

## Guidelines for the Preparation of National Adaptation Programmes of Action (NAPA)

<b>Description</b>	NAPAs are mandated by the Conference of Parties to the UNFCCC for countries participating in the LDC Fund. Countries are required to rank adaptation measures for funding based on such criteria as urgency and cost-effectiveness. The NAPA Guidelines are not in themselves a detailed framework for the assessment of vulnerability and adaptation. Instead, they provide some guidance for the process of compiling a document that specifies priority adaptation actions in the least developed countries. The Guidelines outline some “guiding elements” that inform this process and sketch out a process; however, they fall short of providing a structured framework. The guiding elements imply that the NAPA process should be emphasize 1) a participatory approach involving stakeholders, 2) a multidisciplinary approach, 3) a complementary approach that builds on existing plans and programs, 4) sustainable development, 5) gender equity, 6) a country driven approach, 7) sound environmental management, 8) cost-effectiveness, 9) simplicity, and 10) flexibility based on country specific circumstances. In the NAPA process, much of the work of assessing vulnerability and adaptation is intended to be drawn from existing sources. The Guidelines do stress the importance of conducting a participatory assessment of vulnerability to current climate variability and extreme events as a starting point for assessing increased risk due to climate change.
<b>Appropriate Use</b>	Relatively rapid prioritization of adaptation options.
<b>Scope</b>	All regions and sectors.
<b>Key Output</b>	A document describing priorities for adaptation action, emphasizing especially how these priorities and associated plans for action fit in with a country’s development needs, other plans, and multilateral environmental agreements.
<b>Key Input</b>	Results from existing and ongoing assessment of vulnerability and adaptation to both current climate variability and climate change.
<b>Key Tools</b>	Cost-effectiveness analysis, cost benefit analysis, multicriteria analysis, stakeholder methods (see Sections 3.5 and 3.6).
<b>Ease of Use</b>	Relatively straightforward, given reliance on existing studies. Ranking of adaptations may be challenging.
<b>Training Required</b>	Some instruction in the NAPA process is helpful.
<b>Training Available</b>	Four regional workshops devoted to increasing understanding of the NAPA process have recently taken place. Materials from these workshops are available at <a href="http://www.unitar.org/ccp/napaworkshops.htm">http://www.unitar.org/ccp/napaworkshops.htm</a> .
<b>Computer Requirements</b>	None.
<b>Documentation</b>	Annotated guidelines at <a href="http://unfccc.int/resource/docs/cop7/13a04.pdf#page=7">http://unfccc.int/resource/docs/cop7/13a04.pdf#page=7</a> . Special website for LDCs at <a href="http://unfccc.int/cooperation_and_support/ldc/items/2666.php">http://unfccc.int/cooperation_and_support/ldc/items/2666.php</a>
<b>Applications</b>	Ongoing UNDP project on developing NAPAs in about 40 countries (see <a href="http://www.undp.org/cc/">http://www.undp.org/cc/</a> ).

## Guidelines for the Preparation of National Adaptation Programmes of Action (NAPA) (cont.)

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<b><i>Cost</i></b>	No cost for obtaining Guidelines.
<b><i>References</i></b>	United Nations Institute for Training and Research. 2003. <i>Developing Human and Institutional Capacity to Address Climate Change Issues in LDCs: Preparing for NAPAs</i> . Available at <a href="http://www.unitar.org/ccp/LDCreport.pdf">http://www.unitar.org/ccp/LDCreport.pdf</a> .