



GEF-6 REQUEST FOR PROJECT ENDORSEMENT/APPROVAL

PROJECT TYPE: MEDIUM SIZE PROJECT

TYPE OF TRUST FUND: CAPACITY BUILDING INITIATIVE FOR TRANSPARENCY

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PART I: PROJECT INFORMATION

Project Title: Building and strengthening Sierra Leone's national capacity to implement the transparency elements of the Paris Agreement			
Country(ies):	Sierra Leone	GEF Project ID: ¹	10027
GEF Agency(ies):	UNEP	GEF Agency Project ID:	01647
Other Executing Partner(s):	Environmental Protection Agency (EPA) of Sierra Leone	Submission Date:	4th of June, 2019
GEF Focal Area (s):	Climate Change	Project Duration (Months)	36
Integrated Approach Pilot	IAP-Cities <input type="checkbox"/> IAP-Commodities <input type="checkbox"/> IAP-Food Security <input type="checkbox"/>	Corporate Program: SGP <input type="checkbox"/>	
Name of Parent Program	[if applicable]	Agency Fee (\$)	119,495

A. FOCAL AREA STRATEGY FRAMEWORK AND OTHER PROGRAM STRATEGIES²

Focal Objectives/Programs	Area	Focal Area Outcomes	Trust Fund	(in \$)	
				GEF Project Financing	Co-financing
CBIT		CBIT	CBIT	1,344,495	200,000
Total project costs				1,344,495	200,000

¹ Project ID number remains the same as the assigned PIF number.

² When completing Table A, refer to the excerpts on [GEF 6 Results Frameworks for GETF, LDCF and SCCF](#).

B. PROJECT DESCRIPTION SUMMARY

Project Objective: To build and strengthen Sierra Leone's national capacity to implement the transparency elements of the Paris Climate Agreement.						
Project Components/ Programs	Financing Type ³	Project Outcomes	Project Outputs	Trust Fund	(in \$)	
					GEF Project Financing	Confirmed Co-financing
Component: National Capacity to track NDC ⁴ implementation and sustain transparency efforts over time	TA	Outcome 1 Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC ⁵ modalities, procedures and guidelines	Output 1.1 Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders Output 1.2 Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed. Output 1.3 Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized (e.g. National Communications, Biennial Update Reports)	CBIT	328,500	50,000

³ Financing type can be either investment or technical assistance.

⁴ Nationally Determined Contribution

⁵ United Nations Convention on Climate Change

	TA	Outcome 2 Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system	Output 2.1 Data teams from the three prioritized sectors trained in collection, processing and management of data Output 2.2 Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform Output 2.3 NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA	CBIT	913,000	100,000
Subtotal					1,241,500	150,000
Project Management Cost (PMC) ⁶				CBIT	102,995	50,000
Total project costs					1,344,495	200,000

C. CONFIRMED SOURCES OF CO-FINANCING FOR THE PROJECT BY NAME AND BY TYPE

Please include evidence for co-financing for the project with this form.

As the needed co-financing is well within the revenue generation rate of Environmental Protection Agency (EPA), the Agency decided that it will provide the whole co-financing amount as specific additional support to enable the smooth implementation of the project.

Sources of Co-financing	Name of Co-financier	Type of Co financing	Amount (\$)
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⁶ For GEF Project Financing up to \$2 million, PMC could be up to 10% of the subtotal; above \$2 million, PMC could be up to 5% of the subtotal. PMC should be charged proportionately to focal areas based on focal area project financing amount in Table D below.

Government of Sierra Leone (GoSL)	Environment Protection Agency	In-Kind	200,000
Total Co-financing			200,000

D. TRUST FUND RESOURCES REQUESTED BY AGENCY(IES), COUNTRY(IES) AND THE PROGRAMMING OF FUNDS

GEF Agency	Trust Fund	Country Name/ Global	Focal Area	Programming of Funds	(in \$)		
					GEF Project Financing (a)	Agency Fee (*) (b)	Total (c)=(a)+(b)
UNEP	CBIT	Sierra Leone	Climate Change	CBIT set-aside	1,344,495	127,727	1,472,222
Total Grant Resources					1,344,495	127,272	1,472,222

(*) Refer to the Fee Policy for GEF Partner Agencies

E. PROJECT'S TARGET CONTRIBUTIONS TO GEF 6 CORE INDICATORS

Update the relevant sub-indicator values for this project using the methodologies indicated in the Core Indicator Worksheet (as used in GEF 7 Endorsement template – Annex E) and aggregating them in the table below. Progress in programming against these targets is updated at mid-term evaluation and at terminal evaluation. Achieved targets will be aggregated and reported any time during the replenishment period. There is no need to complete this table for climate adaptation projects financed solely through LDCF and SCCCf.

Project Core Indicators		Expected at CEO Endorsement
1	Terrestrial protected areas created or under improved management for conservation and sustainable use (Hectares)	
2	Marine protected areas created or under improved management for conservation and sustainable use (Hectares)	
3	Area of land restored (Hectares)	
4	Area of landscapes under improved practices (excluding protected areas) (Hectares)	
5	Area of marine habitat under improved practices (excluding protected areas) (Hectares)	
	Total area under improved management (Hectares)	
6	Greenhouse Gas Emissions Mitigated (metric tons of CO ₂ e)	
7	Number of shared water ecosystems (fresh or marine) under new or improved cooperative management	
8	Globally over-exploited marine fisheries moved to more sustainable levels (metric tons)	
9	Reduction, disposal/destruction, phase out, elimination and avoidance of chemicals of global concern and their waste in the environment and in processes, materials and products (metric tons of toxic chemicals reduced)	
10	Reduction, avoidance of emissions of POPs to air from point and non-point sources (grams of toxic equivalent gTEQ)	
11	Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment	70 women; 70 men

Provide additional explanation on targets, other methodologies used, and other focal area specifics (i.e., Aichi targets in BD) including justification where core indicator targets are not provided.

F. PROJECT TAXONOMY

Please update the table below for the taxonomic information provided at PIF stage. Use the GEF Taxonomy Worksheet provided in Annex F to find the most relevant keywords/topics/themes that best describe the project.

Level 1	Level 2	Level 3	Level 4
Influencing models	Transform policy and regulatory environments Strengthen institutional capacity and decision-making		
Stakeholders	Private Sector Civil Society Type of Engagement	Large corporations Non-Governmental Organization Academia Trade Unions and Workers Unions Consultation Participation	
Capacity, Knowledge and Research	Capacity Development Knowledge Generation and Exchange		
Gender Equality	Gender Mainstreaming	Beneficiaries Sex-disaggregated indicators Gender-sensitive indicators	
Focal Areas/Theme	Climate Change	United Nations Framework on Climate Change Climate Finance (Rio Markers)	Capacity Building Initiative for Transparency Climate Change Mitigation 1 Climate Change Adaptation 1

PART II: PROJECT JUSTIFICATION

A.0. Describe any changes in alignment with the project design with the original PIF

The logical framework and the budget allocation have been adjusted to reflect the feedback from the stakeholder consultation and the validation workshop:

- The two project components have been merged into one in order to accentuate that all outcomes are interlinked and thus, make the operational implementation more agile and focused.
- As the project now has one component, the numbering of outcomes and outputs have been changed from e.g. 1.1. to 1 for outcomes (one less decimal) and 1.1.1. to 1.1. for outputs (one less decimal).
- Former outputs 2.1.2 (PIF) and 1.2.1 (PIF) have been merged into current output 2.1 since they had similar activities focused on training.
- Outcomes 1.2 (PIF) and 2.1(PIF) were merged into current outcome 2 to encompass all activities related to the use of the NDC data systems and training, including peer-to-peer learning activities previously under output 1.2.2.
- Therefore, substantially more funding has been allocated to outcome 2 in the CEO Endorsement Request. This change is due to the proposed merge of the outcomes but it is mainly based on feedback from the stakeholder consultations where the need to

allocate more funding to training as a mean to make the NDC transparency system sustainable, was highlighted iteratively. To respond to stakeholder feedback, 926,500 USD was allocated to outcome 2 while 328,500 USD was allocated to outcome 1.

- The Project Management Cost from the GEF resources was also reduced, thanks to co-finance for Project Management Cost offered by the government to partially cover key positions.
- The wording of project outcomes has also been slightly modified so that the focus be on the main beneficiaries' uptake of project outputs, following recent guidance on the Theory of Change.

The outputs described below were also amended based on stakeholder input:

PIF	CEO Endorsement	Justification
Output 1.1.1 Institutional arrangements for data collection and management established under EPA's coordination in prioritized sectors for both mitigation and adaptation	Output 1.1 Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders	Stakeholders argued that it is implicit that the institutional arrangements and data collection systems will cover both adaptation and mitigation and that it could lead to confusion to have it divided in the output title
Output 1.1.2 Sectoral transparency guidelines and methodologies including emission factors and indicators for adaptation developed in prioritized sectors	Output 1.2 Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed in three prioritized sectors.	Based on stakeholder feedback and acknowledging Sierra Leone's current capacity on climate transparency, focus should be on setting up robust systems and move from tier 1 to tier 2. It is a side-benefit if data is available to calculate emission factors.
Output 2.1.1 Online system for collecting and managing all NDC information including data about climate finance developed and hosted by EPA in partnership with academia.	Output 2.3 NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA	This output was changed as the feedback from EPA stakeholders argued that the online system clearly should include NDC in the title to avoid misunderstandings. Furthermore, it was agreed that academia should contribute to the development of the platform but not the hosting.
Output 1.1.3 Continuous quality control and assurance program for Sierra Leone's transparency instruments designed (e.g. National Communications, Biennial Communications)	Output 1.3 Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized (e.g. National Communications, Biennial Update Reports)	"Operationalized" was added to the output title to emphasize that the quality control and assurance program needs to be not only designed but also operationalized.

A.1. Project Description.

1) The global environmental and/or adaptation problems, root causes and barriers that need to be addressed:

Sierra Leone has been identified by the United Nations as one of the forty-eight Least Developed Countries (LDCs). Its economic and social development factor poses a major challenge to development and makes the country vulnerable to the impact of climate change. Efforts to improve the quality of life of its people have been hampered by extreme poverty, structural weakness in the economy, civil conflict, Ebola disease outbreak of 2014 and the lack of capacity related to growth and development. All these are further aggravated by the negative impacts of climate change. Sierra Leone has been ranked as the third most vulnerable nation after Bangladesh and Guinea Bissau to adverse effects of climate change. The vulnerable population has low capacity to adapt to climate change and the rural populations will be the most affected because of high dependence on rain-fed agriculture and natural resource-based livelihoods. The most recent example is the mudslide in Freetown in August 2017 that killed 500 people, led to the outbreak of cholera and is still affecting around 6,000 people. Finally, rising sea levels are increasing danger of flooding and coastal erosion in the coastal areas. According to the science of climate change, these impacts are likely to continue to affect Sierra Leone in the future, despite the country being least responsible for the problem since Sierra Leone's contribution to global emissions of greenhouse gases is negligible.

The United Nations Convention on Climate Change (UNFCCC) and its Parties agreed in Paris in December, 2015 to an historic international climate agreement to cope with climate change. The adoption of the Paris Agreement made fundamental progress towards meaningfully addressing climate change. Earlier to reaching the Agreement, developed and developing countries submitted their national post-2020 climate action commitments, known then as the Intended Nationally Determined Contributions (INDCs). These commitments form the foundation of the 2015 climate agreement. As countries ratified the Paris Agreement, their INDCs turned into National Determined Contributions (NDC). Countries are at different stages in developing plans or strategies that will guide national implementation of their NDC. Sierra Leone's NDC includes both conditional mitigation and adaptation components based on its national circumstances and in line with decisions 1/CP.19 AND 1/CP.20. The vision of the NDC is to create a new era for a harmonious relationship between the economy, environmental, social and long term sustainability; shift to a green economy and provide for the identification and implementation of various mitigation and adaptation measures. The national circumstances of Sierra Leone have been fully taken into consideration during the development of the NDC. This includes national and sectoral strategies which already exist in the just launched National Development Plan for 2019-2025, known as "The New Direction", which targets the agenda for posterity, a green development pathway especially in the energy sector.

The scope of implementation of Sierra Leone's NDC on mitigation and adaptation is contingent upon the provision of adequate resources by the international community (financial resources, capacity-building and the transfer of technologies). In view of this, there is clearly a need to strengthen Sierra Leone's national capacity to implement the different components of the Paris Climate Agreement. As indicated in Sierra Leone's NDC, additional support is required to develop a transparency system for tracking the performance and the implementation progress of the NDC. The proposed project presents an important opportunity to support the Government of Sierra Leone in building its institutional and technological capacity, designing methodological tools and indicators, and engaging all relevant

stakeholders. The future implementation of Sierra Leone's NDC intends to integrate the climate objectives of the national Low Carbon Development pathway with the sustainable development agenda outlined in the government Agenda of Prosperity, which is Sierra Leone's third Poverty Reduction Strategic Paper (PRSP 3) and the current New Direction development pathways document.

Article 13 of the 2015 Paris Agreement establishes the Enhanced Transparency Framework (ETF). The framework was set up to enable the tracking, comparing and understanding of national commitments worldwide to fight climate change. The ETF requires countries to regularly provide: (i) A national inventory of greenhouse gas emissions (by sources) and removals (by sinks) (ii) Information necessary to track progress toward achieving their NDC (iii) Information related to climate change impacts and adaptation (iv) Information on financial, technology transfer and capacity-building support needed and received; and (v) Information on any support they provide to developing countries. The Paris Agreement requested the GEF to support the establishment and operation of the Capacity-building Initiative for Transparency (CBIT) to assist developing countries in meeting the enhanced transparency requirements of the agreement in both the pre- and post-2020 period. The CBIT is to enable countries to establish or strengthen their in-house capacity to track progress on national commitments made under the Paris Agreement and also to produce more comprehensive and accurate reports capturing their implementation in the medium to long-term. The CBIT also supports countries to build capacity to enhance the level of ambition under the Paris Agreement, including by enhancing capacities for the generation of more accurate and updated data on emissions in all sectors as well as in the impacts of adaptation measures in increasing resilience of communities and ecosystems.

The NDC of Sierra Leone has three components, one for mitigation, one related to adaptation and the third for Loss and Damage consistent with Sierra Leone's green growth pathway to development. The NDC intends to maintain the emission levels of Sierra Leone relatively low (close to the world average of 7.58 MtCO_{2e}) by 2035 or neutral by 2050 by reducing its carbon footprint and by following green growth pathways in all economic sectors. This target will only be achieved by Sierra Leone with the availability of international support that will come in the form of finance, investment, technology development and transfer, and capacity building. This would require substantial donor support estimated to about \$ 900 million. The NDC very clearly states that Sierra Leone "plans to develop a tracking system (MRV) to analyze the support (finance, technology transfer and capacity building) for its implementation". Translating Sierra Leone's NDC into concrete policies, programs, and projects will be key to successful implementation. The proposed project will help the government of Sierra Leone to realize this ambition in its NDC.

Sierra Leone, as a signatory to the Paris Agreement will need to provide the necessary information to track progress towards implementing and achieving NDCs and on reducing greenhouse gas (GHG) emissions. Sierra Leone will also need to demonstrate good practices, and highlight needs and gaps to provide inputs to the five-yearly Global Stock take. Information submitted by countries will undergo a technical expert review. This process is intended to be facilitative and will include assistance to developing countries to identify capacity-building needs. The Paris Agreement also encourages other stakeholders, including civil society and the private sector, to participate in efforts to address and respond to climate change.

The recent submission of the Third National Communication (TNC) demonstrates that Sierra Leone is committed to comply with the UNFCCC requirements and the inventory done as part of the TNC was prepared using the 2006 Intergovernmental Panel on Climate Change (IPCC) inventory guidelines. However, only a few of the 2006 IPCC emission categories are reported in the inventory due to the lack of available data. The TNC assessed climate change impacts for the key sectors of agriculture, water, health, coastal areas, and human settlements, and included an assessment of potential mitigation options to reduce GHG emissions in the following sectors: transport, energy, agriculture, forestry and waste.

2) The baseline scenario and any associated baseline projects:

Baseline scenario

Due to the outbreak of the Ebola Virus Disease-2013-15 in Sierra Leone which claimed 3,461 lives by February 2015, the development gains made by Sierra Leone after the country's emergence from a ten-year civil war in 2000 were rudely reversed. The Ebola outbreak was a major setback, leading to the collapse of many climate change activities nationwide and there is a vital need for support to kickstart the process related to climate change capacity-building in Sierra Leone. So far, all National Communications in Sierra Leone presented to UNFCCC have been led by academic consultants from the university of Sierra Leone. However, one has passed away and the other has left Sierra Leone, and is thus not available for this type of work. This situation has left the capacities created outside the public administration severely weakened. This was also reflected in the TNC submitted on March 4th 2018, whose implementation was carried out by a task force of approximately 10 individuals in different working groups. The National Communications so far have been undertaken with a project-based approach rather than a programmatic approach and hence failed to foster institutionalized capacity building. Four working groups were temporarily established and responsible for completing the inventory for the four sectors, namely; Energy, Industrial Processes and Product Use (IPPU), Agriculture, Forestry and Other Land Use (AFOLU) and Waste. Each working group had a lead and membership drawn from the University of Sierra Leone, public and non-governmental organizations working closely with a number of institutions (Ministries of Agriculture, Energy, Transport, Trade and Industries, the Petroleum Regulatory Agency and the Waste management sector) that supplied data to the inventory compilers. In order to ensure that there is no double counting, the inventory group leader ensured that there is enough coordination among the working groups. A project management team provisionally recruited by the project coordinated all these arrangements.

The project based approach of the previous National Communications left the key institutions incapacitated and dependant on the consultants and the private sectors who usually kept monopoly of findings and data that are supposed to be public. Formally, the Meteorological Agency under the Ministry of Transport and Aviation is the UNFCCC Focal Point and responsible for the management of the entire inventory process. The agency is the technical arm responsible for submitting inventories of good quality and above all meets international standards as far as feasible. The office of the Environmental Protection Agency (EPA) is responsible for the official approval and endorsement of the TNC for the onward submission to UNFCCC. The Climate Change Secretariat of EPA coordinates the country's response to climate change and is the key institution for information on climate change issues and on the country's response to mitigating and adapting to climate change. It is the official repository and clearing house for regional climate change data, providing climate change-related policy advice and guidelines to Sierra Leone. In this role, the EPA is recognized by the UNFCCC,

United Nations Development Programme (UNDP), UN Environment, and other international agencies as the hub for climate change issues in Sierra Leone. The Meteorological Agency and EPA were involved in the implementation of the TNC and the lessons learned and gaps analysis from the process have informed the design of this CBIT project.

Thus, the current CBIT will be based on a programmatic approach where capacity and systems built by the project will be sustained and budgeted for under the respective Ministries, Departments and Agencies' (MDAs) annual budget estimates/allocation. In this way, the sustainability of the process will be guaranteed unlike previous status quo where the expiration of the project phase usually closed the process.

The CBIT project will focus on strengthening the institutional set-up for transparency with EPA and the Meteorological Agency as the key institutions managing a National Climate Transparency System. The TNC mentions the gaps and methodological problems (among others) listed below:

Barriers (baseline scenario)	Elaboration	Outputs that will address the barriers
Lack of a legal framework for GHG data collection and guidelines for data management.	Access to reliable activity data is a problem in all sectors in Sierra Leone and the country has not been able to maintain a permanent structure for the elaboration of national GHG inventories. Sierra Leone has therefore not been able to accurately report its emissions to the UNFCCC on an ongoing basis. In the national communications developed so far Sierra Leone has used default factors to generate data for the inventory. The lack of legal agreements makes it difficult to enforce data compilation and generate the data necessary to establish a sound inventory. The lack of a legal framework for data collection and management is hence preventing the improvement of Sierra Leone's National Climate Transparency System. To complete the procedural framework for an efficient transparency system, it is vital to develop guidelines including data management and Quality Assurance/Quality Control (QA/QC) methodologies for the sectors concerned.	<p>Output 1.1 Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders</p> <p>Output 1.2 Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed</p> <p>Output 1.3 Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized (e.g. National Communications, Biennial Update Reports)</p>

	<p>Sectoral guidelines for data collection and management play an important role in a National Climate Transparency System that ensures the elaboration of transparent, consistent, comparable, complete and accurate GHG Inventories.</p>	
<p>The current capacity of the EPA and other relevant stakeholders is limited in the area of transparency. It is a high priority to strengthen the capacity of the national climate secretariat under EPA and the Meteorological Agency to enable effective coordination of the National Climate Transparency System.</p>	<p>EPA is responsible for coordinating national communications and will naturally also be hosting and coordinating the CBIT activities. The coordination of the TNC was done by consultants with technical support from the Meteorological Agency. Focus should hence be on establishing and strengthening the capacity of the EPA and other relevant stakeholders to ensure adequate technical capacity at sector level to implement the National Climate Transparency System' guidelines and methodologies.</p>	<p>Output 2.1 Data teams from the three prioritized sectors trained in collection, processing and management of data</p> <p>Output 2.2 Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform</p>
<p>Inadequate capacity for coordinating reporting of NDC implementation progress.</p>	<p>There is a lack of capacity of lead institutions to coordinate tracking and reporting of NDC implementation. Institutional roles and responsibilities and an online system for implementing and tracking the NDC do not exist and need to be developed.</p>	<p>Output 2.4 NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA</p>
<p>Lack of evidence-based climate change policy making</p>	<p>A major area of constraint is the availability of data necessary to make ex ante impact assessment of policies and actions supporting NDC implementation. With limited financial resources available, it is crucial to prioritize the most efficient policies and measures fostering high impact interventions and at the same time implement the NDC in the smartest possible way. Access to data and scenario analyses are lacking to support decision makers to select the appropriate</p>	<p>Output 2.1 Data teams from the three prioritized sectors trained in collection, processing and management of data</p>

	and most cost efficient policy framework to implement the NDC.	
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Baseline projects:

Sierra Leone has so far only benefitted from international support related to monitoring, reporting and verification through National Communications. Sierra Leone will need to establish and maintain an institutional capacity to analyse and interpret independent data as reference or input for national estimations, and link local monitoring and reporting on mitigation and adaptation activities with national estimations.

The following existing national projects provide a basis for monitoring transparency and accountability in different sectors in Sierra Leone but are not necessarily related to climate change. The listed projects, although not directly linked to climate transparency, do provide an overview of data management capacity and skills in the country:

The Sierra Leone Extractive Industries Transparency Initiative - on-going (SLEITI): in June 2006, Sierra Leone expressed its intent to become an Extractive Industries Transparency Initiative (EITI) candidate country, the country became a candidate on February 22, 2008 and established the Sierra Leone EITI and multi-stakeholder group, comprised of Mining Companies, Government Agencies and Citizen Advocacy groups, including the media. The SLEITI follows the global transparency and accountability standards for the mining, oil and gas industry. The initiative aims at creating standards for countries to implement so as to increase transparency where companies disclose their payments to government and government disclose their receipts from these resources. In an effort to make natural resources universally beneficial, the initiatives are implemented through a multi-stakeholder group of government, companies and civil society.

In Sierra Leone, the European Union has implemented a four-year (2004-2007), GEF-funded project, *Mainstreaming Adaptation to Climate Change into National Development Planning* (MACC), which aimed to integrate climate change and variability into the agendas of the tourism, agriculture, fisheries and infrastructure sectors. The project was implemented through the EPA climate change secretariat together with the Meteorological Agency which supports the people of Sierra Leone as they address the impact of climate variability and change on all aspects of economic development through the provision of timely forecasts and analyses of potentially hazardous impacts of both natural and man-induced climatic changes on the environment, and the development of special programs which create opportunities for sustainable development.

The Reducing Emissions from Deforestation and forest Degradation (REDD+) Capacity Building in Sierra Leone Project (2013-2016): funded by the European Union and implemented by the Forestry Division and National Protected Area Authority (NPAA) of the Ministry of Agriculture Forestry and Food Security (MAFFS). It was the only project to address building REDD+ readiness at the national level in Sierra Leone. The overall objective of the project was to contribute to the establishment of low-carbon and pro-poor development, whilst enhancing the degree of environmental protection and maximizing the benefits offered by environmental services. REDD+ is seen as a way to contribute to this general aim. More specifically the project aims to generate the basic conditions for developing the institutional, technical and social experience and capacities necessary for sound forest governance; for Sierra Leone to benefit from pro-poor REDD+; and to develop a

renewable energy sector in Sierra Leone. The project had 5 expected results: 1) the capacity of the Forestry Division of the MAFFS is strengthened so as to fully fulfill its mandate to protect and sustainably manage forest resources in the country; 2) basic REDD+ readiness is completed in Sierra Leone (complete forest cover and forest carbon inventory and a Measurement, Reporting and Verification system is developed); 3) public awareness, especially amongst women and children, significantly increased (through close collaboration with the Environment Protection Agency and the Ministry of Education); 4) sustainable charcoal production is piloted, showing its potential to reduce pressures on forests; 5) the potential for generating solar power in Sierra Leone is mapped in order to inform a national strategy and action plan.

Strengthening Climate Information and Early Warning Systems in Africa for Climate Resilient Development and Adaptation to Climate Change (on-going): the project responds to priorities and actions identified in the National Adaptation Programme of Action (NAPA) from 2007 of Sierra Leone which articulate the need for securing, transferring and installing critical technologies, as well as developing the necessary systems for climate change-related information to permeate into decision-making processes. The technologies required to achieve these aims will increase the capacity of the national early warning network to forewarn and rapidly respond to extreme climate events.

Adapting to climate change induced coastal risks management in Sierra Leon (on-going): drawing from priorities identified in Sierra Leone NAPA, the project will: (i) enhance the availability of high quality climate risk information that is critical for development decision-making in the coastal zone (ii) develop appropriate protection measures, policy/legal tools and integrated coordination mechanisms to improve policy design and implementation in dealing with current and long-term coastal challenges; (iii) reduce socioeconomic losses due to coastal erosion through the piloting adaptation investments in high risks areas to protect coastal infrastructure and communities assets while enhancing public enhancing public awareness for better adhesion of communities and policy makers on adaptation.

Sierra Leone's 1st, 2nd and 3rd National Communications: the National Communications underscore the need for colossal training, capacity-building and awareness raising at all levels to reduce challenges in the statistics and develop national- and/or sector-specific emission factors with the ultimate objective of improving and updating the national GHG inventory. The National Communications identified capacity-building needs to further strengthen the reporting and monitoring of national GHG data gathered through different sector and the implementation of standardized technical guidelines and regulations, codes of practice for accountability and transparency. The proposed project will deliver some of these training and capacity-building needs, and at the same time build a process for the long-term sustainability of climate transparency activities in Sierra Leone.

3) The proposed alternative scenario with the proposed project, with a brief description of the expected outcomes and components of the project:

The proposed project will build and strengthen Sierra Leone's national capacity to implement the Paris Climate Agreement through the development of an effective transparency framework. The transparency framework will enable the government of Sierra Leone and other stakeholders to track impacts in prioritized sectors, namely the energy, IPPU and waste sectors, and provide a concrete basis for the country to meet its mitigation and adaptation targets and achieve a low carbon climate resilient development pathway. It is also expected that a transparency system tracking these efforts will have the potential to unlock additional sources of climate finance for Sierra Leone which will be identified during the implementation of this project. The upcoming National Adaption Plan (NAP) will cover the implementation of the transparency framework in the AFOLU sector. The NAP project is expected to commence late 2020.

The outcomes suggested for this project are aligned with the overall objectives of CBIT (as per paragraph 85 of the COP decision adopting the Paris Agreement):

- (a) To strengthen national institutions for transparency-related activities in line with national priorities;
- (b) To provide relevant tools, training and assistance for meeting the provisions stipulated in Article 13 of the Agreement;
- (c) To assist in the improvement of transparency over time.

EPA is the Designated National Authority (DNA) for the Clean Development Mechanism (CDM) of the UNFCCC, as well the GEF Focal Point for Sierra Leone. EPA is also the institution coordinating the implementation of the national communications in collaboration with the Meteorological Agency under the Ministry of Transport. EPA is hence the government focal point for transparency activities and comprise the national executing entity for the CBIT project in collaboration with the Meteorological Agency. The figure below describes the key institutions expected to be involved in the National Climate Transparency System in Sierra Leone. The sectors were identified in the TNC as the most important for mitigation actions. Development of adaptation indicators/metrics to measure NDC implementation will also be developed for the most vulnerable focus areas like coastal areas and water related areas i.e. flooding and drought. The National Climate Transparency System will build on *The Sierra Leone Right to Access Information Act 2013*: This Act was passed in parliament to provide for the disclosure of information held by public authorities or by persons providing services for them and to provide for other related matters.

Current Institutional arrangements/coordination framework that will be strengthened and formalized through the CBIT project and the National Adaptation Plan in Sierra Leone:

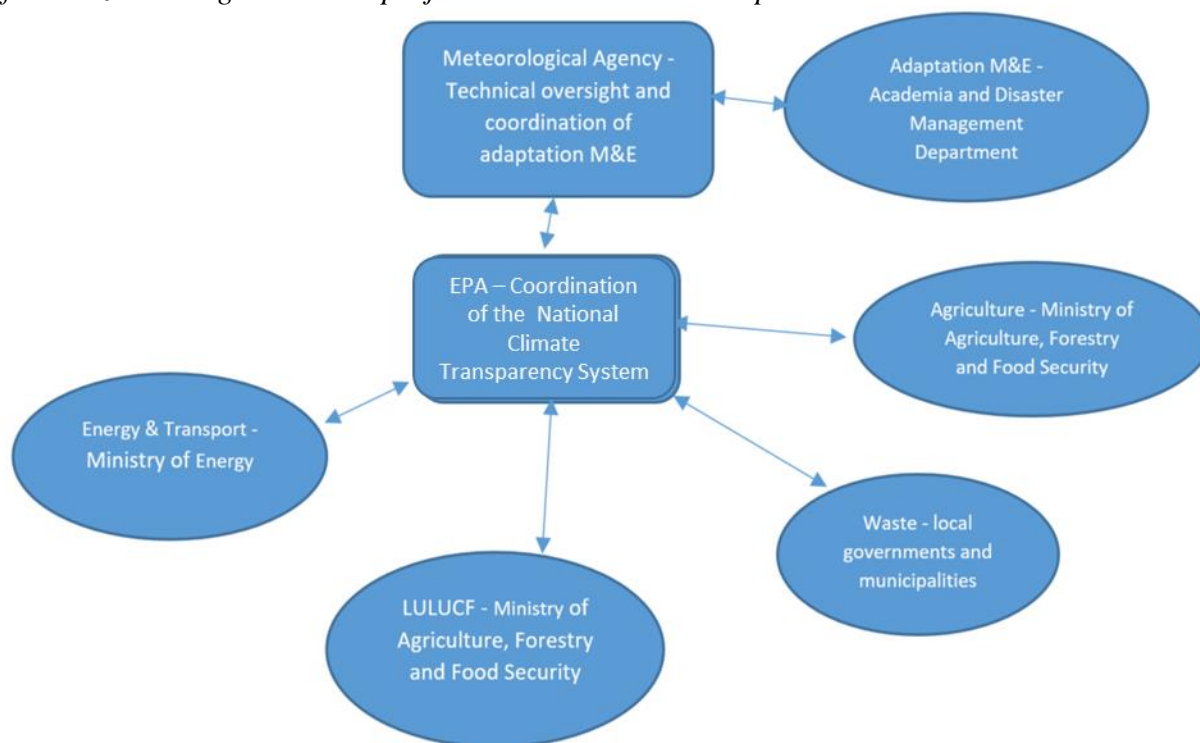


Figure 1

PROJECT COMPONENTS, OUTCOMES AND OUTPUTS

Component: National Capacity to track NDC implementation and sustain transparency efforts over time

Sierra Leone's National Communications and the NDC submitted to the UNFCCC accentuates the need to strengthen or build capacity for data collection and management to inform the NDC implementation; this includes data collection, analysis, interpretation and storage. EPA will be strengthened to lead in planning, coordinating, implementing, monitor, and evaluate policies, strategies, and programs to enhance transparency, including the identification and dissemination of best/good practices for institutional strengthening and national network of practitioners. In partnership with selected academia institutions, EPA will enhance institutional effectiveness in data collection on emissions, and adaptation. The component will strengthen institutional arrangements for data collection and processing in energy & transport, agriculture, LULUCF and waste. The aim is to establish an inter-ministerial coordination framework and focal points in each of the sectors. This will ensure that established capacity is more sustainable in the long term by avoiding that changes in one ministry would undo or negatively impact the established/strengthened capacity resulting from this project. Inter-ministerial coordination will also ensure that project results and NDC tracking information is higher up on the agenda. This coordination framework will be strengthened, institutionalized and institutions therein will function as hubs for data collection and processing. Linkages between the ministerial data hubs and the EPA will be strengthened; and information and knowledge management structures will be enhanced to meet Article 13. Formal cooperation between government, civil society organisations (CSOs), private sector and academia will also be defined and institutionalized through the

signing of Memorandums of Understanding. This will ensure the non-monopolisation of both the raw and processed data by one institution, since the platform established at EPA will serve as an open-access data climate data hub for easy tracking.

It will also strengthen the capacity of the EPA, Meteorological Agency, Ministries of Energy, Agriculture, Local Government, Lands, Water Resources, the Universities, Statistics Sierra Leone etc. to measure, track and report mitigation and adaptation data from key sectors through user-friendly guidelines and methodologies for data collection. Staff will be identified and trained from all the NDC sectors on the basic functions of the NDC transparency system and respective platform, concerning data management and reporting. Several Training of Trainers (ToT) workshops will be conducted for select sectors and technicians to further strengthen and broaden the knowledge on the transparency requirements of the NDC and also to ensure that there will be a process in place to ensure continuity.

A NDC online platform will be developed for collecting and managing NDC information and data; it will be housed at EPA, which will serve as the administrator. It is important for Sierra Leone to analyze the best options for tracking its NDC that align with national circumstances and are consistent with the UNFCCC principles for inclusiveness and transparency. The project is as such proposing to build a user-friendly online platform for managing all NDC information and data collected. The NDC online platform will be linked to relevant websites and will serve as a central repository for public information on climate and the Paris Agreement.

Outcome 1 Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines

The current (limiting) behavior that will be addressed to support realization of the outcome	Desired/transformation behavior
<p>Public and private stakeholders outside the EPA perceive data compiling and sharing as a burden and an additional workload that they do not benefit from. The purpose of sharing and compiling data is not clear among stakeholders and the inconsistent approach applied to compile data causes confusion and insecurity about the use of the data. This leads to reluctance towards allocating resources to data generation and sharing data. There is a general mistrust among key stakeholders about the use of data and data collection is not a priority for the involved ministries.</p> <p>In addition, data is not being perceived as a resource to design climate policies and plan for an efficient NDC implementation process.</p>	<p>Stakeholder consultations, capacity building activities and formal agreements related to systematic data compiling and an NDC online platform will help support the change of attitude towards data sharing and data compiling. All involved actors will through the institutional arrangements understand their roles and the purpose of generating, sharing and compiling data.</p> <p>Engaging all stakeholders from an early stage creates a sense of ownership of the National Climate Transparency System and will allow for a change of behaviour towards data generation, sharing and compiling.</p> <p>Access to climate data through the NDC platform will improve evidence-based climate planning and increase motivation among decision-makers to do ex-ante assessment of climate policies and measures.</p>

Measuring and tracking mitigation and adaptation activities is complex and requires a broader set of measurements than those collected and monitored in many countries today. The proposed project will establish a comprehensive climate transparency system that will identify and adapt to the national context the parameters for collecting data and ensure that this aligns with global best practices. Improving capacity in Sierra Leone should also provide a firm basis for updating the NDC and establish an adaptation and GHG emission reduction target in the near future by identifying specific emission reduction targets in each sector.

Outcome 1 is directly related to CBIT programming directions regarding:

Activities to strengthen national institutions for transparency-related activities in line with national priorities:

- (a) Support to national institutions to lead, plan, coordinate, implement, monitor, and evaluate policies, strategies, and programs to enhance transparency, including identification and dissemination of best/good practices for institutional strengthening and national network of practitioners;
- (b) Support on how to integrate knowledge from transparency initiatives into national policy and decision-making; and
- (c) Assistance with deployment and enhancement of information and knowledge management structure to meet Article 13 needs.

Activities to provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13:

- (d) Access to tools, templates, and applications to facilitate the use of improved methodologies, guidelines, datasets, and database system tools and economic models needed for implementation of enhanced transparency-related activities;
- (f) Development of country-specific emissions factors and activity data.

Output 1.1 Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders

This output will support the development of legal/institutional arrangements validated by the highest political level guiding involved ministries and data providers to produce and report on the necessary climate change data in the required time and manner. Legally binding instruments will further be implemented to enforce the use of guidelines and methodologies. Coordination mechanisms with academia will be established to ensure its participation in the process. EPA will serve as the one stop shop for all relevant data and EPA will be responsible for collecting compiling and archiving of all the relevant data from the various government Ministries, Departments and Agencies (MDAs) including the private sector. The government policy on national data will be observed for the ownership of the data generated.

- Activity 1.1.1: Assess available climate change data and data generation systems, and identify data sources needed to comply with the 2006 IPCC Guidelines and the Modalities, Procedures and Guidelines (MPGs) for the ETF

As a first step to establish a solid National Climate Transparency System to manage climate change data including GHG inventories, it is necessary to generate an overview of the data needed to both report on NDC implementation and inform climate policy-making. This activity will therefore assess the already available data and the related data generation systems, in particular the data being generated by Statistics Sierra Leone and by the statisticians working in ministries. To get an understanding of the data gaps, the already available data generation systems will be compared with the data-set that is anticipated to comprise the NDC transparency system. The activity data needed to continuously report on GHG emissions will be outlined by emission sources and anticipated *tier level* defined as per the table below:

Emission source	Definition	Activity data	Unit	Tier level	Source of information	GHG emissions generated by the activity

The overview of the desired activity data generated in this assessment allows the project to focus on the *key categories* identified in the Third National Communication and prioritize specific data generation to bridge the most important gaps and include key data providers from an early stage to get their buy-in when implementing the project. This assessment will also take into consideration the MPGs for the ETF by establishing preliminary templates for data-sets related to develop Biennial Transparency Reports e.g.:

- Information necessary to track progress made in implementing and achieving Nationally Determined Contributions under Article 4 of the Paris Agreement;
- Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement;
- Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9–11 of the Paris Agreement.

The MPGs will come into force by 2024, but it is important to start readiness activities in the CBIT project to ensure a smooth transition to the new requirements.

- Activity 1.1.2: Develop recommendations on how to most effectively establish institutional arrangements and regulatory frameworks for data collection, sharing and management

The recommendations developed for the institutional arrangements and regulatory framework will follow the Environment Protection Act, 2008, and be organized around the Climate Change Secretariat as the main coordination body. In addition, all climate change activities in Sierra Leone will include key stakeholders, especially the Meteorological Agency and Statistics Sierra Leone. Statistics Sierra Leone and the Meteorological Agency being the two main data generation organisations, they already have data management policies including for data sharing.

- Activity 1.1.3: Implement the recommendations from activity 1.1.2 through the development and implementation of formal agreements/Memorandums of Understanding (MOUs) for data collection, sharing and management

In this activity, duties and responsibilities of each stakeholder in the National Climate Transparency System will be identified regarding the role to be played by the relevant organisations. It will include who does what in each of the necessary agreements that will be developed and will reflect the expected workload of the organisation. This will ensure proper and committed service delivery by the organisation. The formal agreements will be established among the respective MDAs and the Climate Change secretariat of EPA. This is to prevent the case where a single person holds information on the entire process. It is recommended that each MOU should reflect the capacity and skills of the involved institution, which will make the formal approval process of the MOUs less complicated.

In addition to the MOUs, a decree at the highest level formalizing the National Climate Transparency System will be pursued in the first months of project implementation, which will be vital to build trust among parties and engage sectors. The legal framework will ensure a transparent and consistent implementation of such system, in particular the regular supply of data as per the figure below:

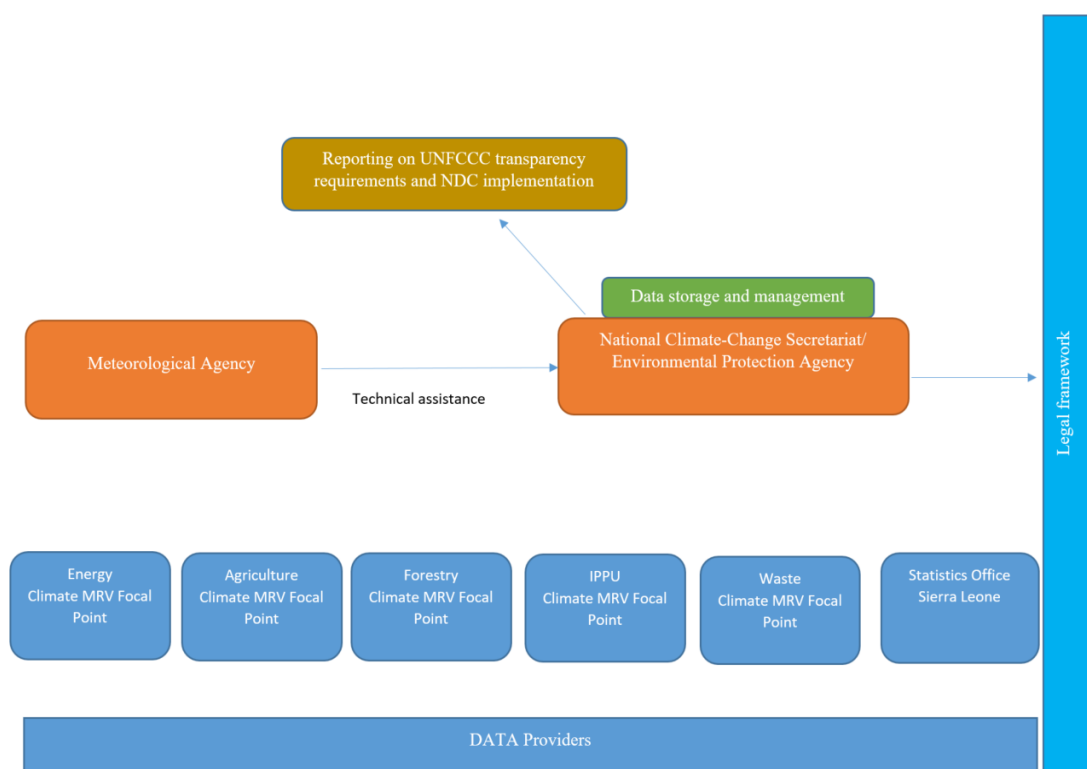


Figure 2

- Activity 1.1.4: Conduct a series of stakeholder consultations throughout the implementation of activities 1.1.2. and 1.1.3

Each identified organisation is required to dedicate focal points that will facilitate its work as specified in the MOUs. The focal points of each stakeholder in the NDC transparency system are required to hold necessary internal consultation during the implementation of 1.1.2 and 1.1.3 to ensure full buy-in from all stakeholders. The group of transparency focal points will, through awareness raising and targeted technical workshops, become equipped to support the

implementation of the institutional arrangement and regulatory framework for data collection and sharing.

- Activity 1.1.5: Establish the ministerial NDC Implementation Committee by defining its role and scope, its legal mandate and vision

The NDC Ministerial Committee will comprise ministries and supervise MDAs on NDC implementation across sectors. These will include the Ministries of Energy, Transport, Agriculture, Lands and the Environment. However also included in this committee will be those Ministries that will be impacted by implementation of the NDC such as the Ministry of Local Government, Ministry of Social Welfare, Gender and Childrens' Affairs, etc. The Chief Minister under the Presidency will chair this ministerial NDC Committee. The main task is to strategically guide the implementation of the NDC and ensure that all sectors are aligned with their respective NDC objectives. This committee will continue even after this project lifespan to carry out similar functions with respect to Sierra Leone's obligation on Climate Change.

Output 1.2 Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed

The activities under this output will be developed to ensure consistency and high quality data, as Sierra Leone does not have its own emission factors yet. The output will deliver methodologies and guidelines to gather and compile, in a timely and efficient way, relevant data considering inputs from all involved public and private stakeholders. This output will provide methodologies to guide GHG inventory data compiling and calculations and M&E of adaptation including standardized sectoral templates so as to formally establish how the data has to be gathered, processed, estimated and presented, solving the problem of dependence on external consultants.

Hence, sectoral guidelines and methodologies will be developed for generating, collecting and storing data in a systematized and comparable manner. To complement the data collection and methodologies and to enable NDC tracking, NDC implementation indicators will be developed for the prioritized sectors reflecting both GHG emissions, adaptation and sustainable development targets in the updated NDC. The guidelines, methodologies and NDC indicators will be an integrated part of the NDC online platform and cover, inter alia:

- Identification of what should be measured;
 - Methodologies for measurement and frequency of reporting;
 - Guidance on data collection, storage of data to ensure that data is transparent, reproducible and facilitates domestic review and verification;
 - Data collection procedures that iteratively improve the quality of the inventory in line with the data quality objectives.
 - Progress indicators for implementing Sierra Leone's NDC
- Activity 1.2.1: Develop technical data management guidelines/methodologies aligned with 2006 IPCC Guidelines for all prioritized sectors

Key data providers will be involved in the development of data management guidelines as it is expected that they should take into consideration their organisation's existing policy and

the Data Management Policy of Statistics Sierra Leone. The sectoral methodologies shall include guidance on the following as per IPCC guidelines:

- Definition of the data set (e.g., time series, sector and sub-sector detail, national coverage, requirements for uncertainty data, emission factors and/or activity data units);
- Definition of the format (e.g., spreadsheet) and structure (e.g., what different tables are needed and their structure) of the data set;
- Description of any assumptions made regarding national coverage, the sectors included, representative year, technology/management level, and emission factors or uncertainty parameters;
- Identification of the routines and timescales for data collection activities (e.g., how often is the data set updated and what elements are updated);
- Reference to documentation and QA/QC procedures;
- Contact name and organization.

Concerning the adaptation of best practices to the national context, the project could build on Peru's experience with INFOCARBONO, a system in which publicly available sectoral methodologies allow for full transparency and institutionalization of data compiling and calculation approaches. Sierra Leone can therefore through the CBIT Global Coordination Platform reach out to Peru for guidance on how to establish this system.

- Activity 1.2.2: Update the NDC reflecting the MPGs from COP24

The NDC previously produced for the Paris Agreement will be updated in 2020 and the CBIT project will support the process by providing technical assistance to establish a framework for tracking the implementation of the NDC. This includes the development of sectoral targets and indicators for GHG emission reductions and sustainable development benefits reflecting the present National Development Plan bearing in mind the final alignment with the COP24 transparency reporting requirements. Indicators for adaptation targets will build on Sierra Leone's National Adaptation Programme of Action from 2007. Synergies will also be pursued with the NAP process currently under development. As such, this activity will ensure that the implementation of the updated NDC becomes possible to track. The development of the NDC tracking framework will reflect national capacity and hence also feed into the discussions on which areas Sierra Leone requires flexibility for reporting as per the ETF. This discussion will again in coordination with the BUR project provide the content for the improvement plan justifying the potential request for flexibility.

- Activity 1.2.3: Develop NDC Implementation Plan including gender sensitive indicators to enable progress tracking

Gender issues have taken central stage in the COP negotiations and bearing in mind that climate change impacts affect women and children to a greater degree, the NDC transparency system should reflect the inclusion of gender-sensitive indicators for the NDC implementation.

During the preparation of Sierra Leone's first NDC, one key obstacle was the lack of indicators that will help Sierra Leone to meet the targets set. Project interventions were highlighted such as using renewable energy, mass transportation, low land food production to less the strain on the forest etc. However, limited details are available and Sierra Leone does

not at the moment have the resources to pursue implementation. It is therefore necessary to develop a proper evidence-based NDC implementation plan backed by data and make it available for donors and development partners. The CBIT project will thus, under this activity, establish data-sets that can enforce the implementation plan and link actions and policies to the overarching NDC indicators and targets.

Where there are obstacles, the NDC Ministerial Committee will take the necessary policy measures to overcome them. This process will be closely aligned with the upcoming readiness support project for the Green Climate Fund so as the data and indicators will support the resource mobilisation process for implementing the NDC.

- Activity 1.2.4: Conduct a series of stakeholder consultations throughout the implementation of Output 1.2

Extensive and interactive stakeholder engagement activities will be conducted throughout the NDC update process to ensure country ownership across the public sector, private sector and civil society. Such consultations should seek stakeholders' validation regarding sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed in prioritized sectors.

Output 1.3 Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized (e.g. National Communications, Biennial Update Reports)

The concerned transparency instruments include National Communications, Biennial Update Reports (BURs) and National GHG Inventories. It is important to acknowledge that, with this project, Sierra Leone is taking its first steps towards institutionalizing an NDC transparency system and that it is a step-by-step process to accomplish producing high quality transparency data. The QA/QC plan will take this into consideration and introduce yearly improvements to allow capacity to be built before advancing with QA/QC procedures. The QA/QC plan is important to ensure alignment with new reporting requirements and to continuously improve the quality of the NDC implementation progress reporting. The application of QA/QC and verification procedures contributes to the objectives of good practice in data management, namely to improve transparency, consistency, comparability, completeness, and accuracy of GHG inventories and NDC reporting.

- Activity 1.3.1: Develop and operationalize a QA/QC Plan for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines

The QA/QC plan will follow the IPCC guidelines on QA/QC. The plan should include a scheduled time frame for QA/QC activities that follows UNFCCC reporting preparation from its initial development through to final reporting in any year.

Procedures described in the QA/QC plan include reviews and audits to assess the quality of the inventory and to identify areas where improvements could be made. Procedures may be introduced at different levels (internal/external), and used in addition to the general and category-specific procedures. The objective of implementing QA/QC is to involve reviewers that can conduct an unbiased review of the inventory and who may have a different technical perspective.

- Activity 1.3.2: Implement the recommendations from activity 1.3.1 through the development of formal agreements and ToRs

Formal agreements need to be established among the relevant institutions for the implementation of QA/QC activities, as well as ToRs for the review by independent experts. It is important to use reviewers that have not been involved in preparing the data set. Preferably these reviewers would be independent experts from other agencies or national or international experts, e.g. experts from other countries. The results of expert analyses from the UNFCCC processes should also be considered as part of the overall QA improvement process. The results of expert peer review, as well as the response of the inventory compiler to those findings, may be important to general acceptance of the final inventory. All expert peer reviews should be well documented, preferably in a report or checklist format that shows the findings and recommendations for improvement.

Outcome 2 Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system

The current (limiting) behavior that will be addressed to support realization of the outcome	Desired/transformation behavior
<p>Although the EPA has the mandate to report on the progress of Sierra Leone's NDC, there is lack of ownership of the NDC and its implementation, both in the EPA and among regional and national stakeholders relevant for its implementation like line ministries, regions and private sector.</p> <p>Climate change is perceived by individuals, institutions and policy-makers as a serious but distant problem that is complicated to relate to and confront. Only a few dedicated individuals, institutions and policy-makers have the knowledge that would allow them to take more informed decisions, both personally and professionally.</p>	<p>The activities under this outcome will address the limiting behavior by building capacity to increase the understanding of how climate data can inform policy-making processes and create awareness about the national benefits related to NDC implementation.</p> <p>They will support the creation of an enabling environment where individuals working with climate data can link it to a bigger purpose like national sustainable development, NDC implementation and global warming.</p> <p>Stakeholder engagement will also lead to a changing behavior by which policy-makers and the private sector take evidence-based decisions reflecting the fact that NDC implementation is leading to sustainable development for Sierra Leone.</p> <p>The open-access NDC online platform will present climate data in an easily understandable way, thus leading to more awareness about climate change at different levels of the society. The platform will target individuals, institutions and policy-makers so that climate change will become a more tangible issue. This will lead to a behavior where fighting climate is more integrated to all aspects and levels of society.</p>

There is a clear need to develop capacities for data collection, reporting, monitoring and evaluation and verification mechanisms. The project will provide substantial opportunities for capacity-building to ensure that all stakeholders in Sierra Leone can effectively understand how to make use of the NDC transparency system once it becomes operational. Outcome 2 is directly related to CBIT programming directions:

Activities to strengthen national institutions for transparency-related activities in line with national priorities:

- (a) Support to national institutions to lead, plan, coordinate, implement, monitor, and evaluate policies, strategies, and programs to enhance transparency, including identification and dissemination of best/good practices for institutional strengthening and national network of practitioners.
- (b) Support on how to integrate knowledge from transparency initiatives into national policy and decision-making;
- (c) Assistance with deployment and enhancement of information and knowledge management structure to meet Article 13 needs.

Activities to provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13:

- (e) Country-specific training and peer exchange programs on transparency activities, such as establishing domestic MRV systems, tracking nationally determined contributions (NDCs), enhancement of GHG inventories and economic and emissions projections, including methodological approaches, data collection, and data management, and adaptation monitoring, evaluation, and communication measures.

Activities to assist with improvement of transparency over time:

- (j) Capacity needs assessment for transparency, in particular to assess institutional arrangements for data collection, analysis, and reporting: the assessment supports mapping of current baseline and planned reporting and related activities, including associated institutions, tools, methodologies, MRV systems, associated data systems; and
- (k) Support to introduce and maintain progress tracking tools for transparency-related actions and progress towards targets/goals.

Output 2.1 Data teams from the three prioritized sectors trained in collection, processing and management of data

A training of trainers (ToT) approach will be used in order to ensure continuous capacity-building of stakeholders. The project will work with each ToT participant to rollout similar training for identified staff within their institutions as a long-term strategy for sustainability. Training packages will be developed and used to train participants from relevant government institutions, universities, civil society and the private sector to effectively increase understanding and knowhow to use the established NDC transparency system. Participants in these trainings will be selected in the initial phase of the project but at a minimum would include staff from the Meteorological Agency, Statistics Sierra Leone, Forestry of the Ministry of Agriculture, Ministry of Lands, Environment Protection Agency, National Protected Area Authority, Gola Forest Management, Ministry of Mines, Ministry of Energy, Ministry of Finance and Development Planning, Ministry of Local Government Petroleum Regulatory Agency and the Universities of Sierra Leone. Each prioritized sector will nominate key technical staff that will participate in ToT workshops as the means to increase institutional capacity. Under the TNC, a series of workshops and seminars were held in

Freetown to train the members of the different technical teams (GHG Inventory, Vulnerability and Adaptation and Mitigation) in the implementation of the project. The CBIT project will build on the lessons learned from this process.

- Activity 2.1.1: Develop capacity of data providers identified in 1.1.1 through a 'Training of trainers' approach

Throughout the implementation of all outputs within this project, a key component of the project will be the building of national capacity. This will be achieved through delivering training to applicable groups of stakeholders to ensure the sustainability of the climate transparency system implemented through this project. As the capacity on MRV and transparency is limited at sectoral level, training packages will be developed and tailored to sectors as part of activity 2.1.1. In the scoping phase of this activity, line ministries will together with the Climate Change Department identify individuals from key sectors to be part of the capacity building programme. The training will be carried out in cooperation with national research institutions, in order to ensure continuous improvement and eventually enhance the system's implementation and sustainability. The trainings will ensure that the national experts are able to confidently train future stakeholders; all of the outputs whether they are tools, templates, guidelines or other forms of deliverables, will be developed to ensure that they can be maintained by national experts. Engagement and training with stakeholders that are not necessarily directly linked to the National Climate Transparency System will also be included to ensure broad acceptance and awareness of the climate transparency system. Training packages/programs will be designed for different groups of stakeholders as follow:

- Build capacity among national experts in improved GHG inventory processes such as IPCC inventory methodologies, QA/QC tools, inventory management and reporting templates;
- Build capacity of sectoral NDC focal points, sectoral MRV teams and stakeholders involved in NDC indicator tracking and reporting;
- Build capacity on data generation (training data sources in collecting data as per the guidelines), sharing data (public entities), managing and archiving data (ministries and climate change department) and QA/QC (ministries and academia);
-
- Activity 2.1.2: Develop capacity of institutions responsible for data collection and management identified in 1.1.3 through a 'Training of trainers' approach

A training of trainers (ToT) approach will be used in order to ensure continuous capacity-building of institutions responsible for data collection and management as part of the National Climate Transparency System. The project will work with each ToT participant to rollout similar training for identified staff within their institutions as a long-term strategy for sustainability.

- Activity 2.1.3: Develop capacity of QA/QC of institutions identified in 1.3.1

This aspect deals with institutional capacity-building for third parties to undertake QA/AC activities, which will for the greater part be educational institutions especially the university and other higher institutions. However, organisations like Statistics Sierra Leone, the Meteorological Agency and EPA will be included in this institutional capacity-building.

- Activity 2.1.4: Develop the capacity of EPA and key sectors to project GHG scenarios and climate vulnerability in all prioritized sectors

EPA and relevant stakeholders will have their capacity built concerning the development of scenarios projections to inform policy-making in all prioritized sectors, both for mitigation and adaptation.

Output 2.2 Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform

Sierra Leone will benefit from the lessons learnt by other countries in their path to implement the ETF, through platforms such as the CBIT Global Coordination Platform, and other opportunities. The peer exchange activities proposed will strengthen Sierra Leone's capacity-building process through south-south cooperation. Sierra Leone will work with the two subregional blocks/organisations of the Mano River Union (MRU) and the Economic Community of West African States and if need be, extend it to the LDCs or African Group of the UNFCCC process. The CBIT project will also contribute and ensure that Sierra Leone is an active partner of the CBIT Global Coordination Platform, by updating and exchanging information with other countries through the global platform as well as actively participating at the workshops. Sharing lessons learnt and experiences under the platform will ensure alignment of Sierra Leone's CBIT project with other national, regional and global transparency initiatives.

- Activity 2.2.1: Actively engage in the West Africa South-South Network on MRV

The West Africa South-South Network provides a platform to facilitate south-south exchange of knowledge, experiences and good practices on appropriate institutional arrangements for MRV. It provides support to capacity development activities and awareness raising within national institutions involved in the preparation, improvement and submission of BURs, National Communications and NDCs.

In addition, Sierra Leone, through EPA, has a bilateral development partnership agreement with Senegal Environment Protection Agency (being member of the UNFCCC Least Developed Countries), the country of Morocco (in the spirit of the UNFCCC African Group) and other south-south cooperation packs.

- Activity 2.2.2: Populate and update Sierra Leone's country profile at the CBIT Global Coordination Platform, including annual completion of the transparency self-assessment

Country information will be provided to the CBIT Global Coordination Platform continuously and transparency self-assessment completed once a year.

- Activity 2.2.3: Strengthen existing regional climate networks in Sierra Leone and include gender considerations

There are five regions in Sierra Leone, the Western Area (Western Urban and Western Rural Districts), the Southern Province (Bo, Bonthe, Moyamba and Pujehun districts), the Eastern

Province (Kenema, Kailahun and Kono districts), the Northern Province (Bombali, Tonkolili, Koinadugu and Falaba districts) and the Northern-western Province (Port-Loko, Kambia and Karema districts). EPA has offices in all regions and is currently establishing a regional climate network operating in such regions. This network will be strengthened through various workshops with the aim of integrating sub-national actors in the national climate transparency system. Data from sub-national actors is key to get a comprehensive understanding of the current situation in the country and establish baselines for the NDC transparency framework. This activity will use the existing network to establish a more systematic collection of data at the sub-national level. In all of the processes, serious gender consideration and involvement will be encouraged.

It was originally planned to develop educational material on climate change issues in Sierra Leone, in particular related to its NDC. However, during the validation of the project, it was noted that even the general public including the higher educational institutions also needs knowledge in this area since climate change issues affect everybody. This educational climate programme will be produced ranging from schools to materials for communities. However, taking into consideration the funding limitations of the CBIT support, the support will only pilot the educational programme in one region. The first step will be to assign an adequate number of teachers and community representatives from the selected region to participate in a number of yearly trainings on climate change. The climate ambassadors will be equipped with knowledge and skills to promote implementation of the climate programme and both inform the community and teach the students. The climate programme will be developed by the Ministry of Education with support from the Climate Change Secretariat. By integrating climate change in the national educational programmes and training community leaders, the NDC and the climate change agenda will be promoted bottom-up and facilitate the roll-out of the NDC transparency system data collection, thus sustaining long-term climate transparency. The programme will be implemented by the regional network in the selected region and pilot training in data generation at the community level, in particular related to adaptation.

Output 2.3 NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA

This output will allow each sector to integrate and share data through the centralized online platform and will circumvent the problems associated with knowledge accumulation in single individuals. This will solve the problems that Sierra Leone faced in the TNC when the team leader of the inventory group for the energy sector died since both the raw data and processed information will be uploaded as the work progresses. The NDC online platform will be hosted by EPA and its design will be conceived upon guidance from the task force that provides technical support to the implementation of the TNC to ensure continuity in the capacity-building process. Sectoral guidelines and methodologies will be available together with the latest data compiled from all relevant sectors.

Sierra Leone, as many developing countries, displays a high staff turnover in government, which puts at risk the retention of acquired capacities in terms of data generation and analysis. To overcome this barrier, a comprehensive and user-friendly online platform will be developed. The platform will serve as a digital library for historical data, methodologies and models associated with data generation, processing, measuring, and reporting and contribute to a NDC transparency system. It will host all relevant procedures regarding transparency, reporting and data methodologies, serving as a centralized institutional backup for sectoral and national data, reports and methodologies. The online platform will include tracking of

received climate finance and the accompanying climate action and assessment of required finance. Hence, the output will provide a platform for learning and experience sharing, through collating information on mitigation, adaptation, climate finance and GHG emissions in an integrated way to provide insights in to the impacts of individual measures. The platform will act as a source of information to the CBIT global coordination platform

- Activity 2.3.1 Analyze potential IT solutions for setting up an NDC online platform, taking into account existing data systems and national circumstances

The procedure sighted for this activity will include user needs assessment and sectoral needs assessment. IT solutions for establishing an online data platform differ a lot, and the local context and needs thereby need to be comprehensively analyzed to allow for the development of a system that will fit into the context and facilitate national reporting and climate analyses in Sierra Leone. Not all information systems are the same. They can vary significantly in terms of the functionality they have, the way they can be accessed, and who can use them. Understanding what is required from an information system is critical to ensure its usefulness and relevance to all stakeholder groups. A good definition of the scope and functionality of the system needs to be supported by a thorough investigation of different aspects, inter alia the relevant legislation, the objectives of the system, and the stakeholders it will serve.

- Activity 2.3.2: Design and programme the NDC online platform and related data management and sharing systems

Establishing a central location for information and documentation regarding activities is key to ensuring that an effective system is maintained. The NDC online platform will contain all required information for climate transparency activities and therefore support long-term institutional memory. It will be managed and maintained by the National Climate Change Secretariat (NCCS). Based on activity 3.1.1, the final design for the platform will be developed so that it captures all the relevant climate data from the various sectors. The system administration will be done from the NCCS at the EPA, that will upload the validated official data in the platform for global consumption.

- Activity 2.3.3: Populate the NDC online platform with relevant climate and NDC data, making it a one-stop shop for climate transparency matters in Sierra Leone

To ensure the immediate use of the platform, it is vital to populate it with data. Once stakeholders have been trained in using the platform, it will be done continuously - but as a first step to operationalize the platform, this process will be done by the Climate Change Secretariat.

- Activity 2.3.4: Train stakeholders in using the online platform

One key element here is to note that the use of computer is still limited in the country, not to mention the actual responsibility of using it to exclusively present informations on the platform. This will therefore require massive training of stakeholder personnel on how to work with the system. This training will be done by the software IT designers.

- Activity 2.3.5: Publish annual NDC implementation climate reports including annual recommendations for policymakers to implement the NDC

The production of an annual publication on the status of the climate/NDC implementation will highlight actions taken and upcoming initiatives together with recommendations that will assist the policy makers in the enhancement of smooth NDC implementation. The National Climate Change Secretariat will be responsible for developing the report and the purpose is to link Sierra Leone's national effort to the global fight against climate change, taking annual stock of NDC implementation and needed finance. As such, the report is supposed to boost the national effort to implement its NDC and attract attention from international sources of finance. The ultimate goal is to include annual GHG inventories, which is only possible when the necessary capacity has been developed and the transparency system is operational. During the first years, the data available will be applied and indication of progress provided, including on needs and gaps in the NDC implementation process.

4) Incremental/additional cost reasoning and expected contributions to the baseline:

This project will strengthen the capacity of the EPA to coordinate, lead, plan, implement, monitor, and evaluate programs, strategies and policies to enhance transparency. The project will also promote a diversity of approaches and initiatives with the purpose of increasing transparency and broadening stakeholder participation and confidence by providing free and open methods, data, and tools that are complementary to mandated reporting by national governments. Without this GEF intervention domestic investments would focus primarily on the establishment of monitoring systems that are sector specific and do not account for the full extent of implementation of NDC implementation. For example, the government of Sierra Leone has invested in an MRV system for REDD+ in Sierra Leone to measure, report and verify the country's forest and associated GHG emissions and removals, including their changes over time. The proposed project will help provide a more complete representation of the Sierra Leone's mitigation, adaptation, capacity, technology transfer and finance contributions. In the absence of this GEF funded project, many climate activities would likely remain as stand-alone activities and fail to provide a full account of Sierra Leone's contribution to global targets.

In the absence of this intervention, the country may fail to secure adequate, predictable, and sustainable financial, technological, and capacity support for the implementation of its NDC mitigation and adaptation interventions.

In the case of CBIT, eligible activities have been described in the GEF document Programming directions for the Capacity Building Initiative for Transparency (GEF/C.50/06). The activities of this project are consistent with the scope of the programming directions. Co-financing is not a necessary requirement for this project, however the government of Sierra Leone will provide an in-kind and cash contribution of US 200,000. This is to support project operations in the form of office facilities, equipment and communications, as well as partially cover the salaries of main staff for the duration of the project.

5) Global environmental benefits:

The global environmental impacts will be delivered by supporting the Government of Sierra Leone to implement and report on commitments made through its NDC.

The project will improve the coordination and sustainable development of the monitoring, reporting and verification of national mitigation and adaptation actions. The outputs of this project will ensure that Sierra Leone has a National Climate Transparency System that is able to support national strategies and planning of climate action. This project will enable Sierra Leone to meet its enhanced transparency requirements as defined in Article 13 of the Paris Agreement, and will provide support in coordinated communications and development at the national level.

The project is therefore linked to the CBIT Tracking Tool Indicator 3 on MRV systems for emissions reductions in place and reporting verified data. The indicator has 10 levels and the baseline and target are indicated in the Annex L of this proposal (CBIT Tracking Tool). The project will also monitor an additional indicator for qualitative assessment of institutional capacity built for transparency-related activities under Article 13 of the Paris Agreement. The baseline and target, also indicated in Annex L, follow the scale of 1-4 as per the guidance on Annex IV: Indicator for qualitative assessment of institutional capacity for transparency-related activities of the CBIT programming direction.

6) Innovativeness, sustainability and potential for scaling up:

Innovation:

The project is expected to transform the way Sierra Leone adapts to and mitigates climate change. By systematically compiling data to report on NDC implementation and inform policy making, CBIT is supporting a new evidence based approach to tackle climate change and align NDC implementation with national development priorities. Climate Change is not a stand-alone problem and it will both affect and be affected by socio-economic policies and by choices involving development, sustainability and equity. Policies to limit net emissions can best promote sustainable development if they are consistent with broader development objective and can even promote benefits far beyond immediate climate change concerns such as reducing health problems, increasing local employment, minimizing air pollution, protecting and enhancing forest and water sheds, minimizing certain subsidies and taxes and accelerating the development and diffusion of energy-efficient technologies.

In addition, the implementation of this project will present an NDC online platform for the transparent monitoring and accounting of NDC implementation, which will provide the relevant data of different sectors in Sierra Leone. The project will also support the development of institutional capacities, which will strengthen the enabling environment to sustain decentralized implementation of sustainable forest management, with the engagement of local communities, as well as sustainable solid waste management. The online data storage serves as the National Data Backup and helps retain them, thus preventing future incidents (as when the National Treasury was engulfed in fire).

Sustainability:

The inclusion, participation and accountability of multiple stakeholders (e.g. the private sector, forest-dependent people, development partners, CSOs, non-government organizations) in trainings and capacity-building activities will ensure sustainability across the different outcomes. All project reports and methodologies will be well documented and readily available for use by new staff. The capacity-building exercises will not be standalone activities, ToT will ensure that each institution experiences long-term continuity of capacity-

building activities. The Project Management Unit staff will be co-financed by the Government of Sierra Leone to ensure that relevant positions will be integrated into EPA's budget after project closure.

Potential for Scaling Up:

The project will build local capacity to do in depth GHG inventory and NDC progress tracking in key sectors and build capacity to expand to other sectors as well as improve methodologies over time. The underlying principles related to data collection, stakeholder consultation, data management and documentation could be applied to a number of other areas such as the implementation of the Sustainable Development Goals and its underlying monitoring systems. These systems could also be applied at a regional level as well as national level. For example, this project could provide the framework to implement city-level MRV systems, which could, in turn, feed into the national MRV system.

As well as scaling up within Sierra Leone, there is potential for applying this process to other countries. By using the CBIT Global Coordination Platform, stakeholder engagement, capacity-building and mentoring could be discussed by the community of countries creating an effective mechanism for knowledge transfer. All systems and tools implemented during this project will be able to accommodate these possibilities for scaling up. The project has also earmarked funding to peer learning through site-visits in neighboring countries to share knowledge and potentially replicate solutions and successful interventions.

A.2. Child Project.

If this is a child project under a program, describe how the components contribute to the overall program impact.

Not applicable

A.3. Stakeholders.

Identify the key stakeholders and elaborate on how their engagement is incorporated in the preparation and implementation of the project. Do they include civil society organizations (Yes / No) and indigenous peoples (Yes / No)?

Name of Institution	Role
<p>Environment Protection Agency (EPA)</p>	<p>The EPA was established by an Act of Parliament in September, 2008 as a body that aims to effectively protect and sustainably manage the environment and its natural resources. The EPA is placed under the Office of the President, headed by an Executive Chairperson, steered by a Board, and coordinates with both national and local Government institutions on issues relating to environmental protection and management. The Agency (i) advises government on the formulation of policies on aspects relevant to the environment as well as climate change; (ii) prescribes standards and guidelines relating to ambient air, water and soil quality; (iii) ensures compliance with relevant procedures in the planning and execution of development projects; (iv) issues EIA permits; and (v) promotes relevant studies, research, surveys and analyses.</p> <p>The EPA deals with climate change and almost all multilateral</p>

	<p>environmental agreements and the implementation of the Paris Agreements. The EPA has coordinated the implementation of the national communications submitted so far and will be the custodian of the developed transparency system and will integrate data into subsequent national report processes. The EPA will be a key coordinating partner throughout preparation and implementation of the CBIT project. The online platform facilitating the coordination will be hosted by EPA.</p>
<p>National Climate Change Secretariat (NCCS)</p>	<p>The National Climate Change Secretariat was established in May 2012 under the EPA as a Coordinating Body with a focus on ensuring that climate change activities, programmes and relevant policy development and implementation are handled promptly and in a harmonized manner. The Executive Chairperson of the EPA supervises the operations of the NSCC. The Secretariat aims to (i) ensure mainstreaming of climate change concerns into national development planning to reduce vulnerability and promote environmental sustainability; (ii) promotion and strengthening of national initiatives relating to climate change mitigation and adaptation in a participatory manner involving relevant socio-economic sectors.</p>
<p>Ministry of Agriculture, Forestry and Food Security (MAFFS)</p>	<p>The Ministry of Agriculture, Forestry and Food Security is charged with the growth and development of the agriculture sector. Through its Rural Development Strategy the Ministry aims to facilitate: (i) increased competitiveness, productivity and rural wealth accumulation through smallholder commercialization; (ii) productive and sustainable management of natural resources including lowland rice and food crop production initiatives; (iii) growth in human capital, innovation and technology using Agricultural Business Centres; (iv) diversification in social capital, institutional efficiency and effectiveness; and (v) good governance and market planning.</p> <p>This institution will participate in the implementation of this project.</p>
<p>National Protected Area Authority (NPAA)</p>	<p>The National Protected Area Authority was established by an Act of Parliament in 2012 with the aim to ensure the sustainable use of biodiversity and forest resources with regards to their benefit for soil and water conservation, economic development, wildlife habitats, and aesthetic and recreational values. The NPAA focuses on the following intervention areas: (i) biodiversity and wildlife conservation through the development of strategies for sustainable use of the ecosystem services and genetic resources; (ii) enhancement of stakeholder capacity for forest reserve management; (iii) promotion of watershed management in critical catchment areas to protect domestic water supply systems; (iv) reduction of land degradation; (v) increase support for NGOs; (vi) community tree-planting programmes.</p>

	NPAA is also a key player in the implementation of the project
Sierra Leone Agricultural Research Institute (SLARI)	The Sierra Leone Agricultural Research Institute (SLARI) under MAFFS is responsible for generating knowledge and technological solutions to facilitate higher yields in production, agro-business and food and nutritional security. SLARI is responsible for implementing research activities that contribute to the development of strategies for environmentally sustainable management and use of land for agricultural production. The institute is responsible for the coordination of key research programmes, in cooperation with national centres specialized in research on agricultural and horticultural crops, fisheries, forestry, as well as land and water.
Ministry of Transport and Aviation (MTA)	<p>The Ministry of Transport and Aviation’s mission is to develop policies and provide effective and efficient guidelines for the delivery of safe, reliable, affordable and sustainable maritime, land transport, aviation, and rail systems throughout Sierra Leone. The goal of the Ministry is to: (i) increase access through the provision of transport services; (ii) connect rural farming populations as well as urban poor to market centres; (iii) provide social and economic services through efficient, affordable and sustainable transport systems; (iv) effective coordination of relevant agencies resonated by policy directives and effective monitoring. The MTA includes amongst others: the National Roads Authority, Meteorological Department, Ports Authority, Road Transport Corporation, Road Safety Authority, National Shipping Company, Transport Infrastructural Development Unit and the Maritime Administration. The Roads Authority includes an environmental unit that aims to ensure that environmental sustainability concerns are taken into consideration during the planning, implementation and maintenance of road infrastructure.</p> <p>This institution will be involved in the implementation of this for the onward transmission of transport emissions data to the central system.</p>
Sierra Leone Meteorological Agency	The just transformed Agency hosts the national Focal point for the UNFCCC and is responsible for the development of the Climate Change Scenario and the chapter on Systematic Observation and Methods of observation in the National Communications.
Statistics Sierra Leone (SSL)	Statistics Sierra Leone serve as the Government agency responsible for collecting, managing, coordinating, supervising, evaluating, analyzing, disseminating and setting quality standards for statistical data for overall national socio-economic reconstruction and development. The SSL will be engaged in project preparation and implementation.
Ministry of Finance and Economic Development (MoFED)	The MoFED is the central institution charged with the responsibility to formulate, institutionalize and administer economic development, fiscal and tax policies for the promotion of sound and efficient management of financial resources of the government.

	The MoFED currently chairs the National Climate Change Finance Steering Committee and will be engaged in project implementation.
National Disaster Management Department	In 2004, the government established the National Disaster Management Department in the Office of National Security and adopted disaster risk reduction as a national and local priority. The department coordinates disaster management at various levels and takes a lead role in developing a comprehensive disaster management plan through a participatory process involving all stakeholders. The linkage with disaster management will be exploited, particularly given the fact that Sierra Leone has been affected by a number of natural disasters. A joint strategy could be developed between the Meteorological Department and the Disaster Management Department of the Office of National Security with regards to climate change and disaster management.
Sierra Leone Ministry of Social Welfare, Gender and Children's Affairs	This CBIT project will seek to build on past efforts of linking gender issues to climate change. Reference shall be made to the GEF Gender Equality Action Plan (GEAP) to ensure that gender perspectives are introduced into MRV as well as facilitate the involvement of gender actors.
NGOs and civil society organizations	There are a number of NGOs and civil society groups working with different Government institutions and local communities towards climate change adaptation and mitigation. The project will seek the involvement of these groups to collaborate.
Regions and Municipalities	The five regions in Sierra Leone represent the sub-national actors and are key to ensure a decentralized approach anchoring the impact of the project at all levels of society.

In addition, provide a summary on how stakeholders will be consulted in project execution, the means and timing of engagement, how information will be disseminated, and an explanation of any resource requirements throughout the project/program cycle to ensure proper and meaningful stakeholder engagement.

In order to achieve the project goals and implement the proposal activities, there should be a strong participation of several actors from both the public and private sectors. The variety of stakeholders responds to the complexity of climate change related activities. In that sense, there are both public and private entities that must work along with the project to carry out a strong transparency system for adaptation and mitigation; not just for establishing monitoring procedures but for generating quality information to inform policy processes and decision making.

In practical terms, stakeholders will be involved and consulted during the project execution through activities under all outputs. Stakeholder consultation and buy-in is of utmost importance for the sustainability of the project and engagement will be done both formally and informally at all levels of project implementation and decision-making. When designing the institutional arrangements for data collection and sharing in output 1.1 all relevant MDAs involved will be consulted to understand the existing capacities and need of support/training. Activity 1.1.4 is dedicated to consult stakeholders through workshops and meetings allowing all involved stakeholders to provide input and influence the final outcome. Once the recommendations for setting up the data collection and sharing framework is done, the

findings will undergo a validation process engaging all relevant stakeholders. Statistics Sierra Leone will be a key partner in the design of the institutional arrangements. Updating the NDC cannot be done without a comprehensive stakeholder engagement process and the bulk of the budget for output 1.2 is earmarked stakeholder consultations. Targeted in-depth consultations will be done with key stakeholders inter alia line ministries, public entities, municipalities, regions and NGOs through a series of meetings and workshops to ensure a participatory process and that all inputs are considered and properly integrated in the new version of the NDC. To complement the targeted stakeholder engagement process, a broader public consultation process will be conducted for all directly and indirectly involved actors and input will be analyzed and integrated. To ensure that all stakeholders feel ownership of the updated NDC, a draft document will be shared with key stakeholders during a validation workshop for final approval. The inter-ministerial NDC implementation committee will serve as the mechanism for sector engagement in the general implementation of the NDC. To ensure buy-in from regions, youth and women, the inter-ministerial committee will invite representatives from these groups to every second meeting. A Private Sector Consultative Group composed of industry associations will be established to ensure that key private actors feel ownership and understand their roles in the implementation of the NDC.

The TOT approach for capacity development will be applied to reach out to as many stakeholders as possible. Key stakeholders will be trained in the climate transparency system and by applying the developed TOT toolkit, learning and awareness raising will reach all relevant stakeholders. By including a broad range of stakeholders in the capacity development process, stakeholders will also be equipped with an improved understanding of the transparency system enabling an informed stakeholder engagement throughout project implementation.

Concerning the development of the online NDC platform, it is critical to coordinate with other public entities that also report on multilateral protocols to allow for synergies when structuring the data in the platform. Workshops will therefore be conducted to ensure that the platform is designed in a way that will allow other public entities to benefit from the platform without compromising the original objective of establishing the platform. More users will also make the platform more relevant and increase the activity. Moreover, the NDC online platform will be developed in partnership with the academia, including, for example, the Sierra Leone Agricultural Research Institute.

Throughout the project, EPA will coordinate all efforts related to data collection and analysis with the National Disaster Management Department. The upcoming Disaster Management Plan will also inform the development of the updated NDC.

Other additional stakeholders to be engaged on a continuous basis in national reporting, monitoring and verification may include and will not be restricted to government institutions, ministries and agencies, industries, universities/ academia/ research institutions, NGOs, Community-Based Organizations CBOs, and the private sector.

Select what role civil society will play in the project:

- Consulted only;
- Member of Advisory Body; contractor;
- Co-financier;
- Member of project steering committee or equivalent decision-making body;
- Executor or co-executor;

Other (Please explain)

A.4. Gender Equality and Women's Empowerment.

Provide the gender analysis or equivalent socio-economic assessment.

While Sierra Leone has made international commitments and developed a national policy framework to ensure gender equality, there are still issues with translating these into removing social, legal and economic barriers to equality. Deep rooted societal norms still play a large role in reinforcing unequal power relations between men and women and traditional leadership roles continue to be dominated by men.

This vision is aligned with the inclusion of gender considerations at the highest political level in the recent years in Sierra Leone. The Ministry of Social Welfare, Gender and Children's was established in 2010 and went through functional management reform to divide the Ministry into Directorates and Gender Policy and Advocacy Affairs is one of the five Directorates. The Government of H.E. Dr. Ernest Bai Koroma demonstrated his commitment to gender equality in 2012 by appointing a Gender and Women's Affairs Advisor in the Office of the President.

In addition, The Government of Sierra Leone through the Ministry of Social Welfare, Gender and Children's Affairs developed and adopted the twin policies: National Policy on the Advancement of Women and the National Policy on Gender Mainstreaming and gender is hence mainstreamed in most of the policies, plans and legislations in recent times.

***Does the project expect to include any gender-responsive measures to address gender gaps or promote gender equality and women's empowerment? (yes /no)* If yes, please upload gender action plan or equivalent here.**

This CBIT project will promote a gender balanced implementation of the project, from the project board and project management team to consultants, and from training to active participation in consultation workshops. In this sense, the project will seek that women and men are equally represented at all layers of decision making.

The project will dedicate a session during the inception workshop to discuss how to ensure a gender balanced project implementation and it will also be on the agenda for the first project steering committee meeting where Sierra Leone Ministry of Social Welfare, Gender and Children's Affairs together with relevant CSOs will be facilitating the discussions so that gender issues are fully embedded in project activities. The dedicated gender sessions will seek to establish mechanisms regarding the implementation and maintenance of a gender-balanced team considering the barriers that need to be overcome to accomplish this. A gender-responsive approach requires examination and addressing of gender norms, roles and inequalities (and the active promotion of gender equality), particularly regarding the patriarchal systems of Sierra Leone. It also needs to be reflected at all stages of the CBIT project (trainings, workshops, procurements and M&E) and at different levels of decision making. In order to ensure the gender-responsiveness of Sierra Leone's CBIT process, parameters will be proposed and used to determine whether gender is being adequately integrated into adaptation projects across all stages.

To help ensure a gender-responsive CBIT process that reflects wider government policy, the Project Steering Committee should include a representative from the Ministry of Social Welfare, Women, Children and Gender Affairs – representatives from civil society and development actors with expertise in gender issues should also be included in consultative steps. In addition, capacity-building efforts may be required to enable effective participation. As such, where appropriate, international guidance and tools will be used to support these. Institutions to be consulted on gender engagement will include, but not be limited to: the Gender Policy and Advocacy Affairs, the regional Gender Desks, the gender focal point for the convention on climate change, civil society organizations as well as research institutions and development partners working in the fields of gender and climate change.

Furthermore, under activity 1.2.3, the project will develop gender-sensitive indicators for NDC implementation, taking into account that Climate Change effects affects to a greater degree the women and children.

If possible, indicate in which results area(s) the project is expected to contribute to gender equality:

- closing gender gaps in access to and control over natural resources;
- improving women’s participation and decision making; and or
- generating socio-economic benefits or services for women.

Does the project's results framework or logical framework include gender-sensitive indicators? (yes /no)

A.5 Risk.

Elaborate on indicated risks, including climate change, potential social and environmental risks that might prevent the project objectives from being achieved, and, if possible, the proposed measures that address these risks at the time of project implementation.

Risks	Ranking	Mitigation Strategy
Lack of data availability.	High	We acknowledge that there will be a limitation to data availability in some areas. It will be key to identify the data required at the beginning of the project to ensure there is as much time as possible to identify and collect these data. Where data are not available, international good/best practice guidance will be adhered to, which will ensure that the final outputs are calculated in a transparent and comparable manner. Where data availability is an issue, future improvement strategies will be considered and proposed for future work.
Archiving of data and inability to compile GHG emission data	Medium	GHG emissions data will be compiled using default values. Also, as part of institutional capacity proper archiving tools will be provided and the NDC online platform developed will serve as a national data backup system
Political commitment without financial resources will slow implementation	Medium	Existing human resources of key stakeholders will be assessed when designing the institutional arrangements and considered when the work load is agreed on the MOUs. The project staff will to the

		<p>extent possible support institutions involved in data compiling and sharing and trainings will be provided. In addition, IT equipment will be procured to sectoral climate transparency teams to ensure that they have the equipment necessary to perform as per the MOUs. It is important to emphasize that six ministers attended COP24 in Katowice and that high-level commitment is in place. Climate transparency will throughout the project be linked to Sierra Leone's access to climate finance and linked to the GCF readiness programme. A decree from the highest level formalizing the transparency system is vital to build trust among parties and engage sectors and will be pursued the first months of the project.</p> <p>Certain sectors may prove more difficult to garner support for the project. It will be important to identify these sectors at the start of the project and actively and regularly engage with them to ensure a cohesive cooperation throughout the project.</p>
<p>Staff turnaround at the national level, including the possibility of another outbreak of the Ebola Virus Disease.</p>	<p>Medium</p>	<p>This project will be developing systems and processes to ensure that the impact of staff turnaround is minimized. Key information will be stored and maintained in a manner that is accessible to all future staff members. Training processes will be in place to ensure that new staff are able to learn quickly and effectively in order to become a successful member of the team.</p>

A.6. Institutional Arrangement and Coordination.

Describe the institutional arrangement for project implementation. Elaborate on the planned coordination with other relevant GEF-financed projects and other initiatives.

As per the request of the country, UN Environment has the role of the GEF Implementing Agency. The EPA will act as the Executing Agency of this project. EPA as a coordinating institution for climate change projects in the country is also participating in all other GEF projects as coordinator or counterpart, therefore EPA will ensure that there is constant check of the activities and the synergies that can be created among initiatives.

The EPA will lead and coordinate the implementation of this project. They will coordinate the establishment of institutional arrangements for a robust national system for tracking progress of NDC implementation, GHG inventories and adaptation actions. The EPA will run the day-to-day implementation, administration, and monitoring. The EPA will also hold meetings, communications and information flow among partner institutions and other stakeholders. EPA will also coordinate implementing partners including government institutions and departments, and research institutions and universities who will participate in data collection and information sharing to feed into the MRV system. Each of the priority sectors will also have a focal point for data collection and will have periodic coordination meeting with EPA for the smooth moving of the process forward.

Sierra Leone is also part of the international CBIT community through the CBIT Global Coordination Platform, which facilitates coordination of peer-to-peer learning with CBIT projects in other countries. Moreover, the IA, UN Environment, is supporting over 70 countries with their national reporting, and more than 18 countries with CBIT projects, being the GEF Agency leading this type of initiative. It is supporting the development and implementation of many CBIT projects in Africa, including other countries in Western Africa, such as Ghana, Togo and Burkina Faso, with potential synergies to be explored during project implementation and evaluation. The CBIT project for Liberia is already under implementation, Conservation International being the implementing agency.

Sierra Leone is strongly committed to the 2030 Agenda and the CBIT project is an opportunity to continue working to link climate and sustainable development. In that sense, the CBIT project in Sierra Leone will advance tracking and implementation of Sustainable Development Goals, in particular SDG 13, focused on climate change. The information generated through the CBIT-supported work will be included in the relevant reports of progress in SDGs.

List of project and initiatives related to the CBIT project:

Supporting partner	title	Link to CBIT project
UNDP/GEF	Adapting to Climate Change Induced Coastal Risks Management in Sierra Leone	The project will feed into the adaptation part of the NDC platform and provide data to develop indicators and targets for the updated NDC. Timeline: 2018-2021
African Development Bank/GEF	Building resilience to climate change in the water and sanitation sector	The project will feed into the adaptation part of the NDC platform and provide data to develop indicators and targets for the updated NDC. Timeline: 2016-2020
UNDP/GCF	Building capacity to advance National Adaptation Plan process in Sierra Leone	Population of NDC Portal with climate adaptation and finance information generated to support long-term adaptation planning. Expected timeline: 2020-2023
UNDP/GCF	GCF readiness programme	The climate transparency system will coordinate closely with GCF proposal development by providing the needed data for solid project proposals. Timeline: 2018-2012
UNEP/GEF	First Biennial Update (BUR) Report	The implementation of the first BUR project is ongoing and will focus on improving the data availability in key sectors and actual data collection applying the systems and capacity developed

		through the CBIT project.
		Timeline: 2018-2020

A.7 Benefits.

Describe the socioeconomic benefits to be delivered by the project at the national and local levels. How do these benefits translate in supporting the achievement of global environment benefits (GEF Trust Fund) or adaptation benefits (LDCE/SCCF)?

The National Climate Transparency System lays the foundation for implementing climate mitigation and adaptation that generate sustainable development benefits. Adequately designed mitigation and adaptation actions can ensure that co-benefits are focused and prioritized. Enhanced coordination between government ministries, private sector, civil society, academia and communities ensures that sustainable development benefits are brought into focus. This can include responsive energy planning, reducing reliance on energy imports and freeing government resources, mitigating conflicts over scarce resources, improving the national and local economies, improving the health and wellbeing of the population and empowering communities and citizens.

The project will support Sierra Leone in meeting enhanced transparency requirements as defined in Article 13 of the Paris Agreement, implementation of which is crucial for achievement of the 2030 Agenda for Sustainable Development and its Sustainable Development Goals (SDGs). The National Climate Transparency System will enable the tracking of sustainable development impact and reporting of holistic climate actions with cross cutting sectoral linkages. This process will improve the dialogue between sectors and relevant stakeholders, encouraging wider environmental, social and economic benefits with measurable indicators.

A.8 Knowledge Management.

Elaborate on the knowledge management approach for the project, including, if any, plans for the project to learn from other relevant projects and initiatives (e.g. participate in trainings, conferences, stakeholder exchanges, virtual networks, project twinning) and plans for the project to assess and document in a user-friendly form (e.g. lessons learned briefs, engaging websites, guidebooks based on experience) and share these experiences and expertise (e.g. participate in community of practices, organize seminars, trainings and conferences) with relevant stakeholders.

Sierra Leone's CBIT proposal has knowledge management at its core and focuses similarly on knowledge dissemination. The country believes that sharing the outputs of the project with a broad user-base, including through an established online presence, will enhance the knowledge management and longevity of this project, which is closely aligned with national priorities and agency mandates.

A key aim of this project is to learn from previous experiences to ensure that resources are spent in an effective manner that will not duplicate work that has already been done or take an approach that has already been unsuccessfully attempted. In order to do this, there will be a stock-taking exercise to assess the projects that have been undertaken and are ongoing.

All activities contribute to the knowledge management of this project, and constitute a main driving component behind the project. Peer exchange specifically focuses on the dissemination of MRV lessons learned at the regional and international scale to facilitate peer-to-peer learning and best practices. Furthermore, this national project will allow the country to participate in the CBIT global coordination platform by providing and receiving inputs. The project manager will share and update CBIT information into the global coordination platform. Sharing lessons learnt and experiences under the platform will ensure alignment of this CBIT project with other national, regional and global transparency initiatives.

B. DESCRIPTION OF THE CONSISTENCY OF THE PROJECT WITH:

B.1 Consistency with National Priorities. Describe the consistency of the project with national strategies and plans or reports and assessments under relevant conventions such as NAPAs, NAPs, ASGM NAPs, MIAs, NBSAPs, NCs, TNAs, NCSAs, NIPs, PRSPs, NPFE, BURs, INDCs, UNDAF, SDGs, etc.

This project is aligned with the national priorities and needs explained in the Third National Communication. Regarding NDCs and national climate strategies, the proposed project is thought to create the basic elements of the domestic climate transparency system to assess the progress of implementation of the NDC targets, and progress tracking indicators will be reflecting both the NDC targets and national climate strategies.

This project is highly consistent with several international/regional agreements, such as:

National strategies/plans/reports/assessments	GEF Project Alignment and Contribution
National Adaptation Plan (NAP)	Sierra Leone is in the process of formulating its National Adaptation Plan. The NAP Framework was already validated, identifying and presenting objectives, principles, approaches and structures that lay down the basis for the NAP process. The NAP will identify Sierra Leone’s short, medium and long-term adaptation priorities and needs. The proposed project will assist the government to identify additional activities for MRV to be included in the NAP. The NAP process will support the development of the adaptation part of the NDC transparency framework by providing data to establish indicators and targets
Sierra Leone’s Nationally Determined Contribution	Sierra Leone’s Nationally Determined Contribution NDC in response to decisions adopted at the 19 th and 20 th sessions of the Conference of the Parties to the UNFCCC, that invite Parties to communicate to the Secretariat their INDCs, towards achieving the objective of the UNFCCC as set out in Article 2 of the Convention. The national circumstances of Sierra Leone have been fully taken into consideration during the development of the NDC. This includes national and sectoral strategies which already exist

	<p>in the National Development Plan–the Agenda for Prosperity. A review of the current status of implementation of the cross-cutting issues of the Climate Convention at the national level has been documented. These include (a) research and systematic observation systems; (b) technology transfer; and (c) education, training and public awareness. The process is also built on the participatory multi-stakeholder and cross-sectoral consultative processes at national and district levels. Monitoring, Reporting and Verification of the implementation of the NDC of Sierra Leone have been articulated with the objective of tracking the transition of Sierra Leone to a low carbon and climate resilient economy. It will be necessary to develop and apply an integrated framework for measuring, monitoring, evaluating, verifying and reporting results of response (mitigation and adaptation) actions and the synergies between them. Effective implementation of the NDC is highly dependent on the internal “feedback” generated through monitoring, reporting and verification (MRV) processes.</p>
<p>Sierra Leone’s Second National Communication</p>	<p>The Second National Communication of Sierra Leone underscores the following to improve its GHG data collection and management in a transparency manner: (i) an improvement in some areas of the national statistics; (ii) building of national capacity and expertise; (iii) appropriate institutional framework; (iv) orientations of policies, in particular more specific policies in agriculture, forestry, land use and land use change and energy water sectors.</p>
<p>Sierra Leone's Third National Communication</p>	<p>The Third National Communication of Sierra Leone reiterates much of its predecessor, but also includes important advancements. It contains the GHG Inventory for 2005-2010, which is calculated using the 2006 IPCC guidelines, thus representing an advancement compared to the Second National Communication where the 1996 IPCC guidelines were used. However, previous limitations and barriers remain. The Third National Communication highlights the need to improve the MRV system of Sierra Leone. It emphasizes the need to have a sustainable data collection system, but also that stakeholder institutions are constrained by inadequate human and institutional capacity; the need for technical assistance and capacity-building is large.</p>

<p>Sierra Leone’s Low Emissions Development Strategies (LEDS), Nationally Appropriate Mitigation Actions (NAMAs)</p>	<p>NAMAs are an important tool for climate change mitigation since it gives policy-makers the opportunity to design mitigation measures in accordance with national circumstances and priorities as fleshed out in Low-Carbon Development Strategies and Plans (LCDS) or other relevant development plans. This enables states to avoid the lock-in of outdated, high-emission technologies and catalyzes the transformation of the economy towards low-carbon and sustainable growth patterns. For Sierra Leone, the planning of “supported NAMAs” can open up promising new opportunities for fast-track and long-term funding by public and private actors.</p> <p>The preparation and implementation of Sierra Leone’s Low Emissions Climate Resilient Development Strategy is a priority identified in the Sierra Leone National Development Plan – <i>the Agenda for Prosperity 2013 -2018</i>. Sierra Leone is committed to mainstreaming inclusive green growth in the Agenda for Prosperity (A4P, 2012). The transition to low-emission development in both developed and developing economies has been recognized internationally as an imperative to stabilizing greenhouse gas (GHG) concentrations in line with a 2°C temperature increase scenario. Reducing emissions and maintaining a safe operating space for humanity, requires transition to low emission development pathways around the globe. This means decoupling carbon emissions from economic growth through a series of measures across all economic sectors, such as energy efficiency improvements, usage of renewable energy sources, managing land use change and others.</p>
<p>Agenda for Prosperity – Sierra Leone’s Poverty Reduction Strategy Paper (PRSP) 3</p>	<p>"The Agenda for Prosperity" (A4P) focuses on inclusive green growth, in a bid to achieve sustainable development through low emissions development pathway. Sierra Leone has developed its own definition of green growth: developing infrastructure, energy, and cities sustainably; managing renewable and non-renewable natural resources efficiently; and building resilience for the benefit of its citizens. Together with an emphasis on inclusiveness, green growth requires pursuing a cross-sectoral approach to growth through policies, programs, and projects that are economically, environmentally, and socially sustainable in a transparent manner. Green</p>

	<p>growth under the A4P focuses on the actions that are needed in the next five years to facilitate longer-term sustainable and inclusive growth.</p>
<p>The draft New Direction (Sierra Leone PRSP4)</p>	<p>The PRSP4 has just been launched code named the “New Direction” This is a five year development plan from 2019 to 2024 and features the green growth trajectory especially in the energy sector. The focus is on renewable energy generation especially solar energy. For example, there are plans to prove some eight solar plants with 6 to 100 Mega Watt capacities. This will greatly reduce Sierra Leone’s CO2 emissions. For the present thermal plants that use heavy fuel, to reduce the carbon emissions, there are plans to convert them into gas plants where the low carbon content methane gas will be used. This will also greatly aid the country’s transparency in meeting its NDC obligation.</p>
<p>National Climate Change Policy (NCCP)</p>	<p>NCCP is a national document developed to strengthen national initiatives to adapt to and mitigate climate change in a participatory manner that involves engaging all sectors of the Sierra Leone’s society with appropriate and adequate consideration for the women, youth, aged, poor and other vulnerable groups within the overall context of advancing sustainable socio- economic development in Sierra Leone. The proposed project will inform the implementation of Sierra Leone’s National Climate Change Policy.</p>
<p>Sustainable Development Goals</p>	<p>Sierra Leone is strongly committed to the 2030 Agenda and the CBIT project is an opportunity to continue working to link climate and sustainable development. In that sense, the CBIT project in Sierra Leone will advance tracking and implementation of Sustainable Development Goals, in particular SDG 13, focused on climate change, in alignment with SDG target 13.2 (integrate climate change measures into national policies, strategies, and planning), and indicator 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”. The information generated through the CBIT-supported work will be included in the relevant reports of progress in SDGs.</p>

<p>United Nations Development Assistance Framework (UNDAF) 2015-2018</p>	<p>The project is aligned with the UNDAF for Sierra Leone, especially with regard to its Pillar 2: Managing Natural Resources outcome indicator A (By 2018, targeted Government institutions, the private sector, and local communities manage natural resources in a more equitable and sustainable way) and B (By 2018, communities within targeted districts demonstrate increased resilience to natural and man-made disasters) that is aligned with the CBIT project objective: "Promote mainstreaming of NDC monitoring, reporting and verification into domestic systems and strengthen institutional capacity to enable routine, concurrent and participatory monitoring processes that enhance transparency under the Paris Agreement".</p>
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C. DESCRIBE THE BUDGETED M &E PLAN:

The project will be reviewed yearly through the Project Implementation Review (PIR). Its purpose is to assess project performance, to analyse whether the project is on track, what problems and challenges the project is encountering, and which corrective actions are required so that the project can achieve its intended outcomes by project completion in the most efficient and sustainable way. It is the responsibility of the UN Environment Task Manager to monitor whether the agreed recommendations are being implemented.

In-line with UN Environment Evaluation Policy and the GEF's Monitoring and Evaluation Policy the project will be subject to a Terminal Evaluation (TE) commissioned by the Evaluation Office.

The Evaluation Office (EO) of UN Environment will be responsible for the TE and liaise with the UN Environment Task Manager throughout the process. The TE will provide an independent assessment of project performance (in terms of relevance, effectiveness and efficiency), and determine the likelihood of impact and sustainability. It will have two primary purposes:

- i. to provide evidence of results to meet accountability requirements, and
- ii. to promote learning, feedback, and knowledge sharing through results and lessons learned among UN Environment and executing partners.

The direct costs of the evaluation will be charged against the project evaluation budget. The TE will be initiated no earlier than six months prior to the operational completion of project activities and, if a follow-on phase of the project is envisaged, should be completed prior to completion of the project and the submission of the follow-on proposal. TE must be initiated no later than six months after operational completion.

The draft TE report will be sent by the Evaluation Office to project stakeholders for comments. Formal comments on the report will be shared by the Evaluation Office in an open and transparent manner. The project performance will be assessed against standard evaluation criteria using a six-point rating scheme. The final determination of project ratings will be made by the Evaluation Office when the report is finalised and further reviewed by the GEF

Independent Evaluation Office upon submission. The evaluation report will be publicly disclosed and may be followed by a recommendation compliance process.

A summary of M&E activities envisaged is provided in Annex I. The GEF contribution for M&E activities, including the Inception Workshop, Terminal Evaluation and Audit is 48,500 USD.

ANNEX A: PROJECT RESULTS FRAMEWORK

Indicators:		Baseline	Target	Means of verification	UN Environment Medium-Term Strategy (2018-2021)
Objective Indicator:	Improvement in the quality of Institutional capacity for transparency based on GEF score 1 to 4 as per Annex IV of CBIT programming	1	+1 (=2)	<ul style="list-style-type: none"> • CBIT Global Coordination Platform self-assessment tool • NDC online platform • Official documents and project reports 	<p><i>Subprogramme Climate Change⁷,</i></p> <p><i>Mitigation Expected Accomplishment: Countries increasingly adopt and/or implement low greenhouse gas emission development strategies and invest in clean technologies;</i></p> <p><i>Adaptation Expected Accomplishment: Countries increasingly advance their national adaptation plans, which integrate ecosystem-based adaptation.</i></p>
Component	National Capacity to track NDC implementation and sustain transparency efforts over time				
Outcome 1	Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines				
Outputs	<p><i>Output 1.1 Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders</i></p> <p><i>Output 1.2 Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed.</i></p> <p><i>Output 1.3 Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized (e.g. National Communications, Biennial Update Reports)</i></p>				
Indicator 1.1	Improvement in the quality of MRV of NDC Implementation based on GEF score 1 to 10 as per Annex III of CBIT programming directions	1	+3 (=4)	<ul style="list-style-type: none"> • CBIT Global Coordination Platform self-assessment tool • NDC online platform • Survey of the platform's 	

⁷ Objective: Countries increasingly transition to low-emission economic development and enhance their adaptation and resilience to climate change ;
Mitigation Indicators: 1 Emission reductions of greenhouse gases and other pollutants from renewable energy and energy efficiency; 2 Share of gross domestic product invested in energy efficiency and renewable energy.
Adaptation Indicators: 1 Number of people benefiting from vulnerability reduction interventions; 2 Type and extent of physical and natural assets strengthened and/or better managed to withstand the effects of climate change.

				use by the targeted organizations with institutional arrangement and by the public Official documents and project reports	
Outcome 2	Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system				
Outputs	<p><i>Output 2.1. Data teams from the three prioritized sectors trained in collection, processing and management of data;</i></p> <p><i>Output 2.2. Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform;</i></p> <p><i>Output 2.3. NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA.</i></p>				
Indicator 2.1	% of specialized trained staff who declares to be in a better position to implement MRV systems (gender-disaggregated)	N/A	70%	Attendees lists for all trainings and surveys	
Indicator 2.2	Number of government staff using the platform in their day-to-day work	0	30	Online counting mechanism and interviews with government staff	

ANNEX B: RESPONSES TO PROJECT REVIEWS

(from GEF Secretariat and GEF Agencies, and Responses to Comments from Council at work program inclusion and the Convention Secretariat and STAP at PIF).

All comments at the PIF stage were cleared. Please find below the responses to the GEF Review Sheet for the CEO Endorsement request.

Building and Strengthening Sierra Leone's National Capacity to Implement the Transparency Elements of the Paris Agreement

GEF Secretariat Review for Medium Sized Project – GEF - 6

Basic Information

GEF ID

10027

Countries

Sierra Leone

Project Title

Building and Strengthening Sierra Leone's National Capacity to Implement the Transparency Elements of the Paris Agreement

GEF Agency(ies)

UNEP

Agency ID

GEF Focal Area(s)

Climate Change

Program Manager

PIF

CEO Endorsement

Project Design and Financing

1. If there are any changes from that presented in the PIF, have justifications been provided?

Secretariat Comment at CEO Endorsement

Slight changes reflecting stakeholder consultation during PPG have been justified.

Response to Secretariat comments

2. Is the project structure/ design appropriate to achieve the expected outcomes and outputs?

Secretariat Comment at CEO Endorsement

Overall, yes the project is very clearly articulated to achieve the expected outcomes and outputs. However, please address the following:

Under Outcome 1, Output 1.2 - Please clarify activities 1.2.2 and 1.2.3. Please note that the CBIT support is not meant to support the NDC update itself, but it can support the tracking of NDCs and clarifying NDC information.

Please confirm if these activities will focus on the development of indicators and selection and preparation of necessary data to track and report progress towards Sierra Leone's NDC and adaptation actions.

Please also clarify how this project will specifically coordinate with the eventual work of the upcoming National Adaptation Plan.

Under Outcome 2, Output 2.1 - Please clarify how training will be tailored to different sectors and stakeholders depending on their role in the transparency system and the expected number of people and scope of trainings.

Please clarify the scope of strengthening the existing regional climate networks (2.2.3) and the development of educational material for schools (2.2.4) and how it will support the objective of the project, in particular considering the limited resources. These activities seem to be outside of the aim of the project and better served by other sources.

In the design of the NDC platform, please consider utilizing simpler and proven technologies that can be used by more stakeholders for data uploading and downloading (for example Excel), and differ data management and processing from visualization technologies.

Under Activity 2.3.5, please clarify if this also relates to the production of annual GHG inventories.

Response to Secretariat comments

UNEP, 21st October, 2019

- (i) Under Outcome 1, Output 1.2: The update of the NDC is de facto development of indicators for tracking and reporting on the implementation of the NDC. This is the first step in preparing Sierra Leone for meeting the post 2024 ETF requirements. Indicators are also fundamental for identifying the data that Sierra Leone needs to generate to report on NDC implementation. It is not possible to track the implementation of the current NDC as there are no targets or indicators. The indicators will hence guide the preparation of data generation and management. Indicators for adaptation will be developed through the work done under the upcoming NAP (p.21-22 & p.41-42).
- (ii) Under Outcome 2, Output 2.1: The specific content of the training packages will be developed in the initial phase of the project, as part of activity 2.1.1 (p. 25). The capacity-building programme will include intensive training of around 30-50 individuals depending on the pre-analysis to be done when developing the training packages. In addition to this 2.1.1 tailored training activity, other training activities such as 1.1.5, 2.2.3 and 2.3.4 justify the target of at least 140 persons trained through this CBIT project.
- (iii) Regarding the strengthening of existing regional climate networks (2.2.3) and the development of educational material for schools (2.2.4): The regional networks are important for the transparency system to support the inclusion of sub-national actors for data generation and collection. The regions and municipalities will be engaged in the transparency system through these networks (p.27). It is important to mention that the networks already exist and the project will focus narrowly on integrating data generation and collection into their terms of reference, thus promoting an efficient use of resources. Activity 2.2.4 has been merged with 2.2.3 and its focus is, through a regional network, to pilot a climate awareness programme for educational institutions and communities in one region. It will be coordinated by the Ministry of Education and the Climate Change Secretariat and implemented by the regional network in the selected region. Focusing on the impact of climate change and the necessity of generating and collecting data to measure impact at the community level it will create a better understanding of the challenges at such level, which again will inform the development of NDC targets and indicators. By narrowing the scope to one region and focusing on data generation to understand climate change impact at the community level, Sierra Leone will create access to data in particular related to climate change adaptation and improve its climate transparency in general (p.27).
- (iv) On the design of the NDC platform: Simple and proven technologies like excel will be assessed as part of the scoping in activity 2.3.1. As mentioned in the description of the activity, "IT solutions for establishing

- an online data platform differ a lot, and the local context and needs thereby need to be comprehensively analyzed to allow for the development of a system that will fit into the context and facilitate national reporting and climate analyses in Sierra Leone."(p.28)
- (v) Concerning Activity 2.3.5: The ultimate goal is to include annual GHG inventories but that is only possible when the necessary capacity has been developed and the transparency system is operational. During the first years, the data available will be applied and indication of progress provided, including on needs and gaps in the NDC implementation process. (p.29).

3. Is the financing adequate and does the project demonstrate a cost-effective approach to meet the project objective?

Secretariat Comment at CEO Endorsement

Yes.

Response to Secretariat comments

4. Does the project take into account potential major risks, including the consequences of climate change, and describes sufficient risk response measures? (e.g., measures to enhance climate resilience)

Secretariat Comment at CEO Endorsement

Yes.

Response to Secretariat comments

5. Is co-financing confirmed and evidence provided?

Secretariat Comment at CEO Endorsement

Evidence of co-financing from the EPA of \$200,000 has been provided.

Response to Secretariat comments

6. Are relevant tracking tools completed?

Secretariat Comment at CEO Endorsement

Core Indicator 11 has been filled out and CBIT indicators have been integrated into the project results framework. However, we found the results framework to be too high level without enough indicators to support the tracking of progress of the project. Agency may want to consider additional indicators.

Response to Secretariat comments

UNEP, 21st October, 2019

The indicators have been adjusted in Annex A (p.47) and now there is at least one indicator for each outcome.

7. Only for Non-Grant Instrument: Has a reflow calendar been presented?

Secretariat Comment at CEO Endorsement

N/A

Response to Secretariat comments

8. Is the project coordinated with other related initiatives and national/regional plans in the country or in the region?

Secretariat Comment at CEO Endorsement

The project states that as per April 2019 the country has not initiated its BUR, but the country is part of the UNEP umbrella program (6925) endorsed in June 2016 (3 years ago) and per the last survey had an expected submission date of December 2020. Please clarify the status of that project, explain the delay in its implementation, and how the two project will coordinate as there is no reference to it anywhere in the ER until section A.6. In particular, focus on how this CBIT project in combination with the BUR project will help prepare Sierra Leone for the BTR requirements, including for example by helping the country identify areas in which it may require flexibility and an improvement plan.

Response to Secretariat comments

UNEP, 21st October, 2019

The date provided in the document is an omission. The BUR project started implementation in 2018 and activities are ongoing in terms of institutional capacity building, data management and development of relevant frameworks, as well as some reviews in line with the new national midterm development plan of the government (to name a few). The Government of Sierra Leone expects to finalize the BUR in early 2020. The two programmes (BUR and CBIT) will build synergies for an effective delivery as the Climate Change Secretariat coordinates both (p.21).

9. Does the project include a budgeted M&E Plan that monitors and measures results with indicators and targets?

Secretariat Comment at CEO Endorsement

Yes.

Response to Secretariat comments

10. Does the project have descriptions of a knowledge management plan?

Secretariat Comment at CEO Endorsement

Yes.

Response to Secretariat comments

Agency Responses

11. Has the Agency adequately responded to comments at the PIF stage from:

GEFSEC

Secretariat Comment at CEO Endorsement

N/A

Response to Secretariat comments

STAP

Secretariat Comment at CEO Endorsement

N/A

Response to Secretariat comments

GEF Council

Secretariat Comment at CEO Endorsement

N/A

Response to Secretariat comments

Convention Secretariat

Secretariat Comment at CEO Endorsement

N/A

Response to Secretariat comments

Recommendation

12. Is CEO endorsement recommended?

Secretariat Comment at CEO Endorsement

Not yet, please address comments above.

If allowed please change the selection of CBIT from NO to YES.

We also note that in Part I: Project Information under Executing Partner Type it says GEF Agency instead of Government . Please change accordingly.

11/18/2019: All comments above have been cleared; however, we noted that in the M&E Budget Audits have been charged instead of to the PMC. Please amend and resubmit for clearance.

Response to Secretariat comments

UNEP, 21st October, 2019

All substantial comments have been addressed. Unfortunately, the system does not allow us the suggested changes (the option of CBIT No/Yes does not appear, the Executing Partner Type is not modifiable).

UNEP, 21st November, 2019: Audits have been now charged to the PMC. Table B and the detailed budget in the CEO Endorsement request have been updated accordingly.

ANNEX C: STATUS OF IMPLEMENTATION OF PROJECT PREPARATION ACTIVITIES AND THE USE OF FUNDS⁸

Provide detailed funding amount of the PPG activities financing status in the table below:

PPG Grant Approved at PIF: USD 50,000			
<i>Project Preparation Activities Implemented</i>	<i>GEFTF/LDCF/SCCF/CBIT Amount (\$)</i>		
	<i>Budgeted Amount</i>	<i>Amount Spent to date</i>	<i>Amount Committed</i>
International Consultant	26,000	26,000	0
Local consultant	10,000	10,000	0
Stakeholder consultation	4,000	4,000	0
Validation workshop	5,000	5,000	0
International travel	2,300	2,300	0
Total	50,000	50,000	0

⁸ If at CEO Endorsement, the PPG activities have not been completed and there is a balance of unspent fund, Agencies can continue to undertake the activities up to one year of project start. No later than one year from start of project implementation, Agencies should report this table to the GEF Secretariat on the completion of PPG activities and the amount spent for the activities. Agencies should also report closing of PPG to Trustee in its Quarterly Report.

ANNEX D: CALENDAR OF EXPECTED REFLOWS (if non-grant instrument is used)

Provide a calendar of expected reflows to the GEF/LDCF/SCCF/CBIT Trust Funds or to your Agency (and/or revolving fund that will be set up)

Not Applicable

ANNEX E: GEF 7 CORE INDICATOR WORKSHEET

Use this Worksheet to compute those indicator values as required in Part I, Table E to the extent applicable to your proposed project. Progress in programming against these targets for the program will be aggregated and reported at any time during the replenishment period. There is no need to complete this table for climate adaptation projects financed solely through LDCF and SCCF.

Core Indicator 11	Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment				<i>(Number)</i>	
			Target		Number Achieved	
				CEO Endorsement	MTR	TE
			Female	70		
			Male	70		
			<i>Total</i>	<i>140</i>		

ANNEX F: GEF PROJECT TAXONOMY WORKSHEET

Use this Worksheet to list down the taxonomic information required under Part I, item F by ticking the most relevant keywords/ topics/themes that best describe this project.

Level 1	Level 2	Level 3	Level 4
<input checked="" type="checkbox"/> Influencing models			
	<input checked="" type="checkbox"/> Transform policy and regulatory environments		
	<input checked="" type="checkbox"/> Strengthen institutional capacity and decision-making		
	<input type="checkbox"/> Convene multi-stakeholder alliances		
	<input type="checkbox"/> Demonstrate innovative approaches		
	<input type="checkbox"/> Deploy innovative financial instruments		
<input checked="" type="checkbox"/> Stakeholders			
	<input type="checkbox"/> Indigenous Peoples		
	<input checked="" type="checkbox"/> Private Sector		
		<input type="checkbox"/> Capital providers	
		<input type="checkbox"/> Financial intermediaries and market facilitators	
		<input checked="" type="checkbox"/> Large corporations	
		<input type="checkbox"/> SMEs	
		<input type="checkbox"/> Individuals/Entrepreneurs	
		<input type="checkbox"/> Non-Grant Pilot	
		<input type="checkbox"/> Project Reflow	
	<input type="checkbox"/> Beneficiaries		
	<input type="checkbox"/> Local Communities		
	<input checked="" type="checkbox"/> Civil Society		
		<input type="checkbox"/> Community Based Organization	
		<input checked="" type="checkbox"/> Non-Governmental Organization	
		<input checked="" type="checkbox"/> Academia	
		<input checked="" type="checkbox"/> Trade Unions and Workers Unions	
	<input checked="" type="checkbox"/> Type of Engagement		
		<input type="checkbox"/> Information Dissemination	
		<input type="checkbox"/> Partnership	
		<input checked="" type="checkbox"/> Consultation	
		<input checked="" type="checkbox"/> Participation	
	<input type="checkbox"/> Communications		
		<input type="checkbox"/> Awareness Raising	
		<input type="checkbox"/> Education	
		<input type="checkbox"/> Public Campaigns	
		<input type="checkbox"/> Behavior Change	
<input checked="" type="checkbox"/> Capacity, Knowledge and Research			
	<input type="checkbox"/> Enabling Activities		
	<input checked="" type="checkbox"/> Capacity Development		
	<input checked="" type="checkbox"/> Knowledge Generation and Exchange		
	<input type="checkbox"/> Targeted Research		
	<input type="checkbox"/> Learning		
		<input type="checkbox"/> Theory of Change	
		<input type="checkbox"/> Adaptive Management	
		<input type="checkbox"/> Indicators to Measure Change	
	<input type="checkbox"/> Innovation		
	<input type="checkbox"/> Knowledge and Learning		

		<input type="checkbox"/> Knowledge Management	
		<input type="checkbox"/> Innovation	
		<input type="checkbox"/> Capacity Development	
		<input type="checkbox"/> Learning	
	<input type="checkbox"/> Stakeholder Engagement Plan		
<input checked="" type="checkbox"/> Gender Equality	<input checked="" type="checkbox"/> Gender Mainstreaming		
		<input checked="" type="checkbox"/> Beneficiaries	
		<input type="checkbox"/> Women groups	
		<input checked="" type="checkbox"/> Sex-disaggregated indicators	
		<input type="checkbox"/> Gender-sensitive indicators	
	<input type="checkbox"/> Gender results areas		
		<input type="checkbox"/> Access and control over natural resources	
		<input type="checkbox"/> Participation and leadership	
		<input type="checkbox"/> Access to benefits and services	
		<input type="checkbox"/> Capacity development	
		<input type="checkbox"/> Awareness raising	
		<input type="checkbox"/> Knowledge generation	
<input checked="" type="checkbox"/> Focal Areas/Theme			
	<input type="checkbox"/> Climate Change		
		<input type="checkbox"/> Climate Change Adaptation	
			<input type="checkbox"/> Climate Finance
			<input type="checkbox"/> Least Developed Countries
			<input type="checkbox"/> Small Island Developing States
			<input type="checkbox"/> Disaster Risk Management
			<input type="checkbox"/> Sea-level rise
			<input type="checkbox"/> Climate Resilience
			<input type="checkbox"/> Climate information
			<input type="checkbox"/> Ecosystem-based Adaptation
			<input type="checkbox"/> Adaptation Tech Transfer
			<input type="checkbox"/> National Adaptation Programme of Action
			<input type="checkbox"/> National Adaptation Plan
			<input type="checkbox"/> Mainstreaming Adaptation
			<input type="checkbox"/> Private Sector
			<input type="checkbox"/> Innovation
			<input type="checkbox"/> Complementarity
			<input type="checkbox"/> Community-based Adaptation
			<input type="checkbox"/> Livelihoods
		<input type="checkbox"/> Climate Change Mitigation	
			<input type="checkbox"/> Agriculture, Forestry, and other Land Use
			<input type="checkbox"/> Energy Efficiency
			<input type="checkbox"/> Sustainable Urban Systems and Transport
			<input type="checkbox"/> Technology Transfer
			<input type="checkbox"/> Renewable Energy
			<input type="checkbox"/> Financing
			<input type="checkbox"/> Enabling Activities
		<input checked="" type="checkbox"/> United Nations Framework on Climate Change	
			<input checked="" type="checkbox"/> Capacity Building Initiative for Transparency
			<input type="checkbox"/> Paris Agreement
			<input type="checkbox"/> Sustainable Development Goals
		<input checked="" type="checkbox"/> Climate Finance (Rio Markers)	
			<input checked="" type="checkbox"/> Climate Change Mitigation 1
			<input type="checkbox"/> Climate Change Mitigation 2
			<input checked="" type="checkbox"/> Climate Change Adaptation 1
			<input type="checkbox"/> Climate Change Adaptation 2

ANNEX G: TERMS OF REFERENCE FOR KEY PERSONNEL

International data expert

Duration (months):	3
Date Required:	M1
Duty station:	Home-based with two missions to Freetown
Reporting structure:	The consultant will report to the head of EPA
Background:	<p>The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.</p>
Project activities to be undertaken:	1.1.1 Assess existing data generation systems and identify data sources needed to comply with the 2006 IPCC Guidelines and the MPGs from COP24

1.1.2 Develop recommendations on how to most effectively establish institutional arrangements and regulatory frameworks for data collection and sharing

1.1.3 Implement the recommendations from activity 1.1.2 through the development of formal

1.1.4 agreements/MOUs for data collection and management

Conduct a series of stakeholder consultations throughout the implementation of activities 1.1.2. and 1.1.3

Expected outputs and deliverables:

D1 One report developed providing an overview of available climate data, existing data generation systems and a list of data sources necessary to include in the new transparency system

D2 MoUs/formal agreements developed based on the implementation plan (1.1.3)

Qualifications:

- At least 10 years' experience supporting developing countries to establish institutional arrangements for climate data collection
- Advanced degree or higher (Master or higher) in areas relevant to climate change, environment and national development
- Knowledge of data

collection mechanisms;
excellent understand of the
public sector in developing
countries

Language(s):

English

Legal expert (local)

Duration (months):

2

Date Required:

M1

Duty station:

Freetown

Reporting structure:

The consultant will report
to the head of EPA

Background:

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local

consultant to ensure implementation of activities on the ground.

Project activities to be undertaken:	1.1.2	Develop recommendations on how to most effectively establish institutional arrangements and regulatory frameworks for data collection and sharing
	1.1.3	Implement the recommendations from activity 1.1.2 through the development of formal agreements/MOUs for data collection and management
Expected outputs and deliverables:	D1	One report developed providing an overview of available climate data, existing data generation systems and a list of data sources necessary to include in the new transparency system
	D2	MoUs/formal agreements developed based on the implementation plan (1.1.3)
Qualifications:		Advanced degree or higher (Master's or higher) in law Knowledge of establishing data systems At least 5 years' experience drafting legal texts in the public sector
Language(s):		English

International expert on MRV and gender

Duration (months):

6

Date Required:

M4

Duty station:

Home-based with two missions to Freetown

Reporting structure:

The consultant will report to the head of EPA

Background:

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.

Project activities to be undertaken:

1.2.1 Develop technical data management guidelines aligned with 2006 IPCC Guidelines for all prioritized sectors

Expected outputs and deliverables:

1.2.2 Update NDC reflecting the MPGs from COP24

D5 Four guidelines developed for data generation and management in key sectors

D6 NDC updated reflecting the MPGs from COP24

Qualifications:

Advanced degree or higher (Master's or higher) in areas relevant to climate change
Excellent understanding of global climate change issues in particular related to MRV and gender
At least 10 years professional experience in relevant areas

Language(s): English

Local MRV expert

Duration (months): 6

Date Required: M4

Duty station: Freetown

Reporting structure: The expert will report to the head of EPA

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as

building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground

Project activities to be undertaken:

- 1.2.1 Develop technical data management guidelines aligned with 2006 IPCC Guidelines for all prioritized sectors
- 1.2.2 Update NDC reflecting the MPGs from COP24
- 1.2.3 Develop NDC Implementation Plan including gender sensitive indicators to enable progress tracking

Expected outputs and deliverables:

- D5 Four guidelines developed for data generation and management in key sectors
- D6 NDC updated reflecting the MPGs from COP24 including gender sensitive indicators

Qualifications:

Advanced degree or higher
(Master's or higher) in areas
relevant to climate change
Good understanding of national climate change issues in
particular related to MRV and UNFCCC
At least 10 years
professional experience in
relevant areas

Language(s):

English

International QA/QC expert

Duration (months): 4
Date Required: M10
Duty station: Home-based with two missions to Freetown
Reporting structure: The consultant will report to the head of EPA

Background: The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.

Project activities to be undertaken:

- 1.3.1 Develop and operationalize a QA/QC Plan for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines
- 1.3.2 Implement the recommendations from activity 1.3.1 through the development of formal agreements and ToRs

Expected outputs and deliverables:

- D8 One report identifying institutions to be involved in QA/QC and outlining their roles and responsibilities
- D9 Formal agreements and ToRs developed for the institutions involved in QA/QC
- D10 SOP for QA/QC developed for the institutions defined in 1.3.1

Qualifications:

Advanced degree or higher (Master's or higher) in areas relevant to climate change
Excellent understanding of QA/QC and climate transparency
At least 10 years professional experience in relevant areas

Language(s): English

Local QA/QC expert

Duration (months): 3
Date Required: M10

Duty station:	Freetown
Reporting structure:	The consultant will report to the head of EPA
Background:	<p>The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.</p>
Project activities to be undertaken:	<p>1.3.1 Develop and operationalize a QA/QC Plan for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines</p> <p>1.3.2 Implement the recommendations from activity 1.3.1 through the development of formal agreements and ToRs</p>
Expected outputs and deliverables:	D8 One report identifying institutions to be involved in QA/QC and outlining their roles and responsibilities;

- D9 Formal agreements and ToRs developed for the institutions involved in QA/QC;
- D10 SOP for QA/QC developed for the institutions defined in 1.3.1

Qualifications:

Advanced degree or higher (Master's or higher) in areas relevant to climate change
 Excellent understanding of QA/QC and climate transparency
 At least 10 years professional experience in relevant areas

Language(s):

English

Training of trainers' coordinator

Duration (months):

15

Date Required:

M10

Duty station:

Freetown

Reporting structure:

The coordinator will report to the head of EPA

Background:

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries’ domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT’s most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.

Project activities to be undertaken:

- 2.1.1 Develop capacity of data providers identified in 1.1.1 through a 'Training of trainers' approach
- 2.1.2 Develop capacity of institutions responsible for data collection and management identified in 1.1.3 through a 'Training of trainers' approach
- 2.1.3 Develop capacity on QA/QC of institutions identified in 1.3.1
- 2.1.4 Develop the capacity of EPA and key sectors to project GHG scenarios and climate vulnerability in all prioritized sectors

Expected outputs and deliverables:

- D11 One document describing the Capacity Development Strategy including training of trainers toolkit for

D12 continuous capacity building and institutional development of data providers and data compilers
Reports of trainings (4 per year) as per the Capacity Development Strategy

Qualifications:

Advanced degree or higher (Master's or higher) in areas relevant to climate change
Excellent understanding of capacity development and training
At least 10 years professional experience in relevant areas

Language(s):

English

National coordinator/administrator for regional NDC committees

Duration (months): 30
Date Required: M12
Duty station: Freetown
Reporting structure: The coordinator will report to the head of EPA

Background:

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries’ domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT’s most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.

Project activities to be undertaken:

2.2.3 Strengthen existing regional climate networks in Sierra Leone and include gender considerations

Expected outputs and deliverables:

- D15 Education material developed for schools
- D10 Reports of five regional workshops conducted for the youth leaders to share best practices for NDC implementation

Qualifications:

Advanced degree or higher (Master’s or higher) in areas relevant

to climate change
Excellent understanding of NDC and climate change
At least 10 years
professional experience in
relevant areas

Language(s):

English

International expert on NDC and gender

Duration (months):

9

Date Required:

M10

Duty station:

Freetown

Reporting structure:

The consultant will report
to the head of EPA

Background: The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic decarbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic decarbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust

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ground.

ground.

Project activities to be undertaken:

- 1.1.5 Establish the ministerial NDC Implementation Committee by defining its role and scope, its legal mandate and vision
- 1.3.2 Develop NDC Implementation Plan including gender sensitive indicators to enable progress tracking
- 2.3.5 Publish annual NDC implementation climate reports including annual recommendations for policymakers to implement the NDC

Expected outputs and deliverables:

- D4 One official document describing the role and scope of the ministerial NDC implementing committee, its legal mandate and vision
- D7 NDC Implementation Plan with indicators developed
- D20 Periodic annual climate reports developed including recommendations for policymakers to implement the NDC

Qualifications:

Advanced degree or higher (Master's or higher) in areas relevant to climate change
Excellent understanding of NDCs, UNFCCC processes and climate change

At least 10 years professional experience in relevant areas

Language(s):

English

International IT firm

Duration (months):

6

Date Required:

M7

Duty station:

The international firm will conduct two missions to Freetown

Reporting structure:

The firm will report to the head of EPA

Background:

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local

consultant to ensure implementation of activities on the ground.

Project activities to be undertaken:

- 2.3.1 Analyze potential IT solutions for setting up an online NDC platform, taking into account existing data systems and national circumstances
- 2.3.2 Design and programme the platform and related data management and sharing systems
- 2.3.3 Populate the platform with relevant climate and NDC data, making it a one-stop shop for climate transparency matters in Sierra Leone
- 2.3.4 Train stakeholders in applying the online platform

Expected outputs and deliverables:

- D17 Report with recommendations on the best IT solution for establishing the NDC online platform developed
- D18 One operational online NDC platform
- D19 Reports of the training of 10 key stakeholders from each key sector to apply the platform

Qualifications:

10 years' experience in supporting countries to establish online climate transparency platforms

Language(s): English

Project Manager

Duration (months): 35
Date Required: M1
Duty station: Freetown
Reporting structure: The Project Manager will report to the head of EPA

Background: The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.

Project activities to be undertaken: Execution of the project in accordance with the project objectives, activities and budget
Coordinate and liaise regularly with projects' focal

points on project activities for the preparation of terms of reference and the recruitment of experts in support of project activities

Manage financial resources and processing all financial transaction relating to sub-allotments

Attend and facilitate inception workshops and national steering committee meetings

Qualifications:

Relevant advanced degree or higher (Bachelor's or higher)
A minimum of 5 years professional experience with financial project administration

Language(s):

English

Administrative Assistant

Duration (months): 35
Date Required: M1
Duty station: Freetown
Reporting structure: The assistant will report to the Project Manager

Background: The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF-CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation. The international consultant will work closely together with the local consultant to ensure implementation of activities on the ground.

Project activities to be undertaken: Budgetary control and processing of all financial transactions
Support to process procurements and other administrative tasks
Support organization of workshops/trainings

Qualifications: Relevant advanced degree or higher (Bachelor's or higher)
A minimum of 5 years professional experience with financial project administration

Language(s): English

ANNEX H1: DETAILED GEF BUDGET (GEF FUNDS ONLY, US\$)

Outputs	Cost Component (select from drop down list)	Budget Code	Component Description	Year 1	Year 2	Year 3	Total
Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders	Staff and Other Personnel Cost	01003	International data expert	20,000	10,000	-	30,000
	Staff and Other Personnel Cost	01004	Legal expert (local)	15,000	18,000	18,000	51,000
	Contractual Services	12001	Fee for legal department	500	1,000	-	1,500
	Contractual Services	12002	Five regional stakeholder consultations	30,000	20,000	-	50,000
GEF financing for output 1.1				65,500	49,000	18,000	132,500
Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed	Contractual Services	12003	International firm on MRV and UNFCCC transparency procedure	20,000	10,000	-	30,000
	Staff and Other Personnel Cost	01005	Local MRV expert	-	12,000	24,000	36,000
	Staff and Other Personnel Cost	01006	Short term contractor for guideline development	5,000	5,000	-	10,000
	Contractual Services	12004	Five regional dialogues on transparency	30,000	20,000	-	50,000
GEF financing for output 1.2				55,000	47,000	24,000	126,000
Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized	Contractual Services	12005	International firm with expertise in QA/QC	10,000	30,000	-	40,000
	Staff and Other Personnel Cost	01007	Local QA/QC expert	5,000	15,000	-	20,000
	Contractual Services	12006	QA/QC stakeholder consultations	5,000	5,000	-	10,000
GEF financing for output 1.3				20,000	50,000	-	70,000
Outcome 1 Sub-total				140,500	146,000	42,000	328,500
Data teams from the three prioritized sectors trained in collection, processing and management of data	Contractual Services	12007	Sub-national and sectoral data trainings based on a ToT app	20,000	15,000	5,000	40,000
	Contractual Services	12008	Trainings in GHG data management for key staff	-	50,000	-	50,000
	Contractual Services	12009	International training courses in M&E/adaptation for key staff	10,000	20,000	30,000	60,000
	Staff and Other Personnel Cost	01008	Training of trainers expert	12,000	12,000	-	24,000
GEF financing for output 2.1				42,000	97,000	47,000	186,000
Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform	Contractual Services	12010	Participation in six UNFCCC/MRV workshops (two people)	22,500	15,000	7,500	45,000
	Contractual Services	12011	Five exchange visits in the region (Ghana/Nigeria)	20,000	20,000	10,000	50,000
	Contractual Services	12012	Outreach and awareness activities (radio, newspapers, TV)	6,500	6,500	6,500	19,500
	Contractual Services	12013	National firm to develop educational material on climate change	-	50,000	-	50,000
	Staff and Other Personnel Cost	01009	National coordinator/administrator for regional NDC committee	15,000	18,000	18,000	51,000
	Contractual Services	12014	One NDC workshop for each regional NDC committee (16)	42,000	28,000	42,000	112,000
	Contractual Services	12015	Inception workshop	5,000	-	-	5,000
	GEF financing for output 2.2				111,000	137,500	84,000
NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA	Staff and Other Personnel Cost	01010	International expert on NDC and gender	30,000	30,000	30,000	90,000
	Contractual Services	12016	Quarterly breakfast meetings for the ministerial NDC implementation committee	6,000	8,000	8,000	22,000
	Contractual Services	12017	High-level launch of the updated NDC	-	12,000	-	12,000
	Contractual Services	12018	Stakeholder consultations for updating the NDC	15,000	15,000	5,000	35,000
	Contractual Services	12019	Quarterly meetings for the technical NDC implementation committee	7,500	10,000	10,000	27,500
	Contractual Services	12020	International IT firm	15,000	60,000	25,000	100,000
	Contractual Services	12021	Training in applying the online platform	-	12,000	12,000	24,000
	Equipment	13501	Two PC workstations (2*7500 USD); cables, host bus adapt...	-	30,000	-	30,000
	Staff and Other Personnel Cost	01081	Terminal evaluation	-	-	30,000	30,000
	Equipment	13502	Eight computers for sectoral transparency focal points	16,000	-	-	16,000
	General Operating Costs	13504	Internet for sectoral transparency focal points in four sectors	8,000	-	-	8,000
GEF financing for output 2.3				97,500	177,000	120,000	394,500
Outcome 2 Sub-total				250,500	411,500	251,000	913,000
Project Management cost	Staff and Other Personnel Cost	01001	Project Manager	12,000	16,000	16,000	44,000
	Staff and Other Personnel Cost	01002	Administrative assistant	9,000	12,000	12,000	33,000
	General Operating Costs	13505	Office supplies	3,998	1,999	1,999	7,995
	Contractual Services	12022	Audits	4,500	4,500	4,500	13,500
	General Operating Costs	13506	Miscellaneous for general operating costs	2,000	2,000	500	4,500
PMC Sub-total				31,498	36,499	34,999	102,995
Total				422,498	593,999	327,999	1,344,495

ANNEX H2: COFINANCE BUDGET (US\$)

Outcomes	Outputs	Budget Line Description	GEF (Cash)	Sierra Leone Government (In-kind)	Sierra Leone Government (Cash)
Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines	Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders	International data expert	30,000		
		Legal expert (local)	51,000		
		Fee for legal department	1,500		
		Five regional stakeholder consultations	50,000		
		Support from national staff		25,000	
	Total		132,500	-	-
	Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed	International firm on MRV and UNFCCC transparency processes	30,000		
		Local MRV expert	36,000		
		Short term contractor for guideline development	10,000		
		Five regional dialogues on transparency	50,000		
		Total		126,000	
	Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized	International firm with expertise in QA/QC	40,000		
		Local QA/QC expert	20,000		
		QA/QC stakeholder consultations	10,000		
		Support from national staff		25,000	
Total			70,000	-	-
Data teams from the three prioritized sectors trained in collection, processing and management of data	Sub-national and sectoral data trainings based on a ToT approach	40,000			
	Trainings in GHG data management for key staff	50,000			
	International training courses in M&E adaptation for key staff	60,000			
	Training of trainers expert	36,000			
	Total		186,000	-	-

Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system	Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform	Participation in six UNFCCC/MRV workshops (two people)	45,000		
		Five exchange visits in the region (Ghana/Nigeria)	50,000		
		Outreach and awareness activities (radio, newspapers, TV)	19,500		
		National firm to develop educational material on climate change in Sierra Leone	50,000		
		National coordinator/administrator for regional NDC committees	51,000		
		One NDC workshop for each regional NDC committee (16)	112,000		
		Inception workshop	5,000		
		International expert on NDC and gender	90,000		
	NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA	Quarterly breakfast meetings for the ministerial NDC implementation committee	22,000		
		High-level launch of the updated NDC	12,000		
		Stakeholder consultations for updating the NDC	35,000		
		Quarterly meetings for the technical NDC implementation committee	27,500		
		General NDC support		100,000	
	Total		519,000	100,000	-
	NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA	International IT firm	100,000		
Training in applying the online platform		24,000			
Two PC workstations (2*7500 USD); cables, host bus adaptators etc (1*5,000), Two servers inc installation (2*5000 USD)		30,000			
Terminal evaluation		30,000			
Internet for sectoral transparency focal points in four sectors		8,000			
		192,000			
Total		Project Manager	44,000		30,000
Project Management Cost	Administrative assistant	33,000		20,000	
	Office supplies	7,995			
	Audits	13,500			
	Miscellaneous for general operating costs	4,500			
	Total		102,995		50,000
Total budget		1,328,495	100,000	50,000	

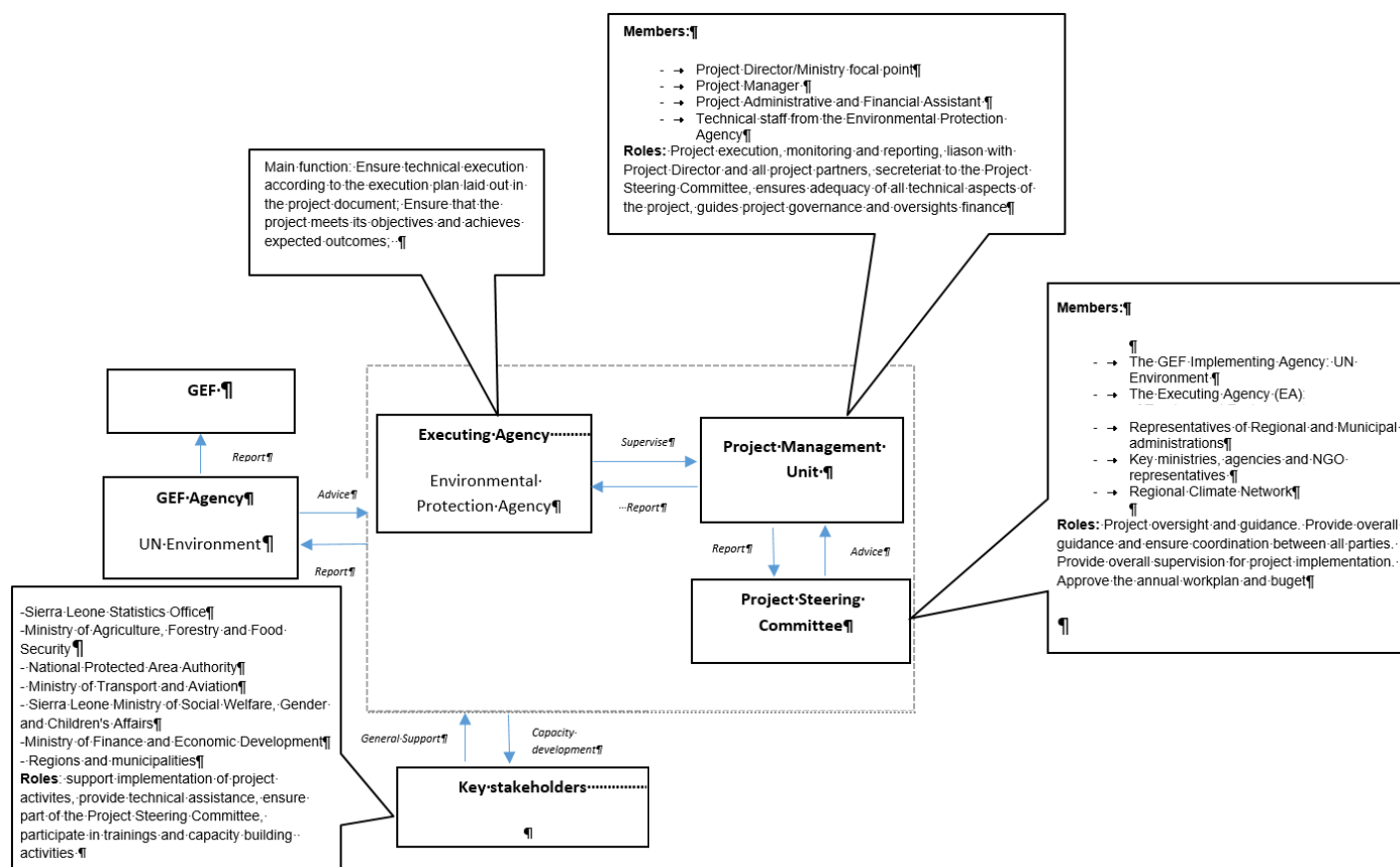
ANNEX I: M&E BUDGET AND WORK PLAN

M&E Activity	Description	Responsible Parties	Timeframe	Indicative budget (USD)
Inception Workshop (IW) and Report	Report prepared immediately following the IW; it includes: <ul style="list-style-type: none"> - Review of Workplan and budget for Year 1 - Description of M&E plan - Description of Roles and responsibilities and coordination mechanisms 	Execution: Project Manager	Immediately following, within 2 months of project start-up	GEF: 5,000
Half-yearly progress report; Half-yearly financial reports;	Part of UN Environment procedures for project monitoring. Half Yearly progress report: <ul style="list-style-type: none"> - Analyses project performance over the reporting period UN Environment; Describes constraints experienced in the progress towards results and the reasons - Describes Work Plan for the next period in an Annex and the detailed budget divided per output and inputs (budget lines) Half-yearly financial: Detailed financial reports (in Excel), with justification of any change;	Execution: Project Manager	Two (2) bi-annual reports for any given year (July 31 and January 31); Quarterly financial reports Last progress & financial Reports within 60 days of project closure of operations	Part of Project Manager' tasks
Project Implementation Review (PIR)	Analyses project performance over the reporting period UN Environment; Describes constraints experienced in the progress towards results and the reasons Draws lessons and makes clear recommendations for future orientation in addressing the key problems in the lack of progress. The PIR is discussed at Project Steering Committee (PSC) meetings.	Execution: Project Manager	Yearly, by 31 July latest	Part of Project Manager' tasks
Final Report	The project team will draft and submit a Final Report, with other documents (such as the last PIR), at least two weeks before the PSC meeting for their review and comments; this meeting decides whether any action is needed to achieve the sustainability of project results; and draws lessons to be captured into other projects. Comprehensive report summarizing all activities, achievements, lessons learned, objectives met or not achieved structures and systems implemented, etc. Lays out recommendations for any further steps that may need to be taken to ensure the sustainability and replication of project activities.	Execution: Project Manager	Final report at least two-three months of the project completion date;	Part of Project Manager' tasks
Terminal Evaluation	Looks at the impacts and sustainability of the results, including the contribution to capacity development and the achievement of global environmental goals.	Execution: Independent consultants Support: UN	Not before 6 months prior to and no later than 6 months	GEF: 30,000

M&E Activity	Description	Responsible Parties	Timeframe	Indicative budget (USD)
		Environment and Government counterparts Commission the TE: Evaluation Office	after the project's operational completion	
Audits	Financial audits	Execution: Independent auditors Support: Project Manager	Annually	GEF: 13,500
TOTAL indicative COST (Excluding project team staff time and UN Environment staff and travel expenses)			GEF Grant for M&E: USD 48,500	

ANNEX J: PROJECT IMPLEMENTATION ARRANGEMENTS

Project is funded by the Global Environment Facility (GEF) with the United Nations Environment Programme (UN Environment) acting as the GEF Implementing Agency. The Environmental Protection Agency (EPA) of Sierra Leone is the Executing Agency. The structure is illustrated in the diagram below and roles and responsibilities of each bodies are detailed in the following table:



Body	Composition	Role and description	Frequency of meetings
Project Steering Committee (PSC)	<ul style="list-style-type: none"> - Representatives of Regional and Municipal administrations (to be decided before inception workshop) - Key ministries, agencies and NGO representatives (to be decided before inception workshop) - Regional Climate Network - Project Manager (PM) 	<ul style="list-style-type: none"> • Oversight of the project progress and implementation of Outputs; • Approve annual work plans and budget; • Approve management decisions to ensure timely delivery of quality outputs; • Provide overall guidance and strategic direction; • Involve national stakeholders to support project implementation, as well as provide synergies with other complementing initiatives and ongoing projects; 	Twice a year

Body	Composition	Role and description	Frequency of meetings
	<ul style="list-style-type: none"> - UN Environment (IA) - Environmental Protection Agency (EA) 	<ul style="list-style-type: none"> • Provide insight on national policy barriers and proposed stages of national policy development. 	
Implementing GEF Agency (IA)	UN Environment Climate Mitigation Unit	<ul style="list-style-type: none"> • Ensure timely disbursement/sub-allotment to executing agency based on agreed legal document and in accordance with UN Environment and GEF fiduciary standards; • Follow-up with Executing agency for progress, equipment, financial and audit reports; • Provide consistent and regular oversight on project execution and conduct project supervisory missions as per Supervision Plans and in doing so ensures that all UN Environment and GEF criteria, rules and regulations are adhered to by project partners; • Technically assess and oversee quality of project outputs, products and deliverables – including formal publications; • Provide no-objection to main TORs and subcontracts issued by the project, including selection of project manager or equivalent; • Attend and facilitate inception workshops, field visits where relevant, and selected steering committee meetings; • Asses project risks, and monitor and enforce a risk management plan; • Regularly monitor project progress and performance and rate progress towards meeting project objectives, project execution progress, quality of project monitoring and evaluation, and risk; • Monitor reporting by project executing partners and provide prompt feedback on the contents of the report; • Promptly inform the management of any significant risks or project problems and take action and follow up on decisions made; • Apply adaptive management principles to the supervision of the project; • Review of reporting, checking for consistency between execution activities and expenditures, ensuring that it respects GEF rules; • Clear cash requests, and authorization of disbursements once reporting found to be complete; • Approve budget revision, certify fund availability and transfer funds; • Ensure that GEF and UN Environment quality standards are applied consistently to all projects, including branding and safeguards; • Certify project operational completion; 	Periodic meetings with Project Management Unit (PMU) and EA, at least once per month.

Body	Composition	Role and description	Frequency of meetings
		<ul style="list-style-type: none"> • Link the project partners to any events organized by GEF and UN Environment to disseminate information on project results and lessons; • Manage relations with GEF. 	
Executing Agency (EA)	Environmental Protection Agency	<ul style="list-style-type: none"> • Ensure that the project meets its objectives and achieves expected outcomes; • Ensure technical execution according to the execution plan laid out in the project document; • Ensure technical quality of products, outputs and deliverables; • Ensure compilation and submission of progress, financial and audit reporting to IA; • Submit budget revisions to IA for approval; • Address and propose solutions to any problem or inconsistency raised by the IA; • Bring issues raised by or associated with clients to the IA for resolution; • Facilitate meetings of Steering Committees and other oversight bodies of the project; • Day to day oversight of project execution; • Submit all technical reports and completion reports to IA (realized outputs, inventories, verification of co-finance, terminal reporting, etc.); • Monitoring and evaluation of the project outputs and outcomes; • Effective use of both international and national resources • Timely availability of financing to support project execution; • Proper coordination among all project stakeholders; in particular national parties; • Timely submission of all project reports, including work plans and financial reports, • Follow-up with, or progress, procurement, financial and audit reports. 	Internal quarterly meetings between PM and National Project Focal Point
Project Management Unit (PMU)	National Project Focal Point (NPFC)	<ul style="list-style-type: none"> • Will be represented by an officer from the Executing Agency; • Host/chair the PSC annual meetings; • Report to and receive advice from the PSC; • Identify and secure partner support for the implementation of project activities; • Advise on hiring process. 	Regular meetings with PM, at least twice per month.
	Project Manager (PM)	The PM will be paid with GEF funds and be hosted by the Environmental Protection Agency, and will be responsible for:	Regular meetings with NPFC at least

Body	Composition	Role and description	Frequency of meetings
		<ul style="list-style-type: none"> • Take responsibility for day-to-day project operations; • Take responsibility for the execution of the project in accordance with the project objectives, activities and budget; • Deliver the outputs and demonstrate its best efforts in achieving the project outcomes; • Coordinate project execution and liaison with national counterparts (relevant ministries, electric utilities, private sector, NGOs etc.); • Undertake field visits; • Manage financial resources and processing all financial transaction relating to sub-allotments; • Prepare all annual/year-end project revisions; • Attend and facilitate inception workshops and national steering committee meetings; • Assess project risks in the field, monitor risk management plan; • Ensure technical quality of products, outputs and deliverables; • Coordinate the project work team; • Coordinate with strategic taskforces; • Act as secretary of the PSC; • Plan the PSC annual meetings; • Periodic reporting to UN Environment and the PSC for allocation of the GEF grant according to the quarterly and annual work plans and budgets in coordination with UN Environment and NPFC; • Notify UN Environment and the PSC in writing if there is need for modification to the agreed implementation plan and budget, and to seek approval; • Address and rectify any issues or inconsistencies raised by the Executing Agency; • Support compilation and submission of progress, financial and audit reporting to the Executing Agency; • Prepare, at the end of the project, the project Final Report. 	twice per month.

ANNEX K: PROJECT WORKPLAN AND DELIVERABLES

			Project Duration												Start date	End date
			Year 1				Year 2				Year 3					
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
<i>Outcome 1 Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines</i>																
Output 1.1		Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders														
Activity	1.1.1	Assess available climate change data and data generation systems and identify data sources needed to comply with the 2006 IPCC Guidelines and the Modalities, Procedures and Guidelines (MPGs) for the ETF													M1	M9
Activity	1.1.2	Develop recommendations on how to most effectively establish institutional arrangements and regulatory frameworks for data collection, sharing and management													M4	M9
Activity	1.1.3	Implement the recommendations from activity 1.1.2 through the development and implementation of formal agreements/MOUs for data collection, sharing and management													M12	M24
Activity	1.1.4	Conduct a series of stakeholder consultations throughout the implementation of activities 1.1.2. and 1.1.3													M10	M15
Activity	1.1.5	Establish the ministerial NDC Implementation Committee by defining its role and scope, its legal mandate and vision													M4	M7
Deliverable	D1	One report providing an overview of available climate change data, existing data generation systems and a list of data sources necessary to include in the new transparency system														
Deliverable	D2	Draft of MoUs/formal agreements based on the implementation plan (1.1.3)														
Deliverable	D3	Report of stakeholder consultations														
Deliverable	D4	One official document describing the role and scope of the ministerial NDC implementing committee, its legal mandate and vision														
Output 1.2		Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed														
Activity	1.2.1	Develop technical data management guidelines/methodologies aligned with 2006 IPCC Guidelines for all prioritized sectors													M4	M9
Activity	1.2.2	Update the NDC reflecting the MPGs from COP24													M4	M6
Activity	1.2.3	Develop NDC Implementation Plan including gender sensitive indicators to enable progress tracking													M12	M36

Activity	1.2.4	Conduct a series of stakeholder consultations throughout the implementation of Output 1.2																		M12	M36		
Deliverable	D5	Four guidelines developed for data generation and management in key sectors																			M13	M24	
Deliverable	D6	NDC updated reflecting the MPGs from COP24 including gender sensitive indicators																					
Deliverable	D7	NDC Implementation Plan with indicators developed																					
Output 1.3		Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized																					
Activity	1.3.1	Develop and operationalize a QA/QC Plan for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines																				M10	M12
Activity	1.3.2	Implement the recommendations from activity 1.3.1 through the development of formal agreements and ToRs																				M12	M18
Deliverable	D8	One report identifying institutions to be involved in QA/QC and outlining their roles and responsibilities;																					
Deliverable	D9	Formal agreements and ToRs for the institutions involved in QA/QC																					
Deliverable	D10	SOP for QA/QC developed for the institutions defined in 1.3.1																					
Outcome 2 Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system																							
Output 2.1		Data teams from the prioritized sectors trained in collection, processing and management of data																					
Activity	2.1.1	Develop capacity of data providers identified in 1.1.1 through a 'Training of trainers' approach																				M12	M18
Activity	2.1.2	Develop capacity of institutions responsible for data collection and management identified in 1.1.3 through a 'Training of trainers' approach																				M15	M21
Activity	2.1.3	Develop capacity on QA/QC of institutions identified in 1.3.1																				M15	M21
Activity	2.1.4	Develop the capacity of EPA and key sectors to project GHG scenarios and climate vulnerability in all prioritized sectors																					
Deliverable	D11	One document describing the Capacity Development Strategy including training of trainers' toolkit for continuous capacity building and institutional development of data providers and data compilers																					
Deliverable	D12	Reports of trainings (4 per year) as per the Capacity Development Strategy																					
Output 2.2		Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform																					
Activity	2.2.1	Actively engage actively in the West Africa South-South Network on MRV																				M4	M10
Activity	2.2.2	Populate and update Sierra Leone's country profile at the CBIT Global Coordination Platform, including annual completion of the transparency																				M7	M12

		self-assessment																
Activity	2.2.3	Strengthen existing regional climate networks in Sierra Leone and include gender considerations															M12	M18
Deliverable	D13	Reports of peer learning through participation in three regional MRV meetings and three annual global CBIT workshops																
Deliverable	D14	Reports of three site visits to learn from neighboring countries on e.g. legal framework for data collection																
Deliverable	D15	Education material for schools																
Deliverable	D16	Reports of five regional workshops conducted for the youth leaders to share best practices for NDC implementation																
Output 2.3		NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA																
Activity	2.3.1	Analyze potential IT solutions for setting up an NDC online platform, taking into account existing data systems and national circumstances															M7	M12
Activity	2.3.2	Design and programme the NDC online platform and related data management and sharing systems															M12	M15
Activity	2.3.3	Populate the NDC online platform with relevant climate and NDC data, making it a one-stop shop for climate transparency matters in Sierra Leone															M12	M21
Activity	2.3.4	Train stakeholders in using the online platform																
Activity	2.3.5	Publish annual NDC implementation climate reports including annual recommendations for policymakers to implement the NDC															M15	M24
Deliverable	D17	Report with recommendations on the best IT solution for establishing the online NDC platform developed																
Deliverable	D18	One operational online NDC platform																
Deliverable	D19	Reports of the training of 10 key stakeholders from each key sector to apply the platform																
Deliverable	D20	Periodic annual climate reports including recommendations for policymakers to implement the NDC																

ANNEX L: TRACKING TOOL FOR GEF 6 CAPACITY-BUILDING INITIATIVE FOR TRANSPARENCY PROJECTS

Section A. General Data			
At CEO Endorsement			
Project Title	Building and strengthening Sierra Leone		
GEF ID	10027		
GEF Agency	UNEP		
Agency Project ID	1647		
Country	Sierra Leone		
Region	AFR		
Date of Council/CEO Approval	PIF approval 8 June, 2018		
GEF Grant (US\$)	1,344,495		
Date of submission of the tracking tool	Month DD, YYYY (e.g., May 13, 2014)		
Is the project consistent with the priorities identified in National Communications, Technology Needs Assessment, or other Enabling Activities (such as Technology Action Plans, Nationally Appropriate Mitigation Actions (NAMA) under the UNFCCC?	1 Yes = 1, No = 0		
Section B. Quantitative Outcome Indicators			
Terminal Evaluation Results			
Indicator 1: Total Lifetime Direct and Indirect GHG Emissions Avoided (Tons CO2eq)	Identify Sectors, Sources and Technologies. Provide disaggregated information if possible. see Special Notes above		
Lifetime direct GHG emissions avoided			
Lifetime indirect GHG emissions avoided			
Indicator 2: Volume of investment mobilized and leveraged by GEF for low GHG development (co-financing and additional financing) of which	Expected additional resources implies resources beyond co-financing committed at CEO endorsement.		
Public	200 000		
Private	-		
Domestic	200 000		
External			
Section C. Qualitative Outcome Indicators			
Indicator 3: Quality of MRV Systems	Baseline Rating (1-10)	Target Rating (1-10)	Provide details of coverage of MRV systems - area, type of activity for which MRV is done, and of Reporting and Verification processes. Baseline indicates current status (pre-project), Target is the rating level that is expected to be achieved due to project support. For guidance for qualitative ratings (in comment) move cursor over box or right click to show comment.
MRV of National GHG inventory	1	3	The inventory is done in an ad-hoc manner through consultants and is project based; there are no institutional arrangements with regards to data collection and sharing. Data generation is very limited. CBIT will support the establishment of a system compiling and storing GHG data including QA/QC verification mechanisms and accompanying training activities. It is, however, a comprehensive process to develop the individual and institutional capacity necessary to set-up a strong MRV system and the target is therefore 3.
MRV of NDC implementation	1	4	NDC implementation is yet to take off and no mechanisms or systems are in place to track and report on the implementation of Sierra Leone's NDC. CBIT will, through the establishment of the NDC implementation framework strengthen the institutional framework for monitoring, reporting and verification. By updating the NDC, indicators will be developed for both mitigation and adaptation reporting and the QA/QC and verification mechanisms for the GHG inventory are also applicable for the NDC. M&E of adaptation is high priority for Sierra Leone and will be embedded in the NDC implementation tracking system
Indicator 4: Number of countries meeting Convention reporting requirements and including mitigation contributions			Please specify the dates of submission for each report (for a multiple country project, please specify reports by country)
1st National Communication			08/01/2007
2nd National Communication			02/12/2012
3rd National Communication			04/03/2018
NDC			01/11/2016
Indicator 5: Qualitative assessment of institutional capacity for transparency-related activities	Baseline Rating (1-4)	Target Rating (1-4)	CBIT projects will monitor an additional indicator for qualitative assessment of institutional capacity built for transparency-related activities under Article 13 of the Paris Agreement. Baseline indicates current status (pre-project), Target is the rating level that is expected to be achieved due to project support. For guidance for qualitative ratings (in comment) move cursor over box or right click to show comment.
	1	2	The current capacity of the EPA and other relevant stakeholders is limited in the area of climate transparency. The National Communications so far have been undertaken with a project-based approach. It is a high priority to strengthen the capacity of the national climate secretariat under EPA and the Meteorological Agency to enable effective coordination of the National Climate Transparency System. There is a lack of capacity of lead institutions to coordinate tracking and reporting of NDC implementation. The CBIT project will focus on strengthening the institutional set-up for transparency with EPA and the Meteorological Agency as the key institutions managing a National Climate Transparency System. The CBIT Project will be based on a programmatic approach where capacity and systems built by the project will be sustained and budgeted for under the respective Ministries, Departments and Agencies' annual budget estimates/allocation.

ANNEX M: GEF OFP ENDORSEMENT LETTER



GOVERNMENT OF SIERRA LEONE
Environment Protection Agency Sierra Leone
Office of the President
21 Old Railway Line, Brookfields

8th March 2018

To: Kelly West
Global Environment Facility Coordinator
Corporate Services Division
UN Environment
P.O. Box 30552-00100
Nairobi, Kenya

Subject: Building and strengthening Sierra Leone's national capacity to implement the transparency elements of the Paris Climate Agreement

In my capacity as GEF Operational Focal Point for Sierra Leone, I confirm that the above project proposal (a) is in accordance with my government's national priorities and our commitment to the United Nations Framework Convention on Climate Change (UNFCCC); and (b) was discussed with relevant stakeholders, including the global environmental convention focal points.

I am pleased to endorse the preparation of the above project proposal with the support of the UN Environment. If approved, the proposal will be prepared and executed by the National Climate Change Secretariat under the Environment Protection Agency. I request the UN Environment to provide a copy of the project document before it is submitted to the GEF Secretariat for CEO endorsement.

The total financing (from GEFTE, LDCF, SCCF, or CBIT) being requested for this project is US\$ 1,593,227 inclusive of project preparation grant (PPG), if any, and Agency fees for project cycle management services associated with the total GEF grant. The financing requested for Sierra Leone is detailed in the table below.

Source of Funds	GEF Agency	Focal Area	Amount (in US\$)			
			Project Preparation	Project	Fee	Total
CBIT	UNEP	Climate Char	50,000	1,344,495	132,477	1,526,972
Total GEF Resources			50,000	1,344,495	132,477	1,526,972

Sincerely,


 Abdul Bakarr Salim
 Deputy Director - Climate
 Change Secretariat

Copy: Haddijatou Jallow - Political Focal Point- GEF

ANNEX N: CO-FINANCING COMMITMENT LETTERS FROM PROJECT PARTNERS



GOVERNMENT OF SIERRA LEONE
Environment Protection Agency Sierra Leone
Office of the President
21 Old Railway Line, Brookfields

15 April, 2019, Sierra Leone

Ms.
Kelly West,
Corporate Services Division
UN Environment
30552-00100
Nairobi, Kenya.

SUBJECT: co-financing for the project "To build and strengthen Sierra Leone's national capacity to implement the transparency elements of the Paris Climate Agreement"

I have the pleasure of writing to you in relation to the implementation of the Project "To build and strengthen Sierra Leone's national capacity to implement the transparency elements of the Paris Climate Agreement", funded by the Global Environment Facility, that will be executed by the Environmental Protection Agency.

The aforementioned project contributes to the implementation of the Paris Agreement in Sierra Leone and the Nationally Determined Contributions (NDC). The Environmental Protection Agency (EPA) is the coordinating institution for climate change in the country and has the function of coordinating the implementation of the NDC. The CBIT Project contributes to the actions being carried out by EPA for the implementation of the NDC in the country and is complementary to the national goals and the various ongoing initiatives related to climate change.


The Government of Sierra Leone through the Environment Protection Agency would like to confirm in kind co-finance as a contribution to carry out the implementation of the CBIT Project as shown below.

Page 1 of 2

Co-finance CBIT (USD)	
In-kind contribution by the Government of Sierra Leone	200,000

Thank you for your kind consideration.

Sincerely,



Momodu Alrashid Bah
Director
Environment Protection Agency-Sierra Leone

CC: Professor Foday M Jaward- Executive Chairman
Environment Protection Agency-Sierra Leone

ANNEX O: ENVIRONMENTAL, SOCIAL AND ECONOMIC REVIEW NOTE (ESERN)

UNEP Environmental, Social and Economic Review Note (ESERN)

I. Project Overview

Identification	01647
Project Title	<i>Project Preparation proposal for “Building and strengthening Sierra Leone’s national capacity to implementation the transparency elements of the Paris Agreement”</i>
Managing Division	<i>Economy Division</i>
Type/Location	<i>National</i>
Region	<i>Africa</i>
List Countries	<i>Sierra Leone</i>
Project Description	<p><i>Article 13 of the Paris Agreement provides for an enhanced transparency framework aiming to build mutual trust and confidence and promote the effective implementation of the actions identified under the NDCs. The transparency framework shall build on and enhance the transparency arrangements under the Convention, recognizing the special circumstances of the least developed countries</i></p> <p><i>In order to meet the enhanced transparency framework requirements, Sierra, as one of the Least Developed Countries, needs support to overcome its significant gaps in terms of absence of activity data and non-occurrence of categories and sub-categories in the country; limited capacity regarding transparency, inadequate institutional coordination for reporting on NDC implementation and lack of evidence-base climate change policy making.</i></p> <p><i>The proposed project will build and strengthen Sierra Leone’s national capacity to implement the Paris Climate Agreement through the development of an effective transparency framework which will measure and track mitigation, adaptation and financial support. This transparency framework will enable the government of Sierra Leone and other stakeholders to track impacts in key sectors and provide a concrete basis for the country to meet its mitigation and adaptation targets and achieve a low carbon climate resilient development pathway. Transparency systems to measure and track these efforts also have the potential to unlock additional sources of climate finance for Sierra Leone.</i></p>
Estimated duration of project:	<i>36 months.</i>
Estimated cost of the project :	<i>USD 1,344,495</i>

II. Environmental Social and Economic Screening Determination

A. Summary of the Safeguard Risks Triggered

Safeguard Standard Triggered by the Project	Impact of Risk ⁹ (1-5)	Probability of Risk (1-5)	Significance of Risk (L, M, H)
SS 1: Biodiversity, natural habitat and Sustainable Management of Living Resources	1	1	L
SS 2: Resource Efficiency, Pollution Prevention and Management of Chemicals and Wastes	1	1	L
SS 3: Safety of Dams	1	1	L
SS 4: Involuntary resettlement	1	1	L
SS 5: Indigenous peoples	1	1	L
SS 6: Labor and working conditions	1	1	L
SS 7: Cultural Heritage	1	1	L
SS 8: Gender equity	1	1	L
SS 9: Economic Sustainability	1	1	L
Additional Safeguard questions for projects seeking GCF-funding (Section IV)			

B. ESE Screening Decision¹⁰ (Refer to the UNEP ESES Framework (Chapter 2) and the UNEP’s ESES Guidelines.)

Low risk Moderate risk High risk Additional information required

C. Development of ESE Review Note and Screening Decision:

Prepared by: Name: Tania Daccarett UN Environment consultant Date: 14 April 2019

Safeguard Advisor: Name: Yunae Yi Date: 16 May 2019

Task Manager: Name: Suzanne Lekoyiet Date: 23 May 2019

D. Recommended further action from the Safeguard Advisor:
This is a low risk project.

⁹ Refer to UNEP Environment, Social and Economic Sustainability (ESES): Implementation Guidance Note to assign values to the Impact of Risk and the Probability of Risk to determine the overall significance of Risk (Low, Moderate or High).

¹⁰ **Low risk:** Negative impacts negligible: no further study or impact management required.

Moderate risk: Potential negative impacts, but less significant; few if any impacts irreversible; impact amenable to management using standard mitigation measures; limited environmental or social analysis may be required to develop a ESEMP. Straightforward application of good practice may be sufficient without additional study.

High risk: Potential for significant negative impacts, possibly irreversible, ESEA including a full impact assessment may be required, followed by an effective safeguard management plan.

ANNEX P: ACRONYMS AND ABBREVIATIONS

AFOLU	Agriculture, Forestry and Other Land Use
BUR	Biennial Update Report
CBIT	Capacity-building Initiative for Transparency
CO2e	Carbon Dioxide Equivalent
COP	Conference of the Parties
CSOs	Civil Society Organizations
CSSL	Conservation Society, Sierra Leone
ECOWAS	Economic Community of West African States
EPA	Environmental Protection Agency
ETF	Enhanced Transparency framework
GCP	Global Coordination Platform
GSP	Global Support Programme
GEAP	GEF Gender Equality Action Plan
GEB	Global Environmental Benefit
GEF	Global Environment Facility
GHG	Greenhouse Gases
GIZ	German Corporation for International Cooperation GmbH (<i>Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH</i>)
ICA	International Consultation and Analysis
INDC	Intended National Determined Contribution
IPCC	Intergovernmental Panel on Climate Change
IPPU	Industrial Processes and Product Use
LECB	Low Emission Capacity Building
M&E	Monitoring and Evaluation
MAFFS	Ministry of Agriculture and Food Security
MASSADA	Freetown Waste Management Company
MBSE	Ministry of Basic and Secondary Education
MDAs	Ministries, Departments and Agencies
ME	Ministry of Energy
MOUs	Memorandums of Understanding
MPGs	Modalities, Procedures and Guidelines for the Transparency Framework of the Paris Agreement
MRV	Monitoring, Reporting, and Verification
MRU	Mano River Union
MTA	Ministry of Transport and Aviation
MTE	Mid-Term Evaluation
MTR	Mid-Term Review
NAP	National Adaptation Plan
NC	National Communication
NPPA	National Protected Area Authority
NCCS	National Climate Change Secretariat
NDC	Nationally Determined Contribution
NDCC	National Direction of Climate Change
NGHGI	National GHG inventory
NIR	National Inventory Report

PA	Paris Agreement
PATPA	Partnership on Transparency in the Paris Agreement
PM	Project Manager
PMR	Partnership for Market Readiness
PSC	Project Steering Committee
QA	Quality Assurance
QC	Quality Control
REDD+	Reducing Emissions from Deforestation and forest Degradation
SLS	Sierra Leone Statistics
SLSB	Sierra Leone Standard Bureau
tCO ₂ e	Tonnes of Carbon Dioxide Equivalent
TE	Terminal Evaluation
UNDP	United Nations Development Programme
UN Environment	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change

ANNEX Q: TABLE OF CONTENT

PART II: PROJECT JUSTIFICATION	5
A.0. DESCRIBE ANY CHANGES IN ALIGNMENT WITH THE PROJECT DESIGN WITH THE ORIGINAL PIF	5
A.1. PROJECT DESCRIPTION	6
A.2. CHILD PROJECT.....	31
A.3. STAKEHOLDERS.....	31
A.4. GENDER EQUALITY AND WOMEN'S EMPOWERMENT.	36
A.5 RISK.	37
A.6. INSTITUTIONAL ARRANGEMENT AND COORDINATION	38
A.7 BENEFITS.....	40
A.8 KNOWLEDGE MANAGEMENT.	40
B. DESCRIPTION OF THE CONSISTENCY OF THE PROJECT WITH:	41
ANNEX A: PROJECT RESULTS FRAMEWORK.....	47
ANNEX B: RESPONSES TO PROJECT REVIEWS	49
ANNEX C: STATUS OF IMPLEMENTATION OF PROJECT PREPARATION ACTIVITIES AND THE USE OF FUNDS...49	
ANNEX D: CALENDAR OF EXPECTED REFLows (IF NON-GRANT INSTRUMENT IS USED)	55
ANNEX E: GEF 7 CORE INDICATOR WORKSHEET	56
ANNEX F: GEF PROJECT TAXONOMY WORKSHEET	57
ANNEX G: TERMS OF REFERENCE FOR KEY PERSONNEL	59
ANNEX H1: DETAILED GEF BUDGET (GEF FUNDS ONLY, US\$)	81
ANNEX H2: COFINANCE BUDGET (US\$)	82
ANNEX I: M&E BUDGET AND WORK PLAN	84
ANNEX J: PROJECT IMPLEMENTATION ARRANGEMENTS	86
ANNEX K: PROJECT WORKPLAN AND DELIVERABLES	90
ANNEX L: TRACKING TOOL FOR GEF 6 CAPACITY-BUILDING INITIATIVE FOR TRANSPARENCY PROJECTS.....	93
ANNEX M: GEF OFP ENDORSEMENT LETTER	94
ANNEX O: ENVIRONMENTAL, SOCIAL AND ECONOMIC REVIEW NOTE (ESERN)	98
ANNEX P: ACRONYMS AND ABBREVIATIONS	100
ANNEX Q: TABLE OF CONTENT.....	102