



## Paris Committee on Capacity-building

30 May 2024

**Eighth meeting**  
**Bonn, 10–12 June 2024**

### **Draft concept note for the 6<sup>th</sup> Capacity-building Hub at the twenty-ninth session of the Conference of the Parties**

#### *Recommended actions by the Paris Committee on Capacity-building*

The Paris Committee on Capacity-building (PCCB) will be invited, during its 8<sup>th</sup> meeting, to:

- a) Consider the draft concept note for the 6<sup>th</sup> Capacity-building Hub at the twenty-ninth session of the Conference of the Parties (COP), as contained in the annex;
- b) Agree on appropriate next steps with regard to the planning and organization of the 6<sup>th</sup> Capacity-building Hub at COP 29.

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

### **A. Planning and organization of the 6<sup>th</sup> Capacity-building Hub**

1. The PCCB may wish to consider and discuss the draft concept note for the 6<sup>th</sup> Capacity-building Hub that is set to take place at COP29 in Baku, contained in the annex, with a view to finalizing the thematic focuses, modalities of sessions and timeline of action for the implementation of the 6<sup>th</sup> Capacity-building Hub intersessionally.

2. In terms of concrete actions at the 8<sup>th</sup> meeting, the PCCB may already wish to appoint its working group 3 to pursue and guide work related to the 6<sup>th</sup> Capacity-building Hub intersessionally. Discussions during the intersessional period could take place via conference calls or other virtual means. Furthermore, the PCCB may wish to consider following the approach taken during the preparation of the 5<sup>th</sup> Capacity-building Hub and open its working group 2, which will oversee the integration of cross-cutting issues across the programme of the 6<sup>th</sup> Capacity-building Hub, to external experts for the duration of this activity. Similarly to last year, these experts could serve as advisers on the Hub's Steering Committee.

3. The PCCB may further wish to agree that final decisions on the themes and dates of the 6<sup>th</sup> Capacity-building Hub be taken by all members of the PCCB on a no-objection basis.

## **II. Background**

4. Responding to the requests by Parties and non-Party stakeholders at the first meeting of the PCCB in May 2017 and at the 7<sup>th</sup> Durban Forum on capacity-building in May 2018, the PCCB established the Capacity-building Hub at COP 24 in Katowice as a space of representation and collaboration for a wide array of stakeholders active in capacity-building. At the 1<sup>st</sup> Capacity-building Hub, over 130 experts from close to 90 institutions, networks, organizations, Parties, the constituted bodies and the UNFCCC took part in over 40 events on topics relevant to climate-related capacity-building. Built upon the outcomes of the first Hub, the 2<sup>nd</sup> Capacity-building Hub at COP 25 in Madrid succeeded in representing a rich diversity of voices, experiences and topics relevant to

the work of the PCCB on climate-related capacity-building. Over the course of seven thematic days, the PCCB hosted over 60 events with more than 260 experts and 210 institutions involved. The 2<sup>nd</sup> Capacity-building Hub was visited by over 1,200 participants on-site and reached an even wider audience online.

5. The success and significance of the Capacity-building Hubs were acknowledged by a wide array of actors during COP 25, placing capacity-building in the spotlight of the Conference. As Parties reviewed the work of the PCCB and agreed on its extension at COP 25, they also decided for the Hub to become a mandated annual event.

6. Building on the successful experience of previous years, the 3<sup>rd</sup> Capacity-building Hub at COP 26 in Glasgow continued to be a space for sharing experiences, solutions and ideas that can enable greater climate action as the world gathers speed towards “a climate for a sustainable world”. More than 4,700 participants attended the 3<sup>rd</sup> Capacity-building Hub in person or followed the sessions online. In total, more than 250 experts from approximately 190 institutions were engaged in 42 sessions over the course of six thematic days. The 3<sup>rd</sup> Capacity-building Hub successfully fostered dialogues on climate-related capacity-building efforts and effectively created a physical and virtual space for collaboration across diverse climate actors. Four cross-cutting issues, including gender responsiveness, human rights, Indigenous Peoples’ knowledge, and the role of youth, were mainstreamed across the programme of the 3<sup>rd</sup> Capacity-building Hub.

7. At COP 27 in Sharm El-Sheikh, the 4<sup>th</sup> Capacity-building Hub continued to provide a space for representation, collaboration and knowledge-sharing with regard to climate-related capacity-building. The 4<sup>th</sup> Capacity-building Hub was attended by over 3,500 participants over the course of seven thematic days, during which the PCCB hosted 56 diverse organizations in conducting 48 sessions. The fourth edition of the Hub also explored newer modalities such as a dedicated thematic day on the Open Space approach, as well as the addition of the Action for Climate Empowerment (ACE) topic as the fifth cross-cutting issue mainstreamed across the Hub’s programme.

8. With COP 28 in Dubai being a milestone moment when the world took stock of its progress in relation to the implementation of the Paris Agreement, the fifth edition of the Hub created a platform where the importance of capacity-building with regard to the Paris Agreement and its progress was highlighted. Nearly 6,000 participants visited the 5<sup>th</sup> Capacity-building Hub at COP 28 in Dubai, United Arab Emirates, and engaged in 57 capacity-building sessions organized by 131 organizations. Over 330 experts from 200 institutions shared their experiences, knowledge and perspectives. The fifth edition of the Hub continued to mainstream the five cross-cutting issues and integrated innovative modalities across the programme.

9. Over the years, the Capacity-building Hub at the sessions of the COP has become an integral space for the climate-related capacity-building community, bringing together the knowledge and experience of experts, scholars and activists at the local and global level, fostering the creation and dissemination of knowledge and embodying the spirit of collaboration within the capacity-building community. The Capacity-building Hub also continues to be a space of representation and collaboration for a wide array of stakeholders active in capacity-building related activities.

## Annex

### Draft concept note for the 6<sup>th</sup> Capacity-building Hub

#### I. Background

1. The Capacity-building Hub serves as one of the flagship activities of the PCCB, encompassing a series of sessions that delve into different capacity-building themes over the course of a week, coinciding with the sessions of the COP. Following the mandate from COP 25, the PCCB continues to organize the Capacity-building Hubs annually in conjunction with the COP.<sup>1</sup>

#### II. Objectives

2. The Capacity-building Hub is a direct response to the mission of the PCCB in enhancing coherence and coordination of capacity-building under the Convention and the Paris Agreement, addressing current and emerging capacity gaps and needs, and facilitating greater awareness of the scope and impact of capacity-building efforts. By hosting the Hub as a gathering for the capacity-building community, the PCCB strives to:

(a) Amplify a rich diversity of voices, experiences and topics relevant to the PCCB's work, enhance stakeholder awareness of and engagement on the scope and impact of capacity-building efforts, and facilitate the exchange of experience, knowledge and insights on the role of capacity-building to support enhanced climate efforts in 2024 and beyond;

(b) Strengthen collaborations among bodies under and outside the Convention and the Paris Agreement and across institutions, sectors and regions, and synergize the knowledge and experience of experts at the local, national, regional and global level in order to boost collective capacity-building efforts;

(c) Strengthen the ties with relevant bodies under and outside the Convention and the Paris Agreement to enhance coherence and coordination in capacity-building efforts needed to step up collective and collaborative efforts and encourage their participation in the PCCB Network;

(d) Enhance exchange of knowledge and information (including case studies, good practices and lessons learned), as well as the promotion and dissemination of tools and methodologies for implementing solutions to address capacity-building gaps and needs;

(e) Encourage and showcase synergies between capacity-building actions and cross-cutting issues such as gender responsiveness, human rights, Indigenous Peoples' knowledge, ACE and youth voices.

#### III. The 6<sup>th</sup> Capacity-building Hub

3. The 6<sup>th</sup> Capacity-building Hub is scheduled to take place at COP 29 (11–22 November 2024 in Baku, Azerbaijan) and will showcase efforts made to enhance climate action through the lens of capacity-building. With COP 29 being a milestone moment to drive forward the implementation of the Paris Agreement, the sixth edition of the Hub seeks to create a platform where the importance of capacity-building with regard to the Paris Agreement and its progress is highlighted. Additionally, it seeks to showcase and accelerate climate change action that has the capacity to yield long-lasting impacts.

4. The 6<sup>th</sup> Capacity-building Hub welcomes all interested individuals and entities involved in climate action across all sectors and regions to take part in debates and contribute to focused capacity-building discussions by sharing:

(a) Experience and achievements in building and retaining capacity at different levels to support the enhancement of nationally determined contributions and climate action in 2024;

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<sup>1</sup> See decision 9/CP.25.

(b) Lessons learned and knowledge gained in identifying capacity-building gaps and needs, and solutions for addressing those gaps and needs;

(c) Opportunities for introducing innovation and scaling-up actions by collaborating with other actors and combining climate efforts at the national level;

(d) Ideas for capacity-building actions that are aligned with low-carbon and climate-resilient development strategies.

5. In addition to government actors and international entities, non-State actors are particularly encouraged to join the 6<sup>th</sup> Capacity-building Hub. The PCCB hopes to engage a multitude of such actors, including academics, experts from the private sector, representatives of philanthropic organizations and foundations, champions, youth representatives, Indigenous Peoples' and women's organizations, local artists, activists, media figures and influencers, journalists and storytellers. Following the successful engagement of external experts on cross-cutting issues, including gender responsiveness, human rights, Indigenous Peoples' knowledge, ACE and the role of youth, as advisers to guide the integration of cross-cutting issues across the 5<sup>th</sup> Capacity-building Hub's activities, the PCCB will also continue to apply this approach in the preparatory stage of the 6<sup>th</sup> Capacity-building Hub at COP 29. Therefore, the Co-Chairs and working group leads of the PCCB, as well as the external experts on cross-cutting topics and modalities, will together form the Steering Committee of the 6<sup>th</sup> Capacity-building Hub.

## **IV. Format and organization**

### **A. Themes**

6. The 6<sup>th</sup> Capacity-building Hub will be organized into thematic days focusing on issues directly linked to capacity-building with a view to supporting enhanced climate action at all levels. The themes will reflect the outcomes of the discussions from the previous Hub, key areas of capacity-building under the Convention and the Paris Agreement, priorities voiced by PCCB Network members and other entities at various PCCB events, as well as the capacity-building-related outcomes of the first global stocktake at COP 28.

7. A Capacity-building Hub Academy will be organized throughout the thematic days, offering diverse workshops and hands-on capacity-building activities that tackle and address some of the capacity-building gaps and needs related to the thematic days. The Academy will be led by the Vice-Rector in Europe of the United Nations University, bringing cross-cutting expertise from different United Nations University institutes around the world, academic partners and PCCB Network members.

### **B. Scope**

8. Thematic days will shed light on the different aspects of capacity-building efforts in 2024 and feed into the work of the PCCB, including its 2024 focus area "Capacity-building support for adaptation, with a focus on addressing gaps and needs related to accessing finance for national adaptation plans (NAPs)" and the PCCB Network.

### **C. Session modalities**

9. Each thematic day will accommodate a diversity of modalities to foster interactive exchanges and effective dialogues among the participants on-site and online. The Capacity-building Hub will foster knowledge co-creation and shared learning through innovative modalities and methods, including open space modalities, and exchange with participants on-site and virtually. When assessing the expressions of interest, the Steering Committee will favour a diverse set of modalities.

**Table 1**  
**List of innovative session modalities**

<p><u>For interactive engagement</u></p> <p><b>Round-table dialogues:</b> open discussions within a small group setting to exchange ideas and perspectives.</p> <p><b>Fishbowl discussions:</b> open dialogues where a small group of participants seated in an inner circle actively discuss a topic, while participants in an outer circle listen, and participants can switch between the two circles to contribute their thoughts.</p> <p><b>World cafés:</b> participants move through multiple discussion tables in a café-like set-up to delve into various topics.</p> <p><b>Workshops:</b> promoting practical skills and knowledge on a specific subject.</p> <p><b>Role-play sessions:</b> dynamic scenarios assigning specific roles to participants so that they can gain insights into diverse perspectives and interactions.</p> <p><b>Simulations:</b> replicated environments to study complex systems and predict outcomes in controlled scenarios.</p> <p><b>Networking sessions:</b> connecting and building relationships with fellow participants.</p>	<p><u>For dynamic communication</u></p> <p><b>TED-style talks:</b> engaging and thought-provoking talks in the style of TED talks, focusing on sharing ideas, experiences and insights.</p> <p><b>Lightning talks:</b> delivering ultra-brief presentations to capture participants' attention.</p> <p><b>Pitch sessions:</b> presenting innovative ideas, projects or concepts, similar to 'shark tank' presentations.</p> <p><b>Open mic sessions:</b> allowing participants to take the stage briefly and share their thoughts, stories or insights with the audience.</p>
<p><u>For creative/artistic expression</u></p> <p><b>Storytelling:</b> conveying messages, emotions and lessons through the art of storytelling.</p> <p><b>Theatre or dance performances:</b> thought-provoking performances through movement, dialogue and expression.</p> <p><b>Live music or poetry:</b> musical performances or poetry readings that evoke emotions and convey messages through artistic expression.</p>	<p><u>For visual and multimedia displays</u></p> <p><b>Marketplace showcases:</b> displays of products, ideas or services in an open and interactive setting.</p> <p><b>Poster or photo exhibitions:</b> displays of information, photos or artworks to gain insights in a physical or digital space.</p> <p><b>Video projections:</b> watching multimedia presentations projected onto screens or surfaces.</p>

## V. Scheduling

10. The guidance provided in this section is based on experience from previous years and feedback from participants in and organizers of the previous Capacity-building Hubs. The organizational arrangements are general recommendations that may be amended by the Steering Committee of the 6<sup>th</sup> Capacity-building Hub, as appropriate.

### A. Programme

11. The 6<sup>th</sup> Capacity-building Hub will take place over the course of six days during both weeks of COP 29 in order to enable a broader range of participants to take part in the Hub. When scheduling the programme of activities, the Steering Committee will attempt to avoid overlaps with activities with a similar focus.

## B. Thematic days

12. The 6<sup>th</sup> Capacity-building Hub will be organized into thematic days on issues directly linked to capacity-building, in order to support enhanced ambition in climate action at all levels. The topics highlight key areas of capacity-building under the Convention and the Paris Agreement.

13. The Vice-Rector in Europe of the United Nations University and partners will develop innovative capacity-building activities that strengthen capacity on diverse topics related to the thematic days through the Capacity-building Hub Academy. These activities will require registration prior to the events in order to offer an engaging programme tailored to the needs of the participants, as well as to foster targeted peer-to-peer learning opportunities.

(a) **Rio Conventions Synergies Day.** This thematic day seeks to explore successful integration of efforts, share best practices and empower stakeholders to implement integrated strategies for addressing interconnected environmental challenges, focusing on building capacities, practical tools and methodologies for assessing and leveraging synergies among the Rio Conventions.

(b) **Private Sector Capacities Day.** This thematic day seeks to address capacity gaps within the private sector, especially among SMEs and multinational **enterprises**, to foster greater climate action, innovation and partnerships, in line with the Paris Agreement.

(c) **Bridging Capacities, Climate and Migration Day.** This thematic day seeks to promote a people-centric and rights-based approach to climate migration, emphasizing comprehensive strategies, inclusive policies and capacity-building efforts for policymakers and communities to address the complex interplay between climate change and **human** displacement.

(d) **Capacity-building Tools and Methodologies Marketplace Day.** This thematic day seeks to convene capacity-building providers, experts, practitioners and stakeholders to showcase and exchange innovative approaches, cutting-edge tools, and **methodologies** aimed at enhancing capacity-building efforts across diverse contexts.

(e) **Capacities for Climate Innovation Day.** This thematic day aims to showcase capacity-building activities that are vital for advancing **climate** innovation, fostering collaborative ecosystems and sharing transformative solutions.

(f) **PCCB's Focus on Finance for NAPs Day.** This thematic day seeks to provide a space to explore the annual focus area of the PCCB for 2024: "Capacity-building support for adaptation, with a focus on addressing gaps and needs related to accessing finance for national adaptation plans (NAPs)". Stakeholders would have the chance to discuss capacity-building needs and solutions for accessing finance for NAPs, fostering exchange of experiences and best practices.

## C. Sessions

14. The sessions will vary in type and length and can be conducted in time slots ranging from one hour to one and a half hours, with shorter slots for discussion-based events and longer slots for workshops. If event organizers request a time slot of a different length, the Steering Committee will consult with the event organizer to try to accommodate the proposed session, as appropriate. If the length and number of the proposed sessions exceeds the time available during any one day, the Steering Committee may request the organizers of sessions with the same or a similar focus to join forces and merge their proposals into one collaborative session.

# VI. Implementation

## A. Expressions of interest

15. The 6<sup>th</sup> Capacity-building Hub will follow the successful practice of the previous Hub and open a call for expressions of interest in organizing events at the Capacity-building Hub at COP 29 on its web pages. This call will be open between 1 and 31 August 2024. All interested organizations, initiatives and entities are welcome to submit their proposals. Interested organizations are encouraged to express their interest in leading the thematic days when submitting their expressions

of interest, provided that they fulfil the stipulated requirements. Priority will be given to members of the PCCB Network with a proven track record in capacity-building for climate action.

## B. Assessment

16. The Steering Committee of the 6<sup>th</sup> Capacity-building Hub will assess the proposals received and allocate a slot on a particular thematic day to those accepted. The assessment is based on the following predefined criteria to ensure the relevance of proposed activities to climate-related capacity-building and the Hub:

1. **Relevance to capacity-building:** Demonstrated examples of capacity-building and linkages with the thematic day.
2. **Partnership collaboration:** Sessions organized in collaboration with one or more partners will be prioritized, reflecting the value of diverse perspectives and expertise brought forward by co-organizers.
3. **Innovation and engagement:** Prioritizing innovative methodologies and modalities that foster the co-creation of knowledge, shared learning, and meaningful engagement and interaction.
4. **Cross-cutting issues:** The extent to which cross-cutting issues are integrated within the session both in terms of substance and representation.
5. **Inclusiveness and balance:** Guaranteeing gender, regional and sectoral inclusiveness and balance in the session.

17. Each submission will be evaluated, with points awarded depending on how and to what extent the submission fulfils each criterion. A cut-off threshold will be decided on the basis of the number of slots available, and the top-scoring submissions selected may be allocated slots on all thematic days.

## C. Agenda

18. Once the expressions of interest have been assessed, all applicants will be notified of the final decision. The Steering Committee will appoint lead partners who will develop the agenda and narrative of each thematic day in close consultation with the successful applicants and under the guidance of the Steering Committee. To ensure a coherent flow of activities under each thematic day as well as the overall programme of the Hub, the initial proposals may need to be amended.

19. The PCCB has made it a priority to integrate cross-cutting issues, such as gender responsiveness, Indigenous Peoples' knowledge, youth voices, human rights and ACE in all of its activities, including its Capacity-building Hubs. Where necessary, the Steering Committee will support and provide guidance to organizers in this respect. With a new modalities expert joining the Steering Committee, sessions will be modified, where necessary, to better provide opportunities for knowledge co-creation, shared learning and engagement at the Hub.

## D. Logistics and support

20. The PCCB and the UNFCCC secretariat are not able to provide any financial support or cover travel and accommodation expenses for organizers and resource persons of the Hub. However, if requested, the secretariat will support the organizers and resource persons with daily accreditation to access the venue. In addition, technical support and common stationery items can be provided for the sessions, where feasible and if communicated in advance by the organizers.

## E. Communications and outreach

21. The programme of the Hub, as well as additional information on thematic days, will be available and kept updated on dedicated web pages on the UNFCCC website. Announcements and further information will be regularly posted on the UN Climate Change Capacity-building LinkedIn

group<sup>2</sup> and the Hub web page.<sup>3</sup> Interested individuals, initiatives and organizations are welcome to participate in the Hub on-site, follow the live-streamed discussions online (links will be provided on the corresponding event web pages), receive updates on the outcomes of discussions through social media channels using the hashtag #CBHub and, where possible, engage with the speakers through provided channels online and on-site. The outcomes of activities, including information received from stakeholders, possible recordings of events, summary reports and interviews will also be disseminated on the PCCB-related web pages and social media channels.

## **F. Post-event evaluation**

22. Following the practice of other PCCB activities, participants of the Hub – whether as an organizer or audience member – will be asked to voice their opinion about their experience in the Hub through online post-event surveys. A compilation of suggestions received will be included in the summary report of the Hub and duly noted by the PCCB for future iterations of the event.

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<sup>2</sup> The UN Climate Change Capacity-building LinkedIn group can be accessed at: <https://www.linkedin.com/groups/12550724/>.

<sup>3</sup> See the Capacity-building Hub web page: <https://unfccc.int/capacity-building-hub>.