

UNFCCC LDC Expert Group (LEG)  
Training materials on implementation of NAPAs

**Workshop – Annotated schedule**

Element	Summary
<b>Day 1 - Setting the Stage</b>	
Introduction	Objectives and structure of the training session.
Setting the Scene	The LDC work programme, progress updates and the synthesis of NAPA key vulnerabilities and needs (common points, themes, projects).
Adaptation funding and the GEF	Presentation highlighting the options for Adaptation Funding and in particular the LDCF (funding, modalities of access, project cycle)  <u>Q&amp;A</u>
<u>BREAK</u>	
Round Table	This section would dedicate some time, either in plenary or in smaller groups for round table discussions related to specific issues raised by participants.  Country Presentations: <b>Lao, Cambodia</b>  Participants will be asked to bring their project documents, ideas, along with any issues they would like addressed.
<b>LUNCH</b>	
Strategies for NAPA Implementation	<ul style="list-style-type: none"> <li>- Finalizing, Updating and revising NAPAs</li> <li>- The need for an adaptation strategy (long-term vision for NAPA)</li> <li>- Key decisions: NAPA teams, implementation agencies and partnerships,</li> <li>- Options for implementing NAPAs (projects vs. programmes, single Agency vs. partnerships, and implications for longer-term)</li> <li>- Framing adaptation goals and objectives.</li> </ul> <p><u>Discussion</u> on experiences in formulating (explicit or implicit) implementation strategies</p>
Practical session	<u>Group work</u>  The group will be divided in 3 or 4 groups, depending on the number of participants. Each group will be given a country case study and will be tasked with: <ul style="list-style-type: none"> <li>a) deciding on key aspects of an implementation strategy</li> <li>b) selecting Implementing Agency(ies) and partners</li> <li>c) Identifying baseline activities</li> </ul>

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NAPA preparation supplementary sessions - 1	This additional session would focus on the countries that have yet to finalize their NAPAs, it would include a presentation on the steps to finalize the NAPA, and a discussion of key challenges encountered in the process. Participation open to other countries, but not required.
<b>Day 2 – Preparing for Implementation</b>	
	<u>Review of previous day’s practical session</u>
Formulating concrete funding proposals	Key issues in moving from NAPAs to the implementation strategy, to the formulation of concrete funding packages <ul style="list-style-type: none"> <li>- Understanding basic requirements</li> <li>- Early decisions in project design</li> <li>- Guiding principles in identifying baseline activities and additional adaptation needs</li> </ul>
Designing a PIF	Key issues involved in designing a PIF <ol style="list-style-type: none"> <li>a) Main elements in the PIF</li> <li>b) PIF approval process and common hurdles and opportunities</li> <li>c) Collaboration with Agencies during PIF design</li> <li>d) Differences in PIF design according to selected implementation strategy</li> </ol>
<u>BREAK</u>	
Round Table	<u>Presentation by one country</u> on their experience in designing the PIF. This presentation could cover elements explored during Days 1 and 2 related to the design of implementation strategies, project choices, agency selection, as well as the technical aspects related to the development of the PIF.  To be followed by <u>open exchange</u> on experiences in PIF design.
<u>LUNCH</u>	
Thematic discussion 1	Theme: key adaptation options in the agriculture and rural development sectors
<u>BREAK</u>	
Practical session	<u>Group work</u>  The group will once again be divided into smaller groups with the task of moving from the implementation strategy to the packaging of adaptation development goals into the main elements of a PIF (concept framework and activities).
NAPA preparation supplementary sessions - 2	This additional session would focus on the countries that have yet to finalize their NAPAs, it would include a presentation on the steps to finalize the NAPA, and a discussion of key challenges encountered in the process. Participation open to other countries, but not required.
<b>Day 3 – Designing Projects</b>	
	Review of the previous days’ working session and questions.

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Thematic discussion 2	Theme: Key adaptation options in coastal areas
The Preparatory Phase	The project preparation phase: key issues encountered during the preparatory phase, including: <ul style="list-style-type: none"> <li>- Defining needs for preparatory phase (differences according to selected implementation strategy)</li> <li>- PPG management, including coordination, project development team management</li> </ul>
BREAK	
Round Table	<u>Presentation</u> by a country ( <b>Bhutan</b> ) highlighting their experience during the PPG phase, followed by exchange and discussion
Moving towards the final project document	Key issues faced during development of the GEF project document. This would include <ul style="list-style-type: none"> <li>- key features of various agencies requirements for project documents</li> <li>- differences in project design according to the implementation strategy.</li> <li>- Common expectations in project design</li> <li>- Opportunities and potential hurdles</li> <li>- Co-financing for NAPA LDCF projects</li> </ul>
LUNCH	
Thematic discussion 3	Theme: Key adaptation options – Climate risk management and early warning systems
Practical session	This working session would be continued from Day 2, but would add the development of the Results and Resources Framework.
<b>Day 4 – Broadening the Scope</b>	
Broadening the Scope	Discussion on ongoing efforts to scale up adaptation efforts, as well as the means and mechanisms for linking NAPAs to national planning processes. This would include an overview of potential synergies between adaptation activities and other MEAs, regional synergies and potential for collaboration, as well as other elements of the LDC work programme.
Country Team Work – Round Tables	During this working session, country teams will have an opportunity to work together to develop their implementation strategy for the NAPA, and determine their next steps.
BREAK	
NAPA preparation supplementary sessions - 3	There would be an opportunity here to have another session designed for countries who have yet to finalize their NAPA, so that lessons learned during the workshop can be applied to NAPA finalization.

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LUNCH	
Closing and Way Forward	<p>This session would consist in an overall summary of the topics covered during the 5 days, summarize lessons learned, and discuss a path forward.</p> <p>A short questionnaire for evaluation of the training session will be distributed.</p>
<p><b>Field trip to be decided with host</b></p> <ul style="list-style-type: none"><li>• Date: Friday 7 May 2010</li><li>• Place: tbd</li></ul>	