



GEF-6 REQUEST FOR PROJECT ENDORSEMENT/APPROVAL
PROJECT TYPE: Medium-sized Project
TYPE OF TRUST FUND: Capacity Building Initiative for Transparency
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PART I: PROJECT INFORMATION

Project Title: Capacity Building for Improved Transparency on Climate Actions through an Environment Registry in Antigua and Barbuda			
Country(ies):	Antigua and Barbuda	GEF Project ID: ¹	9849
GEF Agency(ies):	UNEP	GEF Agency Project ID:	01586
Other Executing Partner(s):	Department of Environment	Resubmission Date:	28 th 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 (\$)	95,000 USD

A. FOCAL AREA STRATEGY FRAMEWORK AND OTHER PROGRAM STRATEGIES²

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

B. PROJECT DESCRIPTION SUMMARY

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](#) and [CBIT programming directions](#).

Project Objective: To 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

Project Components/ Programs	Financing Type ³	Project Outcomes	Project Outputs	Trust Fund	(in \$)	
					GEF Project Financing	Confirmed Co-financing
1. National Registry to support monitoring of NDC implementation and tracking climate change impact	TA	1 The Environment Registry MRV function is established through a participatory process that includes a resilience assessment	<p>1.1 Regulations, procedures and guidelines for monitoring, reporting and verifying climate change data are developed</p> <p>1.2 Environment Registry is accessible to the public to promote accountability and transparency</p> <p>1.3 Data security and climate resilient assessment for the Environment Registry is conducted</p> <p>1.4 Country-specific indicators in line with Nationally Determined Contribution targets are developed</p>	CBIT	659,650	100,000
2. Institutionalization of the national transparency framework across sectors	TA	2 The Environment Registry becomes the official national source for NDC monitoring, reporting and verification	<p>2.1 Training to government agencies, private sector, and civil society is provided in order to appropriately and efficiently contribute data to the Environment Registry</p> <p>2.2 Evaluation, learning and scaling</p>	CBIT	250,350	50,000

³ Financing type can be either investment or technical assistance.

			up of the transparency initiative are conducted			
Subtotal					910,000	150,000
Project Management Cost (PMC) ⁴				CBIT	90,000	50,000
Total project costs					1,000,000	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.

Sources of Co-financing	Name of Co-financier	Type of Cofinancing	Amount (\$)
Recipient Government	Ministry of Health, Wellness and the Environment	In-kind	200,000
Total Co-financing			200,000

D. TRUST FUND RESOURCES REQUESTED BY AGENCY(IES), COUNTRY(IES), FOCAL AREA 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	Antigua and Barbuda	Climate Change	(select as applicable)	1,000,000	95,000	1,095,000
Total Grant Resources					1,000,000	95,000	1,095,000

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

⁴ 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.

E. PROJECT'S TARGET CONTRIBUTIONS TO GLOBAL ENVIRONMENTAL BENEFITS⁵

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	30 male and 30 female

F. PROJECT TAXONOMY

Level 1	Level 2	Level 3	Level 4
Influencing Models	Transform policy and regulatory environments Strengthen institutional capacity/decision-making	(multiple selection)	(multiple selection)
Stakeholders	Private sector Civil society	(multiple selection)	(multiple selection)
Capacity, Knowledge and	Knowledge Generation and Exchange	(multiple selection)	(multiple selection)

⁵ Update the applicable indicators provided at PIF stage. Progress in programming against these targets for the projects per the *Corporate Results Framework* in the [GEF-6 Programming Directions](#), will be aggregated and reported during mid-term and at the conclusion of the replenishment period.

Research			
Gender Equality	Gender mainstreaming	(multiple selection)	(multiple selection)
Focal Area/Theme	United Nations Framework on Climate Change	Capacity Building Initiative for Transparency	(multiple selection)
Rio Markers	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, the total budget allocation and co-finance amount remain the same. However, the budget for component 1 was slightly increased, from 650,000 to USD 659,650 and output 1.3 activities are more ambitious than what was planned at the PIF stage, going to the implementation of some of the recommendations of the data security and climate resilient assessment for the Environment Registry.

A.1. Project Description. Elaborate on:

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

In 2015, the international community agreed on substantially extending efforts to keep global warming below 2°C with additional compromise to keep warming closer to 1.5°C as stated in the Paris Agreement. Countries, regardless of their level of development, committed to contributing to reducing Greenhouse Gas (GHG) emissions and adaptation as laid out in their Nationally Determined Contributions (NDC). Achieving the 2°C target requires an integral transformational process, that is informed by performance of sectoral policies, financial flows and the impact of new adopted technologies, all of which will have to be provided through, inter alia, dynamic and multidimensional models and market intelligence to support decision-making on a permanent basis. 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 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 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. The enhanced transparency framework demands substantial and immediate progress in the countries' domestic MRV systems and strategic de-carbonization planning. This requires building on existing and establish new transparency governance structures, developing and implementing measuring and reporting methodologies, and updating, implementing, and integrating new data and information flows with pre-defined periodicity. This transition towards data and information sourcing and management presents a significant barrier for many countries.

The twin island nation of Antigua and Barbuda is located in the Eastern Caribbean in a region prone to extreme weather events and frequent scarcity of water. Climate change has already impacted the nation through coastal erosion, predominantly seen on the North-West coast due to storm surge and extreme weather events. Climate change has an extremely harmful impact on the sustainability of the development process of the nation. This is likely to result in: i) damage to infrastructure; ii) reduced water availability for agriculture; iii) reduced income from tourism owing to destruction of tourism facilities and attractions; and iv) threats to human health and well-being including loss of life. Apart from direct negative effects relating to the health, agricultural and tourism sectors, the country's economy is strained by costs related to repairing infrastructure and compensating local communities after extreme weather events.

For this reason, the country has assured its commitment to "hold the increase in the global average temperature to well below 2 degrees Celsius above pre-industrial levels and pursuing significant efforts to limit the temperature increase to 1.5 degrees Celsius above pre-industrial levels, recognizing that this would significantly reduce the risks of impacts" as stated in Article 2 of the Paris Agreement. The country complied and ratified the Paris Agreement on 21 September 2016 and then submitted its first Nationally Determined Contribution. The nation recognizes the importance of Article 2 of the United Nations Framework Convention for Climate Change (UNFCCC) which calls for clarity and tracking of progress towards achieving Parties' individual NDCs, and Principle 10 of the Rio Declaration on access, transparency, and accountability in environmental matters through participation of all concerned citizens, at the relevant levels. The country also acknowledges the importance of involving the community by encouraging public awareness and participation by making information readily available. The ambitious adaptation and mitigation targets presented in this NDC represent a national commitment towards addressing the global climate change challenge. Antigua and Barbuda's emissions are negligible in a global context (less than 0.002%), and as a small island developing state (SIDS) the country is highly vulnerable to climate trends and impacts. Antigua and Barbuda aspires to increase national resilience to climate change through implementing integrated mitigation and adaptation actions. The targets are the following:

Conditional Adaptation Targets

- 1. By 2025, increase seawater desalination capacity by 50% above 2015 levels.*
- 2. By 2030, all buildings are improved and prepared for extreme climate events, including drought, flooding and hurricanes.*
- 3. By 2030, 100% of electricity demand in the water sector and other essential services (including health, food storage and emergency services) will be met through off-grid renewable sources.*
- 4. By 2030, all waterways are protected to reduce the risks of flooding and health impacts.*
- 5. By 2030, an affordable insurance scheme is available for farmers, fishers, and residential and business owners to cope with losses resulting from climate variability.*

Conditional Mitigation Targets

- 1. By 2020, establish efficiency standards for the importation of all vehicles and appliances.*
- 2. By 2020, finalize the technical studies with the intention to construct and operationalize a waste to energy (WTE) plant by 2025.*
- 3. By 2030, achieve an energy matrix with 50 MW of electricity from renewable sources both on and off-grid in the public and private sectors.*
- 4. By 2030, all remaining wetlands and watershed areas with carbon sequestration potential are protected as carbon sinks.*

Unconditional Targets

- 1. Enhance the established enabling legal, policy and institutional environment for a low carbon emission development pathway to achieve poverty reduction and sustainable development.*
- 2. By 2020, update the Building Code to meet projected impacts of climate change.*

2) *The baseline scenario or any associated baseline projects*

The Department of Environment (DOE) under the Ministry of Health, Wellness and the Environment is responsible of climate change planning and management in Antigua and Barbuda. The DOE's core mandate is sustainable development through environmental protection and management in Antigua and Barbuda. The DOE coordinates reporting to global multilateral environmental agreements, among them the Paris Agreement. Antigua and Barbuda is a member of the Organization of Eastern Caribbean States (OECS) economic union, and as such the DOE also provides support on environmental management and climate change to other member states. In addition, DOE's role is integrating environmental planning and management through public participation and inter-agency collaboration; enforcing environmental laws and regulations; developing and implementing strategic projects and programs; providing technical services; and providing the public with accessible, relevant and accurate environmental information. In 2015, the Government of Antigua and Barbuda enacted the Environment Protection and Management Act (EPMA). This piece of legislation was the result of years of consultation with various local, national, regional and international stakeholders to finally provide the DEO with a clear legal mandate. The importance of the EPMA is not just a name change. It now gives the DOE its own legislative authority to compel anyone within the geographical boundaries of Antigua and Barbuda to observe environmental best practices. The EPMA made the DOE responsible for managing data and promote planning within the following areas:

- Protection and management of watersheds and waterways;
- Risk reduction strategies (this is very important for adaptation and insurance issues);
- Protected areas management;
- Chemicals management;
- Environmental Pollution control and Monitoring;
- Environmental Management Systems;
- Energy Conservation
- GHG emission reduction
- Hazardous waste;
- Sewage Management;
- Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) and general wildlife management;
- Reporting to International Environmental Agreements;
- Access to genetic resources and the sharing of benefits; and
- Environmental information, education and public awareness related to all the above.

Monitoring and evaluation (M&E) is an essential part of implementing the EPMA. The primary reasons for effective M&E are: transparency, accountability, learning & improvement. It is in this context, that the DOE is legally required under the EPMA to maintain an inventory of relevant environmental and climate information that can be used to inform environmental and climate management processes in the country and report as required to different multilateral environmental agreements (MEAs), e.g. the UNFCCC. Essentially, the aim is collecting information which tracks progress against stated plans. It incorporates before-after comparisons and, through this analysis, documents key lessons learned to improve projects and inform future decision making and planning. The M&E system is expected to provide project updates, risk assessments and any project change required. In summary, M&E will provide answers to questions, in a systematic way, on the progress and success of the project and its partners in achieving the desired outcomes and outputs.

More specifically, the DOE is mandated under part IX section 74-79 of the EPMA to manage environmental information in an open and transparent manner. More explicitly part IX of the EPMA includes provisions for:

74. National Environmental Information Management and Advisory System (EIMAS)

75. Environmental information Management and Advisory Systems (GIS) Unit

- 76. Natural Resources Inventory
- 77. Environmental Registry
- 78. Public access to Registry
- 79. State of the Environment Report

Whereas the provision for the Environment Registry says that "The Department (of Environment) shall, in collaboration with such appropriate authorities, establish and operate a Registry to be known as the Environment Registry for the purpose of:

- (a) administering the information on the environment;
- (b) providing assistance to the Department in the monitoring, compliance, reporting and notification requirements under multilateral environmental agreements to which Antigua and Barbuda is a party.

Monitoring, compliance and reporting as per the Paris Agreement is embedded in 77 (b) and will complement the DOE's internal knowledge and information management system (KIMS). The GIS database is known as the Environmental Information Management and Advisory System (EIMAS) and its main role is to collate geo-referenced (spatial) environmental information. The DOE then uses this information to inform decision-making on related issues. The KIMS stores all relevant information on the DOE's programmes and projects. Part IX of the EPMA also calls for the establishment of a Natural Resources Inventory; which is being established under an ongoing Cross-Cutting Capacity Development (CCCD) project, while the Environment Registry will be created under this project. The Environment Registry will hence administer information on the environment and climate and will allow the DOE to comply with relevant requirements under the MEAs - among them the Paris Agreement. Data for environmental and climate purposes have so far been separated and currently climate data is being collected by different public entities in a fragmented manner and the data is not formally categorized as climate data by the DOE.

International support, particularly in the preparation of National Communications and Biennial Update Reports, have allowed Antigua and Barbuda to advance on climate data collection in order to report to UNFCCC. The approach has, however, been project based and the work conducted by external consultants and there is therefore need for further capacity building and institutionalization of climate data management processes. Previous and ongoing projects have been, and are, supporting Antigua and Barbuda in advancing the establishment of an integrated environmental/climate information system as well as providing support for reporting (see table below for a list of projects related to the proposed CBIT activities).

Funding Source / Implementing and Executing Partners	Project / Initiative	Alignment with the CBIT proposal
European Union Global Climate Change Alliance (GCCA) project with the Organization of Eastern Caribbean States (OECS)	Sustainable Land Management and Climate Change Adaptation (closed project)	<p>-Developing "Paris Agreement Regulations" for the EPMA. These regulations will implement the following sections of the EPMA - Part V (Pollution Control) and VI (Environmental Management and Monitoring).</p> <p>The regulations focus on implementing pollution control and an auditing system of facility-specific environmental management plans; data generated from these regulations will be housed in the environmental registry.</p>

		-Developing the National Climate Change Policy and Action Plan and the National Environmental Policy Strategy and Action Plan to establish policy goals provided for in the EPMA.
GEF / UN Environment and the Department of Environment	Third National Communication (3NC) (closed project)	-Identification of Gaps and Constraints facing the country in the implementation of the UNFCCC -Inventory of national GHG emissions using Intergovernmental Panel on Climate Change (IPCC) guidelines.
GEF / UN Environment and the Department of Environment	Fourth National Communications (4NC)	- Identification of Gaps and Constraints facing the country in the implementation of the UNFCCC -Inventory of national GHG emissions using IPCC guidelines. The 4NC will commence in 2019.
GEF / UN Environment and the Department of Environment	Biennial Update Report (BUR)	-Antigua and Barbuda is receiving support to collect data, develop and submit its first BUR. The objectives of the BUR are: To develop a first BUR for Antigua and Barbuda that utilizes GHG inventory data collected in 2015, as per BUR guidance. A first draft of a National Inventory Management System (NIMS) will be developed documenting the steps taken in gathering data for the BUR and any challenges faced with obtaining data. This will provide valuable information to the CBIT project. The BUR will also communicate information on financial, technical and capacity support received and outstanding needs. It will also examine possible mitigation actions to address GHG emissions reductions. The CBIT will build upon the work done under the BUR, which would have delivered an updated GHG inventory. Institutional

		<p>strengthening and establishment of the Environment Registry will be conducted under the CBIT, taking into consideration the findings of the BUR.</p> <p>The BUR will be delivered in 2019.</p>
GEF/ United Nations Development Programme (UNDP) and the Department of Environment	Cross-Cutting Capacity Development (CCCD): Monitoring and assessment of MEA implementation and environmental trends in Antigua and Barbuda	<ul style="list-style-type: none"> -Improved data and information collection. -Operationalization of EPMA sections 75, 76 and 79 on Environmental Information – launch of the EIMAS GIS unit; collection of GIS data for the Natural Resource Inventory and delivering the State of the Environment report. -Improved capacities on reporting for 3 MEAs. <p>The project commenced in July 2018.</p>
Green Climate Fund (GCF)/ DOE	Readiness Support	<ul style="list-style-type: none"> -Develop a Country Programme for implementation of NDC targets. -Submit an application for Accreditation to the GCF as a National Implementing Entity (Direct Access). -Develop a proposal for Enhanced Direct Access. <p>The project was closed in April 2018.</p>
Caribbean Community Climate Change Center (5C's)	Regional Planning for Climate Compatible Development in the Caribbean (continuous initiative)	<ul style="list-style-type: none"> -Country-specific training towards managing and implementing the Monitoring and Evaluation Instrument (MEI) for the Implementation Plan (IP) to the Regional Framework for Achieving Development Resilient to Climate Change. -Development of a draft Monitoring & Evaluation instrument for Antigua and Barbuda including baseline indicators.

<p>UNEP DTU Partnership and the Department of Environment</p>	<p>INDC Support</p>	<p>-Short report on the institutional arrangements for the development of an MRV system. -Short brief on Monitoring & Evaluation framework for water sector.</p> <p>This project ended in April 2017.</p>
<p>Government of Antigua and Barbuda (GOAB)</p>	<p>Medium-Term Development Strategy (MTDS) 2016 to 2020</p>	<p>-The MTDS was developed taking the Sustainable Development Framework into consideration. It includes a Monitor & Evaluation Plan with a set of indicators presented by Sustainable Development Dimensions. -Actions under the MTDS will simultaneously contribute to the attainment of the Sustainable Development Goals, in particular Goal 1 (End poverty in all its forms everywhere), Goal 8 (Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all), among others</p>
<p>GEF / UN Environment and the DOE</p>	<p>Technical Needs Assessment (TNA)</p>	<p>-The main objectives are to 1) carry out improved Technology Needs Assessments (TNAs) within the framework of Article 4.5 of the UNFCCC, and 2) develop national Technology Action Plans (TAPs) for prioritized technologies that reduce greenhouse gas emissions, support adaptation to climate change, and are consistent with national sustainable development objectives. -It also aims to seek out and strengthen partnerships between countries and regional development banks/ donor organizations. The project has a training component but it is more focused on overall process and different steps for conducting the TNA, project preparation and proposal writing.</p> <p>This project started in 2018.</p>

For the projects in the table above, Antigua and Barbuda empowers the DOE, as the national climate change focal point, to collect and compile data and information in a coordinated way. Because of the projects' impact on national policies and plans, each requires public participation, through consultations at technical, political and national levels. Projects are reviewed by the Technical Advisory Committee (TAC) which is a multi-sectoral committee made of technicians from relevant Government agencies as well as Non-Governmental Organisations (NGOs). The projects receive approval and are all projects carefully monitored by the Project Management Committee, which is chaired by the Permanent Secretary of the Ministry of Health, Wellness and the Environment. All projects are being implemented through the DOE and synergies are hence explored in a consistent manner avoiding overlaps.

Despite the progress, there are still capacity gaps of which some were identified in Antigua and Barbuda's Third National Communications to the UNFCCC from 2015. It identifies amongst the most pressing issues under Chapter 6 – Gaps and Constraints, the problems related to data collection and inadequate infrastructure. Although the aforementioned projects have enhanced data collection on a project-by-project basis, the interventions have not been designed to build institutional capacity for transparency that will enable routine data collection and consistent data management, e.g. the national institutional mandate for developing the GHG inventories is via the Environment Registry for GHG tracking, which is not yet operational. Antigua and Barbuda's capacity remains insufficient in light of increased responsibilities and reporting requirements under the Paris Agreement. The UNEP DTU partnership conducted an analysis of the current conditions and practices for data collection, monitoring and reporting in Antigua and Barbuda in 2017. The report covered the GHG inventory and data collection for inventories, and the existing policy framework supporting MRV in Antigua and Barbuda, identifying the following:

- Antigua and Barbuda has already set up the base of a policy and institutional frameworks for the monitoring, collection and reporting of environmental and GHG data (the EPMA).
- The largest emission sources (e.g. industries, private sector, etc.) are not currently required to report regularly on their GHG emissions.
- The collection and processing of data are not supported by an informatics network. Currently DOE manages a GIS-based system which is used as a central repository for environmental data. Some national stakeholders have access to it, but for consultation purpose only. It is thus not used as an interactive tool to collect data. Plans are in place to improve this system and provide the data by sectoral inputs.
- The legal basis for the monitoring/reporting framework on GHG emissions is the EPMA - PART IX: Environmental Information). However, the establishment of an MRV (as a concept under the UNFCCC) framework for GHG monitoring/reporting is not explicitly mentioned; it is however implicitly included through existing legislation.
- With respect to the reporting of data from the private sector, EPMA states that the DOE shall prepare an inventory of commercial and industrial facilities existing in Antigua and Barbuda. In addition, the owner of a commercial or industrial facility shall prepare and submit to the DOE an environmental management plan including information on any waste, pollutant or hazardous substance produced or generated.

The UNEP DTU Partnership (2017) made the following recommendations for an MRV framework for NDC implementation, based on the current gaps of such system:

Legal MRV mandate: Another legal instrument such as a decree or a regulation could be passed to clearly state the roles and responsibilities of the DOE in terms of monitoring and reporting of climate change data and information.

Collection of data: A bottleneck is quite often the availability of data. In Antigua and Barbuda, most of the data looks to be available. However, it seems that no systematic process for collecting data from the local level is established: consultants are in charge of making contact with the different "data providers" and asking them to provide the data needed. In order to systematize the reporting/collection of data from the local level, there is a need to develop guidelines for generating the data, including measurement and collection. These guidelines could be prepared by the Data Management Unit (DMU) of the DOE. These guidelines could already identify a list of key GHGs, adaptation measures, SD indicators, etc., needed to be reported to the UNFCCC (based on data and information needed for the preparation of national and international reports). These guidelines should provide explanation for developing measurement plans and approaches to data measurement and storage, methodologies for measurement, information on frequency of reporting, and identification of the stakeholders in charge of providing the data. In order to build an efficient data collection system and avoid duplication in responsibilities and methodologies, it would be important to involve and work in close collaboration with the existing Statistic Division and other relevant ministries.

Coordinated approach: It is suggested to build up capacities in the different sectors and ministries to establish small groups of sectoral champions that would be in charge of monitoring the implementation of the mitigation and adaptation measures in the respective sectors/ministries. These groups could be made responsible for collecting key data and information from different stakeholders involved in the implementation of these measures, including women, youth, men, the elderly, differently-abled persons and persons living with HIV/AIDS, and for compiling this information at the sectoral/ministry level for national reporting.

Coherent approach: The development of the climate change registry should take into consideration existing platforms (for example the GIS-based system) and built up on these platforms insofar as possible. In this sense, there is a need to identify all existing platforms, as well as the data that are already monitored (for example, the energy balance or any other information energy system that Antigua and Barbuda may possess).

Verification: As long as the monitoring and reporting do not cover data used in crediting mechanism, the national verification process could be done by a third national entity. In Antigua and Barbuda, this verification role could be played by a unit established in DOE and/or by the TAC. The mandate, roles and responsibilities of the verification entity could also be passed and described in a legal instrument.

In addition to the capacity gap listed above, non-state actors including the private sector face capacity challenges and this will inhibit their ability to contribute to the national Registry. To satisfy the provisions of the EPMA and to benefit from shared responsibility with non-state actors, Antigua and Barbuda will need to actively integrate non-state actors into the MRV system. This is likely to motivate these actors' engagement in transparency-related and in general climate change-related process – a gap also identified in the Third National Communications. Cross-sectoral collaboration will support mainstreaming of climate change into national processes and on a basis for progress tracking and improvement of transparency over time.

3) Proposed alternative scenario, GEF focal area strategies, with a description of the objective, components, expected outcomes, outputs and activities of the project

The problem this project seeks to address is that Antigua and Barbuda's climate reporting under the UNFCCC is conducted on a project-by-project basis. This approach is not sustainable and limits the scope of what can be monitored and reported and hampers efficient and evidence based policy making for NDC implementation. It results in methodological biases that can be consultant-specific and not nationally owned and the project-specific approach

does not build sustained in-country capacity. Further, as Antigua and Barbuda increases the scale and transformational impacts of climate change actions towards NDC goals, a project-by-project approach will result in higher MRV costs as it is less efficient.

The proposed alternative scenario of this CBIT project is to raise the political awareness about the country's Paris Agreement commitments and link to national development priorities, build routine, concurrent and participatory monitoring, reporting and verification processes using existing mandates and institutions, by: (i) operationalizing the Environmental Registry for tracking GHG emissions, (ii) promoting transparency in the MRV of the NDC including policies, measures and actions in national contributions, and (iii) enhancing evidence-based policy making and planning. Hence, the intention of the CBIT project is to enable Antigua and Barbuda to follow best international practices for national reporting frameworks, as presented below.

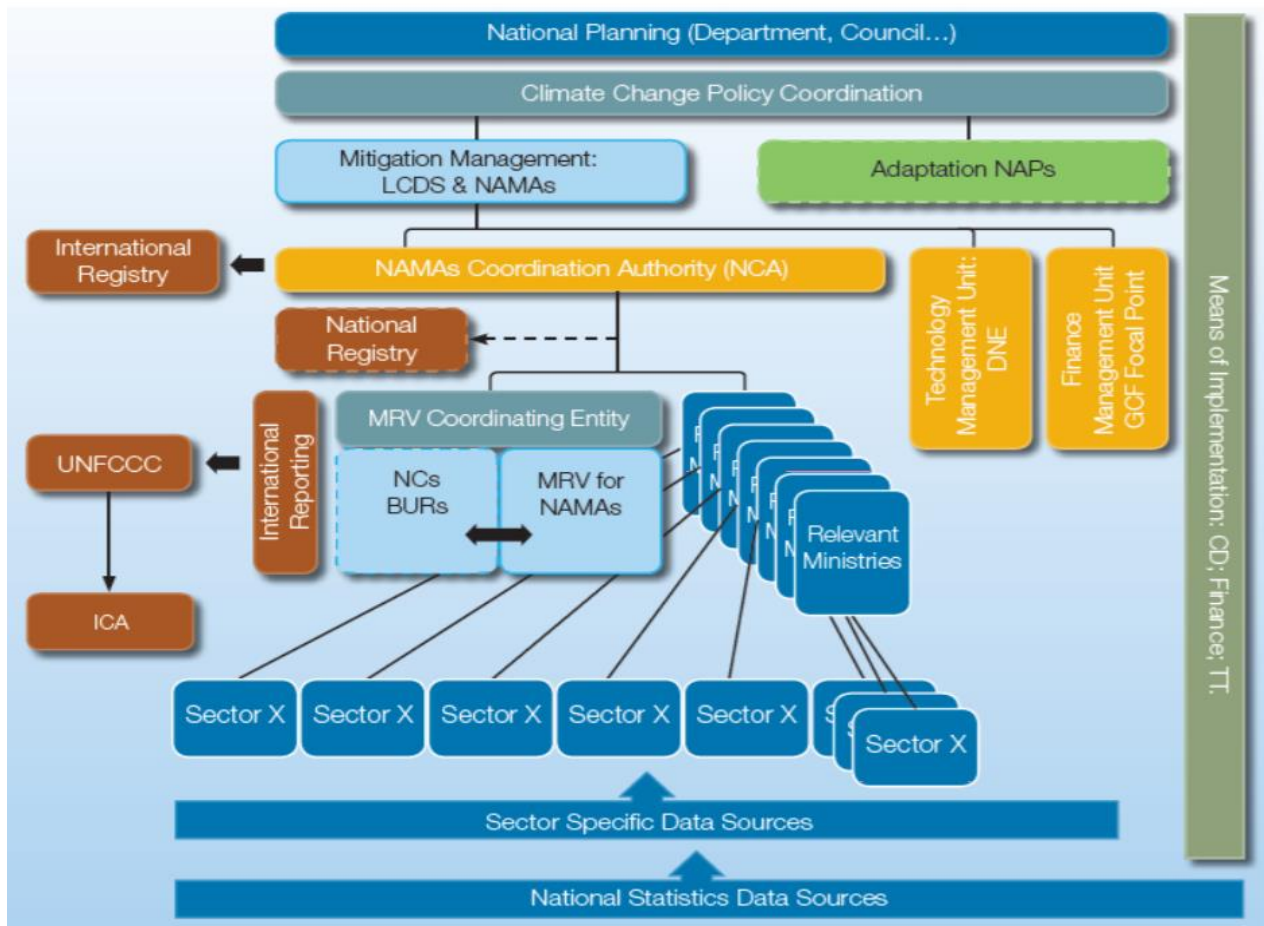


FIGURE 1. Main elements and linkages for recommended institutional arrangements for climate change monitoring, reporting and verification (UNEP DTU Partnership)

Hence, the alternative scenario is to operationalize and institutionalize an MRV system at the national level based on figure 1. The legal mandate for the MRV system is provided for in the EPMA and the functions for both adaptation and mitigation are managed together under the umbrella of climate change. The existing mandates and institutions this project will build on are the following:

- *Climate Change Policy Coordination* is the responsibility of the National Coordinating Mechanism (NCM)
- *MRV Coordinating Entity* is the Data Management Unit (DMU) within the Department of Environment, which is responsible for compiling NCs, BURs, and overall MRV, and for managing the Environment Registry. The

DMU coordinates with data units in the relevant ministries across sectors; with the support of the CBIT, the DMU will also be positioned to interface with the private and NGO sectors

- *Technology Management Unit* is the Technical Advisory Committee (TAC), which includes 17+ Government agencies, as well as 3 NGOs and one private sector coalition representative
- *Finance Management Unit* is the Sustainable Island Resource Framework (SIRF) Fund Board, which includes the Ministry of Finance, the Ministry of Health, Wellness and the Environment (GCF Focal Point) and other key agencies

Internally in the DOE, the DMU has the mandate to establish and manage the Environment Registry, which will complement the EIMAS. The CBIT funding is essential to fully operationalize the Environment Registry in a sustainable manner and complete the national environmental and climate information management system (NEIS). CBIT will, therefore, not only advance the single element on transparency but lift Antigua and Barbuda’s monitoring and reporting capacity to a new level, fostering engagement of both public and private actors equally. The project’s alternative scenario is further very closely aligned with Antigua and Barbuda’s NDC as it outlines specific activities for institutionalization and capacity building: (i) regulatory framework for data collection, storage and management; and (ii) education, training, public awareness, (iii) public participation, including by vulnerable women, youth, men, the elderly, differently-abled persons and persons with disabilities and persons living with HIV/AIDS, and access to information, (iv) peer learning and regional collaboration and (v) evidence-based policymaking fostering a transformational NDC implementation process . These elements directly relate to the CBIT project outputs.

Additional projects that have synergies with the NEIS and hence the CBIT project outputs are the 4NC and the monitoring and assessment of MEA implementation and environmental trends in Antigua and Barbuda (CCCD).

The main deliverable under the 4NC is the National Communication which reports the Country’s greenhouse gas emissions and mitigation strategies while the CCCD Project aims to strengthen capacities for the effective management of data and information. Additionally the CCCD Project will catalyze attaining and sustaining obligations under the three Rio Conventions as well as to monitor progress toward meeting these obligations. However, there are project outputs in both that will provide blueprints or have synergies with the CBIT project.

4NC Output 1 looks at drafting institutional arrangements relevant to the preparation of the national communications on a continuous basis. This activity coincides with component 1 of the proposed CBIT project, however the CBIT will take this further with developing an online platform in which the agencies can share data needed for reporting.

Additionally, the 4NC will commence private sector engagement in a more systematic way and while the 4NC will serve as the initial engagement of the private sector, CBIT will build upon these connections ensuring that the private sector is aware of the environment registry and are effectively trained to contribute data/ information to the registry.

The goal of the CCCD project is to help Antigua and Barbuda better meet and sustain global environmental priorities within the framework of national development priorities. This requires the country to have the capacity to coordinate efforts, as well as best practices for integrating global environmental priorities into planning, decision-making, and reporting processes. The CCCD project is oriented towards spatial data gathering and storage. Data collected for the Natural Resources Inventory will feed into the Climate Change Impact Report being published under the CBIT project. Data from both projects will hence be used to report to MEAs ratified by Antigua and Barbuda. The CCCD will develop its own platform for the storage and sharing of spatial data, lessons learned from the creation of this platform will be used to guide the creation of the CBIT platform to ensure they are both compatible, easy to access and user friendly.

The table below provides a comparison of the 4NC, CCCD and CBIT project outputs using common themes.

Output	CBIT	CCCD	4NC
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Reports	National periodic reports on climate change risks and solution. The first one will be launched during year 3 of the project.	State of the Environment (SoE) Report which focuses on a) What is happening? [the environmental conditions and trends] • b) Why is it happening? i.e. the human and natural causes of changes c) Are the changes significant? i.e. the health, economic, social and ecological implications d) What is, or could be, the response? i.e. the environmental implications.	The creation of the nation's fourth national communication to be submitted to the UNFCCC.
Engagement with private sector	Training for the private sector on the necessary data collection and sharing formats.	It will provide awareness to the private sector on the MEAs and environmental issues.	Engage private sector for the establishment of environmental management systems and initial collaboration for GHG data collection
GHG Inventory	Data is collected and stored to populate in the MRV system to determine GHG emissions.	N/A	GHG emissions are reported to the convention.
Online System	Online portal for the MRV of GHG data and other non-spatial data.	Online system to present available information on core environmental indicators focused on spatial data.	N/A
Training	Training for the use of the online data portal, data collection and management methods and processing of GHG inventories.	Training will be focused on using and maintaining the NEIS.	Limited Training will occur for the use of GHG inventories.
Institutional Arrangements	Developing regulations, procedures and guidelines for operationalizing its MRV mandates and institutional arrangements for data management, data collection and QA/QC, aligned with Katowice Modalities, Procedures and	N/A	Will build on the CBIT project and the process of establishing Institutional Arrangements with stakeholders for the continuous creation of National communications.

	Guidelines.		
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Project Objective: To 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

The proposed objective aligns with CBIT activities outlined in paragraph 18 of the CBIT programming directions document, in particular programming 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;
- 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;
- e) Country-specific training and peer exchange programs on transparency activities, such as establishing domestic MRV systems, tracking nationally determined contributions (NDCs), enhancement of greenhouse gas (GHG) inventories and economic and emissions projections, including methodological approaches, data collection, and data management, and adaptation monitoring, evaluation, and communication measures;
- 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.

Antigua and Barbuda’s framework for integrating tracking and reporting obligations under the Paris Agreement into national institutional arrangements, laws and regulations, and areas targeted for CBIT support:

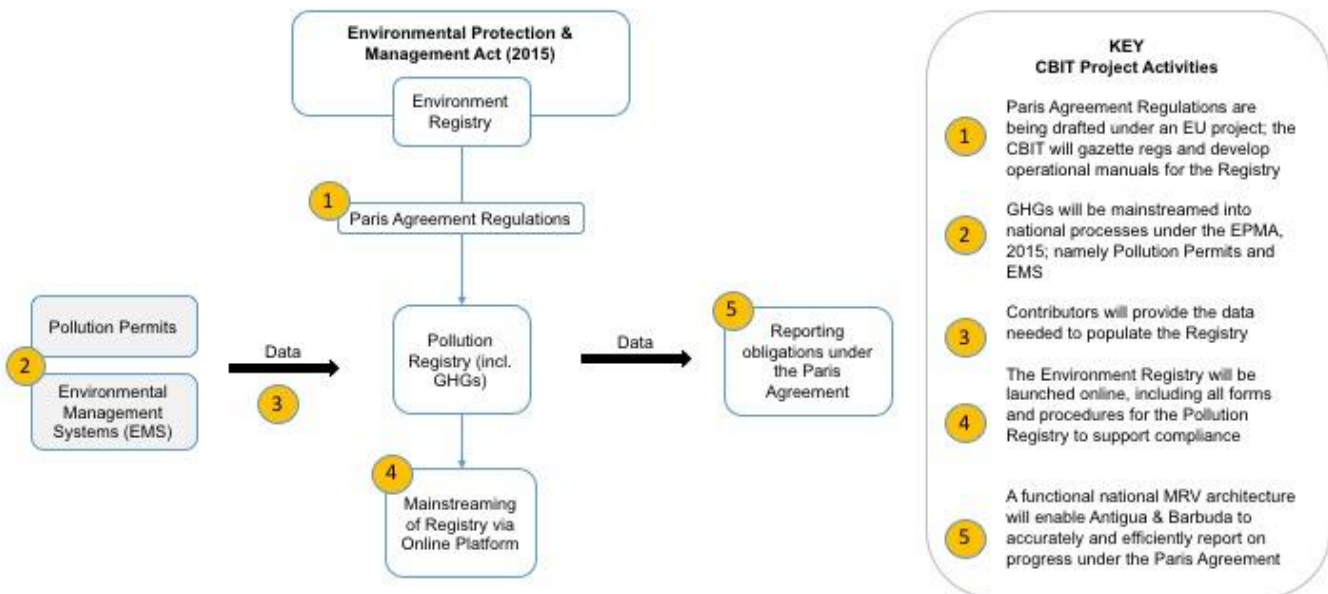


Figure 2. Antigua and Barbuda’s framework for integrating tracking and reporting obligations under the Paris Agreement into national institutional arrangements, laws and regulations, and areas targeted for CBIT support under this project

Component 1: National Registry to support monitoring of NDC implementation and tracking climate change impact

Antigua and Barbuda’s national registry for NDC and climate change reporting will be an integrated part of the Environment Registry. However, the registry and its pollution section has not yet been operationalized as per the EPMA. This component will comprehensively design the registry itself, build internal capacity within the DOE, relevant ministries, other sectors and non-state partners to directly manage, maintain and contribute to the Environment Registry, in order to track NDC implementation and monitor GHG emissions and exposure to climate impacts. The component will prepare Antigua and Barbuda’s Environment Registry to serve as the National Registry under the UNFCCC.

Outcome 1.1: The Environment Registry MRV function is established through a participatory process that includes a resilience assessment.

The current (limiting) behavior that will be addressed to support realization of the outcome	Desired/transformation behavior
<p>Public and private stakeholders outside the DOE perceive climate data compiling and sharing as a burden and an additional work load that they do not benefit from. There is little awareness about the importance of the NDC among <u>government staff</u> and the purpose of sharing and compiling data is not clear among stakeholders. In addition, the inconsistent approach applied to collect data (by request) causes confusion, delays and insecurity about the use of the data.</p> <p>Finally, there is an uncertainty among <u>DOE staff</u> related to the sustainability and climate resilience of the data storage system which lowers the motivation to compile data.</p>	<p>Stakeholder consultations and activities related to establishing a systematic data compiling system and a public data portal will help overcome the limiting behavior.</p> <p>Clear guidelines for data collection and publicly available data will remove the uncertainty about the data use and data collection leading to active participation and a common understanding of the benefits related to applying data for reporting and accountability.</p> <p>By engaging <u>all stakeholders</u> from the beginning, ownership will be built allowing for a change of behavior towards climate data sharing.</p> <p>Lastly, as a consequence of a more climate resilient data management system, the motivation to compile and apply data for different purposes will increase among <u>DOE staff</u>.</p>

Outputs:

1.1 Regulations, procedures and guidelines for monitoring, reporting and verifying climate change data are developed

Since the institutional arrangements are defined under the EPMA, this output will mainly focus on the regulations, procedures and guidelines for operationalizing its MRV mandates and institutional arrangements for data management, data collection and QA/QC. The current status is that data must be collected in person; data is not easily accessible or readily available. A needs and gaps assessment will be conducted to get an overview of existing legal

agreements regarding data collection and sharing. The existing gaps will be assessed and adequate mechanisms established to ensure a legal framework to support DMU in collecting data. Formal agreements such as MoUs will be established with relevant stakeholders for the data collection process. The MoUs will in addition provide details on the format and type of data that the stakeholders need to submit. Building on the MoUs, guidelines will be developed to ensure that data is collected in a comparable manner.

In order to build an efficient data collection system and avoid duplication in responsibilities and methodologies, the data units of the different ministries will be involved in close collaboration in all steps of the development of MoUs and guidelines. The DMU will conduct consultations to assess the cost implications of MRV requirements, to ensure that the final system is appropriate and feasible. The institutional arrangements will be designed based on the stakeholder consultations and share roles and responsibilities in an efficient manner to allow coordinated data collection and QA/QC. The inter-ministerial coordination framework will build on focal points in key NDC sectors, including agriculture and land use, energy, waste, water resources, health, biodiversity and ecosystems and the NCM will be convened as the entity responsible for overall coordination and verification of data.

The guidelines and procedures for the GHG inventory will be based on the upcoming 2019 refinement of the 2006 IPCC guidelines while the national data sets required to comply with the Enhanced Transparency Framework will be guided by the key category analysis done in the Fourth National Communication. Once the key categories are defined, guidelines and reporting templates will be developed to inform the development of inventories for the sectors identified in the key category analysis. The guidelines will include a calculation methodologies sheet with the activity data needed to calculate emissions for sectors and key categories. Below an example of the information that the sectoral guidelines and calculation sheet will contain:

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

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

In addition to the sectoral guidelines for developing sectoral inventories, guidelines will be developed for measuring the NDC implementation progress. Key indicators will be developed for both mitigation and adaptation NDC targets and related data collection guidelines established to ensure that data is collected every two years. The guidelines and procedures will reflect the requirements from the Katowice agreement and initiate the process towards developing Biannual Transparency Reports.

This output will hence ensure that MRV mechanisms are institutionalized and guarantee that capacity developed is more sustainable in the long term by avoiding that changes in one ministry would undo or negatively impact the strengthened capacity resulting from this project.

This output will be achieved through the following activities:

1.1.1 Design a legal structure for climate data collection and sharing based on MoUs and other formal agreements

There are several potential barriers obstructing efficient data compiling in Antigua and Barbuda. The motivation behind not sharing data can be to prevent inappropriate use of the data, unauthorized commercial exploitation and sometimes public and private entities simply do not have the resources required to compile and check the data. This activity will therefore assess the obstacles and review the existing legal framework for data collection/data sharing and address existing gaps by designing efficient institutional arrangements for data collection based on MoUs.

1.1.2 Develop QA/QC standards for the data that will be collected by the various stakeholders

This activity entails the development of a QA/QC plan, with a scheduled time frame for QA/QC activities, including a list of data quality objectives following IPCC's guidelines. The QA/QC of climate data will be done by the DMU.

QA/QC activities include technical reviews, accuracy checks, and the use of approved standardized procedures for emission calculations and measurements. Quality Assurance activities include a planned system of review and audit procedures conducted by personnel not actively involved in the inventory development process. The review should be performed by an independent, objective third party to assess the effectiveness of the internal QA/QC programme development, to verify that data quality objectives were met, and to reduce or eliminate any inherent bias in the inventory processes.

Elements of the QA/QC can potentially be done regionally, which will be explored through the Caribbean Cooperative MRV Hub.

1.1.3 Develop and formalize methodologies and guidelines for data collection, management and sharing

Sectoral guidelines will be developed for generating, collecting and storing data in a systematized and comparable manner. The guidelines will take point of departure in the new data management system and the features of the online data portal developed under output 1.2 and cover inter alia:

- Roles of the various institutions involved in the MRV process and the overall system
- Identification of what actions should be measured
- Guidelines for developing measurement plans and approaches to data measurement and storage
- 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
- Guidelines for reporting information should ensure transparent, consistent, comparable and complete with reporting templates, including reporting frequency, reporting requirements and formats.

Consultations related to the development of the guidelines, will include, but are not limited to, the following key stakeholders within the government: The Statistics Division, Department of Analytical Services, Central Board of Health, Fisheries Division, Directorate of Gender Affairs, Survey & Mapping Division, Development Control Authority, Ministry of Energy and Community Development Division. These consultations will be held at the beginning of the project to assist with planning the way forward for the remaining outputs. The project coordinating team will determine if, and when, additional consultations are required.

The application of the guidelines and the online data portal will be integrated into the MoUs to ensure that they are institutionalized.

1.2 Environment Registry is accessible to the public to promote accountability and transparency

This output will focus on making the MRV system accessible to a range of stakeholders, including women, youth, men, elderly, differently-abled persons and persons living with HIV/AIDS vulnerable to the impacts of climate change, and is

therefore an important step in promoting a participatory MRV system. An appropriate platform for the Environment Registry is critical to meeting the provisions of Section 78 of the EPMA on public access. This output will ensure transparency in the compliance with EPMA requirements by ensuring that this information is available to the public through the online platform.

The purpose of the platform is also to provide a space for analyzing data sets for different purposes and thereby add value to the individual data sets. Policymakers are constantly facing dilemmas in a changing climate like choosing between revising building codes in exposed areas versus moving to less exposed areas and composting or waste-to-energy as the way to solve the growing waste and energy challenges. To begin answering these questions, decision makers need reliable and comprehensive data. Through this online data platform, users will be able to find credible data allowing them to take evidence-based decisions. A web-based platform is an efficient way to integrate local, national and sector specific data sources, and it is an important avenue for overcoming the bottleneck of the lack of transparency of data for the public.

Having the Environment Registry as the official national source of climate information will build the country's capacity to integrate information across projects and contribute to an enhanced information system. Establishing baselines for UNFCCC reporting and making these available through the establishment of the online platform will be key steps in this regard.

Activities under this output include:

1.2.1 Establish a user-friendly online data portal for the Environment Registry, including a management system to facilitate data sharing among data sources and a data-entry manual

Antigua and Barbuda, 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 online portal will be established to increase the transparency of data management in Antigua and Barbuda and will bring together all information related to climate change. The guidelines developed under output 1.1.1 will together with relevant national and international strategies and plans be uploaded supporting the institutionalization of the climate transparency system. 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 transparent climate data information management 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 public availability of methodologies for data generation and guidance on reporting will circumvent the problem associated with knowledge accumulation in single individuals. This activity will also support the population of the website with the initial phase of uploading data, information and guidelines, including an NDC Action Registry that promotes high quality mitigation and adaptation actions.

1.2.2 Conduct consultations with public sector stakeholders, NGOs, private sector and CSOs on the design of the online user-friendly platform.

Consultations and user tests will be planned and executed by the consultants developing the platform with support from the DMU to ensure that the platform is user friendly and address the needs of key stakeholders. Periodicity of such consultations would occur in the planning and testing phases.

1.2.3 Provide training in operating the online platform including long term service agreement

To ensure the sustainability of the online platform, relevant staff at DOE will be trained in maintaining and updating the operational part of the platform. In addition to training staff to operate the platform and troubleshoot any potential IT issues, a service agreement will be included in the deliverables of the provider that will support Antigua

and Barbuda to develop the online platform. The service agreement will be done so as any unexpected problems can be solved together with IT staff at DOE.

1.3 Data security and climate resilient assessment for the Environment Registry is conducted

The CBIT project will conduct a risk assessment to identify and address vulnerabilities in the storage of national data. This is particularly important following the devastation suffered as a result of Hurricane Irma in September 2017. This infrastructure assessment will cover both digital and physical data security risks. Regarding the security risks to the digital data, an evaluation of the types of anti-virus and encryption software will be conducted. This will identify the current weaknesses in the data storage systems and provide solutions to address any possible threats. With respect to risks to the physical formats, an assessment of the security of the physical infrastructure within which the Registry is housed will be conducted. The DOE has identified the relevant housing for the Registry, however a determination on its soundness and ability to withstand climate-related events needs to be done. This assessment will provide evidence to justify any improvements to the structure in an effort to increase its climate resilience. To ensure the implementation of the recommendations, the project will fund the implementation of key recommendations as per the project budget. If the required budget for implementing the recommendations exceeds the project allocation, the Government of Antigua and Barbuda has committed to provide funding to ensure implementation of all recommendations.

This output is needed due to the vulnerability of Antigua and Barbuda to climate impacts and will contribute to a secure and climate resilient data storage system.

Activities under this output include:

1.3.1 Undertake an infrastructural and data security risk assessment of Antigua and Barbuda's data management and storage systems

The data storage system is currently based on individual computers making it extremely vulnerable to climate change impacts and cyber threats. Data security and protection must be considered the yin and yang when assessing data storage security. Secure data storage and protection are achieved in the following ways:

- Data encryption
- Access control mechanism at each data storage device/software
- Protection against viruses, worms and other data corruption threats
- Physical/manned storage device and infrastructure security
- Enforcement and implementation of layered/tiered storage security architecture

The aim of this activity is to assess different solutions leading to physical, technical and administrative controls to protect storage systems and infrastructure as well as the data stored within them.

Data storage security is focused on protecting data (and its storage infrastructure) against unauthorized disclosure, modification or destruction while assuring its availability to authorized users. These controls may be preventive, detective, corrective, deterrent, recovery or compensatory in nature. Data protection is about making sure data remains available after component failures or natural disasters.

An alternative solution is to outsource data security and protection: "managed colocation". Managed colocation unloads more of the burden for disaster recovery onto a managed services provider. In addition to the physical data center space and utilities, managed colocation providers also supply and deploy the IT infrastructure, as well as

monitoring and maintenance software that will allow the customer to access the site remotely. This approach gives more of the burden for disaster preparedness to the vendor, but it also takes some control out of the hands of the customer.

Hence, there are different solutions that might need to be combined to secure and protect data and this assessment will support the DOE to identify the solution that meets the needs of Antigua & Barbuda and fits within the budget.



Figure 3: Office buildings in Barbuda left with no roof, destroying equipment and IT systems after the passage of Category 5+ Hurricane Irma in September 2017

1.3.2 Implement the recommendations from the assessment

Once the assessment is done, the director of the DoE will discuss the recommendations and options provided and do an internal ranking of the proposed recommendations. The most viable options will be put forward to the Project Management Committee for the selection of the next steps in implementation. This activity will result in the implementation of the agreed interventions leading to a climate resilient, secure and protected data storage system for the DOE. As this is a niche area, the activity will, as an integrated part of implementing recommendations from the assessment, also provide administrative and technical support to DOE to the procurement processes and the installation of the recommendations. Acknowledging potential budgetary constraints, the Government of Antigua and Barbuda will provide or source co-financing from other projects should additional measures be required exceeding what is allocated in the project budget. The CBIT project budget allocation for this activity will hence be complemented by co-financing to ensure that the recommendations are fully implemented.

1.3.3 Provide training in operating the data storage system and long term service agreement

The data storage system will include new technologies and IT systems that the staff at DOE might not be familiar with and training of IT staff at the DOE is therefore key to ensure that the data storage system will run smoothly after implementation. The provider of the equipment and systems will tailor a training programme that enables DOE to build the necessary capacity to operate the system. A service agreement will also be part of the package to ensure that support is available and the data storage system is functional.

1.4 Country-specific indicators in line with Nationally Determined Contribution targets developed

This project will seek to elaborate a framework for implementing the NDC and indicators that are aligned with Antigua and Barbuda's NDC. The indicators will be monitored by the DMU through the MRV system developed under Output 1.1.1 explained above. This output will guide the development of content and data sets of the online platform and will

support transparency of climate action for NDC reporting under the Paris Agreement. The indicators will be aligned with targets in the Strategy for The Protection of the Environment and the Sustainable Development of Antigua and Barbuda 2017-2018 and Antigua and Barbuda's National Medium-Term Development Strategy (MTDS). The National MTDS was developed taking the Sustainable Development Goals into consideration and already includes a Monitoring & Evaluation Plan with a set of indicators. This project will seek to develop relevant indicators that will contribute to the reporting of the MTDS, the Strategy for The Protection of the Environment and the Sustainable Development of Antigua and Barbuda 2017-2018, the SDGs and the NDC. Antigua and Barbuda reports annually to several multilateral environmental agreements and protocols and the indicators will, to the extent possible, embrace the different reporting requirements and the Environment Registry and the online platform will serve as a tool to automatically generate the data needed.

Activities under this output include:

1.4.1 Develop an NDC implementation plan through a participatory process

Antigua and Barbuda's NDC was submitted in 2016 but the implementation modalities have yet not been considered. This activity therefore seeks to create high-level awareness about the NDC document and develop an implementation plan and financial strategy for the conditional and unconditional targets. The implementation plan will intent to compile an overall costing for the NDC and develop a project pipeline and financing propositions that can be put forward to different financing sources aligned with the GCF work programme acknowledging that the GCF is the key funding source for the implementation of the NDC. The NDC implementation plan will be done based on best on international best practices and enable reporting to the international community in the 2023 Global Stock take.

1.4.2 Develop indicators in a consultative way for the Nationally Determined Contribution implementation plan

This activity seeks to develop indicators encompassing the key national strategies and the NDC. Reporting on broad indicators (mitigation, adaptation, support received and co-benefits) will enable Antigua and Barbuda to efficiently track progress of key climate and sustainable development targets. Once the indicators for tracking the implementation of Antigua and Barbuda's NDC are developed, this activity will support the development of the data sets required to be compiled to report on the indicators and finally track the NDC implementation. The data necessary to complete the data sets might not be available and there is hence also a need to assess how to generate the needed data and support actual generation of data.

1.4.3 Define Terms of Reference (ToR) and scope of the National Coordinating Mechanism committee, its legal mandate and its administrative location.

The NCM Committee is anticipated to play a key role in coordinating and overseeing the implementation of the NDC. The NCM committee is yet to become fully operational and this activity will therefore support the formal establishment of the NCM by developing ToR and define its legal mandate and administrative location. This is aligned with the guidance of the EPMA: *The Cabinet shall establish a National Coordinating Mechanism (NCM) Committee which shall be responsible for coordinating the management and implementation of multilateral environmental agreements as well as settle any environment related disputes that may from time to time be referred to them.*

Component 2: Institutionalization of the national transparency framework across sectors

This component will, through training and capacity building activities, ensure the functionality of the Environment Registry as a central national tool associated with all data and information processes under climate action transparency. Component 2 is aligned with section 18 of the CBIT programming direction on provision of relevant tools, training, and assistance for meeting the provisions stipulated in Article 13, specifically in its capacity to plan coordinate, monitor, and evaluate policies, strategies, and programs as laid out under CBIT programming direction 18

(a). It will further assist Antigua and Barbuda in the deployment and enhancement of transparency-related information as supported through programming directions 18 (c). Ultimately, the CBIT project is fundamental for improving transparency over time as it will support the introduction of the Environment Registry as a fundamental tool to track Antigua and Barbuda’s implementation of the NDCs.

Outcome 2: The Environment Registry becomes the official national source for NDC monitoring, reporting and verification

The current (limiting) behavior that will be addressed to support realization of the outcome	Desired/transformation behavior
<p>Although the DOE has the mandate to report on the progress of Antigua and Barbuda's NDC, there is lack of ownership of the NDC and its implementation, both in the DOE and among stakeholders relevant for its implementation like line ministries and private sector.</p> <p>There is furthermore distance between policymaking and data management as data is being used to report on multilateral protocols only. Policymaking is therefore not founded on evidence-based analyses and the NDC is for the majority of stakeholders just another climate document.</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 policymaking processes and create awareness about the national benefits related to NDC implementation. They will support the creation of an enabling environment where individuals working with data can link it to a bigger purpose like national sustainable development, NDC implementation and global warming. Stakeholder engagement will also lead to a changing behavior where policymakers and the private sector take evidence-based decisions reflecting the fact that NDC implementation is leading to sustainable development for Antigua and Barbuda.</p>

Outputs:

2.1 Training to government agencies, private sector, and civil society is provided in order to appropriately and efficiently contribute data to the Environment Registry

The Environment Registry will be publicly launched once the procedures are in place, the key personnel are trained and the online system is established and populated with information. Increased awareness about the benefits of having access to data will increase demand for information and data, and greater demand for the data will support overall functioning of the Environment Registry. The guidelines developed under Output 1.1.1 will provide the information on how the data is to be collected. This present output will use those deliverables along with the rest of the deliverables from the previous component to coordinate the input of this information into the Environment Registry. Periodic trainings on the use of the manual (created in output 1.1.2) will be conducted with relevant stakeholders, including members of civil society. To ensure that individuals from all sectors within the society can interpret the data that is available in the Environment Registry, efforts will be made to also present it in concise non-technical forms, e.g. infographics. Stakeholders involved in this output would consist of the Non-Government Organizations (NGO’s) such as the Environmental Awareness Group (EAG), the Gilbert Agricultural and Rural Development Centre (GARDC) and the Marine Ecosystem Protected Areas (MEPA) Trust; the Private Sector to include local Environmental Impact Assessment (EIA) and Civil Society Organisations (CSO’s) comprising of the registered community groups. Training on the use of the manual would occur before the initial population of the registry, subsequent trainings would then be determined by the project team. This output takes into consideration UNEP DTU Partnership recommendations regarding following a coordinated and coherent approach and will contribute to overcome the limited human resources capability that the country still faces.

Activities under this output include:

2.1.1 Train key stakeholders in applying the QA/QC plan and the new data collection guidelines

In parallel to introducing the data collection guidelines developed under activity 1.1.3, a series of trainings will be conducted to ensure that data providers are aware of and capacitated to apply the guidelines. The trainings will be done in accordance with the 2019 refinement of the 2006 IPCC guidelines to ensure that data providers have the skills to compile data as per international and national guidelines and done in parallel with the data collection to populate the online platform. This learning by doing approach for this activity will enhance the impact of the trainings.

Training modules for developing skills to apply the guidelines will be developed to ensure that future staff can be easily integrated into the data processes and systems. All staff in the DMU and select staff in the waste, energy, IPPU and AFOLU will be trained and ToRs developed and aligned with the MoUs developed under activity 1.1.1.

2.1.2 Train relevant staff in the Data Management Unit and sectoral experts to develop GHG inventories and reporting on adaptation

The institutionalization of the GHG inventory requires capacity to apply the 2019 refinement of the IPCC 2006 software and this activity will therefore support the development of capacity through international trainings and courses to ensure that two staff of the DMU and 2 additional sector experts have the capacity to develop GHG inventories using the 2019 refinement of the IPCC 2006 guidelines.

Training modules for developing skills to apply the guidelines for the GHG inventory and adaptation reporting will be developed to ensure that future staff can be easily integrated into the existing systems and processes. In addition, all guidelines and procedures will be available through the online data portal to allow for full transparency and institutionalization of these.

2.1.3 Create awareness about the Environment Registry and make data available for policymakers through periodic reports on climate change risks and solution

Section 79 in the EPMA requires DOE to prepare and submit to the Minister a report including an assessment of the state of the environment, with particular reference to any significant events or changes occurring during the year under review. This activity will support the integration of a component on climate change in the report, as such the report will provide a status of the implementation of the NDC and describe any obstacles in meeting the targets. The first report will be delivered under the implementation of this project and provide reliable, accurate and timely data, for policy development and evidence-based decision making. The report will be presented to policy-makers relevant for implementing the NDC. This will be done by the NCM committee and thereby reach high-level policy-makers and informing policy-making for implementing the NDC. Due to the size of the country, this can be done relatively easy.

2.1.4 Include the private sector in the Environment registry through trainings and workshops

In order to achieve the project goals and implement the proposal activities, there should be a strong participation of several actors from public and private sector. There is a lack of awareness in the private sector of the NDC and the role it is expected to play. Additionally, the private sector does not have sufficient capacity to generate the data that is requested by the DOE. This activity will therefore reach out to the private sector to discuss the challenges and find solutions through a series of workshops and in addition capacitate the private sector to generate the requested data through targeted trainings.

2.2 Evaluation, learning and scaling up of the transparency initiative are conducted

This output will assess the progress under the CBIT project to achieve its objective, namely, to enable routine, concurrent and participatory monitoring processes that enhance transparency under the Paris Agreement. The activities under this output are especially important since it is not clear how many SIDS will contribute to the

transparency and MRV framework under the Paris Agreement since it is discretionary. Therefore, this output will enable reflection on progress and dissemination of lessons learned to other capacity-constrained SIDS. Furthermore, as a member of the OECS, the project will identify entry points for scaling transparency arrangements within the OECS based on lessons learned in Antigua and Barbuda. Under this output Antigua and Barbuda will also contribute and benefit from the CBIT Global Coordination Platform.

Activities under this output include:

2.2.1 Conduct two workshops on relevant topics to share lessons learned of establishing a climate transparency system with regional peers and other SIDS

Many SIDS in the Caribbean face the same challenges related to setting up climate transparency systems. Antigua and Barbuda is one of the first movers to establish a transparency system and will therefore do three knowledge sharing workshops throughout the project when important milestones have been reached. The two possible milestones could be when 1) the online platform is operational, and when the data security and protection system is in place 2) when the project is ending to demonstrate the transparency system as a whole. However, final decisions will be made through consultation with the project team and the DOE.

2.2.2 Participate actively in the Global Coordination Platform and global CBIT workshops

Active participation and periodic update of the assigned CBIT Global Coordination Platform country profile, will enable Antigua and Barbuda to benefit from online peer learning opportunities through the platform. Sharing lessons learnt and experiences through the CBIT country profile will ensure that Antigua and Barbuda benefit from and contribute to the global peer learning mechanisms offered through the CBIT Global Coordination Platform. To further strengthen Antigua and Barbuda's CBIT project through peer learning, this activity will also allow the country to realize peer learning activities and explore regional collaboration identified through the CBIT Global Coordination Platform and the newly established Caribbean Cooperative Monitoring, Reporting & Verification Hub (CCMRVH).

4) Incremental/additional cost reasoning and expected contributions from the baseline, the GEFTF, LDCF, SCCF, CBIT and co-financing

The CBIT programme is designed to improve capacity for reporting of signatories to the Paris Agreement under the UNFCCC. As such, the CBIT is an enabling activity that is financed on full agreed cost basis. In the case of this programme, eligible activities have been described in the GEF 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 since Antigua and Barbuda is building upon the Environmental Protection and Management Act approved in 2015, there is a foundation of activities that are considered co-financing, a commitment letter of USD 200,000 in-kind from the government is included as Annex N.

Antigua and Barbuda has been investing its own resources to advance the national enabling environment for monitoring and reporting systems. As concluded by the UNEP DTU Partnership, Antigua and Barbuda has already established the base of a policy and institutional framework for the monitoring, collection and reporting of climate change data. This increases the cost-effectiveness of the CBIT activities because it will use existing institutions, strengthening them where gaps have been identified and broadening mandates where required, in order to promote transparency of NDC actions. These existing baselines that will be strengthened include the Environment Registry as the National Registry for the UNFCCC, the NCM Committee for climate change policy coordination, the Data Management Unit as well the MRV Coordinating Entity, using Environmental Management System standards to include GHG emission reporting, among other strategic arrangements. The CBIT will fill the gaps identified by the

UNEP DTU Partnership, including requiring reporting from the private sector and industry on GHGs, building a climate resilient informatics network, building capacities in different sectors and ministries to establish small groups of sectoral champions, and building on the GIS-based platform as possible.

Alternatively, Antigua and Barbuda could have taken an approach to begin drafting legislation and setting up new institutional arrangements. However, these would require much greater investments to achieve the same outcomes and would not be sustainable in the long run because the country is prioritizing resources for post-hurricane recovery. In addition, this duplicative approach would require more time to put MRV procedures in place; instead, Antigua and Barbuda can efficiently strengthen institutional arrangements and build data management capacity, and start tracking progress towards NDC targets in a routine, concurrent and participatory monitoring processes with a view to increasing ambition, as is the aspiration of the Paris Agreement.

Despite the fact that SIDS are permitted to submit information under the Paris Agreement to its own discretion, Antigua and Barbuda is committed to set an example for Small Island Developing States in the Caribbean region to monitor and report in a trustworthy and coherent manner. With the approval of the EPMA, Antigua and Barbuda has set the path to establish solid monitoring, reporting, and verification systems to assess the impact of climate change actions and policies and to track the implementation towards the achievement of the goals of the Paris Agreement.

The DOE is accessing GCF Readiness support, including a Readiness application for USD 600,000 and an application for National Adaptation Planning (NAP) for USD 3 million. The Readiness funding is for capacity building in Environmental Management Systems (EMS), which is one of the areas that will provide data regularly to the Environment Registry. The Readiness support will also build capacity in local level partner executing entities – the Development Control Authority (DCA), the Public Works Department, The National Parks Authority and the MEPA Trust. This includes support for managing data per responsibilities defined in the EPMA. As described in the alternative scenario, the implementation of the 4NC and the CCCD projects will be done in close coordination with the CBIT project and thus strengthening the overall impact of the three projects.

The Government of Antigua and Barbuda will commit an estimated USD 200,000 of in-kind co-financing for the CBIT project. In the absence of CBIT funding, it is likely that Antigua and Barbuda will be unable to close the capacity gaps and leap towards a new, efficient and coordinated way of monitoring & reporting. Antigua and Barbuda's approach of monitoring and reporting spatial and non-spatial data and information in an integrated manner has the potential to advance the agenda of transparency, particularly strategies and policies related to climate change adaptation and in Small Island Developing States. As indicated, the CBIT funding constitutes logical coordination with other projects and will provide leverage to other ongoing initiatives.

5) Global environmental benefits (GEFTF) and/or adaptation benefits (LDCF/SCCF)

This project will strengthen the availability of non-spatial information on the state and trends of the environment in Antigua and Barbuda. This will contribute both to national environmental monitoring and policy development. It will also strengthen the quality of data and its comparability with that of other countries, thereby contributing also to global monitoring. It will also support monitoring of progress towards MEA commitments by Antigua and Barbuda; and improve environmental information systems to support decision-making. Information available on open platforms can be used by a wide range of stakeholders from community levels all the way up to the global level.

The project will monitor the indicator for qualitative assessment of institutional capacity built for transparency-related activities under Article 13 of the Paris Agreement. The baseline and target will be set during the project development phase following the scale of 1-4 as per the guidance on Annex IV of the CBIT programming directions: Indicator for qualitative assessment of institutional capacity for transparency- related activities.

The Environment Registry will provide the relevant information to track and enhance ambitions in reducing GHG emissions. By improving the coordination this will generate synergies and avoid duplication across initiatives and donor-support efforts. This ultimately leads to resources being available to target additional efforts in the global aim of complying with Article 2 of the Paris Agreement. In addition to this, the enhanced availability of data through a centralized Environment Registry platform will help to increase transparency capacity, resulting in the capacity to report progress on NDCs and long-term policy planning, providing for increased ambition.

In addition, this project will monitor the recent adopted GEF-7 Core Indicator 11 “Direct beneficiaries”. With this regard, the target of this project is to train at least 25 persons, from which 12 will be women.

6) Innovativeness, sustainability and potential for scaling up

Innovation

The presented CBIT project is innovative in multiple ways: (I) Antigua and Barbuda showcases how SIDS can comply with the Paris Agreement and its enhanced transparency framework despite very constrained resources; (II) Antigua and Barbuda’s focus on climate change adaptation monitoring and reporting; and (III) Antigua and Barbuda’s approach to integrate spatial and non-spatial environmental data and information for monitoring and reporting.

Small Island Developing States have received more leeway at the requirements to report regularly on its progress towards implementing its Nationally Determined Contributions in the Paris Agreement. Nonetheless, Antigua and Barbuda is determined to showcase how SIDS have the potential to report in a manner that is trustworthy and comparable, while considering the limited financial, technical, and human resources. Through the Environment Registry in coordination with the ongoing efforts in spatial data and information monitoring, Antigua and Barbuda will provide an innovative case example thanks to the CBIT funding.

Due to its climatic conditions and future climate projects, Antigua and Barbuda places a heavy focus on climate change adaptation. This is evidenced in the country's recent accreditation to both the Adaptation Fund (AF) and the Green Climate Fund (GCF). The country is readily developing a series of adaptation-focused projects to submit to these Funds that will address the numerous issues that it is facing. The nation is now aiming to take an innovative approach by integrating this focus with environmental information systems. This will undoubtedly connect climate change and general environmental indicators and establish a fully functional MRV system. A significant role in providing reliable and comparable information on climate change adaptation project and strategy impacts is the availability of both spatial and non-spatial environmental data and their integration for subsequent monitoring and reporting. Through the CBIT funding, Antigua and Barbuda will be able to complement the spatial information system through the non-spatial Environment Registry.

Sustainability

Human, technical, and financial resources have historically been a constraint in Small Island Developing States. Reporting requirements like those under the different MEAs constitute a significant additional burden on the already constrained resources. The coordinated and efficient effort for monitoring and reporting proposed in this proposal explicitly targets these constraints, constituting a win-win solution as it will promote enhanced transparency while reducing the burden on the country.

Although the funding is necessary from the CBIT to create the Registry, the project will ensure that its sustainability is guaranteed through the online platform and MoUs. To this end, it is vital that the data guidelines and methodologies are developed around the use of the online platform to ensure that the features of the online platform are applied and kept up-to-date. The terms of reference for the firm that will be contracted to develop the online platform will also include training of DOE staff to operationalize the platform and a two year hotline service, in case further support is needed. In addition to this, the capacity building initiatives will also ensure that the relevant parties are equipped with the tools to function in their respective roles and will ultimately be able to support the longevity of the Environment Registry.

Scaling-up

The Revised Treaty of Basseterre established the Organisation of Eastern Caribbean States (OECS) as an Economic Union in 1981. The countries of the OECS share many similar characteristics including their vulnerability to climate change. As an economic union, there are opportunities to scale-up initiatives in the sub-region.

The EPMA adopted in Antigua and Barbuda is a model legislation that the OECS Commission had developed to advance the implementation of the St. George’s Declaration of Principles for Environmental Sustainability (an OECS declaration), which Antigua and Barbuda tailored to its national circumstances. Antigua and Barbuda is already working within the OECS context, as it has applied for an Enhanced Direct Access project with two other OECS Member States to scale-up adaptation actions.

This project is suitable for scaling up both within Antigua and Barbuda and at the sub-regional level. The coordination and implementation of this project will be explicitly documented and will be available to other sectors of the Government. This can serve as a case study and available for replication. It can also be used as a benchmark that other OECS nations can compare themselves to.

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.

Please provide the Stakeholder Engagement Plan or equivalent assessment.

Type of Stakeholder	Name of Stakeholder	Engagement in the CBIT project
Government	Community Development	The CDD registers community groups and liaises with them regularly. The CDD will be involved in the components 1 and 2 of the project;

agency	Division (CDD)	specifically output 1.1.2 and 2.1.1
Government agency	Statistics Division	The division collects information about the country and environment based on the SDGs. They will be involved in components 1 and 2 the project; specifically output 1.1.2 and 2.1.1
Government agency	Department of Analytical Services	The Department collects data about the country and environment based on the Cartagena Convention, They will be involved in components 1 and 2 the project; specifically output 1.1.2 and 2.1.1
Government agency	Central Board of Health	The Board collects data about the country and environment based on the Cartagena Convention, They will be involved in components 1 and 2 the project; specifically output 1.1.2 and 2.1.1
Government agency	Fisheries Division	The Division collects data about the marine environment. They will be involved in components 1 and 2 the project; specifically output 1.1.2 and 2.1.1
Government Agency	Directorate of Gender Affairs	The Directorate interacts with vulnerable members of society. They will be involved in components 1 and 2 of the project; specifically Outputs 1.1.2 and 2.1.1
NGO	Environmental Awareness Group (EAG)	The EAG will be involved in the involved in components 1 and 2 the project; specifically output 1.1.2 and 2.1.1
NGO	Gilbert Agricultural and Rural Development Center (GARDC)	GARDC will be involved in involved in components 1 and 2 the project; specifically output 1.1.2 and 2.1.1
NGO	Marine Ecosystem Protected Areas (MEPA) Trust	Will provide the framework and procedures for establishing output 1.1.2 and participate in output 2.1.1
Private Sector	Local EIA consultants	The private sector will be involved in consultations on the guidelines and procedures development under component 1 (since these are an important use group or the data), and the second component of the project, specifically output 2.1.1
NGO	Antigua State College-led groups and other applicable school groups	Schools and school groups will be involved in the second component of the project; specifically output 2.1.1

NGO	Antigua and Barbuda Association of Persons with Disabilities	Identification of spatial location of exceptionally vulnerable persons.
CSOs	Registered community organizations	The project will work through registered community organizations in invite the involvement of vulnerable persons, particularly those working with vulnerable women, youth, men, the elder, differently-abled persons, and persons living with HIV/AIDS

In addition to the above, the DOE project management institutional arrangement includes oversight from the TAC. The TAC is the advisory body that provides technical guidance, policy recommendations and support; facilitating communication, cooperation and coordination among relevant stakeholders and other projects. The TAC includes representatives from 17 government agencies, 3 non-governmental organizations and one private sector coalition.

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.

Regarding the participation of relevant stakeholders and local communities, CBIT implementation will involve non-governmental and private sector consultations. The DoE works closely with CSOs and NGOs and a list of the stakeholders to be engaged in this project are listed below. The DOE works less frequently with the private sector; however, the private sector will be engaged during implementation to facilitate operationalization of the Environment Registry.

In order to achieve the project goals and implement the proposal activities, there should be a strong participation of several actors from public and private sector. 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 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 in all the outputs. Stakeholder consultation and stakeholder ownership of the project activities are of utmost importance for the sustainability of the project and stakeholder engagement will be done both formally and informally at all levels of project implementation and decision-making.

When designing the online platform for the Environment Registry in output 2, all involved sectors will be engaged and consulted through quarterly meetings so as key stakeholders understand and feel ownership of the platform and the need to designate staff to operationalize the platform. There is no specific budget allocation to stakeholder engagement under output 1 as the stakeholders are limited to line ministries, authorities and the Central Statistics Office and will be done through existing coordination mechanisms.

Developing the NDC Implementation Plan cannot be done without a comprehensive stakeholder engagement process. Targeted in-depth consultations will be done with key stakeholders inter alia line ministries, public entities, municipalities 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 NDC Implementation Plan. 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 NDC Implementation Plan, a draft document will be shared with key stakeholders during a validation workshop for final approval. The development of indicators to track implementation of NDC actions will be done through a participatory process that will inform the baseline scenario and the alternative NDC scenario.

To conclude, component 2 is dedicated to build capacity of all involved stakeholders and targeted trainings will be organized to enable the development of skills necessary to implement relevant activities.

Other additional stakeholders to be engaged on a continuous basis in national reporting, monitoring may include and will not be restricted to government institutions, ministries and agencies, industries, universities/ academia/ research institutions, Non-Governmental Organisations (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.

Based on UN Women report, gender inequality is low in Antigua and Barbuda in terms of access to education or employment. However, at the decision-making level, there is still significant gaps especially in Ministries and local authorities.

Indeed, despite the progress towards achieving gender equality, considerable constraints remains in Antigua and Barbuda. There are still issues with translating the National Gender Equality Action Plan (NGEAP) 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. The Government of Antigua and Barbuda has recognized the need to ensure equitable and full participation of women and men at all levels of development through NGEAP. Unusually for the Caribbean, in Antigua and Barbuda, male unemployment is higher than female unemployment, by a margin of 17 per cent severe weather events are among the leading sources of vulnerability especially for young men. These events affect not only affects the economy, but also have gender-specific impacts, with loss of employment and absorption into physical reconstruction, and reduced ability to meet family needs and vulnerability to gender-based violence among displaced persons, especially among women.

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.

The DOE utilizes a Gender Policy and an Environmental and Social Safeguards Policy to monitor and manage risks to vulnerable groups. The TAC and the Project Management Committee have approximately equal representation of women and men (usually women outnumber men), and the project implementation oversight is therefore gender sensitive.

The GEF Gender Equality Action Plan (GEAP) shall also be utilized to ensure that gender is mainstreamed within MRV and transparency system. It is anticipated that women will be direct beneficiaries, constituting at least 50% of all participants at the training and capacity building sessions. Procurement processes will strongly encourage women, including young women, elderly women, differently-abled women and those living with HIV/AIDS, to apply for consulting opportunities. Evaluation teams to review bids are also gender balanced. Additionally, this project will organize a gender-themed workshop on a topic that will be agreed upon during the PPG stage. This could be training on how the government has supported building women's and men's resilience, or how women and men have been engaged to adopt climate-smart agriculture practices, etc. Institutions to be consulted on gender engagement will include, but not be limited to: the Directorate of Gender Affairs, 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.

In addition, the Directorate of Gender Affairs, a division of the Ministry of Social Transformation and Human Resource Development, will spearhead the organisation of a workshop where the gender issues will be discussed and an approach agreed on. The Directorate of Gender Affairs is the national gender machinery and focal agency for gender and development in Antigua & Barbuda and its focus is to empower women and promote gender equality. It is therefore natural that the Directorate will guide the project implementation in a way that eliminates gender inequalities and inequities in all forms.

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.

The major risk that could prevent the successful implementation of the CBIT project are (a) data ownership and intellectual property issues (b) limited staff complement, (c) shifting priorities, (d) political buy-in and (e) coordination.

Project Risk	Rating	Mitigation
Data ownership and intellectual property issues prevent certain stakeholders	High	A strong commitment from the government and political leadership at a high level can minimize such a risk. The National Capacity Self-Assessment (NCSA) process has already engaged many government actors which creates a positive

from participating in the project		<p>precedent for fulfilment of the project. Moreover, building linkages with other sectors: agriculture, energy, tourism, economic growth, poverty reduction, infrastructure will provide incentives for cross-ministerial support. In particular, it is important to develop arrangements for shared ownership of the national environmental information system and show how it can benefit different sectors without affecting the current division of responsibilities between different government sectors and research institutions.</p> <p>Any intellectual property or data sharing issues can be addressed through a strong access to information policy by the government, including the amendment of any necessary laws and regulations on this subject, and also by requiring transparency and data sharing as a condition for external research institutes conducting research and collecting data on the country.</p>
Limited Staff Complement	Medium	As a SIDS, Antigua and Barbuda is stretched in terms of the number of technical staff available in the government. An effort will be made to address this risk by planning the project in a realistic manner and factoring in additional resources needed to implement the project, under government leadership and political supervision, in the project budget.
Shifting priorities detract from project implementation	Low	Extreme weather events or changes in government could result in a temporary focus by the Government on other issues, detracting from project implementation. To the extent consistent with the project, it would aim to address this risk proactively by demonstrating how environmental information can support a range of different priorities, whether disaster risk reduction or relief, or policy development and planning in different sectors of government. The fact that the basis for this project is legislated mitigates against risks of shifting priorities.
Political buy-in	Medium	Create high-level awareness and seek final approval from political authorities from the line ministries at the onset of the project implementation. Provide regular progress reports to the Ministers who sectors are included in the CBIT project.
Poor project coordination and limited alignment among government agencies	Low	Fully integrate CBIT project management team into existing project management institutional arrangements. Establish channel for regular briefing to all relevant stakeholders and organizations. Ensure clear linkages of NDC action implementation with line ministries
Limited IT skills to manage new data systems after project closure	Medium	Both the firm that will be contracted to develop the online portal and the provider of the IT equipment for the data storage system will include training components in their terms of reference and in addition the project will include an agreement of a hotline service two years after project close to ensure that any technical or maintenance issues can be fixed without further costs.

Staff turnaround at the national level	Medium	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 models 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.
Data and information systems remain disjointed, undermining the validity of information in NDCs, etc.	Medium	Engage the OECS to mainstream data and information systems within the sub-region; build capacity at the OECS level to enhance transparency and accountability in climate change obligations under the Paris Agreement

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 requested by Antigua and Barbuda, UN Environment has the role of the GEF Implementing Agency while the DOE under the Ministry of Health, Wellness and the Environment will act as the Executing Agency of this project. The DOE is also the executing agency for all other GEF climate change projects in the country, therefore DOE will ensure that there is constant check of the activities and focus on the synergies that can be created among initiatives. Moreover, since DOE is participating in different international and regional platforms there is a great potential to share the lessons learned in this project with other developing countries.

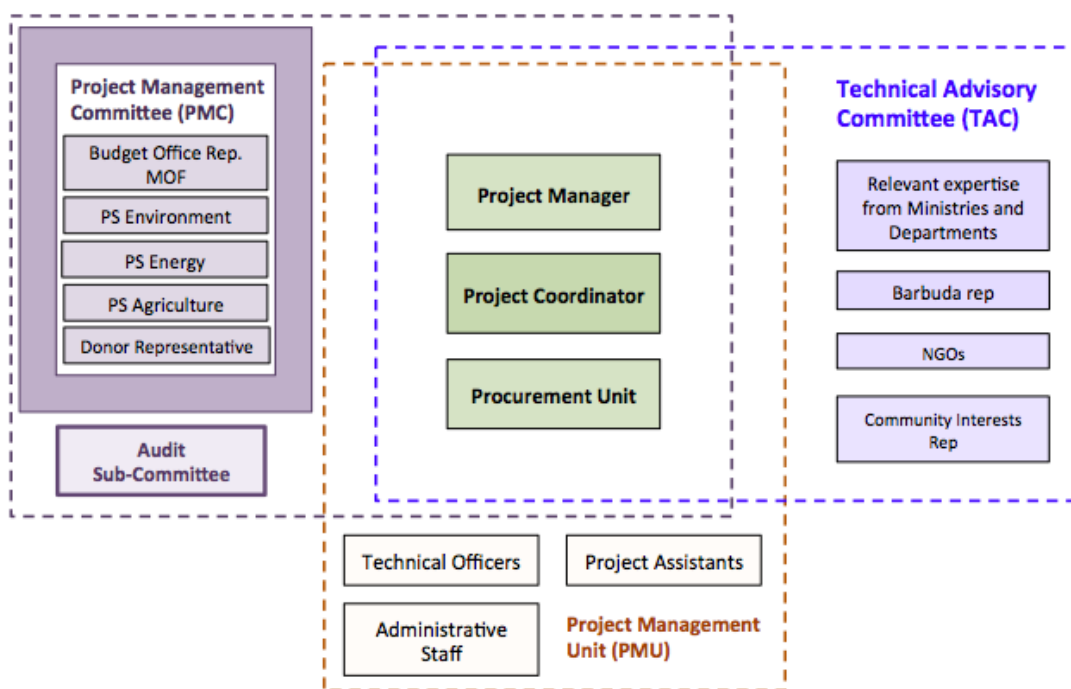
The project will be executed in line with established Government of Antigua and Barbuda procedures and the DOE will take overall responsibility for execution of the project, and for the project success. It will establish the necessary planning and management mechanisms to oversee project inputs, activities and outputs.

Finally, this project will feed into the CBIT Global Coordination Platform. There will be a process of knowledge sharing between the contents of the MRV system and the Global Coordination Platform in the form of an engagement, such as a webinar or an article. This is expected to include lessons learned, highlights and innovations of the MRV system and climate data and information.

As mentioned, the DOE's project management institutional arrangements are designed to promote linkages and synergies across the projects and initiatives that it implements (see figure below). The Project Management Unit (PMU), responsible for the day-to-day activities, will comprise of the Project Manager⁶, Project Coordinator⁷, Project Assistant(s), the DMU and supported by project consultants. The Technical Advisory Committee (TAC) meets monthly and reviews project progress, TORs, and appraises project risks. The project will build on the existing structure in the country and the Project Management Committee for the CBIT project will hence be made up of the Permanent Secretariats of the relevant agencies and is responsible for financial oversight and is an accountability mechanism to track project risks and mitigation measures. The committee will meet twice a year, and ensure coordination across different initiatives occurring in parallel. The initiative will follow the institutional structure described below.

⁶ Following Antigua and Barbuda's common terminology, the Project Manager will be a senior government official from the Department of Environment, his/her salary is covered by the Ministry and no GEF funds will be used for this position. He/she will be responsible for the management oversight of the project.

⁷ The Project Coordinator will oversee the project implementation under the guidance of the Project Management Committee, and will run the project on a day-to-day basis on behalf of the DOE and within the constraints laid down by the Project Management Committee.



Since this project management arrangement is consistent across the DOE’s portfolio of project activities, the framework requires that projects are rationalized and minimizes duplication across activities.

Antigua and Barbuda's ongoing GEF projects

Initiative	Timeframe	Focus Area
Monitoring and assessment of MEA implementation and environmental trends in Antigua and Barbuda (with UNDP)	Under Implementation: (2018 – 2022)	Multi-Focal Areas CCCD-1
The Path to 2020 – Antigua and Barbuda (with UNEP)	Under Implementation:	Biodiversity
Preventing COSTS of Invasive Alien Species (IAS) in Barbados and the OECS Countries (with UNEP)	Under Implementation:	Biodiversity
Biennial Update Report (BUR)	Under implementation: (2017 – 2019)	Climate Change

This project will coordinate with the projects listed through the institutional arrangements that presently exist for the management of environmental projects in Antigua and Barbuda. Day-to-day project implementation will be coordinated by the PMU. The TAC will be available to provide additional technical guidance and support to project implementation while the Project Management Committee will provide policy guidance and oversight. This is the present arrangement that exists in Antigua and Barbuda and allows for synergies with other projects to be identified, explored and executed.

Recently the GEF approved the support for the development of the 4th National Communication and the country's first Biennial Update Report is currently being implemented. Both are being supported by the DMU and reporting on future BURs and the National Communications will be done applying the mechanism established with the CBIT support. The country has also recently received GCF support under a readiness proposal for the National Adaptation Plan. This GCF NAP Readiness project seeks to address some of the barriers by strengthening the institutional, technical and financial capacity of the government at national, regional and local levels to advance the NAP process. The activities under these initiatives will be well coordinated and targeted to ensure that they address capacity needs as it relates to enhancing monitoring, reporting and verification without duplication of effort.

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 (LDCF/SCCF)?

The global environmental impacts generated by this project are directly related to the implementation of the commitments made by Antigua and Barbuda's NDC, and have important benefits in the areas of mitigation, capacity building and finance. The design of a tracking system for the NDC as well as the support received, and the innovative elements contained, are thought not only to be coherent with the Article 13 of the PA related to transparency, but also with the NDC implementation and its periodical revision described in article 4.

Also, the comprehensive inputs elaborated as inputs for the GHG emission-projections and the capacity building on impacts assessment will enable Antigua and Barbuda to improve its policy planning, enabling decision makers to have better information about climate-related policies. This will be crucial when the country decides to increase its level of ambition to collaborate with the global warming goal.

The project will report against Indicator 3 of the GEF CBIT Tracking Tool regarding MRV systems for emissions reductions in place and reporting verified data, of the CBIT results framework. The quality of MRV systems tracking results related to low-GHG development and GHG emissions mitigation is essential for ensuring transparency, accuracy and comparability of information with regard to climate change. This CBIT project will monitor an additional indicator regarding institutional capacities for transparency-related activities, Indicator 5 of the GEF CBIT Tracking tool "Qualitative assessment of institutional capacity built for transparency-related activities". The baseline and the targets are indicated in Annex J.

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.

Antigua and Barbuda's GEF 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.

The Environment Registry, being the key element of this proposal, is centered around knowledge management as it seeks to provide environment information to a range of stakeholders – both public and private. The DOE, as the designated authority of the Environment Registry, will ensure that all documentation is categorised and available for access. Additional regulations and procedures will be produced for access and use of the registry by other agencies. The project will work closely with the Project Management Committee) and the Technical Advisory Committee (TAC) who have historically been the key institutionalized knowledge management and coordination structures.

With regard to knowledge dissemination, Antigua and Barbuda aspires to share its experience on developing the Environment Registry and transparency. As indicated through Output 2.1.1, the country considers it crucial to build capacity including raising awareness nationally as well as in the region. This output will include meetings with government, private sector and NGO stakeholders on the Registry's operationalization. Internationally, Antigua and Barbuda considers it important to share the project's lessons learnt widely with the international community to foster the global knowledge base. It is envisioned that the platform will be made accessible to the international audience as part of CBIT's global activities, making Antigua and Barbuda a knowledge hub. Therefore, the project will define how this information shall be shared and updated on the global coordination platform. Sharing lessons learnt and experiences under the platform will ensure alignment of Antigua and Barbuda's CBIT project with other national, regional and global transparency initiatives. Considering the innovativeness of the present proposal regarding climate change adaptation transparency, coordinated and efficient efforts of a SIDS, and the integration of environmental data and information, Antigua and Barbuda believes that it will be of fundamental value to share its experience widely

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.

BURs and NCs: This project is aligned with the national priorities and needs explained in the 3rd National Communication. Moreover, the different components of this project will address the gaps and capacity building needs identified by the NCSA process.

NDCs and national climate strategies: the proposed project is thought to create the basic elements of the domestic monitoring system to assess the progress of implementation of the NDC targets, and the progress tracking indicators will be reflecting both the NDC targets and national climate strategies.

The project is aligned with Antigua and Barbuda's priorities communicated in its NDC and will be vital to facilitate the coordinated implementation of activities and measures contained within. The capacity building actions within this CBIT funded project will increase the capability of Antigua and Barbuda to produce transparent, complete, comparable, consistent and accurate GHG inventories included in the National Communications and Biennial Update Reports. The MRV systems developed in this project will also increase Antigua and Barbuda's capacity to generate data to develop solid project proposals to achieve its NDC targets.

In addition, the project is aligned with United Nations Development Assistance Framework (UNDAF) for the Organisation of Eastern Caribbean States, especially with regard to its Priority Area 3: Environmental - Disaster risk reduction; Climate Change and variability" 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"

C. DESCRIPTION OF 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 analyze 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 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 Terminal Evaluation 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. Terminal Evaluations must be initiated no later than six months after operational completion.

The draft Terminal Evaluation 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 finalized 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.

While a TE should review use of project funds against budget, it would be the role of a financial audit to assess probity (i.e. correctness, integrity etc.) of expenditure and transactions. A summary of M&E activities envisaged is provided in Annex G. The GEF contribution for M&E activities, including the Audit and the Inception Workshop is 45,000 USD.

ANNEX A: PROJECT RESULTS FRAMEWORK

Indicators:		Baseline	Target	Means of verification	UN Environment Medium-Term Strategy (2018-2021)
Objective: To 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><i>Subprogramme Climate Change⁸, Mitigation Expected Accomplishment (EA): Countries increasingly adopt and/or implement low greenhouse gas emission development strategies and invest in clean technologies;</i></p> <p><i>Adaptation EA: Countries increasingly advance their national adaptation plans, which integrate ecosystem-based adaptation.</i></p> <p><i>Subprogramme Environment under Review⁹</i></p> <p><i>EA: Governments and other stakeholders use quality open environmental data, analyses and participatory processes that strengthen the science-policy interface (e.g. GEO, SDG CoPs) to generate evidence-based environmental assessments, identify emerging issues and foster policy action.</i></p>
Objective Indicator 1:	Improvement in the quality of Institutional capacity for transparency based on GEF score 1 to 4 as per Annex IV of CBIT programming directions	2	+2	GEF Tracking Tool	
Component 1	National Registry to support monitoring of NDC implementation and tracking climate change impact				
Outcome 1	The Environment Registry MRV function is established through a participatory process that includes a resilience assessment				
Indicator 1.1	Improvement in the quality MRV system for GHG Inventory based on GEF score 1 to 10 as per Annex III of CBIT programming directions	2	+3	GEF Tracking Tool	
Indicator 1.2	Number of transparency guidance documents being used by DOE staff and sectoral data compilers	0	6	Interviews with DOE staff	

⁸ 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.

⁹ Objective: Governments and other stakeholders are empowered with quality assessments and open access to data and information to deliver the environmental dimension of sustainable development.; Indicator 2 Increase in policy action taken by countries on the environmental dimension of sustainable development based on the use of environmental data, information and assessment

Component 2	Institutionalization of the national transparency framework across sectors			
Outcome 2	The Environment Registry becomes the official national source for NDC monitoring, reporting and verification			
Indicator 2.1	Improvement in the quality MRV system for NDC Implementation reporting based on GEF score 1 to 10 as per Annex III of CBIT programming directions	1	+2	GEF Tracking Tool.
Indicator 2.2	Improvement in the quality MRV system for Climate Change adaptation reporting based on GEF score 1 to 10 as per Annex III of CBIT programming directions	2	+2	GEF Tracking Tool.
Indicator 2.3	% of specialized trained staff who declares to be in a better position to implement MRV systems (gender disaggregated)	N/A	%70	Training surveys

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).

There were no comments at the PIF stage that still needed to be addressed. Please find below the comments we have addressed at the CEO Endorsement request phase.

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

Secretariat Comment at CEO Endorsement

Overall, the project structure is appropriate to meet the expected outcomes and outputs. However, there are quite a few details missing for a CEO endorsement document when compared to the PIF.

For example, under Component 1 there is no explanation as to what constitutes as climate change data for which regulations, procedures and guidelines for MRV will be developed. What is the coverage of this data in terms of sectors, gases, emission factors, activity data, tier of reporting, etc. What is the coverage in terms of NDC indicators (mitigation and adaptation, conditional and unconditional)? Will the outputs under this Component lead to Antigua and Barbuda being able to produce a GHG inventory and report on the NDC indicators developed under the Paris Agreement every two years?

Under Component 2, which sectors are expected to benefit from additional data for policymaking? Will this be piloted with a ministry and/or policy within this project to test the utility of the climate data? Who are the data providers that will be trained? What is the knowledge management strategy for the guidelines and training modules to ensure their sustainability? Will GHG training include the refinement to the 2006 IPCC guidelines which are soon to be adopted?

In addition, information on the activities carried out and findings from the PPG would be beneficial.

Response to Secretariat comments

UN Environment, June 2019: The implementation of component 1 will be guided by the 2019 refinement of the 2006 IPCC guidelines. As the emission sources are limited due to the size of the country, all relevant activity data will be covered by the regulations, procedures and guidelines. Data collection guidelines for the NDC indicators will be developed to ensure that the frequency of the data collection is aligned with the Katowice MPGs (see page 19).

Due to the small size of the country (90,000 inhabitants), training activities will cover all IPCC sectors and the staff of the Data Management Unit and reflect the 2019 refinement of the 2006 IPCC guidelines. In addition, all the training modules developed will be available through the online data portal to ensure consistency of the technical skills being developed of relevant staff (see page 25 & 26).

The PPG allowed a team of an international and a local consultant to gain in-depth understanding of the needs and gaps in the country and to consult a range of stakeholders about the proposed activities. A summarized PPG report was uploaded in the GEF submission portal together with the first CEO Endorsement request submission. About 5,000 USD remains from the PPG and will be spent on further stakeholder consultations in the inception phase.

6. Are relevant tracking tools completed?

Secretariat Comment at CEO Endorsement

Yes, the CBIT Tracking Tool is completed and a target for Core Indicator 11 is provided.

However, we believe that the target quality of MRV systems selected seems lower than what the project aims to achieve. A rating of 4 is described as "Measurement systems are strong in a limited set of activities however, analyses still needs improvement; periodic monitoring and reporting although not yet cost/time efficient; verification is only upon specific request and limited" but the project aims to enable the country to "build routine, concurrent and participatory monitoring, reporting and verification processes" to "track NDC implementation and monitor GHG emissions and exposure to climate impacts". Please consider increasing the target level.

Response to Secretariat comments

UN Environment, June 2019: Based on this feedback and internal discussions, it was agreed to raise the target of improving the MRV system to rating 5.

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

Additional information on coordination with the 4NC project as well as with the ongoing cross-cutting capacity development project is necessary, considering the implementation and scope of these three projects overlap considerably. This could be elaborated upon under the alternative scenario where there is overlap or active coordination, as well as under Incremental Reasoning.

Response to Secretariat comments

UN Environment, June 2019: Details about the coordination and synergies of the tree projects are now available in the alternative scenario section (See page 15 & 16) and a reference is made in the incremental reasoning section (p 28).

12. Is CEO endorsement recommended?

Secretariat Comment at CEO Endorsement

Not yet, please address minor comments above. In addition, we assessed the request from the OFP to use targeted technical support from UNEP DTU Partnership and we believe it is reasonable. We clear the institutional arrangement presented.

Response to Secretariat comments

UN Environment, June 2019: Thank you. Comments have been addressed as explained under each item.

ANNEX C: STATUS OF IMPLEMENTATION OF PROJECT PREPARATION ACTIVITIES AND THE USE OF FUNDS¹⁰

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

PPG Grant Approved at PIF: USD 35,000			
<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>
Consultant UDP	28,500	28,500	0
Consultant ROLAC	5,000	5,000	0
Missions to Antigua & Barbuda	4,000	4,000	0
Training, Workshops & Conferences	5,000	1,000	4,000
Internal Travel	1,000	1,000	0
Local Consultant	6,500	6,500	0
Total	50,000	46,000	4,000

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

¹⁰ 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 E: GEF 7 CORE INDICATOR WORKSHEET

Core Indicator 11	Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment				(Number)	
			Target		Number Achieved	
				CEO Endorsement	MTR	TE
			Female	30		
			Male	30		
			<i>Total</i>	<i>60</i>		

ANNEX F: GEF PROJECT TAXONOMY WORKSHEET

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 checked="" 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 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 checked="" 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 checked="" type="checkbox"/> Climate Finance (Rio Markers)	<input type="checkbox"/> Paris Agreement <input type="checkbox"/> Sustainable Development Goals <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

Local data/GHG expert

Duration 33
(months):

Date M1
Required:

Duty station: St. John's, Data Management Unit

Reporting structure: The Local data/GHG Expert will be under the overall guidance and report to the head of the Department of Environment under the Ministry of Environment. The Local data/GHG Expert will be based in the Data Management Unit from where he/she will support the daily work related to the operationalization of the Environment Registry

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 Antigua & Barbuda 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.

Project activities to be undertaken:	1.1.1	Design a legal structure for climate data collection and sharing based on MoUs and other formal agreements
	1.1.2	Develop QA/QC standards for data that will be collected by the various stakeholders
	1.1.3	Develop and formalize methodologies and guidelines for data collection, management and sharing
	2.1.1	Train key stakeholders in applying the QA/QC plan and the new data collection guidelines
	2.1.2	Train relevant staff in the Data Management Unit and sectoral experts to develop GHG inventories and reporting on adaptation
	2.1.3	Create awareness about the Environment Registry and make data available for policymakers through periodic yearly reports on climate change risks and solution
	2.1.4	Include the private sector in data collection for the Environment registry through trainings and workshops
	Expected outputs and deliverables:	D1
	D2	QA/QC standards for data management developed (based on IPCC 2006 guidelines)
	D3	Guidelines for data collection, management and sharing developed and formalized
	D16	Periodic reports on climate change risks and solutions developed
	D17	Three meetings in the region conducted on regional mechanisms

D18 Four exchange learning visits conducted to neighboring SIDS

Qualifications: Advanced degree or higher (Master's or higher) in areas relevant to public administration, IT management or similar

Proven understanding of the Paris Agreement and Antigua & Barbuda's climate targets

A minimum of 5 years professional experience in areas related to climate and/or data management

Language(s): English

IT firm developing the online platform and data sharing system

Duration 12
(months):

Date M12
Required:

Duty station: St. John's, Data Management Unit

Reporting structure: The IT firm will be under the overall guidance of the head of the Data Management Unit and report to the head of the Department of Environment

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 Antigua & Barbuda 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.

Project activities to be undertaken:

- 1.2.1 Establish a user-friendly online data portal for the Environment Registry, including a management system to facilitate data sharing among data sources and a data entry manual
- 1.2.2 Conduct consultations with public sector stakeholders, NGOs, private sector and CSOs on the design of the online platform and the data management system

Expected outputs and deliverables:

- D6 Online data portal and data sharing system for the Environment Registry established
- D7 Step-by-step manual for data entry developed

Qualifications: At least 10 years experience in developing online platforms and data sharing systems
Proven experience working with public sector IT systems and climate data

Language(s): English

International climate and NDC experts (mitigation and adaptation)

Duration 6
(months):

Date M9
Required:

Duty station: Home-based with minimum two missions to Antigua and Barbuda

Reporting structure: The implementing partner will be under the overall guidance of the head of the Data Management Unit and report to the head of the Department of Environment under the Ministry of Environment.

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 Antigua & Barbuda 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.

Project activities to be undertaken:

- 1.4.1 Develop an NDC implementation plan through a participatory process
- 1.4.2 Develop indicators in a consultative way for the NDC implementation plan
- 1.4.3 Define terms of reference (ToR) and scope of the National Coordinating Mechanism (NCM) committee, its legal mandate and its administrative location.

Expected outputs and deliverables:	D12	Roles and responsibilities for coordinating NDC implementation established
	D13	Scope, legal mandate and administrative location of the National Coordinating Mechanism (NCM) committee defined
	D14	Key stakeholders trained in applying the new data mechanisms

Qualifications: More than 10 years work experience in the area of climate change and UNFCCC

Proven experience in supporting countries to develop NDC implementation plans

Proven experience in developing capacities and institutional development in the area of climate change

Language(s): English

International experts on data management

Duration (months): 4

Date Required: M6

Duty station: Home-based with minimum two missions to Antigua and Barbuda

Reporting structure: The implementing partner will work under the overall guidance of the head of the Data Management Unit and report to the head of the Department of Environment under the Ministry of Environment.

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 Antigua & Barbuda 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.

Project activities to be undertaken:	1.1.1	Design a legal structure for climate data collection and sharing based on MoUs and other formal agreements
	1.1.2	Develop QA/QC standards for data that will be collected by the various stakeholders
	1.1.3	Develop and formalize methodologies and guidelines for data collection, management and sharing
	1.1.4	Identify data sources for the data-set necessary to report on NDC indicators and operationalize the EPMA
	2.1.1	Train key stakeholders in applying the QA/QC plan and the new data collection guidelines
	2.1.2	Train relevant staff in the Data Management Unit and sectoral experts to develop GHG inventories and reporting on adaptation
	Expected outputs and deliverables:	D1
	D2	QA/QC standards for data management developed (based on IPCC 2006 guidelines)

- D3 Guidelines for data collection, management and sharing developed and formalized
- D14 Key stakeholders trained in applying the new data mechanisms
- D15 Two staff in the Data Management Unit trained to develop GHG inventories

Qualifications: Relevant advanced degree or higher (Master's or higher)

More than 10 years experience providing support to public sectors on climate resilient data storage systems
 Proven experience working with data security and data protection in the region

Language(s): English

Local expert on climate resilient data systems

Duration 5
 (months):

Date Required: M9

Duty station: St. John's, Data Management Unit

Reporting structure: The local expert will work under the overall guidance of the head of the Data Management Unit and report to the head of the Department of Environment under the Ministry of Environment.

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 Antigua & Barbuda 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.

Project activities to be undertaken:

1.3.1 Undertake an infrastructural and data security risk assessment of Antigua and Barbuda's data management and storage systems

1.3.2 Implement the recommendations from the assessment

Expected outputs and deliverables:

D9 Measures undertaken based on the assessment to improve data security

Qualifications: Advanced University degree in Information Technology, Computer Science, Management Information systems and/or relevant area;
A Bachelor's degree with additional years experience can be accepted as the equivalent to a Master's degree;
Proven experience working with data security and data protection in the country/region

Language(s): English

Climate and gender expert

Duration 30
(months):

Date Required: M3

Duty station: St. John's, Data Management Unit

Reporting structure: The expert will work under the overall guidance of the head of the Data Management Unit and report to the head of the Department of Environment under the Ministry of Environment.

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 Antigua & Barbuda 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.

Project activities to be undertaken: Conduct two workshops on relevant topics to share lessons learned of establishing a climate transparency system with regional peers and other SIDS

Develop a gender approach for project implementation

Create awareness about the Environment Registry and make data available for policymakers through periodic reports on climate change risks and solution

General support to the process of updating NDC

Expected
outputs and
deliverables:

Two workshops organized on regional mechanisms for mechanisms for
transparency

Gender consideration strategies

Periodic reports on climate change risks and regional and national
solutions developed

Qualifications: Advanced university degree in areas related to climate change

Excellent understanding of global and national climate change policy making, including gender aspects

A minimum of 7 years work experience in areas related to climate transparency

Language(s): English

Project Coordinator

Duration 35
(months):

Date Required: M1

Duty station: St. John's, Data Management Unit

Reporting structure: The project coordinator will work under the overall guidance of the head of the Data Management Unit and report to the head of the Department of Environment under the Ministry of Environment.

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 Antigua & Barbuda 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.

Project activities to be undertaken: Execution of the project in accordance with the project objectives, activities and budget

Manage financial resources and processing all financial transaction relating to sub-allotments
Attend and facilitate inception workshops and national steering committee meetings

Expected outputs and deliverables: Inception workshop conducted

Half-yearly progress reports

Project Implementation Review (PIR)

Final Report

Qualifications: Relevant advanced degree or higher (Master's or higher)

Proven work experience in managing projects in the area of climate change or related

Understanding of data systems

Experience working with GEF projects

Language(s): English

Project Admin. assistant

Duration 34
(months):

Date Required: M1

Duty station: St. John's, Data Management Unit

Reporting structure: The project assistant will work under the overall guidance of the Project Coordinator, Project Management Unit, Data Management Unit and report to the head of the Department of Environment under the Ministry of Environment.

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 Antigua & Barbuda 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.

Project activities to be undertaken:	<p>Provide assistance in monitoring project budget implementation/expenditures</p> <p>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</p> <p>General support to project coordination</p>
Expected outputs and deliverables:	<p>Quarterly financial reports</p> <p>Organization of project workshops supported</p> <p>Financial and administrative project tasks managed as per country and UNEP guidelines</p>
Qualifications:	<p>Undergraduate university degree (Bachelor's degree or equivalent) in accounting, finance, or related field and a minimum of 2 years of work experience in financial management</p> <p>Associate degree in accounting, finance, or related field and a minimum of 5 years of work experience in financial management</p> <p>Demonstrated team work and interpersonal abilities</p>
Language(s):	English

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

Outcomes	Outputs	Cost Component (select from drop down list)	Budget line Code	Description	Year 1	Year 2	Year 3	Total	
The Environment Registry MRV function is established through a participatory process that includes a resilience assessment	Regulations, procedures and guidelines for monitoring, reporting and verifying climate change data are developed	Staff and Other Personnel Cost	01001	Local data/GHG expert	22 000	24 000	20 000	66 000	
		Contractual Services	12081	International experts on data management	33 000	10 000	-	43 000	
	GEF financing for output 1.1				55 000	34 000	20 000	109 000	
	Environment Registry is accessible to the public to promote accountability and transparency		Contractual Services	12001	IT firm developing the online platform and data sharing system	16 500	33 500		50 250
			Contractual Services	12002	Consultations with stakeholders on the online platform and data sharing system	2 000	4 000	-	6 000
	GEF financing for output 1.2				19 500	21 500	6 200	56 250	
	Data security and climate resilient assessment for the Environment Registry is conducted		Staff and Other Personnel Cost	01002	International expert on climate resilient data systems	20 000	20 000	10 000	50 000
			Staff and Other Personnel Cost	01003	Local expert on climate resilient data systems	12 000	8 000	-	20 000
			Equipment	13501	Climate proofing data storage system: One server and installation of firewall security software and configurations linking it to the data management system including training and long term service agreement (1*40,000), Storage service provider for cloud back-up including long term service level agreement (1*15,000USD), home solar back-up battery and installation	-	109 000	-	109 000

			(1*25,000), two workstations desktop PC (2*11,000 USD), other parts, cables, host bus adaptors etc.) (1*7,000)					
	Equipment	13502	Improving data security through climate resilient infrastructure	-	200 000	-	200 000	
	GEF financing for output 1.3			32 000	337 000	10 000	379000	
Country-specific indicators in line with Nationally Determined Contribution targets developed	Contractual Services	12082	International climate and NDC experts (mitigation and adaptation)	20 000	20 000	20 000	60 000	
	Staff and Other Personnel Cost	01004	Local climate and NDC expert	8 000	8 000	4 000	20 000	
	Contractual Services	12003	Project milestone workshops (including USD 3,000 for the Inception Workshop)	5 700	-2 850	-2 850	11 400	
	Contractual Services	12004	Stakeholder consultations for NDC implementation plan	6 000	3 000	-	9 000	
	Contractual Services	12083	Terminal evaluation			15 000	15 000	
	GEF financing for output 1.4			39 700	33 850	41 850	115 400	
	Total component 1			145 450	442 350	71 850	659 650	
The Environment Registry becomes the official national source for NDC monitoring, reporting and verification	Training to government agencies, private sector, and civil society is provided in order to appropriately and efficiently contribute data to the Environment Registry	Travel	16001	International trainings for DMU staff	18 500	37 000	-	55 500
		Contractual Services	12005	Exchange stays to other countries to learn about QA/QC and data sharing mechanisms	14 000	7 000	-	21 000
		Contractual Services	12006	Training of sectoral and sub-national key stakeholders on how to apply guidelines and methodologies	-	10 000	10 000	20 000
		Staff and Other Personnel Cost	01081	Climate and gender expert	19 000	19 000	19 000	57 000
		Contractual Services	12007	Audit	4 000	4 000	4 000	12 000
	GEF financing for output 2.1			55 500	77 000	33 000	165 500	

	Evaluation, learning and scaling up of the transparency initiative are conducted	Contractual Services	12008	Two regional workshops to share lessons learned with countries in the region	-	-	33 250	33 250
		Contractual Services	12009	Three workshops to engage the private sector	-	10 000	5 000	15 000
		Contractual Services	12010	High-level launch of the first yearly report on climate change impact and solutions		-	2 600	2 600
		Contractual Services	12011	Workshop to agree on a gender approach for project implementation	2 500	-	-	2 500
		Travel	16002	Travels to participate in global and regional MRV meetings	4 000	4 000	4 000	12 000
		Contractual Services	12083	Terminal evaluation		-	15 000	15 000
		General Operating Costs	12501	General Operating costs	2 250	2 250	-	4 500
	GEF financing for output 2.2				8 750	16 250	58 850	84 850
	Total component 2				64 250	93 250	92 850	250 350
Project Management Cost	PMC	Staff and Other Personnel Cost	01006	Project Coordinator	16 800	16 800	16 800	50 400
		Staff and Other Personnel Cost	01007	Project Admin. assistant	10 000	12 000	12 000	34 000
		Equipment	13503	Two computers and office supplies	2 800	1 400	1 400	5 600
	Sub-total				29 600	30 200	30 200	90 000
	Total				239 300	565 800	194 900	1 000 000

Budget codes categories

01000	Staff and Other Personnel Cost
13000	Supplies, Commodities and Materials
13500	Equipment

12000	Contractual Services
16000	Travel
12500	General Operating Costs

ANNEX H2: DETAILED CO-FINANCE BUDGET (US\$)

Outcomes	PROJECT COST PLAN BY OUTPUT			USD	
	Outputs	Budget Code	Budget Line Description	GEF (Cash)	Antigua and Barbuda Government (In-kind)
The Environment Registry MRV function is established through a participatory process that includes a resilience assessment	Regulations, procedures and guidelines for monitoring, reporting and verifying climate change data are developed	01001	Local data/GHG expert	66 000	
		12081	International experts on data management	43 000	
		61001	Co-finance for establishing the Environment Registry		20 000
	Total output 1.1			109 000	20 000
	Environment Registry is accessible to the public to promote accountability and transparency	12001	IT firm developing the online platform and data sharing system	50 250	
		12002	Consultations with stakeholders on the online platform and data sharing system	6 000	
		61001	Co-finance for establishing the Environment Registry		20 000
	Total output 1.2			56 250	20 000
	Data security and climate resilient assessment for the Environment Registry is conducted	01002	International expert on climate resilient data systems	50 000	

		01003	Local expert on climate resilient data systems	20 000	
		13501	Climate proofing data storage system	109 000	
		13502	Improving data security through climate resilient infrastructure	200 000	
		61001	Co-finance for establishing the Environment Registry		20 000
	Total output 1.3			379 000	20 000
	Country-specific indicators in line with Nationally Determined Contribution targets developed	12082	International climate and NDC experts (mitigation and adaptation)	60 000	
		01004	Local climate and NDC expert	20 000	
		12003	Project milestone workshops	11 400	
		12004	Stakeholder consultations for NDC implementation plan	9 000	
		12083	Terminal evaluation	15 000	
		61001	Co-finance for establishing the Environment Registry		40 000
	Total output 1.4			115 400	40 000
The Environment Registry becomes the official national source for NDC monitoring, reporting and verification	Total component 1			659 650	100 000

	Training to government agencies, private sector, and civil society is provided in order to appropriately and efficiently contribute data to the Environment Registry	16001	International trainings for DMU staff	55 500	-
		12005	Exchange stays to other countries to learn about QA/QC and data sharing mechanisms	21 000	-
		12006	Training of sectoral and sub-national key stakeholders on how to apply guidelines and methodologies	20 000	
		01081	Knowledge management expert	57 000	
		12007	Audit	12 000	
		61002	Co-finance for MRV of NDC		30 000
	Total output 2.1			165 500	30 000
	Evaluation, learning and scaling up of the transparency initiative are conducted	12008	Two regional workshops to share lessons learned with countries in the region	1633 250	-
		12009	Three workshops to engage the private sector	15 000	
		12010	High-level launch of the first yearly report on climate change impact and solutions	2 600	
		12011	Workshop to agree on a gender approach for project implementation	2 500	
		16002	Travels to participate in global and regional MRV meetings	12 000	

		12083	Terminal evaluation	15 000		
		12501	Miscellaneous	4 500		
		61002	Co-finance for MRV of NDC		20 000	
	Total output 2.2			84 850	20 000	
Project Management Cost	Total component 2			250 350	50 000	
		01006	Project Coordinator	50 400		
		01007	Project Admin. assistant	34 000		
		13503	Two computers and office supplies	5 600		
		61002	Co-finance for MRV of NDC		50 000	
		Sub-total PMC			90 000	50 000
		Total			1 000 000	200 000

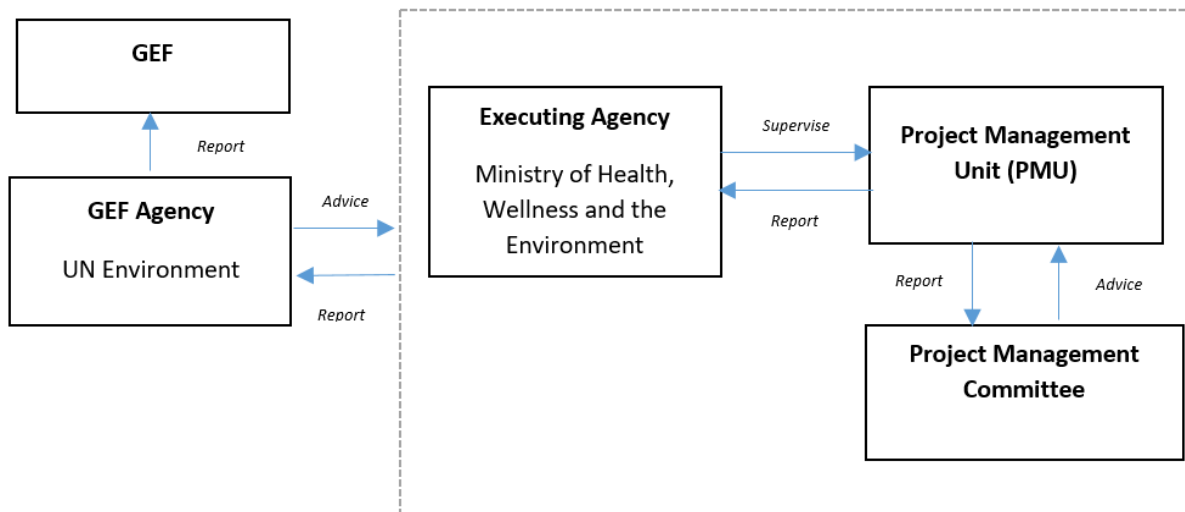
ANNEX I: M&E BUDGET AND WORK PLAN

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 Coordinator	Immediately following, within 2 months of project start-up	GEF: 3,000
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 Coordinator	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 Coordinator tasks Co finance: 3,000
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 Coordinator	Yearly, by 31 July latest	Part of Project Coordinator tasks
Audits	Financial audits	Execution: Independent auditors	Yearly	GEF: 12,000

M&E Activity	Description	Responsible Parties	Timeframe	Indicative budget (USD)
		Support: Project Coordinator		
Final Report	<p>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.</p> <p>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.</p>	Execution: Project Coordinator	Final report at least two-three months of the project completion date;	Part of Project Coordinator 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.	<p>Execution: Independent consultants</p> <p>Support: UN Environment and Government counterparts</p> <p>Commission the TE: Evaluation Office</p>	Not before 6 months prior to and no later than 6 months after the project's operational completion	GEF: 30,000
TOTAL indicative COST			GEF Grant for M&E: USD 45,000	
(Excluding project team staff time and UN Environment staff and travel expenses)			Cofinance: USD 3,000	

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 Ministry of Tourism and Environmental Affairs 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 Management Committee	<ul style="list-style-type: none"> - Project Manager (PM) - Project Coordinator (PC) - UN Environment (IA) - Permanent Secretary Ministry of Public Utilities, Civil Aviation and Energy - Permanent Secretary Ministry of Agriculture, Fisheries and Barbuda Affairs - Permanent Secretary Ministry of Health, Wellness and The Environment - Representative from Ministry of Finance 	<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; • Provide insight on national policy barriers and proposed stages of national policy development. 	Twice a year
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, 	Periodic meetings with Project Management

Body	Composition	Role and description	Frequency of meetings
		<p>financial and audit reports;</p> <ul style="list-style-type: none"> • 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 coordinator 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; • 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. 	Unit (PMU) and EA
Executing Agency (EA)	Ministry of Health, Wellness and The Environment	<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; 	Internal quarterly meetings with PM, PC and national focal point

Body	Composition	Role and description	Frequency of meetings
		<ul style="list-style-type: none"> • 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. 	
Project Management Unit (PMU)	Project Manager (PM)/ National Project Focal Point (NPFC)	<ul style="list-style-type: none"> • Will be represented by an officer from the Executing Agency; • Act as member of the Project Management Committee; • Report to and receive advice from the Project Management Committee; • Identify and secure partner support for the implementation of project activities; • Advise on hiring process. 	Regular meetings with PC
	Project Coordinator (PC)	<ul style="list-style-type: none"> • The PC will be paid with GEF funds, will be hosted by the Ministry of Health, Wellness and The Environment and will be responsible for: • 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; 	Monthly meetings with PM/NPFC

Body	Composition	Role and description	Frequency of meetings
		<ul style="list-style-type: none"> • Coordinate with strategic taskforces; • Act as secretary of the Project Management Committee • Plan and host/chair the Project Management Committee annual meetings; • Periodic reporting to UN Environment and the Project Management Committee 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 Project Management Committee 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. 	

Stakeholder engagement by project outcome/output

Outcome	Output	Lead Institution	Key stakeholders	Role of key stakeholders
Outcome 1 The Environment Registry MRV function is established through a participatory process that includes a resilience	1.1 Regulations, procedures and guidelines for monitoring, reporting and verifying climate change data are developed	Department of Environment	Data Management Unit, Project Management Unit, line ministries, private sector, civil society	The Data Management Unit and the Project Management Unit will lead the development of regulations, procedures and guidelines. The line ministries, private sector and civil society will be closely involved and consulted to ensure that all stakeholders support the implementation and enforcement. Once enforced, all data providers will benefit from a more transparent data collection system.
	1.2 Environment Registry is accessible to the public to promote accountability and transparency.	Department of Environment	Data Management Unit, Ministry of Finance, The Economy and Public Administration	The Environment Registry will deliver climate data to all reports to UNFCCC. In addition, the public registry, will allow the Ministry of Finance, The Economy and Public Administration and all other ministries to access data for planning purposes and alignment with the Sustainable Development Goals.
	1.3 Data security and climate resilient assessment for the Environment Registry is conducted.	Department of Environment	All units in the Department of Environment	The climate data will be securely stored and generate motivation for Department of Environment staff to further engage in climate related activities.

	1.4 Country-specific indicators in line with Nationally Determined Contribution targets are developed	Department of Environment	Ministry of Finance, The Economy and Public Administration, private sector, civil society	The NDC implementation plan with indicators allows the Ministry of Finance, The Economy and Public Administration to integrate climate and the NDC targets into national planning. All relevant stakeholders will be consulted when developing the indicators.
Outcome 2 The Environment Registry becomes the official national source for NDC monitoring, reporting and verification	2.1 Training to government agencies, private sector, and civil society is provided in order to appropriately and efficiently contribute data to the Environment Registry	Department of Environment	Data Management Unit, key sectors, civil society, sub-national agencies	Stakeholders from all sectors expected to be involved in data collection, sharing and management will be subject to training and capacity building both from public and private sector.
	2.2 Evaluation, learning and scaling up of the transparency initiative are conducted	Department of Environment	Data Management Unit, Ministry of Finance, The Economy and Public Administration	Regional engagement and technical peer learning will involve strategically selected staff in key sectors. High-level meetings and NDC discussions will require the involvement of the Ministry of Finance, The Economy and Public Administration

ANNEX K: PROJECT WORKPLAN AND DELIVERABLES

			Year 1				Year 2				Year 3			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Outcome 1			The Environment Registry MRV function is established through a participatory process that includes a resilience assessment											
Output 1.1			Regulations, procedures and guidelines for monitoring, reporting and verifying climate change data are developed											
Activity	1.1.1	Design a legal structure for climate data collection and sharing based on MoUs and other formal agreements												
Activity	1.1.2	Develop QA/QC standards for data that will be collected by the various stakeholders												
Activity	1.1.3	Develop and formalize methodologies and guidelines for data collection, management and sharing												
Activity	1.1.4	Identify data sources for the data-set necessary to report on NDC indicators and operationalize the EPMA												
Deliverable	1	MoUs and other legal agreements for climate data collection and sharing implemented												
Deliverable	2	QA/QC standards for data management developed (based on IPCC 2006 guidelines)												
Deliverable	3	Guidelines for data collection, management and sharing developed and formalized												
Output 1.2			Environment Registry is accessible to the public to promote accountability and transparency											
Activity	1.2.1	Establish a user-friendly online data portal for the Environment Registry, including a management system to facilitate data sharing among data sources and a data entry manual												
Activity	1.2.2	Conduct consultations with public sector stakeholders, NGOs, private sector and CSOs on the design of the online platform and the data management system												
Activity	1.2.3	Provide training in operating the online platform and long term service agreement												
Deliverable	6	Online data portal and data sharing system for the Environment Registry established												
Deliverable	7	Step-by-step manual for data entry developed, training provided and long term technical service agreement included in ToR for IT.												
Output 1.3			Data security and climate resilient assessment for the Environment Registry is conducted											
Activity	1.3.1	Undertake an infrastructural and data security risk assessment of Antigua and Barbuda's data management and storage systems												
Activity	1.3.2	Implement the recommendations from the assessment												
Activity	1.3.3	Provide training in operating the data storage system and long term service agreement												
Deliverable	8	Data security risk assessment conducted												
Deliverable	9	Measures undertaken based on the assessment to improve data security												
Deliverable	10	Training provided to operate the IT equipment of the data storage system and long term service agreement in place with IT provider												
Output 1.4			Country-specific indicators in line with Nationally Determined Contribution targets developed											
Activity	1.4.1	Develop an NDC implementation plan through a participatory process												
Activity	1.4.2	Develop indicators in a consultative way for the NDC implementation plan												
Activity	1.4.3	Define terms of reference (ToR) and scope of the National Coordinating Mechanism (NCM) committee, its legal mandate and its administrative location.												
Deliverable	11	NDC implementation plan and indicators developed												
Deliverable	12	Roles and responsibilities for coordinating NDC implementation established												
Deliverable	13	Scope, legal mandate and administrative location of the National Coordinating Mechanism (NCM) committee defined												
Outcome 2			The Environment Registry becomes the official national source for NDC monitoring, reporting and verification											
Output 2.1			Training to government agencies, private sector, and civil society is provided in order to appropriately and efficiently contribute data to the Environment Registry											
Activity	2.1.1	Train key stakeholders in applying the QA/QC plan and the new data collection guidelines												
Activity	2.1.2	Train relevant staff in the Data Management Unit and sectoral experts to develop GHG inventories and reporting on adaptation												
Activity	2.1.3	Create awareness about the Environment Registry and make data available for policymakers through periodic yearly reports on climate change risks and solution												
Activity	2.1.4	Include the private sector in data collection for the the Environment registry through trainings and workshops												
Deliverable	14	Key stakeholders trained in applying the new data mechanisms												
Deliverable	15	Two staff in the Data Management Unit trained to develop GHG inventories												
Deliverable	16	Periodic reports on climate change risks and solutions developed												
Output 2.2			Evaluation, learning and scaling up of the transparency initiative are conducted											
Activity	2.2.1	Conduct two workshops on relevant topics to share lessons learned of establishing a climate transparency system with regional peers and other SIDS												
Activity	2.2.2	Participate actively in the Global Coordination Platform and global CBIT workshops												
Deliverable	17	Three meetings in the region conducted on regional mechanisms												
Deliverable	18	Four exchange learning visits conducted to neighbouring SIDS												

GEF6 CEO Endorsement /Approval Template-August2018

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

Section A. General Data			
		At CEO Endorsement	
Project Title	Capacity Building for Improved Transparency on Climate Actions through an Environment Registry in Antigua and Barbuda		
GEF ID	9849		
GEF Agency	UNEP		
Agency Project ID	1586		
Country	Antigua and Barbuda		
Region	LCR		
Date of Council/CEO Approval			PIF approval 9 April 2018
GEF Grant (US\$)	1,000,000		
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			
		Target at CEO Endorsement	
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 USD		
Private			
Domestic	200,000 USD		
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.
National GHG inventory reported	2	5	The institution responsible for preparing the GHG inventory has a formal mandate to engage with stakeholders and years of experience coordinating GHG inventories but the actual inventory activities are not integrated into the national budget. There is awareness about the GHG inventory among ministries but lack of awareness and engagement among sub-national governments, CSOs and private sector. Data collection is done ad hoc and by

			request and stakeholders are reluctant to share data. There is no QA/QC system or verification mechanisms in place to ensure robust data reporting
NDC implementation reporting	1	3	No systems are in place for reporting on NDC implementation.
Climate Change adaptation reporting	2	4	There is a team collecting data related to climate change adaptation but the processes still need to be institutionalized and applied in the context of climate change.
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			10-09-2001
2nd National Communication			29-11-2011
3rd National Communication			23-09-2016
Biennial Update Reports			on-going
NDC			15-10-2015
Other			
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.
	2	4	The Data Management Unit under the Department of Environment is responsible for data collection and has the mandate to collect environmental and biodiversity data. However, climate data is not mentioned in the act mandating DOE to collect data and most of the staff is project based. There is little understanding of article 13 and no link established between data collection/transparency and NDC implementation.

ANNEX M: GEF OPERATIONAL FOCAL POINT ENDORSEMENT LETTER



Government of Antigua and Barbuda

Department of Environment
Ministry of Health and the Environment
#1 Victoria Park, Botanical Garden
P.O. Box W693
St. John's
Antigua, W.I.
Tel: (268) 462-6265
Fax: (268) 462-4625
Email: antiguaenvironmentdivision@gmail.com

2nd February 2017

To: Brennan Van Dyke, GEF Executive Coordinator
United Nations Environment Programme (UNEP)
vandyke@un.org

Subject: Endorsement for Capacity Building for Improved Transparency on Climate Actions through an Environment Registry in Antigua & Barbuda

In my capacity as GEF Operational Focal Point for Antigua and Barbuda, I confirm that the above project proposal (a) is in accordance with my government's national priorities to achieve adaptation and mitigation targets as defined in our nationally determined contributions (NDC) and our commitment to the relevant global environmental conventions; 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 GEF Agency(ies) listed below. If approved, the proposal will be prepared and implemented by United Nations Environment (formerly UNEP). I request the GEF Agency(ies) to provide a copy of the project document before it is submitted to the GEF Secretariat for CEO endorsement.

The total financing (from the CBIT) being requested for this project is US\$1,149,750, 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 Antigua and Barbuda is detailed in the table below:

Source of Funds	GEF Agency	Focal Area	Amount (in US\$)			
			Project Preparation	Project	Fee	Total
GEFTF	UNEP	Climate	50,000	1,000,000	99,750	1,149,750
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
Total GEF Resources			50,000	1,000,000	99,750	1,149,750

We confirm our understanding that this project is **NOT** financed from STAR financing.

Sincerely,

Mrs. Diann Black-Layne
Director
Department of Environment

ANNEX N: CO-FINANCING COMMITMENT LETTERS AND TARGETED TECHNICAL SUPPORT REQUEST



GOVERNMENT OF ANTIGUA AND BARBUDA

Department of Environment
Ministry of Health and the Environment
#1 Victoria Park, Botanical Garden
P.O. Box W693
St. John's
Antigua, W.I.
Tel: (268) 462-6265
Fax: (268) 462-4625
Email: antiguaenvironmentdivision@gmail.com

15th March, 2019, Antigua and Barbuda

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

SUBJECT: co-financing for the project "Capacity building for improved transparency on climate actions through an environment registry in Antigua & Barbuda"

I have the pleasure of writing to you in relation to the implementation of the Project "Capacity building for improved transparency on climate actions through an environment registry in Antigua & Barbuda", funded by the Global Environment Facility, that will be executed by the Ministry of Health, Wellness and the Environment.

The aforementioned project contributes to the implementation of the Paris Agreement in Antigua and Barbuda and the Nationally Determined Contributions (NDC). The Ministry of Health, Wellness and the Environment is the coordinating institution for climate change in the country and has the function of coordinating the implementation of the NDC and its periodic report as established by the United Nations Framework Convention on Climate Change (UNFCCC). The CBIT Project contributes to the actions being carried out by the Ministry of Health, Wellness and the Environment 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 Antigua and Barbuda through the Ministry of Health, Wellness and the Environment would like to confirm in kind co-finance as a contribution to carry out the implementation of the CBIT Project as shown below.

Co-finance CBIT (USD)	
In-kind contribution by the Government of Antigua and Barbuda	200,000

In addition, this letter also confirms that the Government of Antigua and Barbuda will provide co-financing to cover potential budgetary constraints to implement the recommendation from the assessment done under activity 1.3.1. This is only relevant if the required budget to implement the recommendations exceed the amount allocated in the project budget.

Thank you for your kind consideration.

Sincerest Regards


Chief Environment Officer
Department of Environment



GOVERNMENT OF ANTIGUA AND BARBUDA

Department of Environment
Ministry of Health and the Environment
#1 Victoria Park, Botanical Garden
P.O. Box W693
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15th March, 2019, Antigua and Barbuda

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

SUBJECT: Targeted technical support request for the project "Capacity building for improved transparency on climate actions through an environment registry in Antigua & Barbuda"

I have the pleasure of writing to you in relation to the implementation of the Project "Capacity building for improved transparency on climate actions through an environment registry in Antigua & Barbuda", funded by the Global Environment Facility, that will be executed by the Ministry of Health, Wellness and the Environment.

The CBIT project to the extent possible is relying on national expertise to implement activities, it is deemed that international experts are required to ensure that the NDC implementation plan and the data management system are aligned with international best practices. Hence, this letter serves to confirm that UNEP DTU Partnership and the Caribbean will provide targeted technical to support the implementation of the two activities:

Budget items	Budget (USD)
International experts on data management	43,000
International climate and NDC experts (mitigation and adaptation)	60,000

We consider that UNEP DTU Partnership has significant technical capabilities and global experience, as well as good knowledge of the transparency context in Antigua and Barbuda due to past technical support provided to the country.

Thank you for your kind consideration.

Sincerest Regards


Chief Environment Officer
Department of Environment

ANNEX O: ENVIRONMENTAL AND SOCIAL SAFEGUARDS CHECKLIST

UNEP Environmental, Social and Economic Review Note (ESERN)

I. Project Overview

Identification	01586
Project Title	<i>Capacity Building for Improved Transparency on Climate Actions through an Environment Registry in Antigua and Barbuda</i>
Managing Division	<i>Economy Division</i>
Type/Location	<i>National</i>
Region	<i>Latin America and the Caribbean</i>
List Countries	<i>Antigua & Barbuda</i>
Project Description	<i>The purpose of this CBIT project is to build routine, concurrent and participatory monitoring, reporting and verification processes using existing mandates and institutions, by: (i) operationalizing the Pollution Registry of the Environmental Registry for tracking GHG emissions, (ii) promoting transparency in the MRV of the NDC including policies, measures and actions in national contributions, and (iii) enhancing evidence-based policy making and planning.</i>
Estimated duration of project:	<i>36 months.</i>
Estimated cost of the project :	<i>USD 1,000,000</i>

II. Environmental Social and Economic Screening Determination

A. Summary of the Safeguard Risks Triggered

Safeguard Standard Triggered by the Project	Impact of Risk ¹¹ (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 Decision¹² (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:

This is a low safeguard risk project.

¹¹ 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).

¹² **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.

Prepared by: Name: _Tania Daccarett ___ Date: 02 September 2018

Safeguard Advisor: Name: Yunae Yi_____ Date: _05 March 2019

Task Manager: Name: Asher Lessels Date: 06 March 2019

D. Recommended further action from the Safeguard Advisor:

ANNEX P: ACRONYMS AND ABBREVIATIONS

BUR	Biennial Update Report
CBIT	Capacity-building Initiative for Transparency
CO ₂ e	Carbon Dioxide Equivalent
COP	Conference of the Parties
DMU	Monitoring, Evaluation & Data Management Unit
DOE	Department of Environment
EIMAS	Environmental Information Management & Advisory System
ETICC	Inter-ministerial Technical Committee on Climate Change
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
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
MRV	Monitoring, Reporting, and Verification
MTE	Mid-Term Evaluation
MTR	Mid-Term Review
NC	National Communication
NCSA	National Capacity Self-Assessment
NDC	Nationally Determined Contribution
NDCC	National Direction of Climate Change
NGHGI	National GHG inventory
NIR	National Inventory Report
OECS	Organisation of the Eastern Caribbean States
PA	Paris Agreement
PATPA	Partnership on Transparency in the Paris Agreement
PMC	Project Management Committee
PMC	Project Management Costs
PMR	Partnership for Market Readiness
PMU	Project Management Unit
QA	Quality Assurance
QC	Quality Control
TAC	Technical Advisory Committee
tCO ₂ e	Tonnes of Carbon Dioxide Equivalent
SIDS	Small Island Developing States
TAC	Technical Advisory Committee
TE	Terminal Evaluation
UNDP	United Nations Development Programme

UN Environment	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change

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