



SPC  
Secretariat  
of the Pacific  
Community



**PROCEEDINGS REPORT:  
PACIFIC CLIMATE CHANGE AND FINANCE  
WORKSHOP  
25-26 OCTOBER 2012, APIA SAMOA**



Secretariat of the Pacific Regional Environment Programme  
(SPREP) under Asia Pacific Adaptation Network (APAN)



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# 1. INTRODUCTION

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This report documents the results of a Workshop on 'Pacific Climate Change and Finance' that was held in Apia, Samoa on 28 and 29 October 2012. The workshop was hosted by the Asia Pacific Adaptation Network (APAN) with co-financing from SPC through their GCCA project. The focus of the workshop was on enhancing countries' capacity to access financial resources for climate change. This was based on the outcomes of an earlier consultation with Pacific Island Countries held in Apia whereby the countries were asked to prioritise their needs in relation to climate change adaptation. The workshop objectives and agenda were designed based on what countries advised in that consultation.

This report should be read together with an additional document that was developed at the same time as the workshop. The presentations given during the workshop about how to undertake key steps in the proposal development process have been written into a set of guidelines that will be distributed together with these workshop records. They will hereafter be referred to as the **SPREP/APAN Guidelines for Developing Project Proposals**. Copies of the guidelines can be obtained from the SPREP Climate Change Portal ([www.pacificclimatechange.net](http://www.pacificclimatechange.net)).

Another useful tool that was developed by APAN and SPREP in relation to the workshop is a directory of multi-lateral and bi-lateral donors that fund climate change adaptation work in the Pacific Islands region. Hereafter the directory will be referred to as the **Donor Database**. It is SPREP's intention to continue to update and expand this directory. The directory will be made available in early 2013 at which point it will also be loaded onto the SPREP Climate Change Portal ([www.pacificclimatechange.net](http://www.pacificclimatechange.net)).

The workshop agenda can be found in Annex 1 and the list of participants can be found in Annex 2.

## 1.1 Workshop Objectives

The objective of the workshop was to enable Pacific Island country representatives to enhance their skills in the following areas:

- General understanding about specific donors and the type of climate change financing available to the Pacific,
- Individual donor policies and financing criteria,
- Proposal writing and log frame development,
- Monitoring, evaluation, and reporting requirements for donors.

In addition, the workshop will give representatives of donor agencies, CROP agencies and Pacific Island countries the opportunity to network and develop closer working relationships.

## 2. CLIMATE CHANGE FINANCE IN THE PACIFIC

This session began with a presentation by Coral Pasisi of the Pacific Islands Forum Secretariat that provided an overview of the current opportunities and challenges in relation to Pacific Island Countries accessing climate change finance. A copy of the presentation is included in Annex 3.

A presentation was also given by Andrew Kennedy of the Secretariat of the Pacific Environment Programme about funding programmes currently available to Pacific Island Countries for climate change mitigation projects. In addition, he presented a draft of the **Donor Database** (developed by SPREP and APAN). The database is a directory of multi-lateral and bi-lateral donors that fund climate change adaptation work in the Pacific Islands region (refer Section 1). A copy of the presentation is included in Annex 4.

### 2.1 Pacific Island Government Perspective - Challenges and Lessons to Date

The Pacific Island Country Representatives participants were asked to share the challenges and lessons they have learned to date in relation to climate change financing. The participants discussed in three separate break-out groups then shared their observations as follows:

#### **Group 1 – As Pacific Island Governments, in your experience of seeking climate change funding to date, what have been the main challenges you have faced and lessons you have learned?**

##### **Main challenges**

- Institutional capacity
- The lengthy process/leveraging different funding mechanisms
- Red tapes
- Absence of information
- Reporting process: lengthy
- Experts in proposal writing
- Lack of flexibility – process is restrictive
- Example NC 2 wks to unite and takes 16 months to hear back
- Poor timeframes
- Expensive stakeholders consultation
- Lack of coordination among stakeholders
- Using crops to complement each other work being done in country

##### **Lesson Learnt**

- Should have a good plan and policy in place
- Coordinating with stakeholder- very important
- Centralize data collecting agency
- Ensuring that the partnership with donors continues (dialogue)
- Building trust among stakeholders and donors
- Cross cutting issues
- Capitalise on existing synergies

## **Group 2 – As Pacific Island Governments, in your experience of seeking climate change funding to date, what have been the main challenges you have faced and lessons you have learned?**

### **Challenges**

#### *Prioritising*

- Donor country influence on national priority
- Co-financing
- Economic interest vs Environment/CC interest
- Institutional arrangement

#### *Proposal Writing*

- Proposal format/templates
- Lack of national capacity
- Amount of info required to go into proposal

#### **Lesson Learnt**

- Govt/Donor consultations
- Legislate National priorities/plans
- Effective coordination
- Sectoral Working groups
- Good monitoring and evaluation systems in place

#### *Implementation*

- Staff turn-over (country and IA/donor)
- Various FP used by agencies and D
- Lack of human resources to do implementation
- Coordination nationally

#### *Reporting*

- Reporting periods (quarterly)
- Inter-ministry coordination for reporting (and inter-island)
- Reporting templates (changing)

#### *M & E*

- M&E indicators vary across agencies and donors
- Lack of standardise M & E framework (at national level)

#### *Sustainability of results*

- Staff turnover at end of project
  - Capacity building is lost
- No ongoing monitoring of implemented projects
- No limited replication of success projects/approaches

**Group 3 – As Pacific Island Governments, in your experience of seeking climate change funding to date, what have been the main challenges you have faced and lessons you have learned?**

**Challenges**

- Multitude of donors – have own criterias
- Capacity constraint at the national level – human, financial
- Having funds sitting outside of Government – difficult for accountability
- Operational level – funds come into Treasury and internal process is slow thus slow disbursements of funds – affect project activity implementation
- Government bureaucracy
- Compatibility of priorities – national vs donors
- Consultants that donors send do not follow national priorities
- Representatives of donors do not have same interpretation of their rules
- Donors have own recruitment process – send in their own personnel thus local people are not trained, when project ends, they take back the knowledge
- Lack of M&E – no feedback on the impact/ benefits of the project at the community level

**Lessons learnt**

- Build good relationship with people working in the implementing agencies
- Need to learn to be selective
- Development of proposal - should be involved in the project proposal from the beginning including all stakeholders
- Country consultation is most important in the development of any project proposal
- Identifying lead agencies for the implementation of project activities – also facilitate mainstreaming
- Feedback from donors – constant communication between donor and



*Participants undertaking group work during the workshop*



## 2.2 CROP Agency Perspective - Challenges and Lessons to date

The participants that were representing CROP Agencies were asked to undertake the same exercise in the context of their experience as regional inter-governmental agencies in the Pacific seeking climate change financing. They shared their observations as follows:

### **As Regional Pacific Island Agencies, in your experience of seeking climate change funding to date, what have been the main challenges you have faced and lessons you have learned?**

- Crop coordination (applying for funds implementation)
- Sustainability of funds and capacity (limited dedicated technical cap & support)
- Competing priorities (programme/projects)
- Donor driven objectives sometimes (regional specific priorities not reflected in global priorities)
- Effectively monitoring and evaluating regional interventions
- Mainstreaming CC into regional development priorities and vice versa
- Comparative advantage of different agencies
- Defining successful regional interventions that add value to national progress
- Maintaining donor relations

#### **Main Challenges**

- Working at National level capacity in-country - Focal points: technical, institutional, implementation/absorptive, staffing, sustainability of efforts, mobility, project development
- Coordination between traditional CC focal points and other relevant agencies/ministries - Keeping momentum going (contact with PICs)
- Misconceptions regarding CROP competing with nationals to access funds

#### **Working with donors**

- Capacity building to understand and assess proposal objectively and in timely manner
- Fragmentation of donor interests
- Timeframe of resources committed
- Restriction on use of funds
- Use of procurement polices – i.e. managing multiple procurement/reporting requirements

#### **Lessons Learnt**

- Depend on strong relationship (process) between CROP and PICTs
- Need strong relationship between CROPs - Being addressed through joint implementation, working groups etc) JNAPs
- Dynamic partnership to deliver outcomes appropriate to different agencies
- Forward (WACC) and Informal (DPCC) important dialogue opportunities share challenges/ lessons

## 2.3 Donor Perspective – advice on how to fundraise for Climate Change Financing in the Pacific

The participants that were representing donors were asked to prepare a list of feedback and advice for country and CROP representatives. They shared the following points:

### **The Do's and Don'ts of Climate Change proposal writing and maintaining donors relations – Advice from donors**

- Open and transparent with problems
- Timely & accurate reporting
  - Donors have to report as well to continue funding
  - Report on tangible outcomes beyond activity descriptions
- Project monitoring ongoing
  - Response with adaptive management
- Realistic risks assessments and mitigation impact on project delivery

### **Proposal Writing**

- Understand the donor criteria and mandate and program criteria
- Making sure proposal match criteria
- Links to national priorities
- Demonstrate sustainability
- Capacity building and other co-benefits
- Problem analysis must be clear and sound program logic
  - Impacts and results
- Show existing capacities and collaboration and commitments
- Consult broadly at country level

### **Creating, Maintaining relationships**

- Make better use of diplomatic crop
- Be proactive in coordinating donors eg Round tables
- Actively engage with donors (many based in suva)
- Invite donors to events and projects
- Frequent communication



*John Morely of AusAID presenting the donor group's advice on proposal writing*

### 3. PROPOSAL DEVELOPMENT TRAINING AND STIMULATION

The bulk of the workshop was used to take the participants through a simulation of developing a project proposal. Presentations were given on the key steps in developing a proposal. Each presentation was followed by a break-out group exercise in which three separate breakout groups would undertake an exercise whereby they applied the content of the presentation. The breakout groups were able to use the workshop to develop three separate project concepts that were targeted at three different donors.

The presentations on the key steps in developing a proposal were as follows:

- Key steps to developing a project proposal and important considerations
- Problem Analysis (Problem Trees and how to generate objectives from them)
- Matching a project concept to the right donor(s)
- Defining Activities for Objectives
- Defining Indicators and Means of verification for Goal, Objectives and Activities
- Planning for Monitoring, Evaluation and Reporting to Donor
- Other important considerations in the project design process

The presentations have been written into a set of guidelines that will be distributed together with these workshop records. They will hereafter be referred to as the SPREP/APAN Guidelines for Developing Project Proposals. Copies of the guidelines can also be obtained from the SPREP Climate Change Portal ([www.pacificclimatechange.net/](http://www.pacificclimatechange.net/)).

Plenary discussions were also held after each presentation. Following are some pertinent points that were made during plenary in relation to the project proposal development process in general:

#### **Comments made by Plenary after presentation about the key components of a project proposal:**

- Make sure you have staff capacity to implement (include cost allowance for management)
- Staff capacity building – budget for it
- Once you get funding it is advisable to hold an “Inception workshop” with your partners, stakeholders and project team as there is often a significant time- lapse between the submission of the proposal and its approval.
- Don’t let the donors push you into submitting a proposal due to a funding deadline – make sure the project is right for your organization (strategically and terms of your time and resources)
- Don’t forget to plan for communications work (workplan and budget) donors often require that you make them ‘visible’ in the tangible results of the project.
- Make sure you use the findings of your monitoring and evaluation work to revise your project plan (log-frame), i.e. practice adaptive management.
  - But! It can be hard to get donor approval for plan changes. Build flexibility into your proposal in the first place by writing risks and assumptions into your logframe
- Keep track of financials/acquittals for donor finance reporting
- Don’t let donors drive the delivery timetable, ensure that national staff/ processes are in place first.

These comments have also been incorporated into the **SPREP/APAN Guidelines for Developing Project Proposals** mentioned above.

In addition, two guest speakers gave presentations on additional useful considerations/tools for proposal design, these presentations were:

- A Broader Perspective – increasing ecosystem services while adapting to climate change, Tim Carruthers, SPREP
- Cost-Benefit Analysis – how it can make your proposal stronger, Aaron Bunkle, SPREP

Copies of these presentations are included in Annex 5 and Annex 6.

### 3.1 Problem Tree Exercise

After hearing a presentation on how to conduct a problem tree exercise (refer to Section 3.3.4 of **SPREP/APAN Guidelines for Developing Project Proposals**). The participants worked in three separate breakout groups to develop problem trees. The results of these exercises are presented below.

Please note that due to a recording error, the problems are not arranged into a 'tree' (problems arranged in a hierarchy to indicate how they feed into each other as causes and effects with the primary cause at the bottom and the ultimate effect at the top). Included below is a list of all the problems that the groups identified that were subsequently arranged into trees by each group.

#### **Group question: What are the problems (causes and effects) that Climate Change poses to your**

##### **Group 1 results**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Bleach coral</li> <li>• Low oxygen</li> <li>• Dead fish/sea cucumber</li> <li>• Livelihood</li> <li>• Algal bloom</li> <li>• Tourism</li> <li>• Drought</li> <li>• Land degradation</li> <li>• Health/Sanitation issues</li> <li>• Increase water demand</li> <li>• Dead coral TC weapons</li> <li>• Food chain</li> <li>• Increase intensity storm surges, cyclones</li> </ul> | <ul style="list-style-type: none"> <li>• Decrease in food production</li> <li>• Food security</li> <li>• Coral to Ocean = Danger fish</li> <li>• Decreased fish stock</li> <li>• Negative impacts on livelihoods</li> <li>• Relocation of people away from home</li> <li>• Decrease in GDP</li> <li>• Negative impact on the countrys financial stability</li> <li>• Damaged Infrastructure (Road, etc)</li> <li>• Coral erosion</li> <li>• Sea level rise</li> <li>• Ocean Acidification</li> <li>• Increase sea/land/temperature</li> <li>• Carbon Emissions</li> </ul> |
|--|---|

### Group 2 Results

- Livelihood
- Relocation due to increase cyclones intensity
- Damage of infrastructure from costal erosion at cyclone intensity
- Coastal erosion threatening village
- Sea level rise
- Waterborne disases from above normal rainfall
- Land degradation (Flooding and landslides)
- Increase number of fish fines
- Coral bleaching increase
- Migration patterns change
- Threat to economy development
- Land inundation/ agriculture land settlements
- Sea level rise
- Change in harvest season
- Inability to adapt to changing rainfall patterns (ENSO)
- Food security (Damage to Taro crops)
- More invasive species
- More extreme dry and wet seasons
- Increase intensity of cyclones
- Increase of seas temperature affecting the health of deep and associated ecosystems
- Sedimentation increase from runoff, killing reefs and sea grass beds
- Drought: Negative effect on agri and natural resources causing food security issues
- Increased temperature

### Group 3 Results

- Saltwater intrusion increase salinisation; poor crop yield
- Less water availability
- Migration/relocation
- Heat stress, respiratory diseases
- Coastal and inland inundation
- Saltwater intrusion contaminate groundwater quality
- Land issues
- More intense tropical cyclone
- Ocean acidification
- Food security: Agriculture and Marine resources
- Changes in agricultural patterns/ production
- Vanuatu turtles/genetic mutation
- Ciguatera
- Dengue fever outbreak (health risks)
- Land erosion
- Sea level rise causes erosion of low lying coastal areas
- Drought
- Coral bleaching

### 3.2 Logical Framework Drafting Exercise

After hearing presentations about how to use the results of a problem tree to generate objectives and to develop a logical framework, the three breakout groups selected their own project concepts (based on the results of their problem trees) and were lead through a step-by-step process to draft a project log-frame. The content of the presentations is included in the **SPREP/APAN Guidelines for Developing Project Proposals** (Section 5.1).

The results of this step-by-step process are included below. Due to time limitations the aim of the exercise was not to develop complete log-frames but rather to develop at least one example of: a goal, a set of objectives, an indicator with its means of verification and some activities.

#### **Group 1 Project Concept: Strengthen resilience of coral reef ecosystems the impacts of climate change**

Goal: Maintain food security, coastal protection, biodiversity and community livelihoods supported by Ocean resources

Purpose: To strengthen the resilience of coral reef ecosystems to the impacts of climate change

Objectives	Measurable Indictors	Means of Verification	Assumptions/Risks
Objective 1: Increase understanding of the impacts of Ocean acidification on the focus area of the project	Number of scientists working on knowledge base		
Objective 2: Reduce levels of fish poisoning			
Objective 3: Enhance reef resilience			

Objective	Measurable Indicators	Means of Verification	Assumptions/Risks
Objective 4: Enhance % and diversity of live coral cover and fish stocks in Boe by 2014	<p>Establish 1 conservation site (5ha) in Boe by 2014.</p> <p>50% of coral trees planted are growing by end of 2014.</p> <p>10% increase in coral and fish species by 2014.</p> <p>80% increase in fish density by 2014</p>	<p>Records of agreement</p> <p>Government gazette</p> <p>Surveys</p>	<p>Enforcement of conservation agreement</p> <p>Local community support</p> <p>Capacity to monitor coral is available</p> <p>Available stock of coral plants</p> <p>Conditions remain reasonable stable</p>
Objective 5: Maintain/strengthen coastal protection including through reduced additional stresses activities			

Activities	Time-frame	Lead Agency/ Support Agencies	Resources required (equipment, HR, funds)
Awareness programmes	3 months	CIE (PMU Fisheries	
Identifying and securing site for demonstration conservation area	12 months	Local communities Hospital SPC FFA SPREP	
Research species focus (coral/fish/mangroves)	12 months		
Establish demonstration conservation/ sustainable development sites	24 months		
Restocking fish species including through FADs	24 months	Fisheries Local communities SPC	FADs (50k)  Local labour (25k)

Activities	Time-frame	Lead Agency/ Support Agencies	Resources required (equipment, HR, funds)
Planting coral Trucks/carry tanks (50k)	24 months	CIE Fisheries Local communities SPREP SPC	Extraction bars (2k)  Local labour (30k)
Planting mangroves	6 months	CIE Local communities SPREP	Transport (10k)  Local labour (30k)
Increase or establish number of coastal marine protected/ sustainably managed areas			

### Group 2. Building resilience against climate change induced vector borne diseases.

Objective	Measurable Indicators	Means of Verification	Assumptions/Risks
Objective 4: Enhance % and diversity of live coral cover and fish stocks in Boe by 2014	<p>Establish 1 conservation site (5ha) in Boe by 2014.</p> <p>50% of coral trees planted are growing by end of 2014.</p> <p>10% increase in coral and fish species by 2014.</p> <p>80% increase in fish density by 2014</p>	<p>Records of agreement Government gazette</p> <p>Surveys</p>	<p>Enforcement of conservation agreement</p> <p>Local community support</p> <p>Capacity to monitor coral is available</p> <p>Available stock of coral plants</p> <p>Conditions remain reasonable stable</p>



Activities	Time-frame	Lead Agency/ Support Agencies	Resources required (equipment, HR, funds)
Community consultation, workshops and survey to identify existing knowledge and provide information on vector-borne diseases	Year 1-4	Ministry of Health leads; Supporting Office of Climate Change, Statistics Office; SPREP; WMO; WHO	Enforcement of conservation agreement  Local community support  Capacity to monitor coral is available  Available stock of coral plants  Conditions remain reasonable stable
Medical practitioner training	Year 1 and 4	Ministry of Health leads; Supported by: WHO; SPC	
Review health policies and regulations, including existing training requirements and recommend revisions	Year 1-2	Ministry of Health leads;  Supported by: Ministry of Justice; Climate Change Office; WHO	

### Group 3. Improved quality and quantity of freshwater supply in rural communities by 2020.

Goal: Improved quality and quantity of freshwater supply in rural communities by 2020

Purpose: Reduce disease and increase irrigation supply in rural communities

Objectives	Measurable Indicators	Means of Verification	Assumptions/Risks
Objective 1: Improved access to quality freshwater supply in 20 rural households by 2013  <i>Enhance rainwater harvesting and water storage systems</i>	Installation of rainwater catchments in 20 rural houses	Monitoring and evaluation reports  Household survey report	Access to rural communities  Space for water tanks  Capacity is available (transportation/ engineers)  That there be adequate rainfall  Community cooperation and commitment  Land tenure  Land space available
Objective 2: Improved water use efficiency of agriculture			
Objective 3: Enhance irrigation systems			
Objective 4: Effective water resource management	Training on tank maintenance and use  Policy on use and management	20 rural household representatives	
Objective 5: Communications	-No of workshops -No of public awareness -No of research activities -Water management policy -Improved enforcement capacity	Quarterly PMU team reports  TV and paper articles  Approved water policy by cabinet	

Activities	Time-frame	Lead Agency/ Support Agency	Resources required (equipment, HR, funds)
Stocktaking of existing rainwater harvesting and storage systems	3 months	Department of Infrastructure  S/A  Ministry of Agriculture  Ministry of Environment  Ministry of Planning and Statistics	Water Engineer TA for stocktaking  Local consultant  Laptop stationary communications (media)  Stakeholders consultation to present findings  In-kind contribution  Transport  PMU
Stocktaking of existing irrigation systems		Ministry of Agriculture  Ministry of Environment/ Infrastructure	
Water audit in farming property		Ministry of Agriculture  Ministry of Environment	

### 3.3 Donor-matching Exercise

Once they has developed their project concept and objectives, participants were asked to use the draft SPREP/APAN Donor Database (refer Section 1 of this report) to select three donors that would be appropriate to target for funding for the project concept.

Group 1: Project Concept: Strengthen resilience of coral reef ecosystems to the impacts of climate change	
Target Donors for your project	Why is this donor a good match for your project
EU	Based on discussion with the EU representative (present at workshop)
AusAid	Our project aligns with AusAID objectives and strategies and good donor presence in-country
Adaptation Fund	Meets general objectives and amounts available to country

Group 2: Building resilience against climate change induced vector borne diseases	
Target Donors for your project	Why is this donor a good match for your project
Special Climate Fund	Specifically targets health adaptation
JICA	Health objective to funding and capacity building
BMZ (Germany)	Objective of managing risks associated with climate change

Group 3: Improved quality and quantity of freshwater supply in rural communities by 2020	
Target Donors for your project	Why is this donor a good match for your project
GEF	Would approach all 4 donors based on comparative advantage. GEF- UNDP is in the region and can help develop proposals
EU GCCA	Some flexibility on priorities and procedures (direct budget support)
ICCAI (AusAID)	ICCAI is in country
NZ AID	is in country and already deliver assistance against development priorities also their view of cc as cross sectoral issue.

Initial feedback on the draft database from the participants after this exercise was as follows:

- Overall there was general agreement that the database is a useful resource;
- Useful to have a tool where information on all the donors is summarised in one place;
- The database introduced us to donors we had not heard of before;
- One participant pointed out that while the database may not list something as a priority, when you actually meet with donors themselves they may be more flexible, this is why developing an on-going working relationship with donors is important;
- Found the information about the amount of money available for a given grant as well as whether there are any co financing requirements very useful;
- There were some donors missing – i.e. EU non GCCA, also NGOs, Corporations and Philanthropics not included (only bilateral and multilateral donors).

### 3.4 M&E Planning Exercise

After hearing presentations about how to develop monitoring and evaluation plans based on their project logframes, the three breakout groups were lead through a step-by-step process to draft M&E Plans for their projects. The content of the presentations is included in the SPREP/APAN Guidelines for Developing Project Proposals (Section 5.2).

After the presentation, donors gave valuable advice on M&E planning in the Pacific during the plenary discussion. This advice is included below:

#### **Advice from donors given during plenary about M&E planning:**

- Refer to your existing M&E systems, avoid setting up parallel systems unless necessary. E.g. if a M&E system for reporting on your national sustainable development strategy is already in place, use the indicators in that for your project if you can. Cut and paste where possible!
- Negotiate with your donor on their M&E requirements e.g. see if they'll accept the use of your existing systems.
- How much budget should a project allocate to M&E? (donor perspective): this depends on the donor, negotiate this up or down if you feel it's justified. Shouldn't be placing a big burden on your system. Aim to keep it low.
- Maybe pull in an M&E partner e.g. SPC. If there are heavy M&E requirements maybe you should get in a partner in to help with your M&E. Maybe even get extra funding from the donor to do an external review.
- Maybe ask a donor to work with another donor, if an overseas donor doesn't have the system in place in your country to keep an eye on things, ask them to partner with a local donor to do this for them. E.g. AusAID's contribution to the PACC project. Another e.g. of 'delegated cooperation' Germany delivers some of AusAID's aid programme in the Mekong because they have a local presence. IN return AusAID is looking into doing this for Germany in the Pacific.

Notes from Plenary Discussion after Presentation 4.6 - Planning for Monitoring and Evaluation in workshop agenda.

The results of the step-by-step M&E Planning exercise undertaken by the three break-out groups are included below. Due to time limitations, the aim of the exercise was not to develop complete M&E Plans but to make start on such an exercise and to complete at least one row for a given indicator.

Group 1 Draft Monitoring Plan - Strengthen resilience of coral reef ecosystems to the impacts of climate change						
Goal/Purpose/Objective/Assumption	Indicator	Information source for indicator (MOV)	Collection time frame	Collection frequency	People responsible for gathering the information	
Objective 4: Enhance % and diversity of live coral cover and fish stocks in Boe by 2014	Established conservation site (5ha) in Boe by 2014. 50% of coral colony planted are growing by end of 2014 80% increase fish density by 2014 10% increase in coral and fish species by 2014	MOA between relevant stakeholders  Govt gazette  Surveys	During first 12m's  13m's	Once  Once	Project manager	
Evaluation	Purpose	Who will be involved	Approach/Method	Lead person	When	Who results will be disseminated to
24m's	End of project evaluation – <b>Purpose:</b> To strengthen the resilience of coral reef ecosystems to the impacts of climate change	Independent scientific evaluation	Survey of conservation site	Independent scientific evaluator	At end of project (24m's)	Community  Government of Nauru  EU donor

Group 2 Draft Monitoring Plan - Building resilience against climate change induced vector borne diseases.

Goal/Purpose/Objective/ Assumption	Indicator  (Is it "SMART"?)	Information source for indicator (MoV)	Collection time frame  (from when to when will you gather this information?)	Collection frequency	People responsible for gathering the information	Baseline data	
						Description	Once you have it enter:
Healthy communities in the face of climate change, building resilience against climate change induced vector borne diseases.	Number of patients diagnosed; 20% community recognises symptoms and how to prevent infection	Clinic records;  Survey data	1 baseline (reports from 2011 onwards)- within the first 3 months	quarterly updates	Statistics office; Ministry of Health	Yes (Ministry of Health; clinics/hospitals; Statistics office)	300 cases dengue and 200 cases of malaria in November 2011.

Evaluation	Purpose	Who will be involved	Approach/Method	Lead person	When	Resource needs	Who results will be disseminated to
Mid term	To ensure the activities are achieving the desired results	Ministry of Health, WHO, CC office, Statistics office, Ministry of Justice	External evaluation (review of the project document, work plan, financial reports, publications; interviews)	Project implementer	2 <sup>nd</sup> Year	.....	Responsible and associated agencies

Group 3 Draft Evaluation Plan – Improved quality and quantity of freshwater supply in rural communities by 2020

Goal/Purpose/Objective/ Assumption	Indicator  (Is it “SMART”?)	Information source for indicator (MoV)	Collection time frame  (from when to when will you gather this information?)	Collection frequency	People responsible for gathering the information	Baseline data	
						Description	Once you have it enter:
Objective 1: Improved access to quality freshwater supply in 20 rural households by 2014	Installation of rainwater catchments in 20 rural houses	Monitoring and evaluation reports  Household survey report	Half yearly report to align with existing corporate reporting processes.	Monthly invoicing.	Contact person in Ministry for Infrastructure. Responsible for the half yearly report  Financial Officer will provide the invoices.	Don't have baseline data will get from household surveys	0  From Jan 2013

Evaluation	Purpose	Who will be involved	Approach/ Method	Lead person	When	Resource needs	How results will be disseminated to
Mid term and terminal evaluation	Assessment of progress against project milestones	All stakeholders	Consultations and surveys	Independent reviewer	June 2013  June 2014	Funds for independent reviewer	Stakeholder consultations mid term and terminal.



### 3.5 Pitching to Donor Exercise

For the final exercise of the workshop, the three break-out groups were instructed to develop their project concepts into pitches targeted at a specific donor. Once they had prepared their pitch, they presented this in plenary to a panel of donor representatives who then gave them feedback. The panel consisted of:

- Annick Villarosa, Head of Sector natural Resources and Environment, Delegation of the European Union for the Pacific;
- John Morley, First Secretary, Environment and Climate Change, Australian High Commission, Suva;
- Roger Duncan, Climate Change Policy Officer, Environment Division, New Zealand Ministry of Foreign Affairs and Trade, Wellington. The pitches were as follows:
  - Group 1 Project Concept: Strengthen resilience of coral reef ecosystems to the impacts of climate change. Pitch to the European Union (Annex 7 includes a copy of the presentation that this group gave during their pitch)
  - Group 2 Project Concept: Increase climate change resilience to effectively control new outbreak of vector-borne diseases. Pitch to GEF (Annex 8 includes a copy of the presentation that this group gave during their pitch)
  - Group 3 Project Concept: Reduced Volume of Freshwater in Rural Communities. Pitch to NZAid (Annex 9 includes a copy of the presentation that this group gave during their pitch)



*Jo Pokana of the PNG Government presenting his groups pitch to the donor panel*

## **COMMENTS ON HOW CROP AGENCIES CAN BEST SUPPORT PACIFIC ISLAND COUNTRIES IN CLIMATE CHANGE FINANCING**

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Based on the content of the project concepts that were generated and in consultation with colleagues from the other CROP Agencies represented at the workshop, Ryan Medrana of PIFS gave a brief presentation for the country representatives about how the CROP agencies can best support them in their Climate Change financing work. Key points that were made during this presentation are included below.

There are three main levels on which countries can engage with the CROP agencies:

1. the individual level,
2. with regional programmes that CROP agencies implement, and
3. the organisational level.

### **Individual Level**

- Day to day – delegates already have a lot of contact with the CROP agencies. If there is anything that delegates are thinking of implementing in their country, or there is a technical issue that one wants information on, then get in contact with the CROP agent.
- CROP officials need to know what is happening in countries, i.e. when countries are designing policies or plans, or projects and programmes.
- CROPs are a central focal point for the region – if we get a request from a country, we can make links with other research bodies or agencies.
- CROPs play a knowledge-sharing role – donors come to CROPs to find out how to engage in countries and find out what countries are doing.
- Coordination between CROP agencies – we can informally refer to other colleagues/agencies.
- Also have more formal mechanisms of communications – e.g. Climate Change has a CROP CEO Sub-committee on Climate Change, as well as the Working Arm on Climate Change – an official level form of coordination
- There is also a CROP Statement on Climate Change which outlines who is in charge of what, and coordination mechanisms. This provides a guide on the mandate of different agencies.

### **Regional Programmes**

- Can provide support to countries by accessing funding that wouldn't be available to any specific country.

- Donors separate programmes into different buckets of money, sectors, issues or countries, and also have a separate window for regional programmes – in these cases we are not competing for funds, but can provide assistance to do things that wouldn't be done as a single country – e.g. research, also the Regional Technical Support Mechanism (RTSM) will provide technical assistance to all countries (refer Annex 3 for more information about the RTSM).
- Donors are looking for results in countries. Even with regional programmes they are looking at what is achieved in specific countries. Countries need to be clear about what their national priorities are, and ensure that regional programmes are in line with these national priorities.
- Speak to your donors, if there are regional programmes that are doing what you don't think is useful, then speak to CROPs and also donors.

### **Organisational Level**

CROP agencies exist to serve member countries. Without country support, they will have nothing to do.

Make sure that if you are having issues at the project level, or have good or bad feed back – this should go to your representative of the governing council of these organisations i.e. give feed back on the annual work programmes etc. This feedback should come from your delegate to the annual council.

Also speak to donors, who welcome such feed back from countries and can also provide such feed back at these meetings. But, donors don't want to be the ones providing all the negative feed back, so encourage countries to have strong engagement themselves with their CROP agencies, to ensure that systems and processes work for the countries.

Keep lines of communication open at all levels and at all times. Ensure that you have consistent engagement at all levels, with all stakeholders. Regional organisations also represent the region in international fora, and to do this, we need to know what is happening in countries, to be able to represent your interests.

### **Questions from Plenary**

Cook Islands Representative: CROP engagement in the international fora? How does this work when there are differences of opinions between SIDS and larger donor countries for e.g. NZ, Australia and US who are CROP members.

Coral Pasisi (PIFS): This is a delicate question. Difference between political representation and development priorities of the region. We would advocate for key priorities of the region, as per agreed regional statements. We are sensitive

about what we can and can not advocate. In negotiations, we don't negotiate but will advise representatives, from a development perspective. There are no hard and fast rules, but we are very sensitive about this as we would be reprimanded quickly if we over-step by both partners.

## **WHERE TO FROM HERE IN 2012 AND 2013**

The workshop concluded with a brief presentation by Diane McFadzien of SPREP and Puja Sawhney, there main points were as follows:

- This workshop is the result of a partnership between SPREP and APAN.
- The APAN network is under UNEP and was launched in 2009, working with mostly regional organisations from Central Asia to the Pacific to deliver capacity building.
- SPREP and APAN held a consultation workshop in February 2012 that was used to identify the mandate for this workshop.
- Please note that this workshop and partnership is focussed on adaptation – SPREP works on mitigation too.
- Knowledge management and setting up national databases were also identified as workshop priorities in the February consultation but this training workshop could not do everything. We have not forgotten that you want this training too.
- This is the first in a series of training workshops APAN are going to deliver in the Pacific – so please contact APAN or SPREP if you have specific training requests.

### **Immediate next steps**

- The donor database is still a draft. It will be finalised and put onto the SPREP web portal.
- We are also going to give participants a one-week window to provide feedback on the draft database soon.

Participants were asked to provide written feedback at the end of the workshop, records of which are included in Annex 10.



*SPREP Deputy Director Kosi Latu, Puja Sawhney of APAN and Gillian Chambers of SPC giving their opening remarks at the start of the workshop*

8.00 Registration

8:30 Welcome and introductions

SPREP

Prayer and Introductions A word from the Donor  
 A word from SPC

Dr Puja Sawhney, APAN  
 Gillian Cambers  
 Nicola Thomson  
 Coral Pasisi, PIFS

Workshop objectives and agenda Participant expectations

**9.00 Session 1. Setting the Scene**

**1.1 Presentation: Climate Change Finance – An Overview**

This session will set the scene by describing the building blocks for better access to and management of climate change finance. This will include the role of national policies, plans, expenditure frameworks and institutional structures.

Q&A

9.30 **1.2 Interactive session: The Pacific Island Experience of Climate Change Financing** Coral Pasisi, PIFS

This session will be used to get a better understanding of the experiences of donors and country representatives to date.

Country representatives will be asked to form two or three break-out groups. Donors will be asked to form their own group.

Groups will be asked to identify challenges and lessons learned to date in working on climate change financing in the Pacific.

Donors will also be asked to prepare a list of advice/feedback for country representatives, i.e. 'the do's and don'ts of climate change proposal writing' as well as 'how to create and maintain donor relations'

Country representative groups will be asked to share the content of their discussion.

Donor representatives will share their results during Session 2.2

0.30 Morning Tea

10.45 **Session 2. Understanding Donors** Andrew Kennedy, SPREP  
**2.1 Presentation: Funding Programmes currently available to Pacific Island Countries**

Presentation will highlight the main multilateral and bilateral partners and programmes and the amount of funds available.

11.15 **2.2 Plenary discussion: Feedback on proposals from the Pacific - the do's and don'ts of climate change proposal writing and how best to develop a working relationship with donors**

Donors to share the results of their group discussion during Session 1.2

Plenary Q&A

11.45 **Session 3: Proposal Conceptualisation** Nicola Thomson  
**3.1 Presentation:** Key steps to developing a proposal and important considerations  
 Q&A

12.15 **3.2 Group Exercise: Problem Analysis**

Breakout groups to develop climate change related problem trees for their country context (2 to 3 groups with donor and CROP agency representatives mixed into the groups). This exercise will enable participants to clarify their unique and shared national priorities in relation to Climate Change Adaptation.

1.00 Lunch

[Organisers will analyse the trees and extract three separate proposal scenarios for break-out groups to develop after lunch – scenarios will include which donor will be targeted, donors represented at the workshop will be prioritised as the target for the exercise]

2.00 **3.3 Presentation: A Broader Perspective – increasing ecosystem services while adapting to climate change** Tim Carruthers, SPREP

2.15 **3.4 Plenary: Break-out groups to share their trees, plenary discussion**

2.45 **Session 4. Proposal and Log frame Development Exercise**

Organisers to present the three proposal scenarios and participants to be divided into three groups.

Each group will be assigned a support person (selected from the pool donors and CROP representatives) that will guide them through the step-by-step exercise (this exercise will be slightly different depending on each donor)

Instructions for the proposal development exercise will be given

3.00 **4.1 Break-out Groups: Exercise 1 - Translate the problem your proposal seeks to address into a goal and objectives (factoring in donor policies and criteria)**

3.30 Afternoon Tea

3.45 **4.2. Break-out Groups: Exercise 2** – How do the goal and objectives meet donor policies and criteria?

4.15 **4.3 Break-out Groups: Exercise 3** – Define activities and lead agencies for each objective

5.15 Housekeeping

Participants feedback on Day 1

Nicola Thomson

5.30 Close

Donors and country representatives will be encouraged to discuss country-specific ideas and opportunities, a space will be set up if donors/country reps wish to hold meetings/discussions.

## Day 2: Friday 26 October 2012

8.30 Housekeeping/Review agenda.

### 9.00 **4.4 Brief progress updates from each break-out group**

9.30 **4.5 Break-out Groups: Exercise 4** – Define indicators and means of verification for your goal, objectives and activities

10.15 **4.6 Break-out Groups: Exercise 5** – Planning for monitoring, evaluation and reporting to the donor

11.00 Morning Tea

11.15 **4.7 Reality check:** facilitator will lead the break-out groups through a rapid assessment of further considerations and work that will be required before the proposal can be finalised. This will include consideration of:

- Stakeholders that should be involved in design and implementation,
- Scoping studies required,
- Team capacity,
- Risks and Assumptions,
- Support from CROP Agencies for the proposal development.

12.30 **4.8 Presentation: Cost-Benefit Analysis** – how it can make your proposal stronger

Mariana Simoes  
Aaron Bunkle

1.00 Lunch

### 2.00 **Session 5: Pitching to the donor**

In this session the participants will pitch their proposals to a 'panel' (representatives of the donors and CROP experts), the panel will then give feedback on the proposal.

Session will begin with the groups being given instruction on how to prepare their pitches.

2.15 **5.1 Break-out Groups:** Preparation of proposal pitch

2.45 **5.2 Plenary:** Pitching to the panel

Participants to present their proposals to panel

Panel and other participants to provide feedback

10 minutes per group and 10 minutes for feedback

3.45 Afternoon tea

#### 4.00 **Session 6. Exploring how the CROP agencies can best support Pacific Island Countries with Climate Change Financing**

During Sessions 4.3 and 4.7, the break-out groups identified ways in which they saw CROP agencies best supporting the further development and implementation of their proposals. These ideas will be revisited in this session.

Each CROP agency representative will give a brief informal presentation about how their agency can best help, picking up on the ideas generated during Sessions 4.3 and 4.7.

Ryan Medrana, PIFS  
Gillian Cambers, SPC  
Espen Ronneberg, SPREP

Each representative will talk for 10 minutes and have 5 mins for Q&A.

#### 4.45 **Session 5: Where to from here in 2012 and 2013**

#### 5.15 **Workshop Evaluation: Revisit the workshop expectations**

Nicola Thomson

#### 5.30 Formal Closure

SPREP and APAN



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