

NATIONAL ADAPTATION PLANS

TABLE OF STEPS, BUILDING BLOCKS AND SAMPLE OUTPUTS UNDER EACH OF THE FOUR ELEMENTS OF THE NAP PROCESS

Steps	Checklist of building blocks	Sample NAP outputs
 Element A. Lay the groundwork and address Gaps		
1. Initiating and launching of the NAP process	<ul style="list-style-type: none"> <input type="checkbox"/> Briefing on NAP process - adaptation challenges & opportunities <input type="checkbox"/> Coordinating mechanism <input type="checkbox"/> National vision and mandate for NAPs <input type="checkbox"/> Access to technical and financial support <input type="checkbox"/> NAP framework/strategy and road map 	<ul style="list-style-type: none"> » Mandate for the NAP process » Framework and strategy for climate change adaptation » Funded project to support operations of the NAP process » Road map for the NAP process
2. Stocktaking: identifying available information on climate change impacts, vulnerability and adaptation and assessing gaps and needs of the enabling environment for the NAP process	<ul style="list-style-type: none"> <input type="checkbox"/> Stocktaking of adaptation activities <input type="checkbox"/> Synthesis of available knowledge on impacts, vulnerability and adaptation <input type="checkbox"/> Capacity gap analysis <input type="checkbox"/> Barriers analysis 	<ul style="list-style-type: none"> » Report on synthesis of available information » Geospatial database in support of the NAP process » Knowledge-base of observed climate impacts, vulnerabilities and potential interventions » Gap and needs analysis report » Barrier analysis report
3. Addressing capacity gaps and weaknesses in undertaking the NAP process	<ul style="list-style-type: none"> <input type="checkbox"/> Building institutional and technical capacity <input type="checkbox"/> Opportunities for integrating adaptation into development <input type="checkbox"/> Programmes on climate change communication, public awareness-raising and education 	<ul style="list-style-type: none"> » Strategy document(s) for capacity-building, awareness-raising, communication and education » NAP website
4. Comprehensively and iteratively assessing development needs and climate vulnerabilities	<ul style="list-style-type: none"> <input type="checkbox"/> Compile development objectives, policies, plans and programmes <input type="checkbox"/> Synergy between development and adaptation objectives, policies, plans and programmes 	<ul style="list-style-type: none"> » Report on stocktaking of development/adaptation activities » Report on approaches for ensuring synergy between development and adaptation
 Element B. Preparatory elements		
1. Analysing current climate and future climate change scenarios	<ul style="list-style-type: none"> <input type="checkbox"/> Analysis of current climate <input type="checkbox"/> Future climate risks and uncertainty/Scenario analysis <input type="checkbox"/> Communicating projected climate change information 	<ul style="list-style-type: none"> » Report on climate analysis » Report on climate risks/Projected climate changes » Strategy for climate information services
2. Assessing climate vulnerabilities and identifying adaptation options at sector, subnational, national and other appropriate levels	<ul style="list-style-type: none"> <input type="checkbox"/> Climate vulnerability assessment at multiple levels <input type="checkbox"/> Ranking climate change risks and vulnerabilities <input type="checkbox"/> Scoping adaptation options 	<ul style="list-style-type: none"> » Vulnerability and adaptation assessment report
3. Reviewing and appraising adaptation options	<ul style="list-style-type: none"> <input type="checkbox"/> Appraisal of adaptation options 	<ul style="list-style-type: none"> » Report on appraisal of adaptation options » Sectoral and subnational plans or strategies
4. Compiling and communicating national adaptation plans	<ul style="list-style-type: none"> <input type="checkbox"/> Draft national adaptation plans <input type="checkbox"/> Finalize NAPs and process endorsement <input type="checkbox"/> Communicate NAPs at national level 	<ul style="list-style-type: none"> » Draft NAPs for review » Endorsed NAPs
5. Integrating climate change adaptation into national and subnational development and sectoral planning	<ul style="list-style-type: none"> <input type="checkbox"/> Opportunities and constraints for integrating climate change into planning <input type="checkbox"/> Building capacity for integration <input type="checkbox"/> Integration of adaptation into existing planning processes 	<ul style="list-style-type: none"> » Report on integration of adaptation into development
 Element C. Implementation strategies		
1. Prioritizing climate change adaptation in national planning	<ul style="list-style-type: none"> <input type="checkbox"/> National criteria for prioritizing implementation <input type="checkbox"/> Identify opportunities for building on existing adaptation activities 	<ul style="list-style-type: none"> » Report on prioritization of adaptation in national development
2. Developing a (long-term) national adaptation implementation strategy	<ul style="list-style-type: none"> <input type="checkbox"/> Strategy for adaptation implementation <input type="checkbox"/> Implementation of NAPs through policies, projects and programmes 	<ul style="list-style-type: none"> » Implementation strategy for the NAPs
3. Enhancing capacity for planning and implementing adaptation	<ul style="list-style-type: none"> <input type="checkbox"/> Strengthening long-term institutional and regulatory frameworks <input type="checkbox"/> Training at sectoral and subnational levels <input type="checkbox"/> Outreach on outputs nationally & promotion of international cooperation 	<ul style="list-style-type: none"> » National training and outreach programme(s)
4. Promoting coordination and synergy at the regional level and with other multilateral environmental agreements	<ul style="list-style-type: none"> <input type="checkbox"/> Coordination of adaptation planning across sectors <input type="checkbox"/> Synergy at the regional level <input type="checkbox"/> Synergy with multilateral environmental agreements (MEAs) 	<ul style="list-style-type: none"> » Report on regional synergy » Report on synergy with MEAs
 Element D. Reporting, monitoring and review		
1. Monitoring the NAP process	<ul style="list-style-type: none"> <input type="checkbox"/> Identify (few) areas of the NAP process to monitor progress, effectiveness and gaps (PEG) <input type="checkbox"/> Define metrics for documenting PEG <input type="checkbox"/> Collect information throughout the NAP process to apply the metrics developed 	<ul style="list-style-type: none"> » Metrics report/Monitoring Plan » Database of metrics
2. Reviewing the NAP process to assess progress, effectiveness and gaps	<ul style="list-style-type: none"> <input type="checkbox"/> Synthesis of new assessments & emerging science and the results and outcomes from implemented adaptation activities <input type="checkbox"/> Evaluate metrics collected to assess progress, effectiveness and gaps of the NAP process 	<ul style="list-style-type: none"> » Evaluation report
3. Iteratively updating the national adaptation plans	<ul style="list-style-type: none"> <input type="checkbox"/> Repeat some steps and update NAPs and related documentation <input type="checkbox"/> Production of updates to the NAP outputs aligned with relevant national development plans 	<ul style="list-style-type: none"> » Updated NAPs
4. Outreach on the NAP process and reporting on progress and effectiveness	<ul style="list-style-type: none"> <input type="checkbox"/> Disseminate the NAPs and related outputs to the UNFCCC secretariat and others <input type="checkbox"/> Provide information in national communications on progress in and effectiveness of the NAP process 	<ul style="list-style-type: none"> » Progress report and information in national communications

Source: Least Developed Countries Expert Group (2012). National Adaptation Plans. Technical guidelines for the national adaptation plan process. Bonn, Germany. December 2012. Available at <unfccc.int/NAP>.



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