



Paris Committee on Capacity-building

03 June 2020

Fourth meeting

Virtual Meeting, 22–25 June 2020

Background note on the launch and implementation of the PCCB Network

Recommended actions by the Paris Committee on Capacity-building

The Paris Committee on Capacity-building (PCCB) will be invited to:

- a) Agree on the working modalities of the PCCB for guiding the development of and implementing the pilot phase of the PCCB Network;
- b) Consider the implementation timeline of the pilot phase, as contained in the annex;
- c) Agree on the criteria for evaluating additional activities of the Network;
- d) Agree on relevant elements of and appropriate next steps in monitoring and evaluating the pilot phase, including possible recommendations.

I. Possible actions for consideration by the Paris Committee on Capacity-building

A. Working modalities of the Paris Committee on Capacity-building for guiding the development of and implementing the pilot phase

1. Following the decision to develop and launch the PCCB Network at the 3rd meeting of the PCCB (PCCB/2019/2), the PCCB has mobilized a task force, consisting of the leads of the working groups, to guide and oversee the development and launch of the PCCB Network pilot phase.
2. The PCCB may wish to maintain the same working modality for the entire pilot phase. The task force mentioned in paragraph 1 above will provide guidance on implementing and evaluating the pilot phase, including the uptake of additional activities proposed by Network members.
3. The PCCB may wish to request the task force and interested PCCB members to actively engage in Network activities, particularly in the context of meetings and webinars.

B. Next steps towards implementing the pilot phase

4. The PCCB may wish to consider the implementation timeline for the one-year pilot phase and agree on the next steps contained therein, including possible recommendations.
5. In the light of the uncertainties surrounding the dates and scope of the fifty-second sessions of the subsidiary bodies and the twenty-sixth session of the Conference of the Parties, the PCCB may wish to request the task force to amend the implementation timeline intersessionally, as appropriate.
6. On a rolling basis, the task force would develop and regularly update a list of Network activities, based on the decisions of the PCCB and proposals made by Network members. The list would be shared with the PCCB for approval before being published on the PCCB Network webpage.

C. Criteria for evaluating additional activities of the PCCB Network

7. In the light of the ability of PCCB Network members to propose additional activities as of the second half of 2020, the PCCB may wish to agree on the following criteria and priorities for the assessment of proposals:

(a) Relevance: ensuring that the proposed activity contributes to the capacity-building-related objectives of the Convention and Paris Agreement, and the work areas of the PCCB;

(b) Substance: ensuring that the proposed activity is defined using specific and harmonized objectives and outcomes, accompanied by a clear implementation plan;

(c) Adherence: ensuring that the proposed activity adheres to the PCCB gender mainstreaming standard and the code of conduct for UNFCCC conferences, meetings and events;

(d) Resource mobilization: ensuring that financial and human resources have been secured for the proposed activity, and that the activity would not be a burden on the finite resources available to the PCCB and the secretariat;

(e) Coherence: prioritizing activities that are closely linked to targeted activities and the expected results of the PCCB rolling workplan;

(f) Balance: prioritizing activities that contribute to regional, sectoral and institutional diversity;

(g) Engagement: prioritizing activities that engage multiple Network members and reach a wide range of stakeholders/audiences.

8. The PCCB may wish to develop an assessment framework incorporating the aforementioned criteria and request the task force to conduct the assessment with the support of the secretariat.

D. Relevant elements of and appropriate next steps in monitoring and evaluating the pilot phase

9. In the light of the decision of the PCCB to conduct an evaluation of the one-year pilot phase, the PCCB may wish to consider the following elements and agree to develop an evaluation framework accordingly:

(a) A public progress report on the implementation timeline;

(b) Monthly internal reports on PCCB Network-related communication and engagement activities;

(c) Evaluation of Network activities and working modalities by Network members;

(d) Evaluation of the effectiveness of Network activities in advancing capacity-building efforts by the task force.

10. The PCCB may wish to agree on the following next steps, as appropriate, in accordance with the implementation timeline:

(a) Further develop relevant indicators for and means of tracking progress and gathering input from relevant sources, and finalize the evaluation framework no later than October 2020;

(b) Request the task force to provide quarterly reports on the status of work and a final evaluation report on the pilot phase to the PCCB, to be submitted no later than the first quarter of 2021;

(c) Consider the evaluation report provided by the task force and provide recommendations for the further development of the PCCB Network at the 5th meeting of the PCCB.

II. Background

11. In line with the recommendations contained in the strategic plan for stakeholder engagement, communications and resource mobilization,¹ the PCCB developed a concept note² in November 2019 and launched the PCCB Network³ in April 2020. The concept note for the PCCB Network sets out a one-year pilot phase, ending with an evaluation report in the first quarter of 2021.

¹ <https://webcms.unfccc.int/documents/198470>

² <https://webcms.unfccc.int/documents/209539>

³ <https://unfccc.int/pccb-network>.

Annex - PCCB Network Pilot Phase Implementation Plan

	Pre-launch	Launch of the PCCB Network	Building the Network	Activating the Network	Monitoring & evaluation of pilot phase
Feb. 2020	<ul style="list-style-type: none"> - Publishing the summary of informal consultation at COP25 - Formation of the Task Force - Preparation of documents & webpages - Developing communications and stakeholder engagement plans 				
Mar. 2020				Planning & development	
Apr. 2020	Conceptualization and preparation	<ul style="list-style-type: none"> - Running promotional campaigns - On-boarding members 			
May 2020			<ul style="list-style-type: none"> - Conducting an ice-breaker activity to start the ball rolling 		
Jun. 2020			<ul style="list-style-type: none"> - Publishing the 1st Network Newsletter - Organizing the 1st meeting of Network 		Feedback seeking & evaluation
Jul. 2020		<ul style="list-style-type: none"> - Developing provisional plan of activities for pilot phase based on the outcomes of discussions at the 4th PCCB meeting - Developing procedures for proposing additional activities by members and the assessment by Task Force 		Implementation & oversight	Reviewing pilot phase implementation timeline
Aug. 2020			<ul style="list-style-type: none"> - Identifying and secure strategic partners to anchor the Network activities - Liaising with Network members to organize and implement Network's core activities, as well as establishing additional ones [ongoing] 		Reviewing outcomes of communications and stakeholder engagement activities
Sep. 2020			<ul style="list-style-type: none"> - Publishing the 2nd Network Newsletter 	<ul style="list-style-type: none"> - Co-organizing the 1st webinar/event of the Network 	
Oct. 2020			<ul style="list-style-type: none"> - Organizing the 2nd meeting of the Network [SBs] 	<ul style="list-style-type: none"> - Co-organizing the 2nd webinar/event of the Network 	
Nov. 2020				<ul style="list-style-type: none"> - Co-organizing the 3rd webinar/event of the Network 	Developing the pilot phase evaluation framework
Dec. 2020			<ul style="list-style-type: none"> - Publishing the 3rd Network Newsletter 		
Jan. 2021			<ul style="list-style-type: none"> - Organizing the 3rd meeting of the Network 		Feedback seeking from Network members on their experience
Feb. 2021				<ul style="list-style-type: none"> - Conclusion of additional activities of the Network, and disseminating of results 	Feedback seeking from the Task Force on their experience
Mar. 2021		Conclusion & looking ahead	<ul style="list-style-type: none"> - Publishing the activity report of the pilot phase 		Finalizing the evaluation report of the Network pilot phase for consideration by PCCB