into developing a Result framework (hereafter GCCA+ RF) with the aim to provide means to monitor activities and overall results and to report to MSs on the overall governance and performance of the programme.

This document constitutes an attempt in providing such framework (methodology and tool), tailored to the GCCA+ initiatives specificities<sup>2</sup> and that is aligned to the European Union Result Framework (hereafter EURF)<sup>3</sup>, thereby providing the means to inform GCCA+ stakeholders (from decision makers to implementers) on: (1) GCCA+ initiative's contribution to the overall objectives of the EU international cooperation and development assistance, and (2) attainment of results under GCCA+ programmes in partner countries. This framework shall also facilitate information collection on , (3) the performance of the GCCA+ Support facility work.

In other words, the GCCA+ RF aims at integrating the multiple M&E requirements of the GCCA+ whether they are upstream (European Union, Commission's Directorate-General for International Cooperation and Development, hereafter DG DEVCO) or downstream (Beneficiaries, GCCA+ Support Facility). It is therefore important to note that the GCCA+ RF goes beyond the initial GCCA+ M&E framework provided in the GCCA+ concept note. Indeed, it aims at contributing to the EURF and to the Commission's efforts “to strengthen monitoring and reporting on results of EU International cooperation and development assistance at the project and programme level, at country level and at the corporate level of the EU as a donor”<sup>4</sup>.

Finally, it should also be understood that key elements of this GCCA+ result framework such as indicators will be reviewed and aligned, as appropriate, with those expected to emerge from any future revision of the EURF (i.e. in line with update of the EURF indicators to be carried out following the adoption of the Sustainable Development Goal indicators<sup>5</sup>).

## 1. Purpose

The GCCA+ RF purpose is to:

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<sup>1</sup> [Evaluation of the Global Climate Change Alliance \(GCCA\), Global programme, World-Wide, Final Report, 6th February 2015 \(Revised 20th April 2015\)](#)

<sup>2</sup> ["The plus of GCCA+", The Global Climate Change Alliance Plus, An EU flagship initiative supporting climate resilience \(2015\)](#)

<sup>3</sup> The format adopted for this GCCA+ framework is inspired by the EU International Cooperation and Development Results Framework (EURF) as described in the ["Staff Working Document 2015 \(SWD\) 2015, 80 "Launching the EU International Cooperation and Development Results Framework" \(2015\)80](#).

<sup>4</sup> ["Staff Working Document 2015 \(SWD\) 2015, 80 "Launching the EU International Cooperation and Development Results Framework" \(2015\)80](#)

<sup>5</sup> [SDG indicators website](#)

- measure GCCA+ contribution to DEVCO actions** and implementation of its Global Public Goods and Challenges (hereafter GPGC) programme 2014-2020<sup>6</sup>, and notably to the objective 1 of its strategic area on Climate change adaptation and mitigation, and support for the transition to climate-resilient low-carbon societies<sup>7</sup>, to which the GCCA+ is a flagship programme. It will also demonstrate its contribution to the United Nations Agenda 2030 for sustainable development, **in relation to the SDGs of interest to the GCCA+ mandate**;
- provide an overview of GCCA+ achievements** at country level and across GCCA+ targeted countries by proposing to EU Delegations, some indicators for both types of GCCA+ projects i.e., on climate change mitigation and adaptation;
- provide information on **the performance of the GCCA+**, and notably the support provided by the GCCA+ Support Facility to the implementation of the programme.

## 2. Structure and coverage

The GCCA+ Results Framework is aligned to the flagship initiative's key reference documents, as follows (see also Figure 1 below) :

- At impact level**, the main reference document is the GPGC programme 2014-2020.
- At outcome level, the objectives of the GCCA+** are defined by the Commission Staff Working Document (hereafter SWD) "Implementation framework of the Global Climate Change Alliance"<sup>8</sup>, and the update made through the GCCA+ concept note (e.g. climate resilience)<sup>9</sup>.
- At induced outputs level, the expected outputs are defined on the basis of the two pillar approach** of the GCCA+ flagship initiative (2014-2020) as defined by the concept note, i.e.:
  - A **platform for dialogue and exchange of experience** between the EU and developing countries,
  - A **source of technical and financial support** for the world's most climate-vulnerable countries. In this context, three priority areas of intervention were identified (see Box 1).

Additionally, also on the basis of the GCCA+ concept note, it includes a third point:

- A **horizontal communication and knowledge management base** reinforcing the above two pillars.

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<sup>6</sup> ["Programming thematic programmes and instruments. Programme on Global Public Goods and Challenges 2014-2020. Multi-annual indicative programme 2014-2017"](#)

<sup>7</sup> "Objective 1: To facilitate the transition to a climate resilient low-carbon future in line with the 2°C goal and to foster a common understanding of the risks, costs and challenges posed by climate change, the benefits of low carbon action and the links to adaptation and sustainable development"; ["Programming thematic programmes and instruments. Programme on Global Public Goods and Challenges 2014-2020. Multi-annual indicative programme 2014-2017"](#) , p33.

<sup>8</sup> [Commission Staff Working Document. "Implementation Framework of the Global Climate Change Alliance". SEC\(2008\) 2319](#)

<sup>9</sup> It should be noted that the SWD mainly refers to adaptation. Shall the GCCA+ better include mitigation, a proposed reviewed objective could be: "To help countries most vulnerable to climate change, in particular Least Developed Countries (LDCs) and Small Island Developing States (SIDS), **to address climate change and its effects**, in support of the achievement of the SDGs, and to have their voice better heard in the international climate change negotiations."

**The input level** is the level of resources and the activities of the GCCA+ Teams (DEVCO Unit C6 management team and the Support Facility providing technical assistance for the implementation of the programme). This is monitored as they act as process facilitators, providers of technical guidance and a range of technical services (e.g. global and regional events, field or remote technical support to European Union Delegations, etc.).

**Box 1 – Priority areas of intervention for GCCA+ supported Actions**

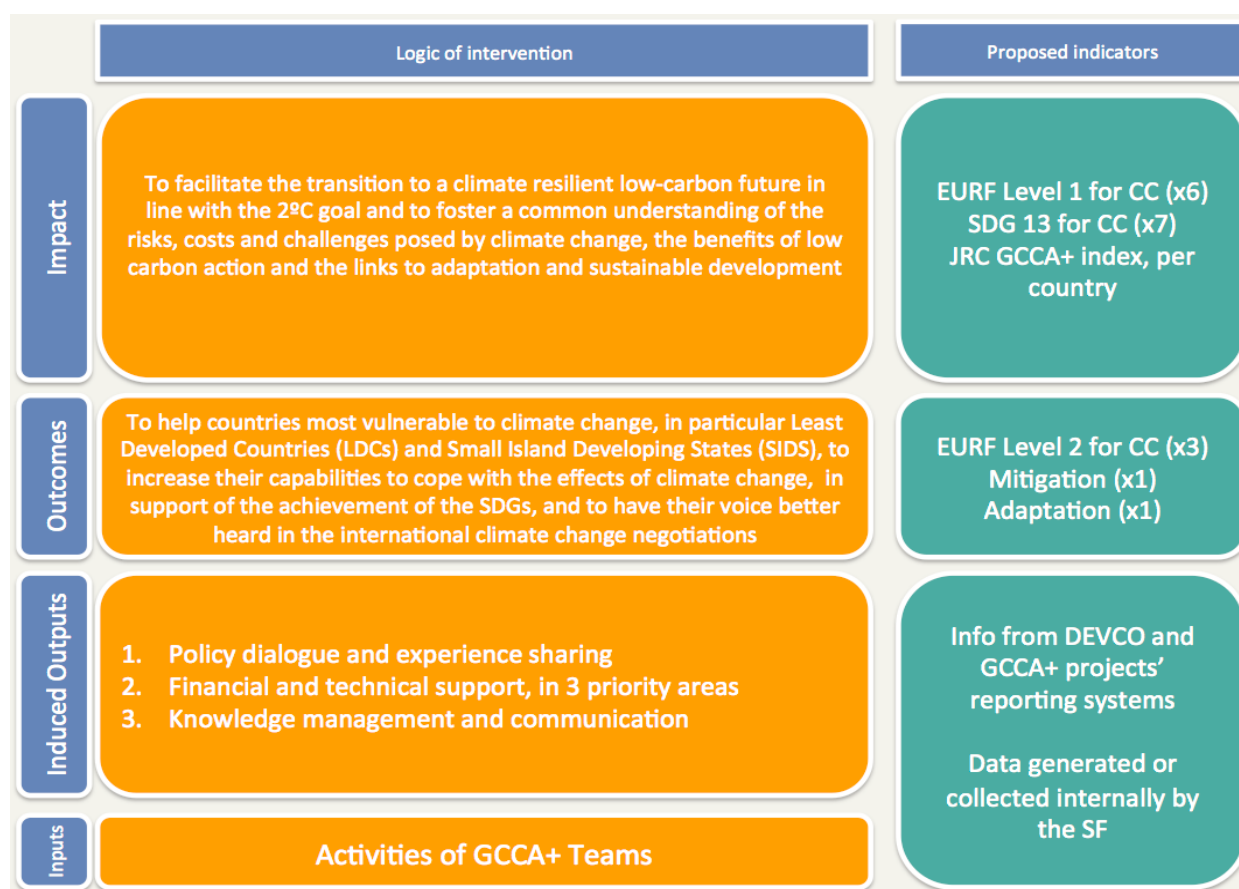
The GCCA+ concept note defines the thematic areas in which technical and financial support (i.e., Induced Output 2) should focus on. These are the following:

- Climate change mainstreaming and poverty reduction
- Increasing resilience to climate-related stresses and shocks
- Sector-based climate change adaptation and mitigation strategies

Source: ["The plus of GCCA+", The Global Climate Change Alliance Plus, An EU flagship initiative supporting climate resilience, \(2015\)](#)

Figure 1 summarise the intervention logic and sources of indicators , thus showing the GCCA+ RF alignment to core DG DEVCO and international frameworks.



**Figure 1: GCCA+ intervention logic and sources of the proposed indicators**

Note: in the proposed indicators the number given in brackets indicates the number of indicators selected from the source given.

### 3. Indicators

The full set of indicators is presented in Annex 1.

#### Data collection and consolidation

Indicators selected at **impact level** are firstly extracted from the EURF level 1 indicators<sup>10</sup> with a focus on those relevant to the GCCA+ mandate. It shall be noted that the selected indicators will be reviewed and aligned, as appropriate, with those expected to emerge from any future revision of the EURF (i.e. in line with update of the EURF indicators to be carried out following the adoption of the Sustainable Development Goal indicators<sup>11</sup>).

<sup>10</sup> EURF indicators level 1 can be consulted in: ["Staff Working Document 2015 \(SWD\) 2015\\_80 "Launching the EU International Cooperation and Development Results Framework" \(2015\)80](#) , p4 and p15-21. Methodological notes are available here: <http://capacity4dev.ec.europa.eu/eu-rfi>

<sup>11</sup> [SDG indicators website](#)

However, as the current EURF level 1 indicators proposed for climate change are limited (3 of the 6 covering natural resources, environment and climate change, out of 32 covering all of DEVCO's sectors), several other indicators will be added:

GPGC indicators<sup>12</sup>,

SDGs<sup>13</sup>,

Indicators the European Commission's Joint Research Centre (JRC) selected for the GCCA+ climate-resilient development index and used to screen and prioritise GCCA+ partner countries<sup>14</sup>.

These indicators draw on international organisations' M&E and statistics systems (UN agencies, World Bank, European Commission and others) after adjustments from nationally produced reporting exercises. The determination of how much of the changes registered at impact level is directly attributable to the GCCA+ initiative is not possible and falls outside the scope of this exercise and framework. At this level 1, no measure is made by or for the sole purpose of the GCCA+.

The criteria applied to the selection of the EURF indicators are given in Box 2 hereafter.

Data related to the **impact level** will be collected and reported across all partner countries where the GCCA+ is funding interventions. The reason being this level of the framework is intended to provide an overall picture (*'snapshot'*) of the development status across all our partner countries.

**Box 2 - Criteria applied to the selection of indicators at levels 1 and 2 of the EURF:**

- In line with EU development policy priorities 2014-2020 and, in that respect, largely reflecting the proportion of each sector's importance in terms of its financial weight within the EU international cooperation and development assistance portfolio for 2014-2020;
- Aligned with indicators commonly used by partner governments and making sure that data are readily available;
- Clearly defined and adequate for aggregation;
- Aligned, where possible, with indicators being used by other donors.

Source: The SWD (2015)80 "Launching the EU International Cooperation and Development Results Framework"

**At outcome level**, focus is solely on those countries in which there is GCCA+ funded ongoing project/programme (or GCCA phase 2008-2014). Therefore data collection and reporting is to be based on:

the EURF level 2, when available;

collection of data based on GCCA (+) project M&E systems.

In the latter case, DEVCO C6 will ensure that the review at intervention design level (identification and /or formulation, including the Quality Service Group review) will ensure that information originates from national statistical systems or specifically collected from project and programme monitoring mechanisms. Indeed, indicators should be aligned as

<sup>12</sup> These are already mostly in line with the EURF

<sup>13</sup> It is expected that these different sources of indicators will merge or align in the course of the coming years in line with adoption of the SDGs in September 2015 and process of definition of SDGs Indicators. The EURF will be reviewed accordingly.

<sup>14</sup> [GCCA+ index on climate-resilient development, developed by the JRC.](http://knowsdgs.jrc.ec.europa.eu/) <http://knowsdgs.jrc.ec.europa.eu/>

much as possible with indicators commonly used by partner governments, in as much as they are clearly defined, adequate for aggregation of patterns and trends against each project's logframe and for which data are readily available at country level or at project or programme level.

In order to have complementary information that is more specific to GCCA+ objectives, the GCCA+ RF will propose to European Union Delegations (EUDs) to use *one* specific indicator for interventions focusing on climate change adaptation (see Box 3), and another *one* for interventions on climate change mitigation (see Box 4). Having standard indicators will also ensure coherence of results reported across all GCCA+ projects. These indicators should be used when a GCCA+ intervention is being designed<sup>15</sup>. DEVCO-C6 shall ensure that these GCCA+ proposed indicators “across the board” for mitigation and adaptation will be integrated in the project M&E system.

**Box 3 – Proposed outcome indicator, for projects having climate change adaptation as a main objective (compulsory for GCCA+ supported actions CCA Rio marked 2, recommended for CCA Rio marked with a score of 1)**

- Proposed outcome indicator for adaptation:
 

*Number of final beneficiaries (disaggregated by sex) of climate adaptation measures supported by the GCCA+ project/programme*
- A methodological note (Annex 2) has been prepared to ensure users' common understanding of how to use the indicator, and thereby improve coherence of results across the GCCA+ projects.
- Characteristics of the methodology proposed:
  - Easy to implement in any project context as it is based on standard practice regarding project accountability and reporting (see: Project Cycle Management guidelines, EuropeAid, <https://goo.gl/7sTibN>);
  - Can be applied even without expertise in M&E;
  - Projects results obtained through this indicator can be aggregated.

<sup>15</sup> It should be underlined that GCCA+ supported actions are country and demand driven, notably designed at the level of EUDs, in consultation with local partners, and then reviewed and endorsed by DEVCO Quality Support Groups. Hence, . EUDs may receive the support of the GCCA+ at design level (identification and/or formulation), notably through the Support Facility (which is optional) or DEVCO thematic units as appropriate .

**Box 4 – Proposed outcome indicator, for projects having climate change mitigation as a main objective (compulsory for GCCA+ supported actions CCM Rio marked 2, recommended for CCM Rio marked with a score of 1)**

- Proposed outcome indicator for mitigation:
 

*GHG Emissions reduced or avoided expressed on the basis of CO<sub>2</sub> equivalent by the EU supported intervention (kt CO<sub>2</sub> eq).*
- A methodological note (Annex 3) has been prepared to ensure users' common understanding of how to use the indicator, and thereby improve coherence of results across the GCCA+ projects.
- Characteristics of the methodology proposed:
  - Designed in line with Intergovernmental Panel on Climate Change (IPCC) and the United Nations Framework Convention on Climate Change (UNFCCC) definitions and standards (see: UNFCCC guidelines on annual inventories, <https://goo.gl/n4c47U>);
  - Are web based and thereby easily available at international level;
  - Do not require expert skills;
  - Projects results obtained through this indicator can be aggregated.

Due to the working context of the GCCA+ (e.g. indicators decided by EUDs and national partners), it is probable that many of the project level outcome indicators are not standardised and/or cannot be aggregated. Adaptation, particularly, is not related to a specific sector, and there is no one universally recognised indicator for climate change adaptation. Therefore, EUDs will need to use a selection of indicators that best serve the purpose of monitoring their specific adaptation action, some of these indicators probably originating from other sources than the EURF list. Yet, all indicators selected by EUDs will be taken into account by the GCCA+ SF at time of project updates carried out with EUDs climate change focal points, and the related results will be studied to be used for communication, lessons learning, or illustrative purposes.

The extraction of information from GCCA+ projects will be done from their project M&E logframes at outcome level. During the elaboration of this GCCA+ RF, the Unit for Quality and Results of DEVCO also approached the GCCA+ to see if the GCCA+ would be interested to pilot a tool that they are developing to have information on ongoing projects, as part of GCCA+ monitoring processes.

Annex 2 and 3 constitute short explanatory notes to EU Delegations for the use of the indicators for adaptation and mitigation to be used at the initial Action Document (iAD) preparation level. To systematize the practical use of these 2 indicators during identification and formulation of GCCA+ action documents i.e. in the relevant Monitoring & Evaluation section and logical framework, it will be recommended to define baseline and alternative (i.e. taking into account the results proposed by the project) scenarios.

Annex 4 presents another tool to support EUDs to quickly analyse country progress towards the mainstreaming of climate change adaptation.

**Outputs (and input)** indicators capture data on how processes and resources are managed and therefore include information on areas related to the activities and outputs of the GCCA+ delivered by DEVCO C6 and the GCCA+ Support Facility. The GCCA+ SF is responsible for the collection of the related data.

## Baselines and targets

**Impact** – At this level, the latest available data will be collected across all countries where the GCCA+ financially supports projects/programmes. These values should be understood as the starting point, or baseline, against which future progress at this level will be assessed.

**Outcome** – Baselines will mainly refer to data available at the time of formulation of the GCCA+ national and regional actions /projects / programmes. Information and results collected will be compared, year by year, to demonstrate the progress (i.e. what has been achieved) since the introduction of the GCCA+ RF.

**Outputs/Inputs** – Baseline values are mostly 0, as a starting point of activities. Detailed targets are available in Annex 1.

The above approaches on baselines and targets are consistent with the current practices used by other donors' results frameworks (e.g. OECD, AFD, GEF, ).

## 4. Modalities for reporting on results

### Periodicity and publication of results information

It is proposed that the monitoring exercise for all levels is aligned with the annual monitoring reporting requirements of the EURF:

The periodicity of publication is annual;

The publication is due two months after DEVCO-C6 has provided information on its calendar for reporting requirements within the broader institutional reporting processes.

### Communication and visibility tool on results

It is proposed here to develop a dedicated GCCA+ web portal publishing *a selection* of data and results focusing on the GCCA+ RF outcome and output levels. The input of data would fall under the responsibility of the SF with agreement of DEVCO C6. This would contribute to increasing GCCA+ transparency and **accountability towards partners and stakeholders**. A draft concept note for this GCCA+ open data web portal is provided in Annex 5.

Appendix 1 - GCCA+ Results Framework Logframe<sup>1617</sup>

*In grey and italic: To be determined at project level*

Sources: \* GPGC; \*\* GCCA+ concept note; \*\*\* EURF; \*\*\*\* SWD 2008

## Overall objectives

	GCCA+ Intervention Logic	Related Indicators	Sources of data	Baseline	Target	
<b>Overall Objectives</b>	Contribute to Component 1 of the GPGC: "to facilitate the transition to a climate resilient low-carbon future in line with the well below 2 °C goal and to foster a common understanding of the risks, costs and challenges posed by climate change, the benefits of low carbon action and the links to adaptation and sustainable development"*	SDG 13.1.1 Number of countries with national and local disaster risk reduction strategies (Tier II)	SDGs: indicator web platform developed by SDSN: "Indicators and a Monitoring Framework Launching a data revolution for the Sustainable Development Goals" ( <a href="http://indicators.report/">http://indicators.report/</a> ). NOTE: At the moment it gives only the characteristics of the indicators but should publish the collected data in the future	Data 2016	N/A	
		SDG 13.1.2 Number of deaths, missing persons and persons affected by disaster per 100,000 persons (Tier II)				
		SDG 13.2.1 Number of countries that have communicated the establishment or operationalization of an integrated policy/strategy/plan which increases their ability to adapt to the adverse impacts of climate change, and foster climate resilience and low greenhouse gas emissions development in a manner that does not threaten food production (including a national adaptation plan, nationally determined contribution, national communication, biennial update report or other) (Tier III)				
	Thereby, contribute to the overall objective of the GPGC: "support inclusive sustainable development"*	SDG 13.3.1 Number of countries that have integrated mitigation, adaptation, impact reduction and early warning into primary, secondary and tertiary curricula (Tier III)				
		SDG 13.3.2 Number of countries that have communicated the strengthening of institutional, systemic and individual capacity-building to implement adaptation, mitigation and technology transfer, and development actions (Tier III)				
		SDG 13.a.1 Mobilized amount of United States dollars per year starting in 2020 accountable towards the \$100 billion commitment				
		SDG 13.b.1 Number of least developed countries and small island developing States that are receiving specialized support, and amount of support, including finance, technology and capacity-building, for mechanisms for raising capacities for effective climate change-related planning and management, including focusing on women, youth and local and marginalized communities (no Tier)				

<sup>16</sup> Based on logical Framework template (as annexed to standard Action Document template as of 1 January 2015), Result Oriented Monitoring Handbook, February 2015

<sup>17</sup> The selected indicators will be reviewed and aligned, as appropriate, with those expected to emerge from any future revision of the EURF (i.e. in line with update of the EURF indicators to be carried out following the adoption of the Sustainable Development Goal indicators).

**Annex 5 - GCCA+ Results Framework**

	GCCA+ Intervention Logic	Related Indicators	Sources of data	Baseline	Target	
		EURF 1.21 – SDG 11.5.2: Direct economic loss in relation to global GDP, damage to critical infrastructure and number of disruptions to basic services, attributed to disasters	EURF	Data 2015	N/A	
		EURF 1.23 – SDG 9.4.1: CO2 emission per unit of value added	idem	Data 2015	N/A	
		EURF 1.9 – SDG 6.1.1: Proportion of population using safely managed drinking water services	idem	Data 2015	N/A	
		EURF 1.25 – SDG 15.1.2: Proportion of important sites for terrestrial and freshwater biodiversity that are covered by protected area	idem	Data 2015	N/A	
		EURF 1.10 – SDG 6.2.1: Proportion of population using safely managed sanitation services	idem	Data 2015	N/A	
		<i>Other EURF Level 1 will be collected when selected by GCCA+ projects (for example: in the sectors of sustainable agriculture, energy, ... )</i>	<i>EURF</i>	<i>Data 2015</i>	<i>N/A</i>	
		Value of the GCCA+ index, disaggregated by country, within the LDC and SIDS list	JRC GCCA+ index, yearly updates <a href="http://www.gcca.eu/about-the-gcca/jrc-gcca-index">http://www.gcca.eu/about-the-gcca/jrc-gcca-index</a>	Data 2014	N/A	

**Specific Objectives**

		Related Indicators	Sources of data	Baseline	Target	Assumptions
<b>Specific Objectives</b>	To help poor developing countries most vulnerable to climate change, in particular Least Developed Countries (LDCs) and Small Island Developing States (SIDS), to increase their capabilities to cope with the effects of climate change, in support of the achievement of the SDGs and NDCs, and to have their voice better heard in the international climate change negotiations.****	For GCCA+ mitigation projects, EURF 2.21: Greenhouse Gas (GHG) emissions avoided <sup>18</sup> (tonnes CO2eq) with EU support	EURF: DEVCO (precise source: annual report? to be discussed with DEVCO) M&E systems of GCCA+ interventions, collected via GCCA+ bi-yearly information updates (via project fiches and accessible through the GCCA+ web tool)	Data 2015, if possible (tbc)	N/A	
		EURF 2.19: Number of countries and cities with climate change and/or disaster risk reduction strategies: (a) developed, (b) under implementation with EU support		Data 2015, if possible (tbc)	20 countries	
		EUR 2.23: Areas of terrestrial and freshwater ecosystems under (a) protection, (b) sustainable management with EU support		Data 2015, if possible (tbc)	N/A	
		EURF 2.20: Number of Micro, Small and Medium Enterprises (MSMEs) applying Sustainable Consumption and Production practices with EU support		Data 2015, if possible (tbc)	N/A	

<sup>18</sup> Or sequestered



		Related Indicators	Sources of data	Baseline	Target	Assumptions
		<i>Other indicators at S.O level including EURF Level 2 indicators that were selected for GCCA projects in key sectors related to adaptation or mitigation (examples: e.g., agriculture, water, DRR, environmental protection, infrastructure, energy) will also be collected. The list of indicators that will be captured in this system cannot be anticipated at this moment.</i>	<i>DEVCO 06 tool for monitoring ongoing projects, applied to GCCA+ projects. Information validated by EUD focal points.</i>	<i>No specific baselines or targets. These will be defined at EUD &amp; DEVCO level at the time of formulation of individual projects.</i>		
		For GCCA+ adaptation projects: Number of final beneficiaries (disaggregated by sex) of climate adaptation measures supported by GCCA+	<i>DEVCO 06 tool for monitoring ongoing projects, applied to GCCA+ projects. Information validated by EUD focal points.</i>	Data 2015, if possible (tbc)	N/A	

## Induced Output 1

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
Induced Output 1	1 - Dialogue and experience sharing / policy dialogue is increased	% of GCCA events organised as per schedule	SF activity reports (activity tracking sheets) Media coverage (press releases, web articles) Participant lists at organised events	N/A	100%	> GCCA+ partners are keen to be actively involved in regional dialogue events on CC with the European Union. > GCCA+ funds (MFF 2014-2020) pledged and committed to target countries and regions are made fully available for implementation. > Technical support provided involves all relevant stakeholders (ECHQs, EUDs, target country's government, EU SF). > Commitment of the GCCA+ partners to integrate CC into their development policies, plans and budgets as well as the implementation of CC related aid.
		% of participating countries to national or regional workshops that have undertaken concrete and applied actions for the integration of CC policy or DRM into their national development planning and budget documents using information or support received by the GCCA+	Results of GCCA+ community members feedback (surveys) Evaluation reports of GCCA+ funded projects Ex-post surveys of specific country/regional workshops	N/A	70%	
		Number of funded participants from LDCs and SIDS that have taken part in RCs.	SF activity reports (activity tracking sheets) Participant lists at organised events	0	+450	
		Number of participants attending UNFCCC side events organised by the GCCA+	Ex-post surveys of specific side events	0	N/A	
		Number of meetings and workshops with EU Member States	SF activity reports (activity tracking sheets)	0	To be defined by	



	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
			Participant lists at organised events		DEVCO	<p>&gt; GCCA+ Support Facility is granted an enabling environment (on-time necessary authorizations provided, effective involvement and cooperation of EU/EC relevant counterparts) to perform its mandated and contractual tasks.</p> <p>&gt; The coordination mechanisms between the relevant EU initiatives (Intra-GCCA+, B4Life, etc.) and other stakeholders,</p>
		Number of “training of trainers” workshops organised	Training materials readily available	0	6	
		Number of participants mainly from LDCs and SIDS that have taken part in “training of trainers” workshops	SF activity reports (activity tracking sheets) Participant lists at organised events	10	180	
		Satisfaction rate of participants that have taken part in “training of trainers” workshops	ToT evaluation surveys	N/A	85%	
		% of funded participants mainly from LDCs and SIDS that have taken part in study tours satisfied by the study tour.	Participants feedback/survey	N/A	80%	
		% of GCCA+ beneficiary countries making specific requests for support that have been attended.	SF activity reports (activity tracking sheets)	N/A	100%	

### Induced Output 2

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
<b>Induced Output 2</b>	2 - Financial and technical support is achieved. <i>Three priority areas:</i> -> <i>Mainstreaming CC into poverty reduction and development efforts</i> -> <i>Increasing resilience to climate related stresses and shocks</i>	% of GCCA+ country/regional programmes initiated according to yearly AAP	CRIS records, DEVCO annual reports (TBC)	0	100%	<p>&gt; The GCCA+ partners are committed to integrate climate change into their development policies, plans and budgets as well as the implementation of climate change related aid.</p> <p>&gt; The approval process of the EC allows, in a timely</p>
		Number of GCCA+ country/regional programmes initiated	CRIS records, DEVCO annual reports (TBC)	0	30	
		Amount of funding commitment of the GCCA+, for adaptation	Rio markers for CCA, DEVCO annual reports (TBC)	Data 2015	N/A	

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
	<i>-&gt; Supporting formulation and implementation of concrete and integrated sectoral based climate change adaptation and mitigation strategies</i>	Amount of funding commitment of the GCCA+, for mitigation	Rio markers for CCM, DEVCO annual reports (TBC)	Data 2015	N/A	manner, the allocation of GCCA+ funds according to the EC procedures on budget commitment. > All the information needed for the preparation of programme identification and formulation documents is made available to the EU SF by DEVCO-C6 and EUDs, which also facilitate the work of the EU SF in-
		Number of funding contributing partners	Action Documents	0	To be defined by DEVCO.	
		Amounts of contributions from funding contributing partners	Action Documents	0	To be defined by DEVCO.	
		% of the draft Action Documents submitted to DEVCO QSG process as prepared by the SF are approved with mark A.	QSG reports, DEVCO annual reports (TBC)	0	100%	
		Percentage of identification and formulation missions successfully completed	Mission EUD feedback forms	0	100%	
		Number of requests satisfied by the GCCA+ SF for support for the implementation of on-going programmes	Mission EUD feedback forms	0	30	
		Number of requests satisfied by the GCCA+ SF counting as "ad-hoc" support to eligible GCCA+ countries	Mission stakeholder feedback forms	0	30	
		Number of partnerships with research bodies and other stakeholders that contribute to the exchange of knowledge	Mission stakeholder feedback forms	0	4	

### Induced Output 3

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
<b>Induced Output 3</b>	3 - A knowledge management system and communication base are operational **	Number of stakeholders participating in the KM Action Plan in Year 1, 2, 3, disaggregated by type (event participants, focal points, subscribers to the newsletter, web users, platform users, Cap4Dev community, other)	Newsletters, videos, other publications GCCA+ website, and statistics, Cap4dev statistics Media (press & web articles) and social media (twitter posts), dates of publication	Data 2015	TBC	> The GCCA+ stakeholders are committed to provide information on which knowledge products can be created for dissemination. > Relevant EC communication bodies and implementation partners in-country contribute to the dissemination of information on the GCCA+
		% of satisfied users of KM tools, disaggregated by type of KM stakeholders as defined as per the KM Action Plan	Satisfaction surveys	0	TBC	

**Annex 5 - GCCA+ Results Framework**

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
		Number of visitors of the GCCA+ website	Website/portal statistics	Data 2015	TBC	<p>worldwide.</p> <p>&gt; GCCA+ Support Facility is granted an enabling environment (on-time necessary authorizations provided, effective involvement and cooperation of EU/EC relevant counterparts) to release 1 newsletter every three months and to upload new contents on the website on a regular basis.</p>
		Number of visits of the GCCA+ Cap4Dev pages	Cap4Dev statistics	Data 2015	TBC	
		Number of users registered at the Collaborative Portal, disaggregated by type (EU, Partners, ...) and intensity of activity	Website/portal statistics	0	TBC	
		Number of items stored in all information systems including website and portal, disaggregated by type (e.g.: reports, case studies, lessons learned, research papers, information and knowledge products as result of the collaboration and work in the groups of the collaboration Portal)	Website/portal statistics	Data 2015	TBC	
		Number of communication support material produced, diagggregated by type (videos, photos, flyers, brochures, stories, etc...)	Website/portal statistics	Data 2015	TBC	
		% of request for information reaching the GCCA+ answered	SF activity reports (activity tracking sheets)	0	100%	

**Induced Output 4**

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
<b>Induced Output 4</b>	4 - Ensure (1) that results-oriented monitoring and reporting is performed in a coherent manner across GCCA+ targeted countries and feeding into the EU results framework and (2) that ad-hoc and demand-driven support is provided to countries to set-up and/or operationalise national MRV (measurement, reporting and	% of GCCA+ projects (second phase) that carry out logframe-based monitoring and reporting	Collaborative platform, project progress reports	N/A	100%	<p>&gt; the EUDs in charge of the GCCA+ projects voluntarily cooperate in exchanging the required information through the collaborative platform</p> <p>&gt; the GCCA+ projects do not remove the EURF indicators from their logframes in the course of</p>
		% of GCCA+ projects (second phase) with logframes that incorporate relevant EURF indicators	Collaborative platform, Action Documents	N/A	100%	
		Number of communication materials and knowledge products enriched with/based on aggregated project data and information (outputs, impact, sustainability, planning, stakeholder categories, finance,...)	Website, SF documents and reports	N/A	15	

	Induced Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
	verification) systems, in line with the Paris agreement under the UNFCCC	% of requests for MRV-related support reaching the GCCA+ SF answered	SF reports	N/A	100%	implementation

## Direct Outputs

	Direct Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
<b>Direct Outputs</b>	Processes and tools that are put in place, in support to GCCA+ stakeholders (management Team and SF)	Activity 1.1 - Number of GCCA+ Global Events organised by end of 2021. - Number of participants for each GCCA+ Global Event delivered.	Event reports and related documents	0	- 3 GLE for global stakeholders , and 2 for Brussels based stakeholders - 150 participants for each GLE	
		Activity 1.2 -Total number of GCCA+ Regional Conferences (RC) in Asia, Caribbean, Africa, SIDS from AIMS region and Pacific are organised - Number of funded participants from LDCs and SIDS having taken part in RCs by August 2021.	Event reports and related documents	0  0	- 5 RCs in total - At least 120 participants	
		Activity 1.3 - Number of side events delivered by August 2021 (UNFCCC COP, EDD, Europeaid InfoPoint, etc.).	Event reports and related documents	0	6	
		Activity 1.4 - Percentage of the requests made for the preparation and delivery of meetings and workshops with EU Member States addressed successfully by August 2021	Reports	0	100% of requests	Demand based

	Direct Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
		Activity 1.5  - Number of “training of trainers” or other types of training organised by August 2021.  - Number of participants mainly from LDCs and SIDS that have taken part in “training of trainers” or other types of training with a satisfaction rate of 85% by August 2021.	Reports	0	- At least 6 “training of trainers” or other types of training organised.	Demand for training exists
				0	- At least 180 participants have taken part in “training of trainers” or other types of training with a satisfaction rate of 85%	
		Activity 1.6  - Number of study tours among GCCA+ partners organised by August 2021  - Number of funded participants mainly from LDCs and SIDS that have taken part in study tours by August 2021	Reports	0	- 3 study tours organised by August 2021	
				0	- At least 60 participants from LDCs and SIDS by August 2021	
		Activity 1.7  - Number of study tours among GCCA+ partners and EU Member States organised by August 2021.	Reports	0	3 study tours organised by August 2021	
		Activity 1.8  - Percentage of requests made to the SF for any other related activities addressed by August 2021	Reports	N/A	100% of requests made successfully addressed	Demand for SF services is made and approved

	Direct Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
		Activity 2.1  - Percentage of requests made for identification and formulation missions Assessed positively by EUDs by August 2021.	SF services assessment forms	N/A	- 100% of missions solicited for assessed positively by EUDs	Demand for SF services is made and approved
		Activity 2.2  - Percentage of requests for remote support for the implementation of on-going programmes are successfully addressed, by August 2021.	Reports	N/A	100% of requests solicited for assessed positively by EUDs	Demand for SF services is made and approved
		Activity 2.3  - Percentage of requests for ad-hoc support to eligible GCCA+ countries are successfully addressed by August 2021.	Reports	N/A	100% of requests solicited for addressed with satisfaction	Demand for SF services is made and approved
		Activity 2.4  - Number of partnerships (exchange of knowledge) between research bodies to which the SF will have contributed by August 2021.	Reports	0	At least 4 partnerships (exchange of knowledge) between research bodies established	Methodology agreed with DEVCO to engage with scientific communities in line with the establishment of partnerships.

	Direct Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
		Activity 3.1  - GCCA+ Communication and KM strategy revised by end of 2016  - New GCCA+ visual identity and logo by end of 2016  - Project communication and KM guidelines by mid 2017	Com & KM strategy  Brand manual  Project communication and KM guidelines	1 outdated strategy  1 existing visual identity and logo  No Project Com & KM guidelines	- 1 new Com & KM strategy by end of 2016  - 1 new visual identity and logo by end of 2016  - Com. & KM guidelines for projects by mid 2017	
		Activity 3.2  - Number of updates of project information per year until August 2021  - One web management platform (collaborative platform) developed to facilitate the project information update and communication processes with EUDs and projects	Projects fiches  Portfolio masterfile  Web management platform (collaborative platform)	N/A  No web management platform	- 2 updates per year  - 1 web management platform	
		Activity 3.3  - Number of Annual publication to which the SF will have contributed by August 2021  - Number of newsletter produced annually by August 2021  - Number of videos produced by year by August 2021	Annual publications  Newsletters  Videos	0  0  0	- 4 Annual publications  - 4 newsletters / year  - 1 video / year	
		Activity 3.4  - One new GCCA+ website by the end of 2016  - Percentage of events leading to the publication of new content on the GCCA+ website	GCCA+ website  Website statistics	1 website  N/A	- 1 new website by end of 2016  - Publication of new contents for 100% of events or activity	

	Direct Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
		Activity 3.5  - Number of posts on Cap4Dev GCCA+ community group by August 2021	Cap4DEV statistics	N/A	N/A	
		Activity 3.6  - Percentage of meetings and events supported by the SF	Events reports and related documents	N/A	All events and meetings supported by the SF	Events where SF services are required
		Activity 3.7  - Percentage of GCCA+ partners and stakeholders consulted satisfied with GCCA+ communication	Results of appreciation surveys	N/A	90% of the partners and stakeholders consulted satisfied	
		Activity 4.1.  - Updated GCCA+RF available and in use  - Updated information on individual GCCA/GCCA+ projects available through the collaborative platform  - Statistics and aggregated data on GCCA/GCCA+ project portfolio available  - Number of requests for information on the portfolio addressed  - Outputs of completed projects registered and analysed  - Insight gained in impact and sustainability levels of 22 completed projects	SF tools, documents and reports	N/A	1  All projects  N/A  100% of received requests  22 completed projects  22 completed projects analysed in terms of impact and sustainability	



	Direct Outputs	Related Indicators	Sources	Baseline	Target	Assumptions
		<p>Activity 4.2</p> <ul style="list-style-type: none"> <li>- MRV mapping document available</li> <li>- Selected MRV-related publications, tools and training materials as resources on the website</li> <li>- Yearly briefs on the evolution of the Enhanced Transparency Framework and the MRV-related Modalities, Procedures and Guidelines under the Paris Agreement (Art 13)</li> <li>- Number of ad-hoc requests for review and/or operationalisation of national MRV systems</li> </ul>	Website, SF documents and reports	N/A	<p>1</p> <p>3 repositories</p> <p>2 (COP24 and COP25)</p> <p>100% of received requests</p>	
		<p>Reporting</p> <ul style="list-style-type: none"> <li>- One inception report after the first month of activity</li> <li>- Number of months covered by a monthly activity report by end of August 2021</li> <li>- Number of 6-monthly interim reports by end of August 2016</li> <li>- One final report within a month of the end of the SF contract</li> </ul>	Various reports	<p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>- 1 inception report</p> <p>- 1 report/month</p> <p>- 1 interim report every 6-month</p> <p>- 1 final report</p>	
		<p>Coordination</p> <p>Monthly C6-SF coordination meetings carried out during the duration of the contract</p>	Minutes of meetings	0	1 C6/SF coordination meeting/month for the duration of the contract	To follow the GCCA+ governance structure and Result framework to be adopted by DEVCO-C6

## Appendix 2 -Adaptation Indicator methodology note

<b>1. Name of indicator</b>	Number of final beneficiaries (disaggregated by sex) of climate adaptation measures supported by GCCA+
<b>2. Which sector (using Result Framework heading)</b>	Natural Resources, Environment and Climate Change
<b>3. Technical Definition</b>	<p>Societies have a long record of managing the impacts of weather- and climate-related events. Nevertheless, additional adaptation measures will be required to reduce the adverse impacts of projected climate change and variability, regardless of the scale of mitigation undertaken over the next two to three decades. Moreover, vulnerability to climate change can be exacerbated by other stresses. These arise from, for example, current climate hazards, poverty and unequal access to resources, food insecurity, trends in economic globalisation, conflict and incidence of diseases<sup>19</sup>.</p> <p>Adaptation refers to the actions that countries will need to take to respond to the impacts of climate change that are already happening, while at the same time preparing for future impacts. It refers to changes in processes, practices and structures that can reduce vulnerability to climate change impacts, such as sea level rise or food insecurity. It also includes making the most of any beneficial opportunities associated with climate change, such as increased crop yields or longer growing seasons in some regions (UNFCCC, 2016).</p> <p>Adaptation solutions take many shapes and forms, depending on the unique context of a community, business, organization, country or region. There is no 'one-size-fits-all-solution' — adaptation can range from building flood defences, setting up early warning systems for cyclones and switching to drought-resistant crops, to redesigning communication systems, business operations and government policies. Therefore, adaptation measures or options vary depending on many factors and can be measures can be classified based on the sectors considered (UNFCCC, 2006 and TERI, IPCC, 2007).</p> <p>As such, there is no one internationally agreed indicator that measures the progress in adaptation to climate change due to a single intervention (project).</p> <p>Number of final beneficiaries (disaggregated by sex) of climate adaptation measures supported by GCCA+, include: number of people who received direct assistance from the GCCA+, as a response to a climate change adaptation need that was previously identified (through GCCA+ or other structures).</p>

<sup>19</sup> UNFCCC AR4,

	<p>Climate adaptation measures can be understood as activities which support some or all of the following objectives (non-exhaustive list):</p> <ul style="list-style-type: none"> <li>support the implementation of climate vulnerability assessments</li> <li>support the implementation of climate change adaptation plans, at national (e.g., NAP, INDC), local, or sector level</li> <li>support the implementation of measures implemented as a response to existing or foreseen climate events, as reflected in a project document.</li> </ul> <p>Beneficiaries should be understood as groups or individuals: susceptible to, or unable to cope with, adverse effects of climate change, including climate variability and extremes, <b>and</b> receiving social, environmental or economic benefits that can be directly attributed to the GCCA+ supported intervention</p> <p>A distinction should be made with information and awareness campaigns, where outreached people should be considered as indirect beneficiaries.</p>
<p><b>4. Rationale (including which policy priority, and how is this indicator linked to that policy priority)</b></p>	<p>Adapting to the adverse effects of climate change is, along with mitigation, a major area of action under the UN Convention for Climate Change (UNFCCC). The world is already experiencing changes in mean temperature, shifts in the seasons and an increasing frequency of extreme weather events. As the climate changes, societies will have to learn to adapt. The faster the climate changes, the harder it could be.</p> <p>The Agenda for change COM(2011) 637 final states that its support to inclusive and sustainable growth for human development should also contribute to improving the resilience of developing countries to the consequences of climate change. A “focus on helping reduce developing countries' exposure to global shocks such as climate change” is also part of the commitments of the Agenda.</p> <p>The EU therefore committed itself to dedicate at least 20% of its budget for climate relevant expenditures under its 2014-2020 Multilateral Financial Framework. Compared to the average level in 2012-2013, funding for international climate action will more than double. EU climate financial commitments are monitored through the use of “Rio” markers in all EU Action Documents.</p> <p>The Paris Agreement entered into force on 4<sup>th</sup> November 2016. It establishes a strong transparency and review system to keep track of progress within each country and collectively. It will include robust requirements for GHG inventories and for reporting on progress both (implementing and achieving targets). NDCs includes requirements that all Parties report regularly on their emissions and on their implementation efforts. There will</p>

	also be a global stocktake every 5 years to assess the collective progress towards achieving the purpose of the agreement and to inform further individual actions by Parties.
<b>5. Level of disaggregation</b>	Beneficiaries should be disaggregated by sex. Where possible/easily available, disaggregation by household, level of poverty (i.e.: below or above national poverty threshold), and the sector of the adaptation measure in question (i.e. agriculture, water, energy, environment, disaster risk reduction, infrastructure, transport, education, health) could also be provided.
<b>6. Data Sources (including any issues on (i) different definitions by source, and (ii) level of availability of the data)</b>	The data sources will be closely related to the implementation of the activities. Data on beneficiaries should be found through: <ol style="list-style-type: none"> <li>1. National authorities, using routine reports of public services associated to the GCCA+ intervention (e.g., agricultural extension services, Disaster Risk Reduction information systems, community information available in municipalities and decentralised offices)</li> <li>2. Routine surveys implemented by third parties (e.g., regular Demographic and Health Surveys)</li> <li>3. EU Project and programme monitoring systems: annual and final reports from implementing organisations, (governments, international organisations, non-state actors), baseline surveys, ROM mid-term reviews, and evaluations.</li> </ol> Final figures may be approximations and estimates, for example estimates by NGOs
<b>7. Data calculation (including any assumptions made)</b>	<u>Number of people benefitting from adaptation programmes supported by the EU (GCCA+ supported interventions)</u> – aggregate number of direct beneficiaries as described in part 3
<b>8. Worked examples</b>	<u>Number of people benefitting from climate adaptation supported by the EU:</u> EU supported a climate change adaptation programme which included i) support to a national administration, including equipment and capacity building of human resources ii) the implementation of pilot projects to implement a mix of climate change adaptation techniques in vulnerable communities. Resulting number of people benefitting from the EU programme will be a sum of i) the number of personnel supported (trained or capacitated) ii) the number of final beneficiaries who improved their resilience to the adverse impacts of climate, disaggregated by sector of activity, sex, poverty level. Examples, in given sectors: Number of people benefitting from malaria control measures in local areas threatened by increased incidence due to climate change (Health) Number of water users benefitting from conservation measures

	<p>in areas where enhanced water stress due to climate change is anticipated (Water and sanitation)</p> <p>Number of users of water saving irrigation methods to withstand climate change (Agriculture).</p> <p>Number of fishermen using practices to adapt to changes in fish stocks and target species (Fisheries).</p> <p>Number of people benefitting from flood prevention measures such as watershed management, reforestation or wetland restoration (Disaster risk reduction).</p> <p>Number of users of insurance schemes to cope with potential climatic disasters (Disaster risk reduction, Agriculture).</p>
<b>9. Is it used by another organization or in the framework of international initiatives, conventions, etc.? If so, which?</b>	<p>No. The question of setting a single standard indicator for adaptation, that could be used at international level, is under debate. It is possible that such an indicator would focus at country level (not at project level).</p>
<b>10. Other issues</b>	<p>Climate resilience of people benefitting from climate adaptation programmes supported by the EU may not be fully attributable to the EU or a clear-cut EU contribution may be difficult to estimate.</p> <p>This is mainly due to the fact that adaptation to climate change is by nature done at multiple levels and in interacting sectors (e.g.: agriculture and disaster risk reduction).</p> <p>Further, climate change adaptation relates not only to human beings, organisations, and infrastructure, but also to natural systems. Benefits to natural systems may not be captured by this indicator.</p> <p>Nevertheless, it gives a sense of the number of beneficiaries that are supported by the EU.</p>

## Appendix 3- Mitigation Indicator methodology note

<b>1. Name of indicator</b>	<b>Greenhouse gas (GHG) emissions reduced or avoided in kt CO<sub>2</sub> equivalent by the EU supported intervention.</b>
<b>2. Which sector (using Result Framework heading)</b>	Natural Resources, Environment and Climate Change <sup>20</sup>
<b>3. Technical Definition</b>	<p>The goal is that the emission reductions delivered in the developing (beneficiary) countries, as supported by EU programmes, are contributing to bring the global emission levels in 2020 down to levels consistent with a likely chance of achieving the least cost pathway towards meeting the well below 2°C target (keeping the global mean temperature rise below 2°C relative to pre-industrial levels).</p> <p>The indicator will measure actual global GHG emissions in kt CO<sub>2</sub> eq. The present note intends to be used as a guide to support calculations of GHG emissions from agriculture, forestry and other land use, as a result of a specific EU supported intervention.</p>
<b>4. Rationale (including which policy priority, and how is this indicator linked to that policy priority)</b>	<p>Climate change is happening now; it already affects communities around the globe. Unless it is tackled, it could undermine the world's efforts for development. The poorest and most vulnerable populations and countries will be hit hardest and will have least resources to cope with climate change impacts, e.g. reduced freshwater availability, accelerated desertification and increasingly frequent and severe extreme weather events.</p> <p>The EU is playing a leading role in the global climate negotiations in the context of the United Nations Framework Convention on Climate Change (UNFCCC). The EU has taken bold actions and adopted far-reaching measures internally to achieve the long-term goal of limiting global temperature rise to well below 2°C. Further, the EU also committed itself to dedicate at least 20% of its budget for climate relevant expenditures under its 2014-2020 Multilateral Financial Framework. This is notably monitored through the use of Rio markers<sup>21</sup> in all EU Action Documents.</p> <p>EU supported projects pursuing climate change mitigation as a main objective should have the capacity to report on the extent to which they are effectively contributing to the reduction of GHG emissions.</p>
<b>5. Level of disaggregation</b>	Most GHG emissions from biomass combustion or from agriculture, forestry and other land use, are: CO <sub>2</sub> , CH <sub>4</sub> and

<sup>20</sup> This indicator is suited to GHG emissions due to from biomass combustion or from agriculture, forestry and other land use.

<sup>21</sup> Annex 18. Rio Markers, page 51 [https://www.oecd.org/dac/stats/DCD-DAC\(2016\)3-ADD2-FINAL%20-ENG.pdf](https://www.oecd.org/dac/stats/DCD-DAC(2016)3-ADD2-FINAL%20-ENG.pdf)

	<p>N<sub>2</sub>O.</p> <p>However, the results of this indicator are expressed in GHG emissions reduced or avoided as converted to <b>tonnes of CO<sub>2</sub>eq.</b></p> <p>The GHG emissions reductions reported are cumulative reductions. The temporal assessment boundary for direct GHG emissions shall include the project duration (i.e. the period of funding from the EU), plus direct post-project GHG emissions for 20 years after the project end<sup>22</sup>.</p>
<p><b>6. Data Sources (including any issues on (i) different definitions by source, and (ii) level of availability of the data)</b></p>	<p>Impact estimations should incorporate as much locally measured data as possible e.g., through existing or the updating of GHG inventories. In such case, default Values for Carbon Stocks shall be used from the 2006 IPCC Guidelines for National Greenhouse Gas Inventories. Hayama, Japan: Institute for Global Environmental Strategies, 2006.</p> <p>In the case that one of the models proposed in the present note is used, the recommended tool to be used for projects related to environment, agriculture, land use change: the Ex-Ante Carbon-balance Tool (EX-ACT), <a href="http://www.fao.org/tc/exact/ex-act-home/en/">http://www.fao.org/tc/exact/ex-act-home/en/</a></p> <p>The recommended tool to be used for projects related to biomass combustion, use of residues (for electricity or heating): BIOGRACE II, <a href="http://www.biograce.net/app/webroot/biograce2/content/ghgcalculationtool_electricityheatingcooling/overview">http://www.biograce.net/app/webroot/biograce2/content/ghgcalculationtool_electricityheatingcooling/overview</a></p> <p>In both cases, primary data to be used is varied (e.g., total area, type of land cover, density of cover, deforestation rate, ...) and can be gathered from a variety of sources. Therefore, results reported by the project should be accompanied with the definition and description of the datasets used (for each category of data) – time series, sector breakdown, units, assumptions, uncertainties and known gaps. Such a list shall be made available at Formulation level, during the ex-ante estimation.</p> <p>In the eventuality of some data not being readily available, surveys can be conducted by the project, alongside physical measurements and sampling activities. Resources needed to this purpose shall be also taken into account at Formulation level.</p>
<p><b>7. Data calculation (including any</b></p>	<p>The project impact on GHG mitigation is the difference between</p>

<sup>22</sup> This corresponds to standard practice in GEF projects

<p><b>assumptions made)</b></p>	<p>the GHG emissions of the baseline scenario and the alternative scenario.</p> <p>Estimating GHG emission reduction impact shall be done at three points in the implementation of projects – at project document submission, mid-term during project implementation and at project completion:</p> <ul style="list-style-type: none"> <li>- Ex-ante assessment of baseline emissions (i.e. emissions assuming the project is not implemented) and GHG mitigation impacts of a project;</li> <li>- Mid-project monitoring (e.g. annual updates of the baseline emissions and estimated GHG mitigation impacts); and</li> <li>- End-of-project update of the baseline emissions and estimated GHG mitigation impacts, terminal evaluations and other ex-post assessments.</li> </ul> <p>The IPCC guidelines and worldwide accepted methodologies like the GHG protocol<sup>23</sup> developed by the WRI and the WBCSD should be used for:</p> <ul style="list-style-type: none"> <li>(a) Defining the baseline;</li> <li>(b) Guiding the timing of the GHG emissions assessments;</li> <li>(c) Mapping the causal chain;</li> <li>(d) Assessing uncertainty; and</li> <li>(e) Reporting.</li> </ul>
<p><b>8. Worked examples*</b></p> <p><b>*Examples were correct at the time of writing (Oct 2014)</b></p>	<p>From the above EX-ACT website:</p> <p><b>Agriculture Technology and Agribusiness Advisory Services project (ATAAS)</b></p> <p>The main objective of the ATAAS project in Uganda is to increase agricultural productivity and the incomes of participating households (1.7 million of direct beneficiaries after five years of project implementation). The productivity should be achieved by improving the performance of agricultural research and advisory service systems in the Republic of Uganda.</p> <p>The Global Environmental Objective is to enhance the environmental sustainability and resilience of agricultural production of land degradation and climate risks.</p> <p>The project has a total cost of US\$ 665.5 million and includes five components:</p> <ul style="list-style-type: none"> <li>- Developing Agricultural Technologies and Strengthening the National Agricultural Research System.</li> <li>- Enhancing Partnerships between Agricultural Research, Advisory Services, and other Stakeholders.</li> <li>- Strengthening the National Agricultural Advisory Services by supporting improved delivery of demand-driven and market-</li> </ul>

<sup>23</sup> <http://www.ghgprotocol.org/>



	<p>oriented advisory services for farmers to promote their progression from subsistence to market-orientation.</p> <p>- Supporting Agribusiness Services and Market Linkages to enhance the integration of smallholders in value chains by supporting collaborations between different stakeholders</p> <p>- Program Management.</p> <p>The carbon balance appraisal concerns especially the first component of the project, which should directly impact climate change mitigation.</p> <p><b>Main outputs</b></p> <table><tr><td></td><td><b>Project scenario</b></td><td><b>Simulated scenario</b></td></tr><tr><td><b>Total carbon balance</b></td><td>-92 Mt eq-CO2</td><td>-60 Mt eq-CO2</td></tr><tr><td><b>Carbon balance/ha</b></td><td>-32 t eq-CO2</td><td>-22.6 t eq-CO2</td></tr><tr><td><b>Carbon balance/ha/year</b></td><td>-1.6 t eq-CO2</td><td>-1.1 t eq-CO2</td></tr></table>		<b>Project scenario</b>	<b>Simulated scenario</b>	<b>Total carbon balance</b>	-92 Mt eq-CO2	-60 Mt eq-CO2	<b>Carbon balance/ha</b>	-32 t eq-CO2	-22.6 t eq-CO2	<b>Carbon balance/ha/year</b>	-1.6 t eq-CO2	-1.1 t eq-CO2
	<b>Project scenario</b>	<b>Simulated scenario</b>											
<b>Total carbon balance</b>	-92 Mt eq-CO2	-60 Mt eq-CO2											
<b>Carbon balance/ha</b>	-32 t eq-CO2	-22.6 t eq-CO2											
<b>Carbon balance/ha/year</b>	-1.6 t eq-CO2	-1.1 t eq-CO2											
<p>9. Is it used by another organization or in the framework of international initiatives, conventions, etc? If so, which?</p>	<p>The indicator is used by GEF, UNFCCC and IPCC. Estimating GHG emissions is also common in national GHG inventories.</p>												
<p>10.Other issues</p>	<p>The Paris Agreement entered into force on 4<sup>th</sup> November 2016. It establishes a strong transparency and review system to keep track of progress within each country and collectively. It will include robust requirements for GHG inventories and for reporting on progress both (implementing and achieving targets). NDCs includes requirements that all Parties report regularly on their emissions and on their implementation efforts. There will also be a global stocktake every 5 years to assess the collective progress towards achieving the purpose of the agreement and to inform further individual actions by Parties.</p> <p>Potential issues related to the use of national GHG Inventories include:</p> <p>Lack of sustainability in the national GHG inventory database (lack of regular updates);</p> <p>Lack of consistency of the methodologies used for designing GHG inventories (including data format), within and between countries;</p> <p>Lack of research/studies related to sector GHG inventories, setting reference values that are specific to country contexts;</p> <p>Capacity and experience of local staff in using GHG inventories may vary from country to country. (and lack of capacity).</p> <p>Lastly, the present note focuses on GHG emissions from agriculture, forestry and other land use. Climate change mitigation interventions that do not relate to these sectors (e.g.,</p>												

	use of photovoltaic panels) should also use the present indicator “Greenhouse gas emissions reduced or avoided in kt CO <sub>2</sub> equivalent”. To this purpose, they need to propose a trustable estimate (e.g., data from manufacturers of solar PV systems, certified by a recognized organization) or a suitable calculation methodology, to be validated by the Contracting Authority.
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## Appendix 4 -Quick Situation Analysis Tool

### 1. Challenges in monitoring adaptation

As indicated in the EU Agenda for Change, any progress on poverty alleviation implies supporting adaptation efforts with a focus on building the resilience of the poor to the impacts of climate change. Indeed, climate change will particularly impact vulnerable communities and the rural poor, being the most sensitive to climate-related hazards given their reliance on fragile ecosystems and their lack of resources to withstand the adverse effects of climate-change.

However, measuring the effectiveness of adaptation projects, programmes, policies and national systems is inherently complex. The monitoring and evaluation of adaptation interventions is closely associated to methodological challenges given the uncertain, non-linear, and long-term nature of climate change. Notably, the higher outcome level and the impact level are particularly difficult to evaluate. This is why it is crucial to understand the capacity issues of what it takes to make a country or area capable of adapting to climate change, and how analysis of public systems can support climate action (see fig.1).

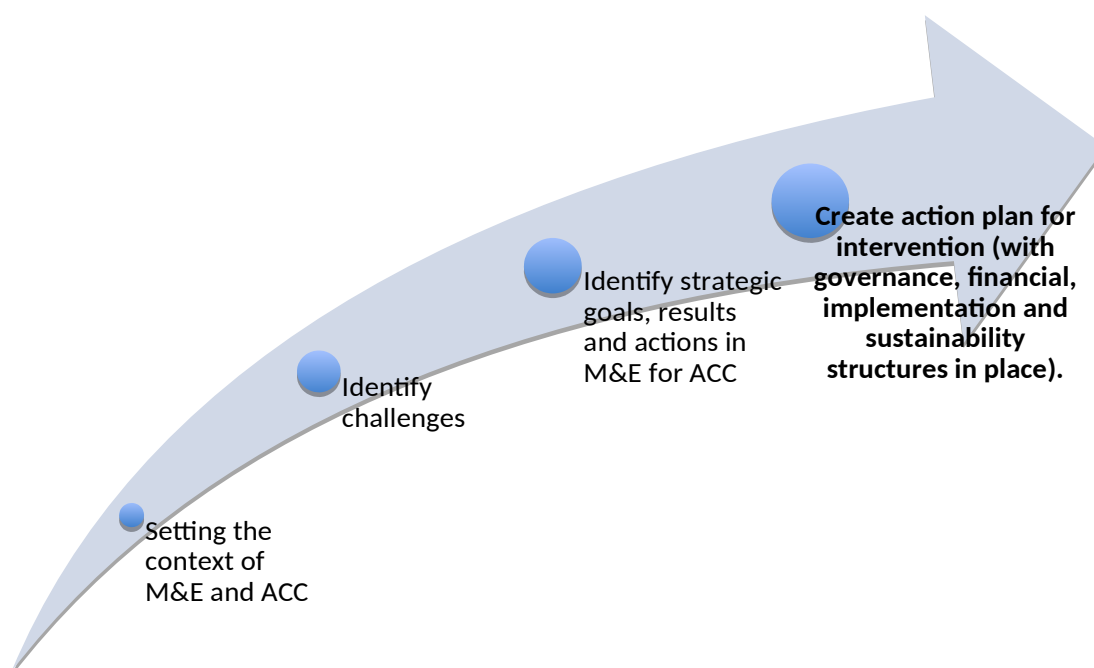


Figure 1 - The function of M&E in Adaptation to Climate Change (from Haris Sanahuja, 2011)

The monitoring of interventions linked to climate change adaptation can be characterised by the following points:

Adaptation measures and strategies are not well suited to being monitored/evaluated in the short-term, due to the inherent uncertainties and long timescales associated with climate change effects and impacts.

Adaptation by nature also requires a multi-sectoral and multi-scale approach.

As such, there is no one commonly agreed indicator for CC Adaptation at international level, even at the level of the recently determined SDG indicators.

Despite support to institutions may be important in volume, there are difficulties to find common relevant indicator(s)

The difficulty of attributing cause and effect<sup>24</sup>:

As adaptation entails a range of projects, policies and programmes across sectors and levels, their effect may be difficult to distinguish from the effects of other sectoral activities.

If indicators are needed in order to show that a particular project, policy or programme has been cost- effective, then it will be essential to find ways to attribute measured successes to those individual actions.

The literature advises that indicators are to be used at various scales, across adaptation processes and at the objective, output and outcome levels<sup>25</sup>. A good balance of indicators of process, outputs, outcomes and impact needs is requisite maintained; as well as indicators that cover the evaluative criteria of coverage, effectiveness, sustainability and replication. As the impact level focuses on the long term and mostly out of scope of projects, decision making processes in projects also need effective analysis to anticipate, manage, and ameliorate their processes.

## 2. How to have a GCCA+ tool to assess progress on climate response?

Monitoring processes are by nature more sensitive to differences in quality and the “how” of delivery, than are output or outcome indicators, and therefore better suited to decision making, notably in knowledge management, financial management, and at institutional level. A process analysis can systematically screen the tools that are at hand for GCCA+ implementing partners, allows benchmarking within and across GCCA+ projects, and could be used during the identification and evaluation phases.

This would however remain a GCCA+ Tool: such a process analysis is not aimed at producing quantified, “aggregatable” data. It would also need minimal analysis before it can be used in more global reporting systems e.g.: DG DEVCO.

Benefits of such a tool would directly complement the following EURF indicator: “*Number of countries/regions with climate change strategies (a) developed and/or (b) implemented with EU support*”.

It is suggested to use a scaling system, across a minimum of three axes:

### i Institutional preparedness/organisation

---

<sup>24</sup> UNFCCC/SBSTA/2010

<sup>25</sup> The Organization for Economic Co-operation and Development (OECD) recommends caution in using indicators, as their application may have unintended negative side effects.

This axe will look at the enabling environment, including the structures and mechanisms to ensure effective preparation, implementation and management of the public response to climate change. It aims at helping the user defining the institutions in place, and also to have a preliminary view of their functional capacity.

#### Technical capacity

This is a quick assessment of the general availability and capacity to use information for the planning, programming and implementing of the climate change response.

#### Financial resources management

How the public administration ensures that resources dedicated to climate change response are run efficiently, and in a transparent and accountable manner.

The questions have been formulated according to the following principles:

##### i Simplicity

Questions lead to simple answers (e.g.: Yes/No/Don't know). Respondents will have the opportunity to give additional comments.

Most questions can be answered or checked by CC Focal Points in EUDs, as only in some cases, it may be needed to request complementary information to the Partner Country.

An excel file summarizes the questions and generates graphs.

##### Incremental approach

The sequence follows a scorecard format, from simplest stages of organisation to more advanced ones.

The marking is incremental (each Yes = one point), allowing assessing positively any progress in the corresponding axe, without privileging specific features in relation to others.

##### Forward looking

Using an incremental approach, the questionnaire itself provides food for thought for future project development.

Indeed, it is not intended to inform on the progress of a single project. Rather, it tends to stimulate questioning on CC mainstreaming in the country context.

The EUD may use this info to define or update its strategy of intervention.

It should be noted that the additional comments made by the respondents may be as useful for future follow-up than the Y/N answers given, and should therefore remain in the tracking system.

EUDs should be informed on the limits of this tool (namely: this is a GCCA+ tool and not a DG DEVCO one. It shall be understood that the marking by EUD will be given with some degree of interpretation, the point system was designed using an expert judgment i.e.: with an inherent arbitrary component).

Institutional preparedness/organisation		Answers	Additional information (e.g., dates, institutions concerned, status of process)
<b>Coordination mechanism</b>			
1	Existence of a coordination group or committee for climate change, regrouping national institutions (including central and line ministries).		
2	The coordination group or committee is formally endorsed. Its planning and activity reports are easily available.		
3	Non-governmental structures (CSOs, private sector) actively contribute to the coordination mechanism.		
4	Actors at the sub-national level actively contribute to the coordination mechanism.		
<b>Specialised climate change institutions</b>			
5	Existence of a project dedicated to the support of Climate Change institutional coordination		

Institutional preparedness/organisation		Answers	Additional information (e.g., dates, institutions concerned, status of process)
6	Existence of a formal Climate Change coordination structure (Climate Change Department, Agency, ...) embedded in public administration		
7	There is an endorsed National Implementing Entity		
8	There are endorsed National Designated Authorities		
National climate change strategy, policy or plan			
9	A National Climate Change reference document (Strategy, Plan, NAP, or NDC) is in preparation/has been submitted for approbation/has been formally approved		
10	Implementation of the National Climate Change reference plan is <30% of its budget		

Institutional preparedness/organisation		Answers	Additional information (e.g., dates, institutions concerned, status of process)
11	Implementation of the National Climate Change reference plan is >30% of its budget		
12	A National Climate Change Monitoring and Evaluation system is in place and effectively collects information from public institutions involved in addressing climate change, on a regular (i.e.: yearly or less) basis and report to the UNFCCC		
Climate change in national policies			
13	The National Development Strategy or Plan explicitly articulates climate change objectives and activities		
14	Climate change action plans are endorsed at sector level, in the following thematic areas:		
	Agriculture, food security or rural development		
	Infrastructure (please indicate: transport, water, energy)		



Institutional preparedness/organisation		Answers	Additional information (e.g., dates, institutions concerned, status of process)
15	Environment and forestry		
	Disaster Risk Reduction		
	Land management		
	There are plans to include, in the short term, climate change into sectors or industries that are currently not covered by sector policies (answer also <b>yes</b> if you have already climate change action plans endorsed at sector level in the following thematic areas, in other words: points in Q14 should be repeated here):		
	Agriculture, food security or rural development		
	Infrastructure (please indicate: transport, water, energy)		
	Environment and forestry		
	Disaster Risk Reduction		

Institutional preparedness/organisation		Answers	Additional information (e.g., dates, institutions concerned, status of process)
Land management			
<b>Climate Change interventions integration at the sub-national level</b>			
16	There is a strategy to address climate change issues at sub-national level (this may be included in the national climate change strategy or plan)		
17	Climate change mainstreaming guidelines for sub-national level administrations are available		
18	Level of implementation of the Local Adaptation Plans (LAPs):		
	LAPs or their equivalent are at preparation stage, or implemented in less than 5 entities at sub-national level (District or Province)		
	LAPs are being implemented in at least 5 entities at sub-national level, and are at <50%		

Institutional preparedness/organisation	Answers	Additional information (e.g., dates, institutions concerned, status of process)
expenditure of their total budget		
LAPs are being implemented in at least 5 entities at sub-national level, and are at >50% expenditure of their total budget		

Technical capacity		Answers	Additional information (e.g., dates, institutions concerned, status of process)
<b>Climate risk and vulnerability assessments</b>			
1	A National climate risk and/or vulnerability assessment is available, including data on the current and estimated impact of CC on the population and vulnerable groups		
2	Climate risk and/or vulnerability assessment are available at sub-national level, covering the most vulnerable districts		
3	Available assessments were performed in a coordinated way: they use compatible methodologies, and present complementary information		
4	There are available climate vulnerability assessments for the following sectors:		
	Agriculture, Food security, Land management		
	Infrastructure, energy		
	Water		

Technical capacity		Answers	Additional information (e.g., dates, institutions concerned, status of process)
	Environment and forestry		
	Disaster Risk Reduction		
<b>Ease of access and use of available climate change information and technical knowledge</b>			
5	There is an easy and public access to information related to the national response to climate change (e.g., what is the policy and the institutional framework for climate change response, what are the major activities being implemented. As an example, this can be done through a website.)		
6	There is an easy and public access to information related to risk and vulnerability assessments including climate data, risks, studies, M&E system, identified best practices, evaluations (e.g., through a Knowledge Management Information System)		
7	CC information within line ministries and thematic agencies is systematically shared among public institutions at national and sub-national level (e.g.: through the CC coordination group, or a website)		

Technical capacity		Answers	Additional information (e.g., dates, institutions concerned, status of process)
8	CC information available at Donor level is easily available to all stakeholders (e.g.: through the CC coordination group, or a website)		
9	There is regular production and dissemination of information on the implementation of the national climate change reference strategy or plan		
10	Awareness raising campaigns are organised to the wider public, on the issues, immediate risks and recommendations related to climate change and extreme climate events (e.g., through press, radio, TV, SMS)		
11	Climate change-relevant information is included in key reference practical manuals in the following sectors:		
	Agriculture (e.g.: rural extension material)		
	Infrastructure, water, energy (e.g.: construction standards)		
	Environment, forestry (e.g.: MRV guidelines for mitigation)		

Technical capacity		Answers	Additional information (e.g., dates, institutions concerned, status of process)
Disaster Risk Reduction			
<b>Capacity building activities</b>			
12	The National Development Strategy or Plan explicitly articulates climate change objectives and activities,		
	...in the following sectors:		
	Agriculture, Food security/Rural development		
	Infrastructure, energy		
	Water		
	Environment and forestry		
	DRR		
Land management			

Technical capacity		Answers	Additional information (e.g., dates, institutions concerned, status of process)
13	...at sub-national level:	As a pilot project, or through uncoordinated initiatives, e.g.: in only a few entities at sub-national level (District or Province)	
		in most areas identified as most vulnerable to climate change	
		it is integrated in most entities at sub-national level (District or Province)	
14	Capacity building activities are duly incorporated into CC interventions, in a coherent or coordinated way (e.g.: by following a global capacity building guidelines or plan, or by involving a national ToT institution that is consistent in its delivery, or by involving the CC coordinating structure to regularly review and adjust capacity building contents)		



Technical capacity		Answers	Additional information (e.g., dates, institutions concerned, status of process)
15	There is evidence that addressing these capacity development needs facilitated...		
	... the development and management of CC interventions by the stakeholders		
	... the mainstreaming of CC in key developments plans and processes		

Financial resources management		Answers	Additional information (e.g., dates, institutions concerned, status of process)
<b>Financial resources management</b>			
1	There is access to a wide variety of climate change funding schemes, at national level		
2	Climate investments are supported by cost/benefits assessments, (e.g., costing of energy efficiency measures)		
3	The amounts of climate related expenditures and investments are regularly (i.e.: at least yearly) reviewed for the following sources:		
	External resources (ODA)		
	In the national budget (use of classifiers / tagging, other methodologies...)		
	Non-ODA extra-budgetary resources (private, NGO)		
	% of CC funds implemented through the sub-national level		

Financial resources management		Answers	Additional information (e.g., dates, institutions concerned, status of process)
4	At least some Climate Change activities are explicitly funded through Budget Support		
5	Key MEF staff is regularly trained on climate responsive planning and budgeting		
6	Guidance on climate change is included in the guidelines to prepare the yearly budget or their equivalent		
7	A plan to access the resources of the Green Climate Fund has been prepared and is being implemented		



# **GCCA+**

## **ORIENTATION PACKAGE**

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guidelines**



**GCCA+**

THE GLOBAL CLIMATE CHANGE ALLIANCE PLUS INITIATIVE



Funded by  
the European Union



# COMMUNICATION AND KNOWLEDGE MANAGEMENT GUIDELINES



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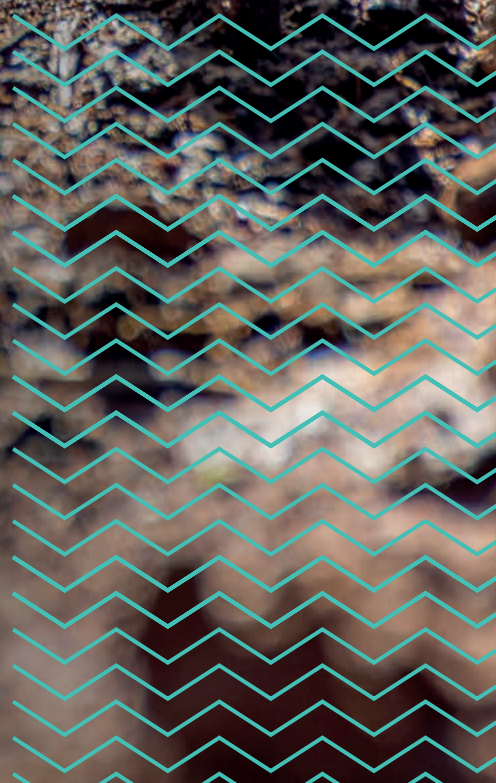
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# INTRODUCTION



Picture yourself picking up a newspaper or a magazine. Listening to the news headlines on TV or radio, visiting a website or even looking at a social media post... What do you do? You listen to the headlines and the introduction and read further, click further or listen further only if an issue grabs your attention. If the story about to unfold sounds interesting to you, if you feel it will improve your life, if it is an issue that may impact your work or private life, you want to know more.

Having this principle in mind, we should adapt our communication with the outer world in a way that creates interest. When we are reaching out to people through a press release, a publication, a feature story, an interview, a video, a social media post, a presentation, we must make sure we are addressing our target audience, saying what is of interest to them and not what is of interest to us.

Communicating Europe's role as a global player and major aid donor is part of the tasks of EU-funded projects. Not just for the sake of being accountable to the European tax payers, but also to share with a wider public the benefits of our project.

When dealing with climate change, learning from others, being exposed to best practices, fresh information and new winning ideas are fundamental. This is why communication and knowledge sharing in the case of the Global Climate Change Alliance Plus (GCCA+) has a fundamental role in fulfilling this EU flagship initiative's main goal, which is **helping to build resilience to climate change** in the most vulnerable countries.

These guidelines are made for GCCA+ funded projects and should answer most of the questions on what is expected from them in terms of communication, how to do it and where to find further answers. The GCCA+ Team hopes you will find these useful.

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## THE GUIDELINES ARE BASED ON:

- Communication and Visibility in EU-financed external actions – Requirements for implementing partners (projects)
- [GCCA+ Styleguide](#)
- GCCA + Communication and knowledge management strategy 2016-2020
- DEVCO C2 Communications guidelines for project and programme implementers and partner organisations
- European Year for Development storytelling guidelines

Contact: [info@gcca.eu](mailto:info@gcca.eu)

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# THE VISUAL IDENTITY

*The new visual identity of the Global Climate Change Alliance speaks the language of nature. Colours range from the turquoise of the Caribbean to the deep blue of the Pacific Ocean to the yellow of African land, to the green of Asian wetlands. The graphic elements replicate waves, drops, pebbles or rocks in a series of patterns inspired to water or to earth.*

## The GCCA+ logo: how to use it?

GCCA+ projects are invited to use the new logo which already incorporates the EU flag and the mention of EU funding, and to use visual templates prepared for posters, banners, social media posts, etc.

The logo is constructed on a base made of 5 colored blocks, with colors recalling natural elements. Below the graphic element, GCCA+ name is spelled out. Next to the name of the organization, the logo of EU is found, separated by a rule.

In case there is a dark background, compromising the readability of the logo, the logo should be placed inside a white box.

The same applies to the French version.



## The Intra-ACP GCCA+ logo

The Intra-ACP GCCA+ Programme is an EU-funded initiative of the African, Caribbean and Pacific (ACP) Group of States funded by the 11th European Development Fund (EDF) and falling under the policy and strategic framework of the global GCCA+ flagship initiative. It specifically targets ACP Member States, helping them to tackle climate change as a challenge to their development.

As part of the Global Climate Change Alliance+, Intra-ACP has an adapted version of the GCCA+ logo that combines the logo of the ACP secretariat and that of GCCA+.



## How do I use the logo for a GCCA+ national programme?

For national programmes add the national flag - with the name of the country underneath - right of the EU flag, separated by a vertical line. like the one that separates the GCCA+ logo from the EU flag.



## 10 years GCCA+

2018 is a special year for GCCA+. In 2007, the European Union proposed to launch a global alliance with the developing countries that were most vulnerable to climate change. It became operational the year after. To mark its 10th anniversary the GCCA+ has a special banner to be used on communication material and email signatures:



## What are the rules for using GCCA+ fonts?

The main font to be used for GCCA+ standard communication materials is ARIAL, a font that does not prompt to any licensed-based use/purchase.

For communication materials professionally designed, the preferred font is CERA.

### Main font

#### ARIAL-REGULAR

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

a b c d e f g h i j k l m n o p q r s t u v w x y z

0 1 2 3 4 5 6 7 8 9

! " £ \$ % & / ( ) ? @ # + - ; , : .

#### ARIAL-BOLD

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

a b c d e f g h i j k l m n o p q r s t u v w x y z

0 1 2 3 4 5 6 7 8 9

! " £ \$ % & / ( ) ? @ # + - ; , : .

### For designers

#### CERAGR-LIGHT

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

a b c d e f g h i j k l m n o p q r s t u v w x y z

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#### CERAGR-MEDIUM

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#### CERAGR-BOLD

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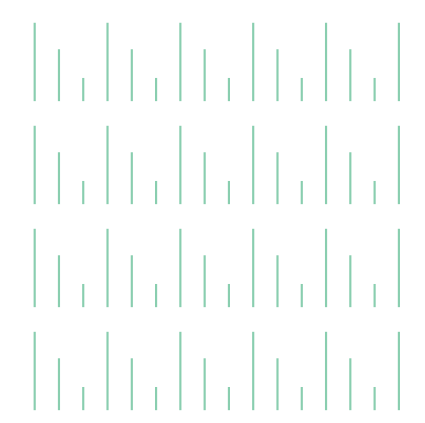
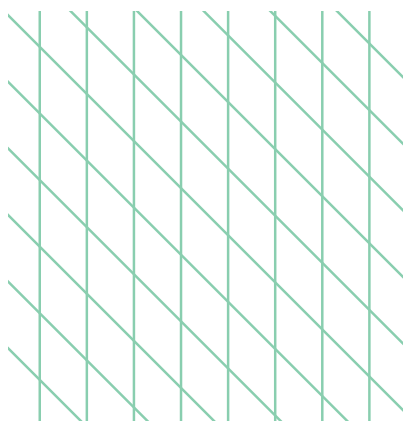
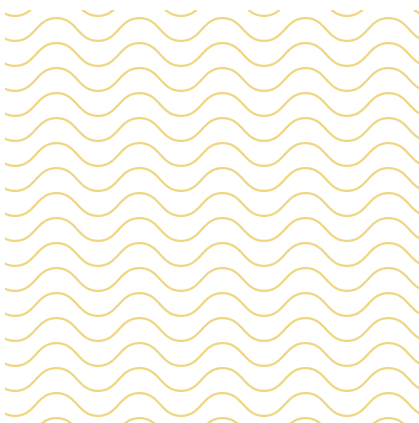
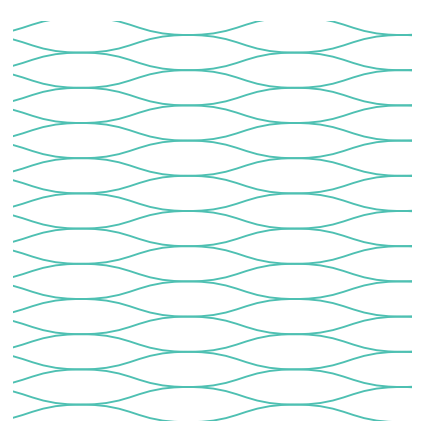
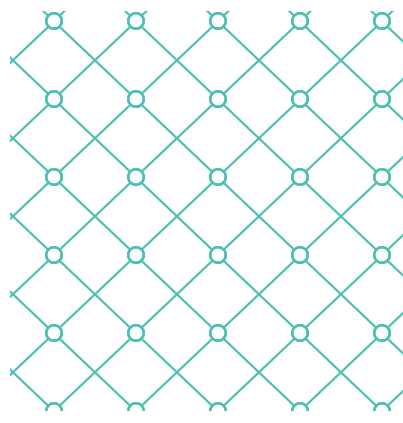
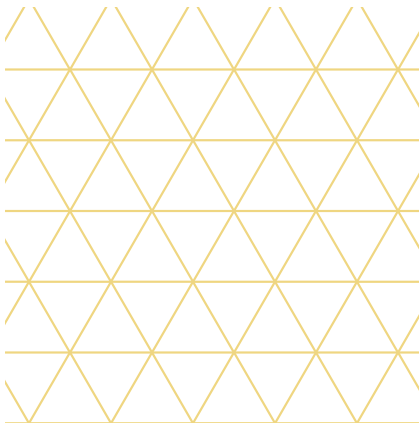
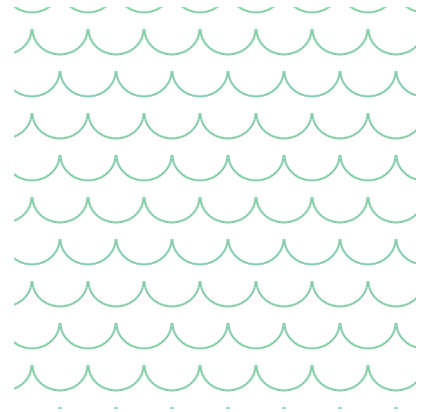
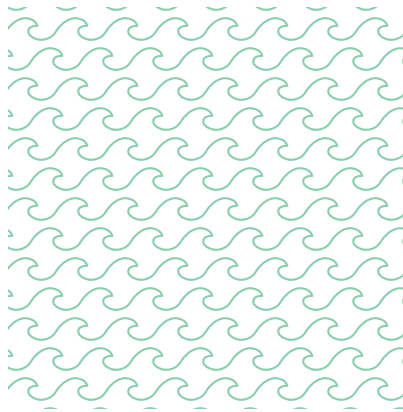
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0 1 2 3 4 5 6 7 8 9

! " £ \$ % & / ( ) ? @ # + - ; , : .

## GCCA+ patterns: how to use them?

The new graphics developed by GCCA+ includes patterns of water and earth as recurrent elements that can be used to personalise all communication materials.


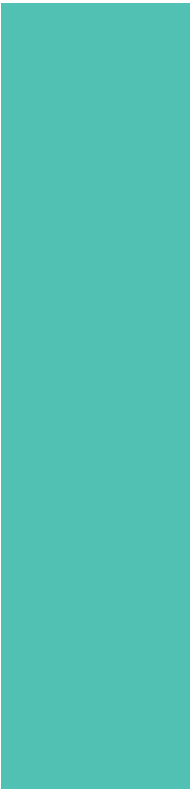
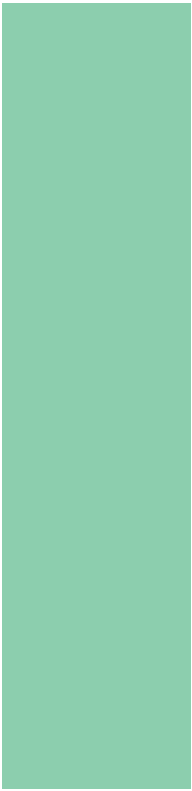

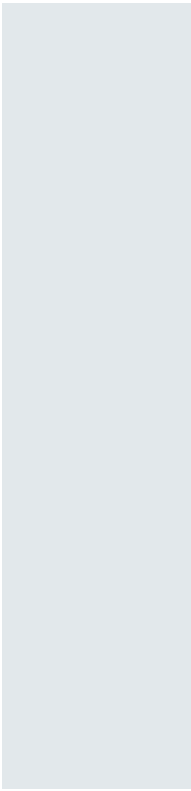
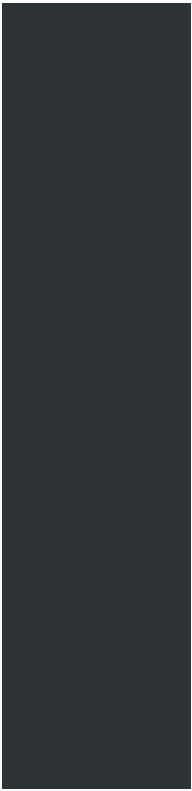


## GCCA+ colours: references and conditions of their use

The colours of the logo recall natural elements such as sea, water, green resources, land, etc.

The colors present in GCCA+ logo are also the colours that must be used in other communications materials such as graphs, tables, infographics, invitation, social media posts, etc.

<http://storyborders.com/gcca/corporate-materials.php#corporate-materials>

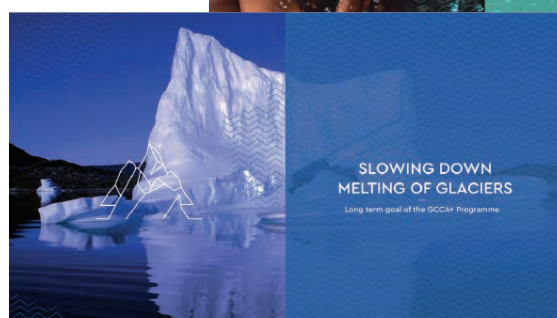
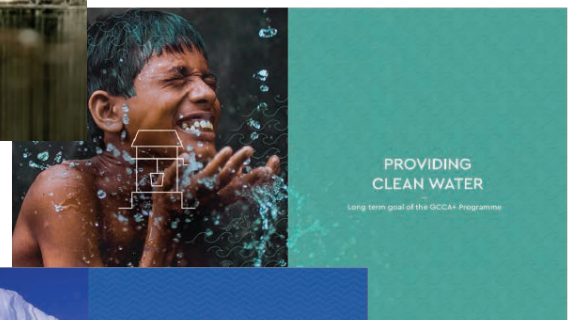
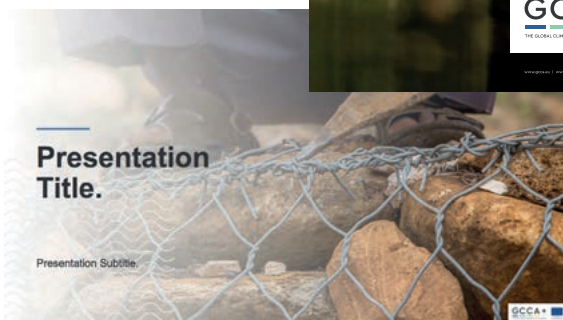
					
<b>BLUE</b>	<b>AQUAMARINE</b>	<b>LIGHT GREEN</b>	<b>LIGHT YELLOW</b>	<b>LIGHT GREY</b>	<b>FADED BLACK</b>
<b>CMYK</b> 90 66 13 0	<b>CMYK</b> 63 0 36 0	<b>CMYK</b> 46 0 40 0	<b>CMYK</b> 6 12 58 0	<b>CMYK</b> 0 0 0 10	<b>CMYK</b> 70 60 55 60
<b>RGB</b> 43 88 152	<b>RGB</b> 91 189 179	<b>RGB</b> 152 206 174	<b>RGB</b> 245 220 131	<b>RGB</b> 237 237 237	<b>RGB</b> 56 56 58
#2a5898	#5bbdb3	#97cdae	#f5db82	#ececec	#373839



## Where can I find examples of implementation?

The GCCA+ Stylebook online offers an array of examples for events (invitation, bags, roll-ups, banner, mugs, USB keys, badges) and communication materials (posters, notepads, social media materials, power point templates, technical reports).

<http://storyborders.com/gcca/index.php>



# COMMUNICATING GCCA+

*Yes, humans caused the climate change problem, but we have the power, knowledge and technology in our hands to solve it. Communicating GCCA+ should focus on solutions and on making information accessible.*

## Is communication obligatory?

Yes, Communication and Visibility are a legal obligation for all external actions funded by the EU. The obligation for implementing partners, to provide information about EU-financed external action and ensure its visibility has its legal basis in the documents governing the Union's international cooperation and aid.

→ See 5.1 of the Requirements for Communication and Visibility in EU-financed external actions.

## What is the first step?

In line with contractual obligations, as implementing partner you should agree with your GCCA(+) project officer at the EU Delegation on a communication and visibility plan that includes: a clear communication objective, well-defined target audiences, key messages aligned with the EU's overall objectives, a timeline, a budget, context-appropriate communication channels, indicators, and a designated communication and visibility (C&V) focal point.

→ See 2.1 of the Requirements for Communication and Visibility in EU-financed external actions.

## What is the difference between my project objective and my communication objective?

Your project objective is what you are trying to achieve through your activities – the end goal. Your communication objective refers to the process through which you will transmit specific messages related to the GCCA project to your target audience mobilising them in order to achieve the project's end goal.

### EUROPEAID COMMUNICATION OBJECTIVES

- Inform local population about EU activities in their country and the benefits of European Union development cooperation
- Enable Europe's taxpayers better to gauge the impact of European development cooperation, so that they continue to support EU development policy
- Strengthen the EU's position in political and policy dialogue with partner countries



## What are some messages I can use?

Below are some examples of messages. Feel free to use them or to create messages that are more telling of your GCCA project.

### EUROPEAID MESSAGES

- EU development aid works and is transparent
- EU aid delivers results and helps bring about long-term change
- European cooperation is a win-win solution – it benefits people in the EU and in partner countries.

### GCCA+ GENERAL MESSAGES

- Helping vulnerable countries on the front line of climate change
- Small islands developing states are a priority for the EU climate action
- Climate is changing, change for the better
- Real/positive change in a changing climate
- Improving people's livelihoods while fighting climate change
- Adapting to climate change generates well-being for your family
- Responding to a global challenge with local projects
- A decade of addressing climate change
- Creating a better future in a changing climate
- Limiting global warming for People's and Planet's prosperity

### GCCA+ THEMATIC MESSAGES

- Crop resilience can save lives
- Working with local knowledge to build climate resilience
- Improving people's livelihoods while protecting the environment
- Introducing aquaculture, soil conservation, new and more resilient crops
- Reforestation and solar panels create new skills and new sources of energy
- Water storage is key to resist against sea level rise, drought and floods
- Planting fences around the fields to reduce soil erosion
- Promoting village savings and loans initiatives
- Small scale irrigation for a longer crop season
- Promoting climate-resilient and sustainable agriculture for food security

### EU INVOLVEMENT

- The EU recognises climate change as one of the main global challenges
- The EU is leading a process that made the case for climate change worldwide
- The EU and its Member States are 100% committed to climate action
- At least 20% of the EU 2014-2020 budget – as much as €180 billion – will be earmarked for climate change-related actions

### CLIMATE AND HEALTH

- Rising temperatures increase the range of diseases-carrying insects such as mosquitoes, and affect the rates of cardiovascular, respiratory, and kidney diseases
- Severe weather events such as hurricanes can lead to devastating human loss within vulnerable communities with already high mortality rates
- Scarcity of water supply and strains on our food systems can increase food and water-borne infections
- Children (women/elderly/poor communities) are disproportionately affected by the health consequences from climate change (extreme weather events)
- On Climate and the Economy
- Severe weather events take a toll on communities such as the costs to protect and rebuild
- Local communities can suffer from weather-related expenditures, business interruption, and loss of employment
- The changing climate patterns can alter agricultural productivity, output and is threatening farmers' livelihoods

## Is there a text describing GCCA+ that I can use?

### About GCCA+

The Global Climate Change Alliance Plus (GCCA+) is a flagship initiative of the European Union helping the world's most vulnerable countries to respond to climate change. It started in just four countries with pilot projects in 2008, and has become a major global climate initiative funding close to 70 projects of national, regional and worldwide scope in Africa, Asia, the Caribbean and the Pacific.

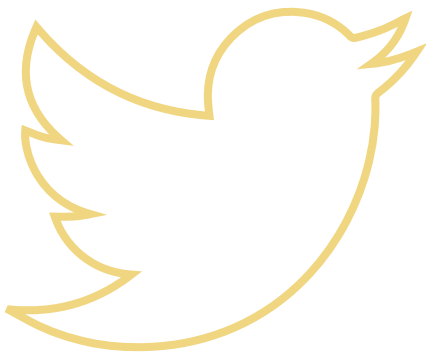
GCCA+ commitments total EUR 750 million for the period 2007-2020.

GCCA+ supports actions in more than 60 countries, of which 37 Least Developed Countries (LDCs) and 39 Small Island Developing States (SIDS).

The EU GCCA+ supports these countries with the implementation of commitments (the Nationally Determined Contributions/ NDCs) resulting from the Paris Climate Agreement, the 2030 Agenda for Sustainable Development and the new European consensus on sustainable development.

[www.gcca.eu](http://www.gcca.eu) #GCCAPlus

## How to use Facebook, Twitter and Instagram?



In line with rules on EC corporate identity EuropeAid prefers to avoid multiple accounts, and asks projects to supply posts for publication mainly on EuropeAid accounts and on the accounts of the EU Delegations in your country.

EuropeAid accounts are:

<https://twitter.com/europeaid>

[www.facebook.com/europeaid](http://www.facebook.com/europeaid)

Posts can be submitted to the GCCA+ Support Facility:

[Francesca.Predazzi@gcca.eu](mailto:Francesca.Predazzi@gcca.eu)

[Christophe.Legrand@gcca.eu](mailto:Christophe.Legrand@gcca.eu)

When you submit a post or when you Tweet use **#GCCAPlus**

## What are the main audiences for Facebook, Twitter, Instagram, LinkedIn?



**Twitter** specialised audience – development experts, journalists. Make a list of influencers/climate champions Twitter accounts along with the posts to tag them in the Twitter posts.



**Facebook** non-specialised audience – non-development experts based outside the EU



**Instagram** non-specialised – mainly for posting beautiful visuals with key messages – no call for action or events.



**LinkedIn** specialised audience – a network of professionals working in your field of interest



## Are changes to a communication plan template allowed?

A communication plan is not cast in stone. It should act as a road map and facilitate the organisation of the project's communication activities. It is important to evaluate your results (you need indicators). If any of your communication activities are not working, then adapt them. Of course, all this should be done in close coordination with the EU Project officer.

There are many ways to raise awareness on the EU's contribution to development projects: field visits, regular work with the media, websites, printed material, outdoor visual material, audio-visual production, case studies, participating in or organising events, setting up visibility and/or awareness campaigns, photo exhibition or cultural events, etc.

→ [See the Requirements for Communication and Visibility in EU-financed external actions.](#)

## Does the EU need to check GCCA+ press release, publication(s) or any planned event?

Yes, material and activities from projects funded by the EU need to go through a validation process, be it a press release, a publication or even a video. What you produce needs to be signed off by the person in charge of your project at EU Delegation level. As this may take some time, make sure to have everything ready well in advance.

Visibility: Don't forget, the EU flag should always appear on the invitation and be displayed during events/press conferences.

## Does the EU have rules regarding what kind of events can be organised?

There are no rules, apart from those related to visibility, like displaying the EU flag.

So as your event is competing with many others, try to think out of the box and choose a venue that will attract interest and send out its own message. Or choose give-aways that make an impression or that are useful.

For example: a press conference doesn't need to be held at a hotel, but an impressive natural site can also be chosen!

## Are there any rules concerning language(s)?

The basic rule is that you should use the language understood by the targeted audiences. Communication must use the local language (s) when possible.

In the case of more than one language, a layout issue arises: it should be done in such a way that readers immediately see the language that interests them.

# TELLING THE STORY

*Our communication should focus on results and the long-term impact of EU funded projects. Above all, it is about how a project has changed people's daily lives and made a difference in the countries we work in.*

## How would you tell the story if you were meeting a friend after work?

Members of the third framework Coordinating Committee held their second JHFCT meeting at the headquarters of the Sub-regional joint action team and discussed on-going progress in implementation of the project's strategy.



Our actions to plant new crops have been a spectacular success, and local farmers are able to make a decent living again. We're going to recommend it to other villages as way to adapt to climate change!

## What are the main elements of storytelling for projects?

**A story is always centred around a person** (a beneficiary, a project worker, a civil servant in the national government, farmers in a project for sustainable and climate resilient agriculture, a doctor in a health project, etc.) – in order to give it a personal angle by focusing on shared human values.

**Detail, detail and more detail!** People are brought to life by details. Be curious and ask questions about their job, life, problems, hopes... observe their surroundings, bring in colours and sounds.

**Use a dynamic plot:** a good story shows how obstacles and challenges arise and are overcome. What was life like before the project? How has it changed as a result?

**Always showcase concrete results!** First the results as experienced by the person featured. Then inform the reader about how many people have benefitted from a project or our work in a certain area.

**Always have at least one good quote** – ideally not a quote which is directly about EU aid but more about their own life and story and how they have benefitted from the project.

→ See an example of a story in the Annexes at the end of these guidelines.

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## What kind of language should be used?

"Annex 1 countries", "LDCs", "SIDS", "tipping point", are all words or acronyms that require specialised knowledge. So before using them ask yourself, does my audience have this knowledge?

Resources at the end of these guidelines such as the *BBC climate change glossary* or *Climate's Trackers Beginner's guide to writing about climate change*, will help you find the right words to write about climate change to a broader audience.

Avoid jargon that people don't understand and elements of the project that are not of wider interest. Use simple comprehensible words, create pictures with the text, adopt an active voice, engage your reader, etc.

Highlight your achievements, activities, interesting developments that affect others and especially the citizens, as the ultimate aim of each project funded by the EU is to bring about sustainable change to the benefit of people.

When writing, you have to focus on what it is you want to say, what is important for your target audience to know, what your priorities are and what you want to promote. But always be selective. Too much information will, in the end, 'kill' your story!

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### SOME WRITING TIPS

**Less is more:** length of texts – Don't try to say it all, there is only so much information that the reader will retain. So in most cases by saying more you say less because you lose your audience. "Tight writing" as it is called, is more difficult and needs skills, but comes with practice and a bit more effort.

**Terms of Reference** do not make good communications material – Very often projects use what is in their terms of reference to communicate. So they refer to overall objectives, specific objectives, outputs, official titles etc., which does not make a text interesting and catchy.

**Be immediate:** Say what you have to say from the beginning, focusing on new information you should be communicating on. Don't lead with details irrelevant to what you want to say. Also, if your project is a continuation, don't start by referring to the previous phases but start talking about what is new.

**Numbers make interesting communication** – If you have concrete figures related to what you're doing and which support the effectiveness of your project, for example how many people benefit, in which villages, for how many years, etc., use them in your communication. Numbers are convincing and can make an impression.

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## What kind of content is mostly demanded?

Mainly content that can be shared on social media and/or at events such as: social media posts, articles, stories from the field (with quality photos), info graphics, factsheets, videos, photos of professional quality. They should all Tell the GCCA+ story.

## Should we produce high quality contents?

Yes! By supplying engaging and informative materials for the general public, policymakers and other stakeholders you contribute to achieving EuropeAid and GCCA+ communication objectives. This material be publicised through your own channels, through the EU Delegation or EuropeAid communication channels, and through the GCCA+ Support Facility. If by outsourcing you create more high standard and appealing communications material, then you should do so.

## Some tips for social media posts...

- No posts without photos or other visuals
- Text content for Facebook should be 1-3 short sentences max and should mention EU involvement
- For Twitter, 140 characters is the maximum (including spaces and links)
- Always provide a web link for further information and make sure that information is uploaded and ready before the post is to go live. Further info can be anywhere on web
- Video clips are very welcome, but should keep to a 2-minute teaser with subtitles if posted on social media. Links to longer videos are also fine
- Modern images of development are encouraged

## How can I contribute to the GCCA+ Newsletter?

The GCCA+ Support facility is always looking for stories that illustrate the work done. If you send us your story, accompanied by photos that illustrate it, we will be happy to publish it in the GCCA+ Newsletter and website and promote it. Below is a simple template to follow.


PUBLICATION	SUBJECT	LENGTH
GCCA+ newsletter		152
photos	name of image caption	
headline	title of the article	
intro	teaser text	50 words
body text	article	500 words

## What is the use of a story from the field and is it obligatory?

'Stories from the field' (previously called case studies) have been developed by EuropeAid in order to show the activities funded by the EU and taking place on the ground, to the benefit of the citizens. They are not obligatory but are a good communication tool as they can be used by EuropeAid, uploaded on the EU Delegation website, and also used by you in whole or parts of it.

At the end of this guide in Annex 1 there is the template with clear instructions and even a character count. If you provide this information to the EU project officer in the EU Delegation, a brand new story from the field will be published about your project!

→ Stories from the field on EuropeAid website: [https://ec.europa.eu/europeaid/search/site/\\_en?solsort=ds\\_created%20desc&f\[0\]=bundle\\_name%3AStories](https://ec.europa.eu/europeaid/search/site/_en?solsort=ds_created%20desc&f[0]=bundle_name%3AStories)



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## INTERNATIONAL COOPERATION AND DEVELOPMENT

Building partnerships for change in developing countries

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☐ Millennium Development Goals (6)


FUNDING INSTRUMENTS


MEDIA RESOURCES


ALL


Active filters  
Stories X Reset Filters

287 results found (showing from 1 to 10) Sort by: DATE TITLE


**EU support to the Scaling-up Nutrition (SUN) movement secretariat (SMS)** - 25/04/2018  
 Strengthening the SMS in supporting the SUN Movement to maintain nutrition high on the international development agenda and enable SUN countries achieve progress against their commitment for nutrition  
[Action Plan on Nutrition, Tackling malnutrition, scaling-up nutrition, improving nutrition and reducing stunting](#)


**Shukhuma Mzansi! Shake up the South!** - 18/04/2018  
 Bilateral sectoral dialogue between the Department of Arts & Culture and EU partners to enhance the institutional capacity of Community Arts Centres in South Africa.  
[peer learning, Community, arts, dialogue](#)


**EU support to land governance for improving food security, poverty reduction and inclusive development** - 16/04/2018  
 The EU contributes to the process of designing land laws and carrying out policy reform. The EU also supports land administrations and sponsors CSOs in their advocacy work to promote equal land rights.  
[land rights, land investments, VGGT, Women](#)


**L'eau potable source de vie et de sourires** - 03/04/2018  
 Le projet PEPAM-UE a pour objectif de réduire la pauvreté durablement grâce à l'accès à l'eau et à des services d'assainissement dans les zones d'interventions. Il contribue également à améliorer la gouvernance du secteur de l'eau et de l'assainissement au niveau national.



## Some tips for photos...

- Professional quality photos of people engaging in activities are best. The best is to supply a high quality photo that can be shrunk for web use. Tiny and poor quality photos are of no use. Make sure that:
- Photos contain an obvious link to the GCCA+ project. The photo needs to tell the story of the project. It needs to express the spirit of the project. The classic meeting room photo is boring and does not reflect what is happening on the ground. Go outdoors, and capture the daily outdoors activities and enthusiasm of the project.
- Prefer a picture in which there is action, to one that is static. Try to take images of people who are performing tasks.
- Always provide photos with a press release and/or press pack. The photos should be of high resolution so that they are fit to print, and lively. For EuropeAid website (for Stories from the Field, see below), pictures must be a minimum size of 640x480px. For print publications 21x15 cm and 300 dpi resolution are essential.
- Photos must be accompanied by IPTC metadata or a separate metadata file in English detailing (for each image) the photographer's name, date of production, place of production and a short description of the image including the names and functions of any identifiable individuals.

Please upload your best photos on the GCCA+ support facility Photo Gallery.

## Photo information essentials

Photos must be accompanied by:

A **caption** explaining what the picture is meant to illustrate; The caption should be well written, give the story (who, what, when, where, why).

The name of the **GCCA+ project/programme** to which the picture relates, and the country in which it was taken (possibly the location).

The **copyright** mention.

A written **authorisation** to reproduce the picture without payment of royalties.

A statement from the persons concerned (or, in the case of minors, from the persons exercising parental authority) giving their **consent** for the specified use of their image.





## Some tips for videos...

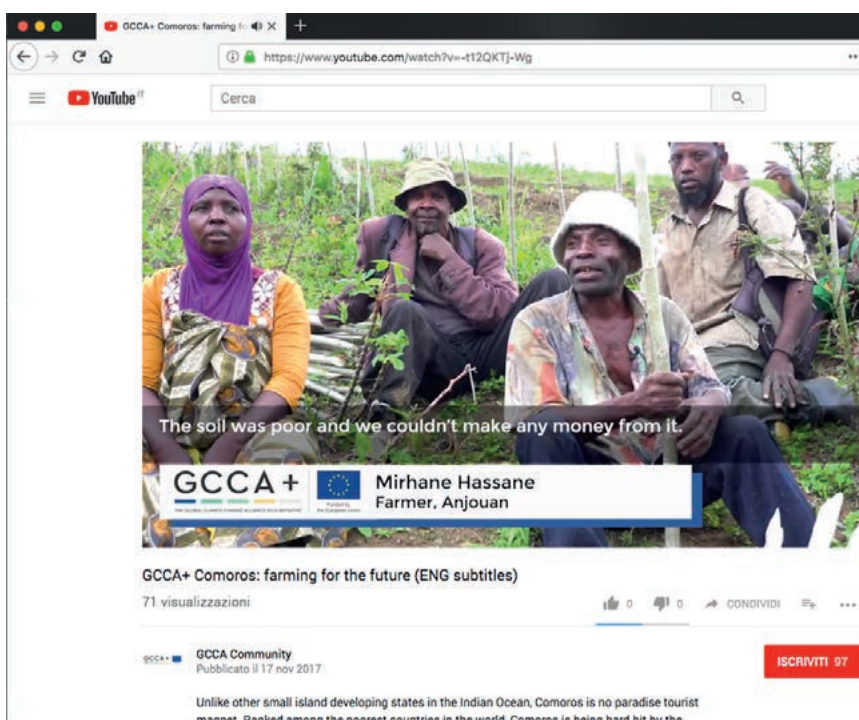
- EuropeAid always needs good quality video material for social media. This does not need to have been produced specifically for EC purposes, unless stipulated in the contract. However, videos produced by implementing partners about EU-funded projects must acknowledge EU contribution.
- Explainer videos and other professionally produced videos are always welcome.
- Videos can be sent to the GCCA+ Support Facility for further dissemination through EuropeAid and GCCA+ channels.
- Here below an example of video with the GCCA+ visual identity, don't forget the credits at the end of the video!

Example of video: Comoros farming for the future

[www.youtube.com/watch?v=-t12QKTj-Wg](https://www.youtube.com/watch?v=-t12QKTj-Wg)

## Video information essentials

Videos must be accompanied by: Descriptive metadata in English, including: title, summary, filming and production dates, production company, director and language version(s), plus script and subtitling files if available.



## Does GCCA+ has its own YouTube channel?

Yes, the GCCA support facility has its own YouTube channel where your videos can be posted:

[www.youtube.com/user/GCCACommunity](https://www.youtube.com/user/GCCACommunity)

Important to note: The YouTube channel is a repository, videos then need further promotion via social media (Facebook and Twitter) channels. A quick look at numbers of views in the YouTube account will show the need for a dissemination plan.

# EU VISIBILITY

The Requirements for **Communication and Visibility for EU-financed external actions** have been updated in January 2018 and set out the requirements for implementing partners (projects), including grant beneficiaries, contractors, organisations and agencies involved in the implementation of partly or wholly EU-funded actions.

Here below are some recurrent questions, although the main reference are always the Requirements.

[https://ec.europa.eu/europeaid/communication-and-visibility-manual-eu-external-actions\\_en](https://ec.europa.eu/europeaid/communication-and-visibility-manual-eu-external-actions_en)



## What does the standard EU visibility imply?

Standard visibility for the EU as a donor entails:

- Prominent display of the EU emblem (flag) with accompanying text on project sites, relief items and equipment.
- Written and verbal recognition of the EU's role when referring to an EU-funded project in press releases, social media, webpages, blogs, media interviews or articles about the project, etc.

## How to say that the EU funds my project?

The EU emblem is the default visual brand used to acknowledge and advertise the Union's financial support for an external action and no other visual brands may be used for this purpose. Immediately below or beside the EU emblem, the Union's financial contribution must be acknowledged with the words 'Funded (or 'Co-funded', as appropriate) by the European Union' (spelling out the words 'European Union' in full).

→ See 5.2 of the **Requirements for Communication and Visibility in EU-financed external actions**.

This should be clearly visible on all communication material (website, publications, social media channels, newsletter, blogs, event material, etc).

## Where to find the EU flag?



The EU emblem is available on the EuropeAid website [http://europa.eu/about-eu/basic-information/symbols/flag/index\\_en.htm](http://europa.eu/about-eu/basic-information/symbols/flag/index_en.htm)

The European flag consists of 12 golden stars in a circle on a blue background. It has a specific colour code. None of its elements can be altered in any way. If the flag is placed on a coloured background it should be surrounded by a white frame.

## If the GCCA+ logo is used, is there need for the EU flag?



The new GCCA+ logo is already accompanied by the EU emblem with the sentence "Funded by the European Union", so as long as this logo is clearly visible and readable, you don't need to add another EU flag on the same support.

## My GCCA+ project is co-funded by other international organisations. Which logos should be used?

As a general rule the visibility of the EU's support is afforded at least equal prominence to that of the other contributors in all communication materials, events, channels, etc.

For multi-donor set-ups led by an international partner with which the European Union has concluded a framework or delegation agreement, the communication and visibility provisions of that agreement apply.

## There is a European Commission (EC) logo, should I use it?



The EC logo (see below) is only used by EU officials. Projects should not be using it. The only case in which you would use it is if you are a contractor producing on behalf of the European Commission, thus your product becomes an official EC product. In such a case adhere to the graphic chart for this logo. The same rule applies to other EU institutions or funding instruments.

## Should I have EU visibility elements in my photos?

This is not an obligation. However, it is a good visibility practice to have at least some photos with EU visibility (images of the EU flag). EU presence does not always have to be in the forefront, even a person wearing a hat that has the EU flag on it will do.



## Should I refer to EC or EU, which is more correct?

You should refer to the EU and not the EC.  
The European Union (EU) represents all the European institutions. EC refers specifically to the European Commission. Delegations in third countries are called EU Delegations (not EC Delegations).

## Who has the intellectual property of the material produced?

Implementing partners retain full ownership of, and industrial and intellectual property rights to, all communication and visibility materials and products developed in support of EU-financed external actions. Implementing partners grant the European Union a royalty-free, non-exclusive and irrevocable licence to use all communication and visibility materials.

→ See 5.2 of the [Requirements for Communication and Visibility in EU-financed external actions](#).

## Should the EU be mentioned on material produced?

Yes. The support of the EU should be clearly stated, and material produced should be approved by the EU task officer.

This [film/video/audiovisual programme/publication...] was produced with the financial support of the European Union.

## How should the copyright notice read?



Information about copyright ownership must be included as follows:

Caption - country © EU GCCA+ Photo - Name of photographer - Year.  
All photos produced in the framework of a project are licensed to the European Union under conditions.

→ See 3.6 of the Requirements for Communication and Visibility in EU-financed external actions.

## What is the disclaimer and how to use it?

The disclaimer is a fixed text that should be used on everything a project produces, from a publication to a website and audio-visual material. This text makes it clear that the EU does not have any responsibility for what a project is producing. The wording is the same for all, but you need to adapt for each product:

This publication (this website/this video, etc.) has been produced (created and maintained) with the financial support of the European Union. Its contents are the sole responsibility of <name of the author/implementing partner> and do not necessarily reflect the views of the European Union.

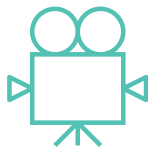


Where to put the disclaimer:

**Print publication** – it does not have to be on the front page. However, it should be displayed prominently on the inside cover or back cover as appropriate, according to the layout.



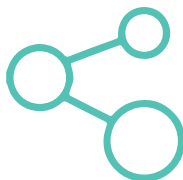
**Website** – the text can be displayed on one page (for example with the title "Legal" or "Disclaimer"), with the link to that page visible throughout the site. Or sometimes you find it at the bottom of the homepage, in a place that doesn't change.



**Audiovisual material** – have the text either at the beginning or at the end of the transmission.

## Is there a text explaining the EU that can be used?

Yes. Here below is the text proposed in the Requirements for implementing partners.



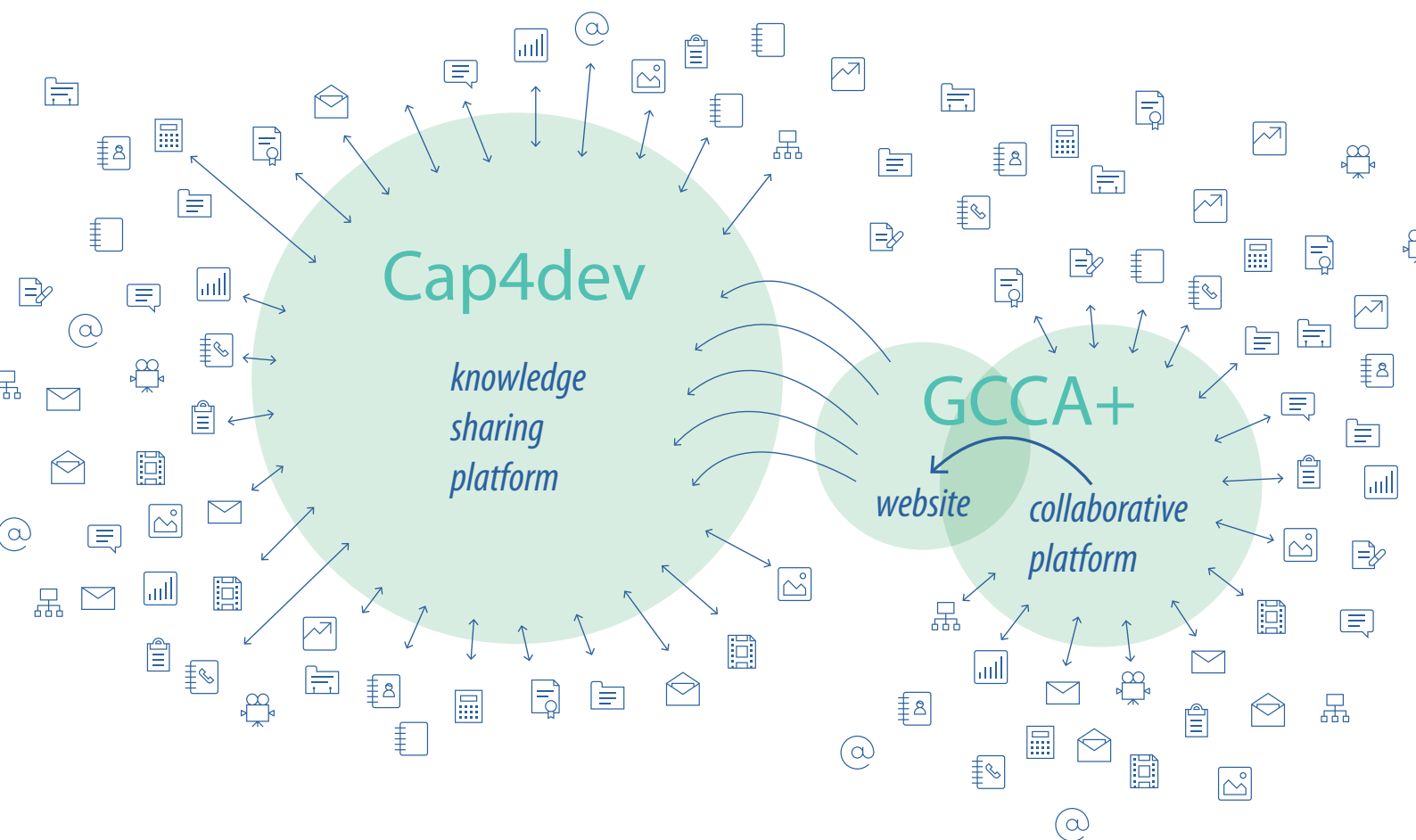
### General statement about the EU

The Member States of the European Union have decided to link together their know-how, resources and destinies. Together, they have built a zone of stability, democracy and sustainable development whilst maintaining cultural diversity, tolerance and individual freedoms. The European Union is committed to sharing its achievements and its values with countries and peoples beyond its borders.

→ See 3.6 of the Requirements for Communication and Visibility in EU-financed external actions.

# KNOWLEDGE MANAGEMENT

*Knowledge Management enhances GCCA+ efforts on mitigation and adaptation in vulnerable countries around the world. It allows GCCA+ to operate and act as an important source of knowledge, a forum to exchange best practices, and a channel to keep updated on the latest news and developments in the climate change community at large. Its main tools are: Capacity for Dev (cap4dev), the GCCA+ Collaborative platform and the GCCA+ website [www.gcca.eu](http://www.gcca.eu)*





## What is Capacity for Dev?

Capacity4dev.eu is the European Commission's knowledge sharing platform for development cooperation where you can share, learn and collaborate with over 20,000 members. Members are welcome to join or create open, closed or restricted communities targeted to specific audiences, and over 2,000 members have indicated Climate Change as their area of interest!

What is Capacity for Dev is explained clearly in a short video online

<https://youtu.be/r1ImnniXDil>

Its main features are:

**Groups**, a useful tool for communities of practice to interact online, share documents, ask questions, comment on content, promote events, and share the content of important workshops. Most of the content in the groups is crowd sourced.

The public group on Environment, Climate change and green economy is

<https://europa.eu/capacity4dev/public-environment-climate>

The GCCA community already has about 300 members (see below).

**Voices & Views**, knowledge pieces on the external cooperation are promoted to the front page in "Voices & Views". There are hundreds of articles available, created by journalists, working for the platform, in close collaboration with members of the site and EuropeAid staff.

**People**, by becoming a member of the platform you can comment on content and stay up to date with key developments relating to your professional field or areas of interest. In the People section you can search through members to find and contact colleagues.

## What happens when I join the GCCA+ Community?

By joining the GCCA+ Community <https://europa.eu/capacity4dev/gcca-community> you are getting one step closer to an improved knowledge sharing between GCCA+ stakeholders, as well as creating opportunities for learning and innovation.

You can for example:

- Share relevant documents and best practices within the community
- Initiate or participate to thematic discussions
- Publicise your events
- Promote the achievements of the GCCA+ project
- Participate to online trainings (also with EuropeAid academy)



### DEVCO ACADEMY

DEVCO Academy integrates four learning methods with learning resources, content, courses, background information, documents and useful links. The aim of this learning material is to provide expertise through training and dialogue on key areas of international development, including Climate Change, Disaster Risk Reduction (DRR) & Desertification.

<https://webgate.ec.europa.eu/devco-academy/>

## What is the GCCA+ collaborative platform?

The GCCA+ collaborative platform is a way to Improve:

- access to information and knowledge for GCCA+ stakeholders
- collaboration and networking between stakeholders
- learning and innovation between GCCA+ stakeholders
- GCCA+ programme management



## Who can access the GCCA+ collaborative platform?

The GCCA+ collaborative platform can be accessed at the link [www.gcca.eu/platform](http://www.gcca.eu/platform)

It is a knowledge management platform built to suit the needs of the GCCA+ family (EU Delegations GCCA+ focal points, GCCA+ Geo coordinators, GCCA+ project focal points, etc.).

It is managed by the GCCA+ Support Facility.

The platform will provide all the information you need in one place:

- The data that matters
- The people that matter
- The context, markers, indicators
- Sectors, priority areas, practices
- .... and a wealth of resources



## How do I submit my Programme Form?



- Create your Programme Form on the platform
- Submit for validation to your EU Officer
- Add your resources (photos, videos, documents, etc.)

And... click, the GCCA Support Facility can publish your info

### Programme Form validation

Once the Project Information Form is created and/or fully updated it can be set as 'send for validation'. The EU Project Officer (in EU Delegation or at EuropeAid) will be able to revise/modify and then provide validation of the project fiche by changing its status in 'Validated by EU Officer – sent for publication'.

### Programme form publication

The GCCA+ Support Facility will first check the form before any part is published on the GCCA+ website, whereas some elements will remain/be accessible by registered users only on the platform. GCCA+ members will still be able to revise the fiches content at this stage.

## How do I contribute to the platform resources?

Platform members can add resources related to their programme or their workspace and share them with other users.

They can view resources uploaded by colleagues. This will allow to:

- Search the best photos from GCCA+ programmes
- Find the most relevant programme documents
- Take advantage of lessons learned
- View conference documents

... a powerful search engine does the trick



## What will I find on the GGCA+ collaborative platform?

The platform is designed to host a variety of items:

**Communication and Media** brochures, leaflets, news articles, newsletters, press releases, stories, photos, videos

### Lessons learned

case studies, posters, presentations, training material, good practices

### Methodological support

guidelines, toolkit, manual, educational material, tool, form, template, methodology

### Conferences

memo, meeting documents, conference records, speeches, public announcements, quotes

### Project level documents

studies, implementation reports, datasets, project related strategy, contractual documents, partnership agreements, MoU, budget, statistics, reports, etc.

### Policy level documents

policy, strategy, action plan, treaty, convention

### Project Information Forms

## What is my workspace on the collaborative platform?

A workspace is a space to help you organize your events:

- Present your event
- Invite colleagues to join
- Share presentations and documents
- Link the workspace to your programme

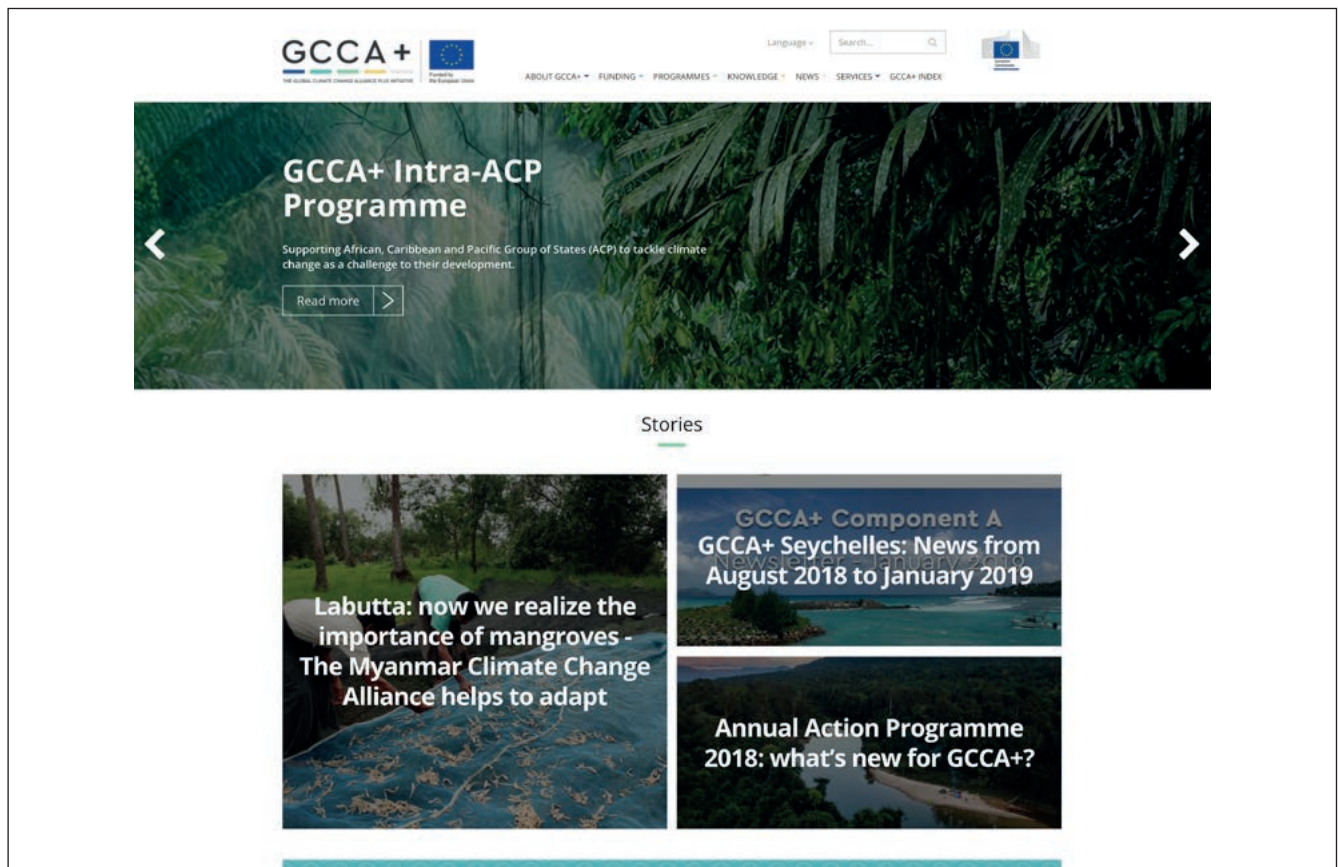
### Organize a workspace for your events with colleagues

- Platform members can ask the contribution of other users in creating a new range of knowledge items such as lessons learned, good practices and case studies (notably, useful for reports and publications).
- Platform members can prepare specific GCCA+ related events (COP side event, regional conferences, etc.)
- Platform members can send messages to each other

## What is the difference between the collaborative platform and the GCCA+ website?

The website [www.gcca.eu](http://www.gcca.eu) is the public face of the EU Global Climate Change Alliance initiative, it is accessible to the general public and provides information of interest to a wider audience.

The collaborative platform is a working tool for GCCA+ stakeholders and a repository of all the programmes documents. The two are interrelated so that elements stored on the platform that are of interest to a wider audience can be directly published on the website (photos, videos, etc.).





# CLIMATE CHANGE

*Tips for communication*

- Always use a simple language
- Don't be afraid to be repetitive, as long as the key message is simple
- Use trusted sources for info
- Keep away from doom and gloom messaging
- Focus on climate solutions
- Refer to future generations, people and families
- Tell the facts to make science understandable



# EUROPEAID

## *Communication Strategy in 10 actions*

- 1 Develop a culture of communication
- 2 Focus on results and impact
- 3 Focus on digital and social media
- 4 Strengthen relations with the media
- 5 Focus on key events
- 6 Strengthen our image towards stakeholders as a centre of expertise
- 7 Work in partnership
- 8 Increase information transparency
- 9 Improve communications and project visibility outside the EU
- 10 Better plan and evaluate our communication work





# RESOURCES

Communication and Visibility Manual for EU External Actions

[https://ec.europa.eu/europeaid/communication-and-visibility-manual-eu-external-actions\\_en](https://ec.europa.eu/europeaid/communication-and-visibility-manual-eu-external-actions_en)

GCCA+ Styleguide

<http://storyborders.com/gcca/index.php>

What is Capacity for Dev (explanatory video)

<https://youtu.be/r1lmnniXDil>

EuropeAid online Communications FAQ

[https://ec.europa.eu/europeaid/funding/faqs-toolkit-glossary\\_en](https://ec.europa.eu/europeaid/funding/faqs-toolkit-glossary_en)

The European Flag

[https://europa.eu/european-union/about-eu/symbols/flag\\_en](https://europa.eu/european-union/about-eu/symbols/flag_en)

DG Comm – Visual identity of the European Commission

[http://ec.europa.eu/dgs/communication/services/visual\\_identity/index\\_en.htm](http://ec.europa.eu/dgs/communication/services/visual_identity/index_en.htm)

EuropeAid photo library

[https://ec.europa.eu/europeaid/search/media/\\_en](https://ec.europa.eu/europeaid/search/media/_en)

'EuropeAid EU in the World' YouTube channel

[www.youtube.com/user/EUintheWorld](http://www.youtube.com/user/EUintheWorld)

European Commission Audiovisual services copyright rules

<http://ec.europa.eu/avservices/copyright/index.cfm?&sitelang=en>

EuropeAid Academy – Environment and green economy

<https://webgate.ec.europa.eu/devco-academy/>

Climate Trackers – Beginner's guide to writing about climate change

<https://drive.google.com/file/d/0B5G-Vv1r5CBcWW1nb3NITGZHcGc/view>

Climate Trackers Toolkits in 10 languages

<http://climatetracker.org>

BBC climate change glossary

[www.bbc.com/news/science-environment-11833685](http://www.bbc.com/news/science-environment-11833685)

Writing to Grab Attention, a handbook for EU-funded projects

[www.euneighbours.eu/en/east-south/stay-informed/publications/writing-grab-attention-handbook-eu-funded-projects](http://www.euneighbours.eu/en/east-south/stay-informed/publications/writing-grab-attention-handbook-eu-funded-projects)

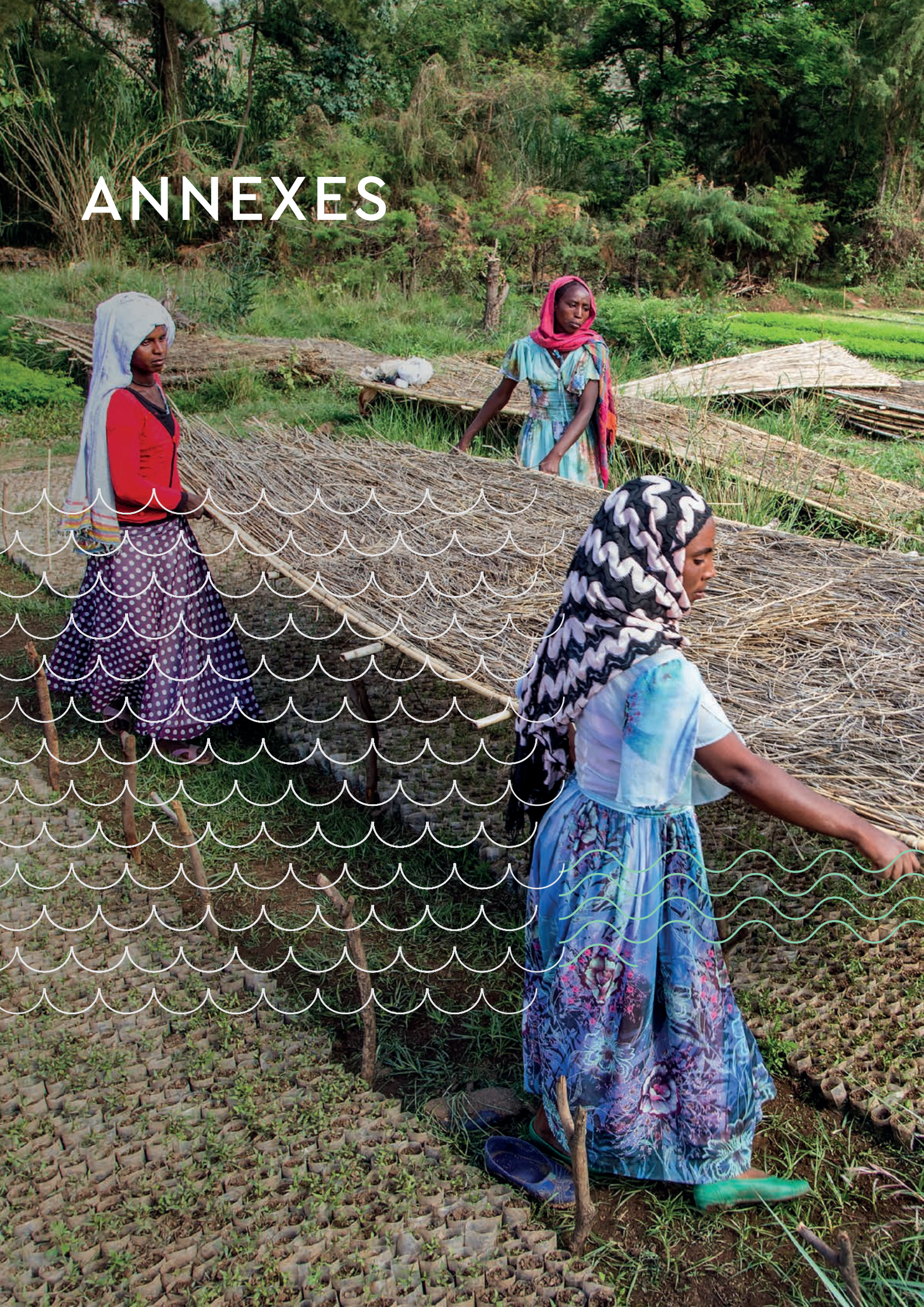
A Photographer's Handbook:

How to take pictures of an EU funded project

[www.euneighbours.eu/en/east/stay-informed/publications/photographers-handbook-how-take-pictures-eu-funded-project](http://www.euneighbours.eu/en/east/stay-informed/publications/photographers-handbook-how-take-pictures-eu-funded-project)



# ANNEXES





# TEMPLATE FOR EUROPEAID WEBSITE

## Stories from the field on EuropeAid website

[https://ec.europa.eu/europeaid/search/site/\\_en?solsort=ds\\_created%20desc&f\[0\]=bundle\\_name%3AStories](https://ec.europa.eu/europeaid/search/site/_en?solsort=ds_created%20desc&f[0]=bundle_name%3AStories)

Below is the information to provide to your EU project officer:

FIELD	INFO
Project name	
CRIS number	FOR THE EU PROJECT OFFICER TO FILL IN
Metadata (a short descriptive title to appear in search engine)	
Tags (4 descriptive terms for search engines. Comma separated)	
Title (max 255 characters). Avoid technical terms	
Subtitle (max 150 characters), make it journalistic	
Short description (max 200 characters). Quick summary of the story/project	
Country(ies)	
Region(s)	
Sector(s) – select one or more. This determines which webpage the story shows on, e.g. biodiversity, climate change...	
EC Funding Instrument (if known)	
<b>Background:</b> insert quote (max 400 characters) from the project coordinator or someone who has been involved in the project, along with their name and organisation.	



A photo to illustrate this quote/ the project (including details of copyright holder and photographer credit, if needed). Min size 480x640 pixels. Max 8 MB. Detailed caption essential. Landscape format is best.

**Context:** description of the situation before project implementation and the related needs (max 600 characters):

## CONTENT SECTION

List of bullet points with main objectives of the project (max 500 characters including spaces for each bullet point):

List of bullet points with main results of the project (max 500 characters including spaces in each bullet point).

Facts and figures related to the project, e.g. statistics, numbers of people trained, studies conducted... etc. In Bullet points, each max 255 characters, including spaces. NB this is a required field; cannot be left empty.

List of main partners (implementing organisation, other partners involved in project); must include a web address / URL link for each. Partner name each max 128 characters.

**Footer:** project website address, if available.

## TESTIMONY SECTION:

Title of testimony (255 characters maximum), e.g. name and role of the person cited below.

Testimonial from a project beneficiary (first person quote) describing how they and others experienced and benefited from the project (2 500 characters maximum, including spaces). No quote marks needed, these are inserted automatically

Photo of this person (again with photographer credit, model release, etc.). Min size 480x640 pixels. Max 8 MB. Detailed caption essential. Landscape format again, please, for optimal rendering on the website + story PDF

# FEATURE STORY EXAMPLE

## MAURITIUS THE RISING TIDE OF SALT

Rodrigues, a self-governing territory 500 kilometres from the main island of Mauritius, face one of the less-well-known impacts of climate change – seawater contamination.

Farmer Jacques Ravena casts a gloomy eye over his fields, where scanty patches of vegetables struggle to grow between large expanses of dry, cracked soil.

"The fields are getting more and more salty," says Jacques, president of the local planters' association. "I pump water from the boreholes, but the water is salty. And when I use this water to irrigate my crops it affects my agricultural production."

Jacques is one of a growing number of farmers on Rodrigues, a self-governing territory 500 km from the main island of Mauritius, who face one of the less-well-known impacts of climate change – seawater contamination. As oceans get warmer, sea levels rise and seep into low-lying coastal regions, including fields.

In previous years, rainwater would flood down from the hills and wash away the salt water. But for the past two years, there has not been enough rain to clean the fields of salt.

Fellow planter Loisotto Upedon agrees: "Some seasons there is work, some seasons no work. But work is getting scarcer because there is no rain," she says. "We have had very little rain during the winter period and the borehole water is getting saltier and saltier. I have problems growing crops with this salt water."

Climate change is making life harder for farmers, especially those in small island developing states (SIDS). Together with sea-level rise, farmers

face drought, floods and extreme weather events such as hurricanes. That is why the EU is investing around 20 % of the EU co-operation budget – EUR 2 billion a year – to help developing countries tackle climate change, and to pay special attention to small island states.

In Mauritius, an ambitious EUR 3-million project supported by the EU GCCA+ initiative is providing practical help for farmers like Jacques and Loisotto. Some of the funds are being used to build water reservoirs where rainwater can be stored and used instead of the salty boreholes.

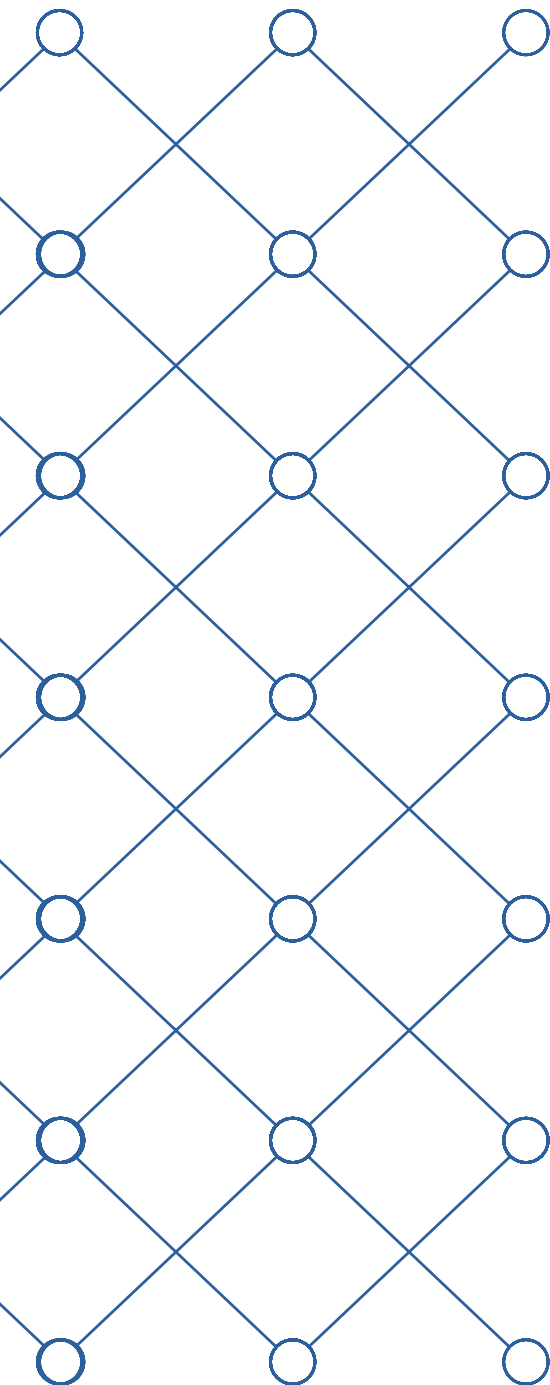
"There are a lot of dykes that were built in the past but are very silted up now and can't hold any water, so we want to clean them, to rehabilitate them, so they can hold water again," says Atma Beeharry-Panray, a farming consultant to the Rodrigues regional

assembly. "The solution is to provide these farmers with the right infrastructure to store water during the rainy season. Funding from the European Commission will be used to build a water reservoir so that all that run-off water may be channelled there and stored until it is needed by the growers to irrigate their fields."

For growers like Loisotto, the work funded by GCCA+ cannot come soon enough. "Because of climate change everything is off track," she says. "The seasons have changed. When we are supposed to have water, we have none, and then we have too much. Day by day we are facing climate change problems, and in the future, I think it will be more difficult for us. Just a few years ago I used to grow three times as many vegetables as I do now."



Video on Facebook: Mauritius [www.youtube.com/watch?v=vvMpFbHmpe4](https://www.youtube.com/watch?v=vvMpFbHmpe4)



The Global Climate Change Alliance Plus (GCCA+) is a flagship initiative of the European Union helping most vulnerable countries respond to climate change. It started in 2007 and has become a major climate initiative over 70 programmes in Africa, Asia, the Caribbean and Pacific region.

### Join our community

<https://europa.eu/capacity4dev/gcca-community>

### Photos

#### *Front cover*

Crossing a bridge built against unpredictable floods in Kouarfa-Tampobré, Benin.  
© EU GCCA+ LoCal-UNDCF N. Alqatami 2016

#### *p. 2*

Riding an elevated road against river flooding in Borei Chulsa, Cambodia  
© EU GCCA+ LoCal-UNDCF CJancloes 2013

#### *p. 3*

Training her community in using energy efficient cook stoves, Niger  
© EU GCCA+ LoCal-UNDCF Photo Idrissa Moussa 2017

#### *p. 29*

Planting crops resilient to the new climate conditions in Ethiopia  
© EU GCCA+ Photo Gonzalo Guajardo, Epic Media

#### *p. 30*

Irrigation project  
© EU GCCA+ Mauritania

#### *p. 32*

Nursery for climate resilient plants in Ethiopia  
© EU GCCA+ Photo Gonzalo Guajardo, Epic Media

#### *Back cover*

Nukufetau coastal damages cyclone – Tuvalu  
© EU GCCA+ LoCal-UNDCF  
Photo Hendrik Visser 2016

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