

Workplan, including outreach activities, for the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement

1. Delivery date: 2020.

A. Mandate(s) and objectives

2. COP 24 requested the SCF to prepare, every four years, a report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement for consideration starting at COP 26 at CMA 3 (hereinafter referred to as 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement).¹

3. COP 24 also requested the SCF, in preparing the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement, to collaborate, as appropriate, with the operating entities of the Financial Mechanism, the subsidiary and constituted bodies, multilateral and bilateral channels, and observer organizations.²

B. Overall approach

4. Building on the experience of the SCF in developing comprehensive assessments, such as the BAs, SCF 20 agreed that the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement will be prepared following the BA approach, namely comprising **technical work** and **work at the Committee level**. The technical work allows the SCF, with the support of the secretariat and external expertise, to gather information and data on developing countries' needs to inform its **work at the Committee level**.

5. The technical **work** combines literature review with technical and expert meetings, webinars and outreach activities, involving data providers and other contributors that have experience in determining developing countries' needs at the national, regional and global level. This involves data and information gathering from a range of sources and databases, including national reports submitted by Parties to the UNFCCC, external databases and other related national, regional and global reports that provide quantitative and qualitative information on the needs of developing countries. Hence, the organization and implementation of the **technical work** follows a '**hub-and-spokes**' approach. The figure below shows this approach, with the SCF being the hub and the different types of contributor being the spokes. This approach allows the SCF to gather the necessary information and methodologies for preparing the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement, while also building the collaborators network for subsequent reports.

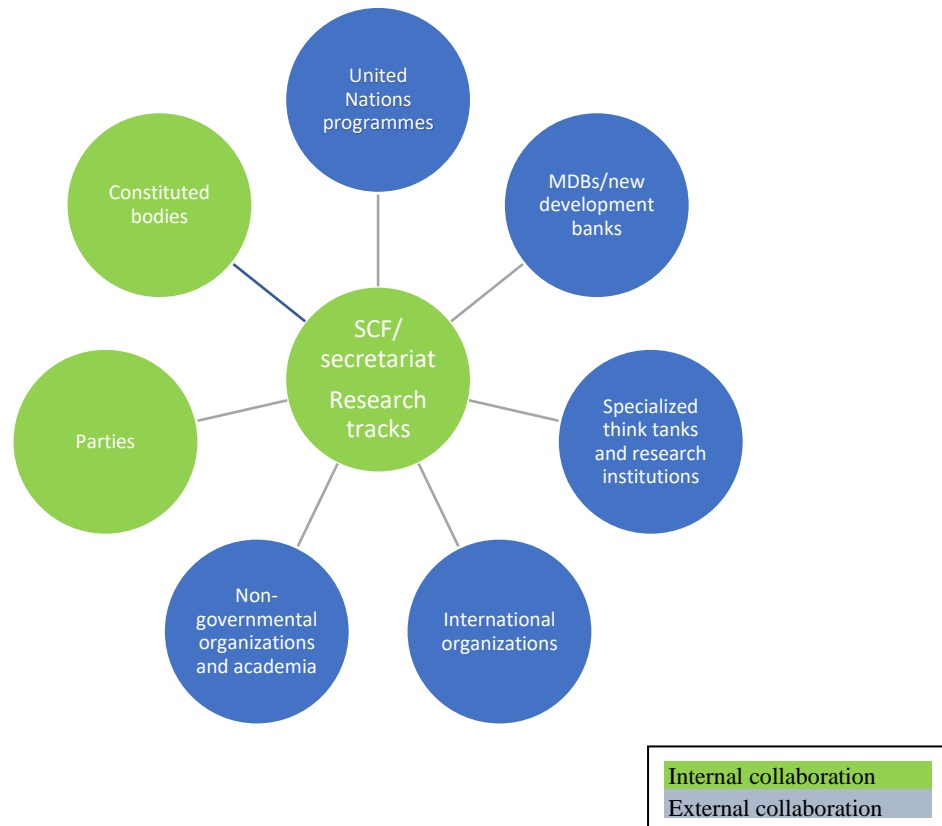
6. The **work at the Committee level** involves reviewing the technical work and providing further guidance. It also involves identification of key findings from the technical work, compiling the identified determination of needs of developing

¹ Decision 4/CP.24, para. 13.

² Decision 4/CP.24, para. 14.

countries in relation to implementing the Convention and the Paris Agreement, and the possible preparation of potential recommendations for the COP.

‘Hub-and-spokes’ approach



7. The technical work also aims to enhance engagement with Parties, the operating entities of the Financial Mechanism, the subsidiary and constituted bodies, multilateral and bilateral channels, and observer organizations, including those that produce aggregate data and information on needs. For example, the SCF can closely engage with, in addition to Parties, a wide variety of institutions that produce and aggregate information on needs at the global and regional level, including on issues relating to methodologies and approaches for determining needs. Such institutions include United Nations agencies, constituted bodies under the Convention, MDBs, bilateral development finance institutions, international organizations, research institutions and think tanks, private sector financial institutions, academia and civil society organizations that operate in developing countries. In addition, Parties and various institutions can participate in the meetings of the SCF and dedicated technical meetings and other outreach channels that the SCF wishes to establish, such as webinars. Engaging with Parties and data producers and aggregators allows the SCF to produce a robust report.

C. Modalities

8. The two co-facilitators of the SCF working group on the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement have been selected from within the SCF membership and are appointed to guide the technical work both intersessionally and at SCF meetings. The co-facilitators are supported by the secretariat.

9. To ensure sufficient rigour, the technical work will consist of five phases as outlined below. Each phase will be led by an external consultant and coordinated by the secretariat, under the guidance of the co-facilitators of the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement:

(a) Phase I – developing and finalizing the outline of the report. This phase involves developing the scope, structure and annotated outline;

(b) Phase II – research and drafting. This phase involves:

(i) Data collection from available sources and types of information on the needs of developing countries;

(ii) Technical meetings organized as stand-alone technical expert workshops in collaboration with partners and/or in conjunction with SCF meetings;

(iii) A call for evidence to gather inputs from data providers and aggregators, Parties and institutions that have undertaken work on the determination of needs, covering data availability and gaps, and information on methodologies and approaches;

(c) Phase III – developing the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement. This phase includes the iterative drafting of the technical report and presenting it for feedback at SCF meetings. The SCF will discuss and confirm whether the report will include recommendations;

(d) Phase IV – publication. This phase includes developing the layout, graphic design and website content ahead of the finalization and dissemination of the report;

(e) Phase V – outreach and dissemination. This phase includes:

(i) Regular updates on the UNFCCC website regarding the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement, linked to the home page of the SCF;³

(ii) Side events at sessions of the COP and the subsidiary bodies, as part of SCF side events, to provide updates on progress and to exchange information in relation to similar initiatives outside the Convention.

10. Within the SCF, an open-ended working group will participate in the intersessional technical work. This may involve, inter alia, providing input and reviewing the drafts of the individual chapters and the final draft of the report, including through written comments and dedicated webinars. The results of the phases of work will feed into the work of the dedicated SCF working group on the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement.

11. The outputs (e.g. draft chapters, technical papers, scoping document) will be disseminated to the SCF for consideration. The SCF working group, led by the two co-facilitators, will complete the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement with the assistance of the secretariat and consultants.

12. The secretariat will guide and monitor the day-to-day operations of the external consultants. To build and maintain institutional memory, the external

³ <https://unfccc.int/topics/climate-finance/workstreams/determination-of-the-needs-of-developing-country-parties-related-to-implementing-the-convention-and->

consultants will conduct their work and interact with external collaborators jointly with the secretariat.

Possible milestones and an indicative timeline (as at 4 October 2019)

Activities and deliverables	2019–2020								2021
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Phase I: developing and finalizing the outline									
Scope, structure and annotated outline									
Phase II: research and drafting									
Literature review									
Engagement with data providers, producers and aggregators		Collaborators meeting			First technical meeting (theme to be confirmed)	Second technical meeting (theme to be confirmed)			
Open call for evidence period									
Phase III: developing the 2020 report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement									
Development of first-, second- and third-order drafts of the technical report				First-order draft	Second-order draft	Third-order draft			
Working group discussions on the first-, second- and third-order draft chapters of the technical report									
SCF discussions on the draft report					SCF 22	SCF 23	SCF 24		
Drafting and finalizing the summary and recommendations (to be confirmed)									
Consolidation of the final draft of the technical report									
Phase IV: publication									
Layout, design and production									
Development of web-based content									
Phase V: outreach and dissemination									
Web updates on the development of the report									
Updates at SCF side events at sessions of the COP and the subsidiary bodies									
Meetings with constituted bodies (to be confirmed)									
Communication and promotion of the technical report and the summary and recommendations (to be confirmed)									
Webinars and launch event at COP 26									
Continued outreach									