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# Readiness Proposal

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**with Ministry of Finance and National Planning  
for Kingdom of Tonga**

16 March 2020 | Adaptation Planning



**GREEN  
CLIMATE  
FUND**

# Readiness and Preparatory Support Proposal Template

<b>Programme title:</b>	Strengthening Adaptation Planning in Tonga
<b>Country:</b>	Kingdom of Tonga
<b>National designated authority:</b>	Ministry of Meteorology, Energy, Information, Disaster Management, Environment, Climate Change and Communications (MEIDECC)
<b>Implementing Institution:</b>	Ministry of Finance (MoF)
<b>Date of first submission:</b>	21 <sup>st</sup> September 2018
<b>Date of current submission/ version number</b>	04 <sup>th</sup> March 2020 V.5



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### How to complete this document?

- Please visit the [Empowering Countries](#) page of the GCF website to download the Readiness Guidebook and learn how to access funding under the GCF Readiness and Preparatory Support Programme.
- This document should be completed by National Designated Authorities (NDA) or focal points with support from their Delivery Partners where relevant. Once completed, this document should be submitted to the GCF by the NDA or focal point to [countries@gcfund.org](mailto:countries@gcfund.org).
- Please be concise. If you need to include any additional information, please attach it to the proposal.
- If the Delivery Partner implementing the Readiness support is not a GCF Accredited Entity for project Funding Proposals, please complete the Financial Management Capacity Assessment (FMCA) questionnaire and submit it prior to or with this Readiness proposal. The FMCA is available for download at the [Library](#) page of the GCF website.

### Where to get support?

- If you are not sure how to complete this document, or require support, please send an e-mail to [countries@gcfund.org](mailto:countries@gcfund.org).
- You can also complete as much of this document as you can and then send it to [countries@gcfund.org](mailto:countries@gcfund.org), copying both the Readiness Delivery Partner and the relevant GCF Country Dialogue Specialist and Regional Advisor. Please refer to the [Country Profiles](#) page of the GCF website to identify the relevant GCF Country Dialogue Specialist and Regional Advisor.
- We will get back to you within five (5) working days to acknowledge receipt of your submission and discuss the way forward.

#### Note: Environmental and Social Safeguards and Gender

Throughout this document, when answering questions and providing details, please make sure to pay special attention to environmental, social and gender issues, particularly to the situation of vulnerable populations, including women and men. Please be specific about proposed actions to address these issues. Consult Annex IV of the Readiness Guidebook for more information.

#### Please submit the completed form to:

[countries@gcfund.org](mailto:countries@gcfund.org)

#### Please use the following naming convention for the file name:

“GCF Readiness Proposal-[Kingdom of Tonga]-[2020-03-04]”





**Brief summary of the request**

Please include a brief description of the current status of needs in the country and the general readiness context (including non GCF initiatives); specific readiness challenge in the context of climate change; solution/outcome identified. Please also explain how GCF Readiness support activities will advance this solution in the context of climate change; how it will add value to national processes and how this change will be visible over time. (200 words maximum)

The Government of Tonga launched its second Joint National Action Plan on Climate Change Adaptation and Disaster Risk Management (JNAP 2, 2018-2028) in August 2018, with the definition of a National Adaptation Plan (NAP) and an update of the JNAP 1 (2010-2015). In December 2015, Tonga submitted its Intended Nationally Determined Contribution, INDCs to the UNFCCC Secretariat and ratified the Paris Agreement in September 2016. The NDC identified developing a NAP as a priority for implementation and identified JNAP as a key mechanism for achieving NDC goals in a manner that is inclusive, equitable and respects gender and social concerns as outlined within the Paris Agreement and the policies of the Green Climate Fund. This grant on a wider scale will contribute to the global goal on adaptation in the Paris Agreement – to enhance adaptive capacity, strengthen resilience and gender response in all climate financing programs, and reduce vulnerability to climate change impacts.

This GCF NAP project aims to build on Tonga's NDC by accelerating the NDC vision to scale up adaptation in the medium to long-term. Tonga's NDC reiterates that adaptation is Tonga's priority response to climate change and also links to its Third National Communication and JNAP 2.

In addition, the principal barriers that hinder effective adaptation planning in Tonga relate to governance and effective coordination mechanisms at national, sectoral, community and outer islands level to address CCA. But there is also a need for greater technical and scientific methodologies and frameworks for the analysis of climate change vulnerabilities, impacts and adaptation, more coordinated approaches to research, monitoring and management of data and information and a strategy to mobilize resources for the implementation of priority actions identified in the JNAP and Tonga GCF Country Programme.

The overall goal of the proposed GCF NAP project is to **strengthen the capacity for effective adaptation planning in Tonga**. This project will support the Government of Tonga (GoT) to advance its NAP planning process through its JNAP 2 framework by building on existing capacities and enhancing institutions already in place at national, sectoral, community levels as well as the Outer Islands in planning processes for adaptation planning through the following four inter-related outcomes:

- Institutional framework and coordination for the implementation of the NAP process strengthened in Tonga
- Climate vulnerability and adaptation investment rationale strengthened in Tonga.
- Coordinated approaches to research, monitoring and management of data and information developed for adaptation planning in Tonga
- Adaptation financing expenditure and mobilization diversified in Tonga.

The project interventions fully align with the national strategies and policies particularly the JNAP 2 and will build on the strong synergies with on-going and past adaptation and readiness work in Tonga, such as the GCF Readiness and Preparatory Support project “NDA Strengthening and Country Programming (USD 300,000).”

The Department of Climate Change at Ministry of Meteorology, Energy, Information, Disaster Management, Climate Change and Communications (MEIDECC-NDA) and Ministry of Finance (MoF-Delivery Partner) have led project formulation for this GCF NAP Project with technical support from the JNAP Technical Team as well as consultations with NGOs, CSO and Faith-based organizations, Private Sectors and community members.

The activities under this GCF NAP Project are anticipated to begin immediately upon approval by the GCF and the project has an implementation timeframe of 24 months. Tonga's Ministry of Finance (MoF) is applying to the GCF for **USD 1,681,315** through the delivery partner modality for national adaptation planning.

Beneficiaries of this GCF NAP project will include the Ministry of Finance, NDA and its supporting staff (Department of Climate Change), 14 Government Line Ministries, JNAP Technical Team, NGOs, Faith-based Organisations, CSOs, Private Sector, communities, disadvantaged groups, youth, women and men.

**Total requested amount and currency**

USD 1,681,315.00

**Anticipated duration**

24 months

Has the country received or is expecting to receive other Readiness and Preparatory Support funding allocations (including adaptation planning) from GCF or other donors?

Yes

No

If yes, please describe the scope of work and the scope of support provided or expected to be provided by the GCF and/or other institutions (100 words).

Tonga has received the following two GCF Readiness grants:

1. **TON-RS-001**– US\$300,000 implemented from February 2018 to October 2019 (on-going): set up the national No Objection procedure, building the capacity of the NDA to convene and drive Tonga's direct access approach to the Fund, and consultative established national priorities via the Country Programme to the GCF.
2. **TON-RS-002**– US\$200,000 implemented from April 2017 to August 2018: was for the development of an Energy Efficiency Master Plan for Tonga (TEEMP) by the Climate Technology Centre and Network (CTCN), United Nations Environmental Programme (UNEP).

In the TON-RS-001 and TON-RS-002, Tonga has achieved the following deliverables:

- Development of the Tonga Country Programme (completed and endorsed in 2018) with (29 pipeline projects, 4 mitigation, 12 adaptation and 13 cross-cutting)
- Nomination of its NIE-Ministry of Finance (MoF) which is now the Ministry of Finance only and Tonga Development Bank (TDB) nominated as Direct Accredited Entities to GCF;
- Development of the NDA No-Objection Procedure (completed and endorsed in 2018)
- Strengthened capacities of the NDA to consider funding proposals presented by Accredited Entities in the NOL procedure;
- Stocktake of climate change priorities in Tonga (completed under the Tonga Country Programme)
- Development of the Energy Efficiency Master Plan completed in 2018.

Tonga is also expecting to receive two additional Readiness grants:

3. NDA Strengthening and Country Programming Phase 2
4. Assessment and Revision of the Outer Island Solar Electrification Society (OISES)

These two proposals (3 and 4) will be implemented to achieve the targets of Tonga NDC and JNAP 2 and the following deliverables:

- Establishment of a Monitoring and Verification System (database) for tracking and monitoring climate finance inflows at the national level. With the establishment of an MVS (database) for tracking and monitoring finance inflows at the national level, data from this current proposal will feed into the database.
- Establishing a process for reviewing (annually) the prioritized project pipelines in the Country Programme.
- Strengthening the gender-responsive approach in climate finance programming. The gender responsive approach will be utilized in this current proposal to strengthen it in climate finance programming. This grant on a wider scale will contribute to the global goal on adaptation in the Paris Agreement – to enhance adaptive capacity, strengthen resilience and gender response in all climate financing programs, and reduce vulnerability to climate change impacts.
- Completion of the Online Accreditation System
- Completion of the Gap Assessment and Action Plan for the Ministry of Finance and National Planning
- Development of at least 4-5 Readiness Preparatory Support Proposals, at least 2 SAP Concept Notes and proposals, at least 2 Concept Notes towards Full Project Proposals
- Strengthen the engagement of Private Sector
- Development of an OISES Policy

	<ul style="list-style-type: none"> <li>• Setting up an OISES-Private Sector Advisory Committee to ensure effective investment of the private sector in the OISES equipment supply and imports of solar materials.</li> <li>• Formulating of a strategy to ensure effective coordination of all OISES offices</li> <li>• Development of a financial business model for OISES and marketing plan for solar electrification</li> </ul> <p>The GCF NAP Project will complement 1-4 Readiness Proposals and all contribute towards achieving the Targets of the Tonga NDC and JNAP 2 as well as achieving the 4 inter-related outcomes and deliverables as mentioned above.</p> <p>The proposed project builds on Tonga’s NDC and JNAP commitments to advance medium and long-term adaptation planning in Tonga with a National Adaptation Plan (NAP), providing support for iterative improvements to the NDCs under the enhanced transparency framework requirements, while enabling the Government of Tonga to build and strengthen capacities for mainstreaming CCA, produce actionable climate risk and vulnerability assessments, and implement effective methods, tools and information systems to better inform decision-making on climate risks.</p> <p>Project activities under other outcomes will also address the main barriers to the integration of CCA into national, sectorial and Community and Outer Islands planning and budgeting, as identified during stakeholders’ consultations and in the Stocktaking Report, and support the formulation of financing strategies and mechanisms for the scaling up of medium- and long-term adaptation.</p>
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## 2. BACKGROUND

Please explain how this grant will help deliver on the country's readiness needs and build on institutions, processes or existing work already underway in the country. Specify the country's current situation in the context of climate change, existing capacities that the proposal will build on and the key barriers or gaps that will be addressed through the different outcomes. Please also describe past and ongoing efforts undertaken by public and/or private sectors, and other complementary GCF grants or funding proposals. Please refer to the Guidebook for more specific information on completing this section. (300 words maximum)

### 2.1. COUNTRY CONTEXT

Tonga is located in the Central South Pacific. It lies between 15° and 23° 30' South and 173° and 177° West.<sup>1</sup> Tonga has a combined land and sea area of 720,000km<sup>2</sup>. It is an archipelago of 172 named islands with an area of 747km<sup>2</sup> of which 36 islands are inhabited with an area of 649km<sup>2</sup> and combined estimated total population of 100,745<sup>2</sup>.

The Kingdom of Tonga like other SIDS is highly susceptible to the impacts of climate change and natural hazards due to its geographical, geological and socio-economic characteristics. Most of Tonga islands, including the main island, are flat with an average altitude of 2-5 meters above sea level. Tonga's location also makes it prone to experience the impacts of earthquakes. These impacts are further compounded given Tonga's vulnerability to sea-level rise, flooding from storm surges, and other impacts from climate change-induced coastal hazards.

In addition, Tonga is the second most vulnerable country out of 173 countries listed in the World Risk Index<sup>3</sup> – a method to measure a country's exposure, susceptibility, coping capacity, and adaptive capacity. From 1991 to 2010, the global climate risk index ranked Tonga 19<sup>th</sup> of 179 countries in terms of observed average annual losses as a percentage of gross domestic products due to climate-related disasters and in terms of average climate-related deaths per 100,000 people.<sup>4</sup>

Tonga National Communications (2005 and 2012) that were submitted to the United Nations Framework Convention on Climate Change (UNFCCC) Secretariat and JNAP 2 (2018) report that all key sectors are likely to be significantly affected by climate change, with major environmental, economic, and social consequences. Particular concerns include impacts on coastal assets and resources, agricultural production, and water supply.

### 2.2 BASELINE SCENARIO:

Climate change is already impacting Tonga, with sea level rising well above the global average, already having forced several communities to relocate and requiring regular reconstruction of local infrastructure and since 1997, Tonga has experienced approximately 15 significant natural disasters. The most recent severe weather system to hit Tonga was Tropical Cyclone Gita (February 2018), caused widespread damage and losses across Tongatapu and 'Eua. The total economic value of the effects caused by Tropical Cyclone Gita was estimated to be approximately Tongan Pa'anga \$356 million (US\$164 million), which is equivalent to 37.8 per cent of the nominal gross domestic product (GDP) in Tonga<sup>5</sup>. Notwithstanding the destroyed physical assets, the negative impact of the disaster will impact on overall economic conditions for several years to come. It is also worth noting that Tonga's historic contributions to the current concentration of carbon dioxide in the atmosphere are negligible; and yet, the country is facing an existential threat because of climate change.

However, the climate change scenarios for Tonga based on a recent study<sup>6</sup> highlights the following trends:

- **Temperatures have increased and will continue to increase** with **more very hot days** in the future. Projections show that by 2030, under a high emission scenario, the temperature may increase in the range of 0.3–1.1°C.
- **Rainfall is generally projected to increase** over this century with **more extreme rainfall days** expected. – Despite the lack of agreement in the direction of the mean annual and seasonal rainfall under climate change, there is high confidence that the frequency and intensity of extreme rainfall events will increase. The majority of models project the current 1-in-20-year daily rainfall event will become, on average, a 1-in- a 9-year event for RCP2.6 and a 1-in-5- year event for RCP8.5 by 2090.
- **Sea level is expected to continue to rise** – Satellite data indicate the sea level has risen near Tonga by about 6 mm per year since 1993. This is larger than the global average of 2.8-3.6 mm per year, and there is very high confidence that means sea level will continue to rise over the course of the 21<sup>st</sup> century. Across four emission scenarios, an increase of 12-13 cm before 2030, 22-25 cm before 2050, and 40-63 cm before 2090 is projected.
- **Ocean surface temperature, ocean acidification and impact on corals** – As atmospheric CO<sub>2</sub> concentrations continue to rise, oceans will warm and continue to acidify. These changes will impact the health and viability of marine ecosystems, including coral reefs that provide many key ecosystem services. The PCCSP study projects the risk of coral bleaching will increase with very high confidence. This does not take into account other stressors such as storm damage and other human

<sup>1</sup> Joint National Action Plan on Climate Change Adaptation and Disaster Risk Management 1, 2010-2015.

<sup>2</sup> Tonga National Population and Housing Census 2016 Preliminary Result

<sup>3</sup> Alliance Development Works. 2012. World Risk Report 2012. Berlin

<sup>4</sup> United Nations University, Institute for Environment and Human Security. 2012. Global Climate Risk Index, 2012

<sup>5</sup> The share is calculated for the nominal 2017 GDP, which is estimated at T\$941.9 million.

<sup>6</sup> Pacific Climate Change Science Program, International Climate Change Adaptation Initiative. Retrieved from: [http://3u67we1yp0syq605cu82s11h.wpengine.netdna-cdn.com/files/2019/05/05\\_PSSCP\\_Tonga\\_8pp.pdf](http://3u67we1yp0syq605cu82s11h.wpengine.netdna-cdn.com/files/2019/05/05_PSSCP_Tonga_8pp.pdf)



pressure. The study notes that if severe bleaching events occur more often than once every five years, the long-term viability of coral reef ecosystems becomes threatened.

- **Wave actions** – Mean wave height, based on observations (1979-2009) and climate model simulation, is indicated to increase, but there is low confidence in this conclusion. This is largely because the wind-wave climate displays strong inter-annual variability, which in turn is highly influenced by El Niño-Southern Oscillation (ENSO) phenomenon. How climate change will interact with the ENSO cycle is poorly understood.
- **Tropical cyclone** – On a global scale, the projections indicate there is likely to be a decrease in the number of tropical cyclones by the end of the 21st century. But there is likely to be an increase in the average maximum wind speed of cyclones by between 2% and 11% and an increase in rainfall intensity of about 20% within 100 km of the cyclone centre. In the Tonga region, projections tend to show a decrease in the frequency of tropical cyclones by the late 21st century and an increase in the proportion of the more intense storms. Tonga is pulling together to rebuild following the devastation caused by tropical cyclone Gita that hit in mid-February 2018.

## **2.3. BASELINE – ADAPTATION PLANNING CONTEXT:**

### **2.3.1 NATIONAL ADAPTATION PROCESSES/ PLANS AND FRAMEWORKS TO ADDRESS ADAPTATION ACTION:**

The Government of Tonga acceded to the United Nations Framework Convention on Climate (UNFCCC) Change in July 1998 and the Kyoto Protocol in January 2008. As a party to the said convention and protocol, Tonga is therefore obliged to prepare its National Communication Reports on Climate Change and then submit to the UNFCCC Secretariat and Conference of the Parties to the UNFCCC. Tonga has completed the implementation of both the Initial National Communication (INC) and Second National Communication (SNC) Projects as well as the preparation of both project reports. The Cabinet of the Government of Tonga's and the UNFCCC Secretariat in Bonn, Germany approved these reports in May 2005 (INC) and March 2012 (SNC). The milestone of the Second National Communication Project was the development of the Tonga Joint National Action Plan on Climate Change Adaptation and Disaster Risk Management (JNAP), 2010-2015.

**Table 1: National Adaptation Plan Process in Tonga which relates to this GCF NAP project outcomes**

Year	National Adaptation Processes and Instruments <sup>7</sup>	Framework (NRI)	Proposed GCF NAP Project outcome
1998	Accession to the United Nations Framework Convention on Climate Change (UNFCCC)	International	1,2,3,4
2005	Initial National Communication (INC) report to the UNFCCC	International	1,2,3,4
2005	Pacific Islands Framework for Action on Climate Change (PIFACC) 2006-2015	Regional	1,2,3,4
2006	Tonga Strategic Development Plan 2006-2009: <i>Looking to the Future, Building on the Past (SDP8)</i>	National	1,2,3,4
2006	Tonga - Climate Change Policy	National	1,2,3,4
2008	Accession to the Kyoto Protocol	International	1,3,4
2010	National Strategic Planning Framework 2010-2020 (NSPF)	National	1,2,3,4
2010	Joint National Action Plan for Climate Change Adaptation and Disaster Risk Management 2010-2015 (JNAP)	National	1,2,3,4
2011	Tonga Strategic Development Framework (TSDF I) 2011-2014	National	1,2,3,4
2012	Second National Communication (SNC) report to the UNFCCC	International	1,2,3,4
2015	The Tonga Strategic Development Framework (TSDF II) 2015-2025	National	1,2,3,4
2016	Tonga Climate Change Policy "A Resilient Tonga by 2035"	National	1,2,3,4
2016	The Framework for Resilient Development in the Pacific: An integrated approach to address Climate Change and Disaster Risk Management (FRDP) 2017 - 2030	Regional	1,2,3,4
2016	Paris Agreement	International	1,2,3,4
2018	Joint National Action Plan for Climate Change Adaptation and Disaster Risk Management 2018 – 2028 (JNAP 2)	National	1,2,3,4

### 2.3.1.1 Joint National Action Plan I (2010-2015) and JNAP 2 (2018-2028)

In the Pacific, Tonga has demonstrated leadership in developing and implementing integrated approaches to DRM and CCA<sup>8</sup>. Tonga was the first country in the region to develop a Joint National Strategy to address Climate Change Adaptation and Disaster Risk Management in an integrated manner. The Cabinet officially adopted JNAP I in July 2010 becoming the first action plan concerning climate change and summarizes the GoT priorities regarding disaster risk and climate change management. JNAP2 was established in 2018 and is the strategic plan which presents priority actions for climate change adaptation and disaster risk management for the next ten years (2018-2028) based on lessons learnt from JNAP1.

The vision of the JNAP is to promote and ensure safe, healthy, secure and resilient communities to climate change impacts and disaster risks. JNAP serves as the action plan for the Tonga-Climate Change Policy (2006) and the revised Tonga Climate Change Policy (2016). It highlights both national and community priority goals for meeting the policy objective. A key aim of the JNAP is to avoid duplication of efforts and maximise the limited resources in Tonga.

The Plan comprises of six priority goals presented below. Each of the goals has specific objectives and outcomes as follows

1. Improved good governance for climate change adaptation and disaster risk management (mainstreaming, decision making, organisational and institutional policy frameworks)
2. Enhanced technical knowledge base, information, education and understanding of climate change adaptation and effective disaster risk management
3. Analysis and assessments of vulnerability to climate change impacts and disaster risks
4. Enhanced community preparedness and resilience to impacts of all disasters
5. Technically reliable, economically affordable and environmentally sound energy to support the sustainable development of the Kingdom
6. Strong partnerships, cooperation and collaboration within government agencies and with civil societies, non-government organisations and the private sector.

Each of these priority goals have a number of actions or activities that will be implemented over the term of the plan. Implemented and ongoing activities since JNAP 2 was launched in 2018 are as follows:

- (i) The government, with financial support from the USAID Climate Ready Project established the JNAP Secretariat in 2019 to oversee and coordinate implementation, including the development of a three-year implementation plan.

#### <sup>7</sup> Key documents

- Tonga Strategic Development Framework (TSDF) <https://www.pacificclimatechange.net/node/22893>
- Tonga Climate Change Policy - A Resilient Tonga by 2035 [https://www.preventionweb.net/files/48404\\_tongaclimatechange2016.pdf](https://www.preventionweb.net/files/48404_tongaclimatechange2016.pdf)
- Nationally Determined Contributions: Tonga <https://www.pacificclimatechange.net/node/23234>
- Tonga Joint National Action Plan (JNAP) on Climate Change Adaptation and Disaster Risk Management 2010-2015 Retrieved: <https://www.pacificclimatechange.net/node/22824>
- The Kingdom of Tonga's Initial National Communication in Response to its Commitments under the United Nations Framework Convention on Climate Change.
- Tonga Joint National Action Plan 2 on Climate Change and Disaster Risk Management 2018-2028 <https://www.pacificclimatechange.net/node/25033>

<sup>8</sup>Disaster Risk Reduction and Climate Change Adaptation in the Pacific: An Institutional and Policy Analysis. UNISDR and UNDP 2012

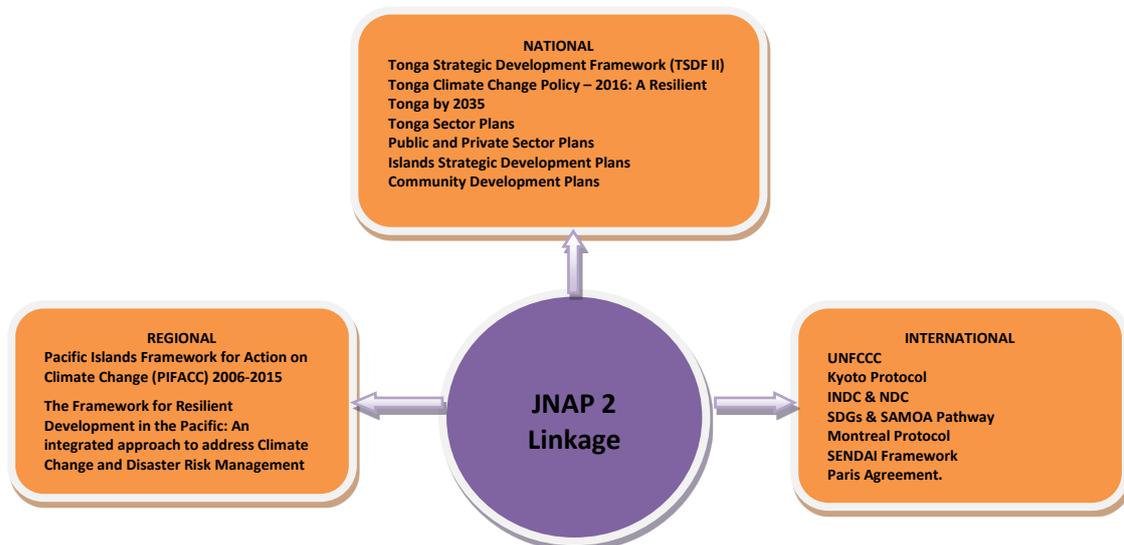
- (ii) The Ministry of Internal Affairs has integrated climate change into their community and island development plans and is reviewing their national budgetary plans for the upcoming years. The NAP will build on these efforts to mainstream climate change governance into other policies and strategic plans across government, non-government and private sectors.

Thus, the development of the NAP will contribute to implementing the adaptation objectives under the JNAP 2. This current proposal is linked to all six priority goals presented under the JNAP 2. Hence, the four inter-related outcomes of the GCF NAP project are well aligned with the objectives set in JNAP 2 (Table 2). JNAP 2 is also linked to the National, Regional and International Frameworks.

**Table 2: Alignment of GCF NAP Project with JNAP 2 Objectives**

GCF NAP Project	JNAP 2 Objectives
<b>Outcome 1:</b> Institutional framework and coordination for the implementation of the NAP process strengthened in Tonga	<b>Objective 1 - Mainstreaming for a Resilient Tonga:</b> Mainstream CCA and DRM approaches into government legislation, policies and plans at all levels
<b>Outcome 2:</b> Climate vulnerability and adaptation investment rationale strengthened in Tonga.	<b>Objective 2 - Resilience-building response capability:</b> Develop the capacity for resilience building responses throughout government, the private sector and civil society  <b>Objective 3 - Resilience-building actions:</b> Design and implement on the ground actions that build a Resilient Tonga by 2035 at national islands and community levels.
<b>Outcome 3:</b> Coordinated approaches to research, monitoring and management of data and information developed for adaptation planning in Tonga	<b>Objective 4 - Research, monitoring and management of data and information:</b> Implement a coordinated approach to research, monitoring and management of data and information
<b>Outcome 4:</b> Adaptation financing expenditure and mobilization diversified in Tonga.	<b>Objective 5 - Finance:</b> Secure and mobilize the required finances and resources to build a Resilient Tonga by 2035

In other words, JNAP draws upon and is informed by existing policies and frameworks at the national, regional and international level as illustrated in Figure 1. It is noteworthy that JNAP has integrated both climate change adaptation and mitigation in its priority objectives and targets providing thus a more comprehensive response to climate change while at the same time it still addresses other non-climate-related risks.



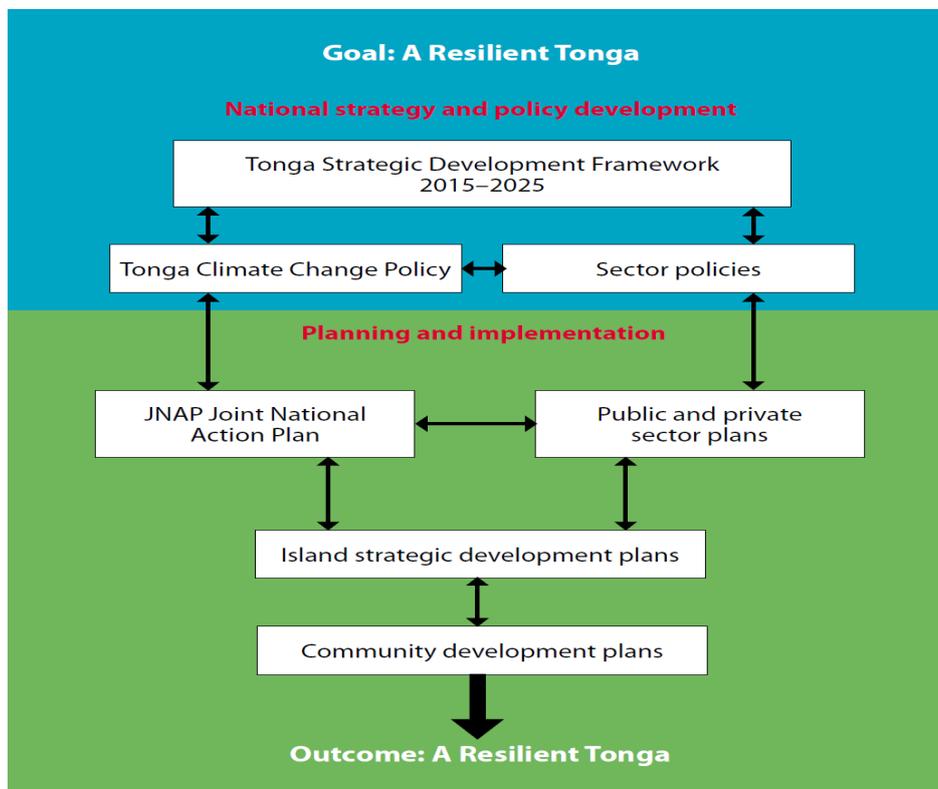
**Figure 1: JNAP linkages with National, Regional and International Frameworks**

### 2.3.1.2 National Climate Change Policies

In 2006, the GoT made its first effort to address climate change via government policy with the publishing of the National Climate Change Policy. In 2015, the GoT made a comprehensive update to its National-Climat e Change Policy (2006) to more fully address the challenges the nation is facing with regards to climate change and disaster risks. Extensive consultations were held across Tonga and included all relevant stakeholders consisting of government ministries, NGOs, CSO, and various special interest groups. These efforts resulted in the GoT publishing of the “Tonga Climate Change Policy - A Resilient Tonga by 2035” in 2016.

The Tonga Climate Change Policy (2016) established a framework for climate action and policy goal, for ‘A Resilient Tonga by 2035’, which is aligned with JNAP 2. The policy reinforces the need for an integrated approach to ‘mainstreaming climate change

mitigation, adaptation and disaster risk management, an approach that requires multi-sector and cluster coordination and cooperation. The mechanism for implementation will be through JNAP 2 along with all other plans (at sector, island and community level) as illustrated below in Figure. 2



**Figure 2:** Mechanism for implementation of JNAP 2 along with all other plans at Sector, Island & Community level) to achieve A Resilient Tonga.

### 2.3.1.3 Tonga's (Intended) Nationally Determined Contributions

Through Tonga's Intended Nationally Determined Contribution (INDC), the GoT NDC stresses the direct need for adaptation and the impacts of climate change limit, what it can commit to concerning mitigation. Tonga also committed to increase electricity generation from renewable sources from approximate 9% in 2015 to 50% by 2020, and 70% by 2030, an ambitious target for a country whose contributions to the historic accumulation of GHGs are extremely small.

### 2.3.1.4 National Communications Report to the United Framework Convention on Climate Change

The SNC report re-affirms Tonga's national responses to climate change impacts and disaster risks through the JNAP 2010-2015. The SNC is connected to the proposed project as it further enhances national capacities and raises general knowledge and awareness on climate change, sea-level rise, natural hazards and their effects. It also contributes to putting Climate Change issues higher on the national agenda through strengthened cooperation and increased involvement of all relevant stakeholders in the process. In addition, it also strengthens national capacities for participation in different mechanisms related to adaptation and greenhouse gas (GHG) mitigation, as well as fulfilling other commitments to the UNFCCC. Tonga's Third National Communication (TNC) was officially launched in August 2019 and it will be officially submitted to UNFCCC Secretariat on the third quarter of 2019.

### 2.3.1.5 Tonga Strategic Development Framework II, 2015 – 2025

The second Tonga Strategic Development Framework (TSDF II), is an overarching framework for the development of the JNAP 2 and builds on lessons learnt from TSDF I (2010-2014) as well as increasing understanding of future uncertainties and risks. TSDF II prioritizes climate change as one of the seven National Outcomes (Outcome F: stating a 'more inclusive, sustainable and effective land administration, environment, management and resilience to climate and risk')

TSDF II provides an overarching framework for the long-term development of Tonga. The framework:

- Is embedded within Tonga's National Motto and understanding of Tonga's culture
- Analyses and identifies the high-level societal results required to improve the quality of life of Tongan citizens provides a cascading structure for the discussion of results
- Informs all national stakeholders and development partners of the broad Organisational Outcomes that are needed to support our National Outcomes and Impact
- Guides the formulation of sector plans, MDA corporate plans and the medium-term budgetary framework (MTBF) through which resources are allocated



- Guides the development of Government external economic relations and the country strategies and assistance programs of development partners
- Provide indicators, with targets, to facilitate monitoring and measurement of our high-level progress.

## 2.4 GOVERNANCE AND INSTITUTIONAL ARRANGEMENTS FOR CCA COORDINATION AND INTEGRATION:

Tonga already has an extensive existing network of institutions and committees to coordinate all matters relating to climate change. Table 3 explains the roles and functions for implementation of the GCF NAP Project and the management structure that developed for JNAP 2 will be used for the GCF NAP Project as shown in Figure 3

**Table 3: The roles and functions for implementation of the GCF NAP Project**

Cabinet Committee	<ul style="list-style-type: none"> <li>Advise the Government of Tonga on appropriate and effective policy responses on the issues of climate change and for Tonga to effectively access climate change funds</li> </ul>
National Climate Change Coordinating Committee (NCCCC)	<ul style="list-style-type: none"> <li>High-level oversight policy guidance and direction</li> <li>Coordination of all Climate Change related activities</li> <li>Review of JNAP implementation progress</li> <li>Provide oversight role, guidance and policy advice to the Project during its implementation period.</li> <li>Meet quarterly to discuss progress and issues of the project. In special cases, the NCCCC shall meet upon request from the Project.</li> <li>Provide quality control and endorsement of reports (Technical, Monitoring and Evaluation Report) and documents (Traditional Knowledge on Climate Change) produced under the project.</li> <li>Ensure the implementation of the project is carried out following the approved work plan and budget.</li> <li>Facilitate inter-linkages and ensure close coordination with other climate change programmes and projects.</li> <li>Help evaluate the success of the project activities.</li> <li>Help identify other potential sources of support for replication and upscaling of the project.</li> <li>Other duties as agreed by the committee from time to time.</li> </ul>
Department of Climate Change – MEIDECC (JNAP Secretariat/ GCF NAP PMU)	<ul style="list-style-type: none"> <li>High-level oversight policy guidance and direction</li> <li>Mandated to promote sustainable development, protect the environment, and respond to the country's development needs</li> <li>In charge of climate change in the country and serves as the National Designated Authority to the GCF</li> <li>Manage and coordinate all climate activities in Tonga. This will also assist in avoiding duplication and promoting replication</li> <li>Sourcing variable climate finance and new climate initiatives applicable to the Tonga context including capitalization of Climate Change Trust Fund (CCTF)</li> <li>Integrate JNAP actions into Corporate Plans and Annual Management Plans.</li> <li>Organize meetings and develop project profiles and related documentation to facilitate a request for funding and technical assistance</li> <li>Liaise with donors and development partners to secure funding and technical assistance to implement JNAP 2 and GCF NAP activities</li> <li>Provide narrative and financial reports of the GCFNAP bi-annually/ six-month basis</li> </ul>
JNAP Technical Team	<ul style="list-style-type: none"> <li>Providing high-level guidance to the JNAP Secretariat;</li> <li>Advise the NCCCC on technical matters relating to JNAP 2 and GCF NAP;</li> <li>Liaise with all Ministries to ensure that all mainstreaming, data and information management, capacity building, and resilience-building actions are fully implemented.</li> </ul>
Ministries agencies and local partners	<ul style="list-style-type: none"> <li><b>Government Line Ministries:</b> Support the implementation of JNAP 2 and GCF NAP activities and facilitate the integration of JNAP actions into Corporate Plans and Annual Management Plans</li> <li><b>Local Partners:</b> Facilitate Integration of JNAP/ GCF NAP actions into respective planning and budget and, assist with the implementation of JNAP 2/ GCF NAP activities in collaboration with the JNAP Technical Team.</li> </ul>
Private Sector	<ul style="list-style-type: none"> <li>Support the implementation of JNAP 2/ GCF NAP activities and provide feedback for monitoring</li> </ul>
Villagers and Community Groups	<ul style="list-style-type: none"> <li>Support implementation of JNAP 2/ GCF NAP activities particularly the community projects</li> <li>Provide feedback to assist monitoring and evaluation</li> </ul>
Donor and Development Partners	<ul style="list-style-type: none"> <li>Provide financial and technical support to enable the successful implementation of the JNAP 2/ GCF NAP activities</li> </ul>

When the Cabinet endorsed JNAP in 2010, JNAP Secretariat was established with the responsibility of coordinating Government and non-Government entities for the achievement, monitoring and evaluation of JNAP objectives. The JNAP Secretariat was later upgraded to the Department of Climate Change, with a greater set of responsibilities while they continue to play the secretariat role for JNAP. As the proposed GCF NAP project has been designed to respond to JNAP priority, DCC is best placed to provide the overall ownership of the project and oversee activities.

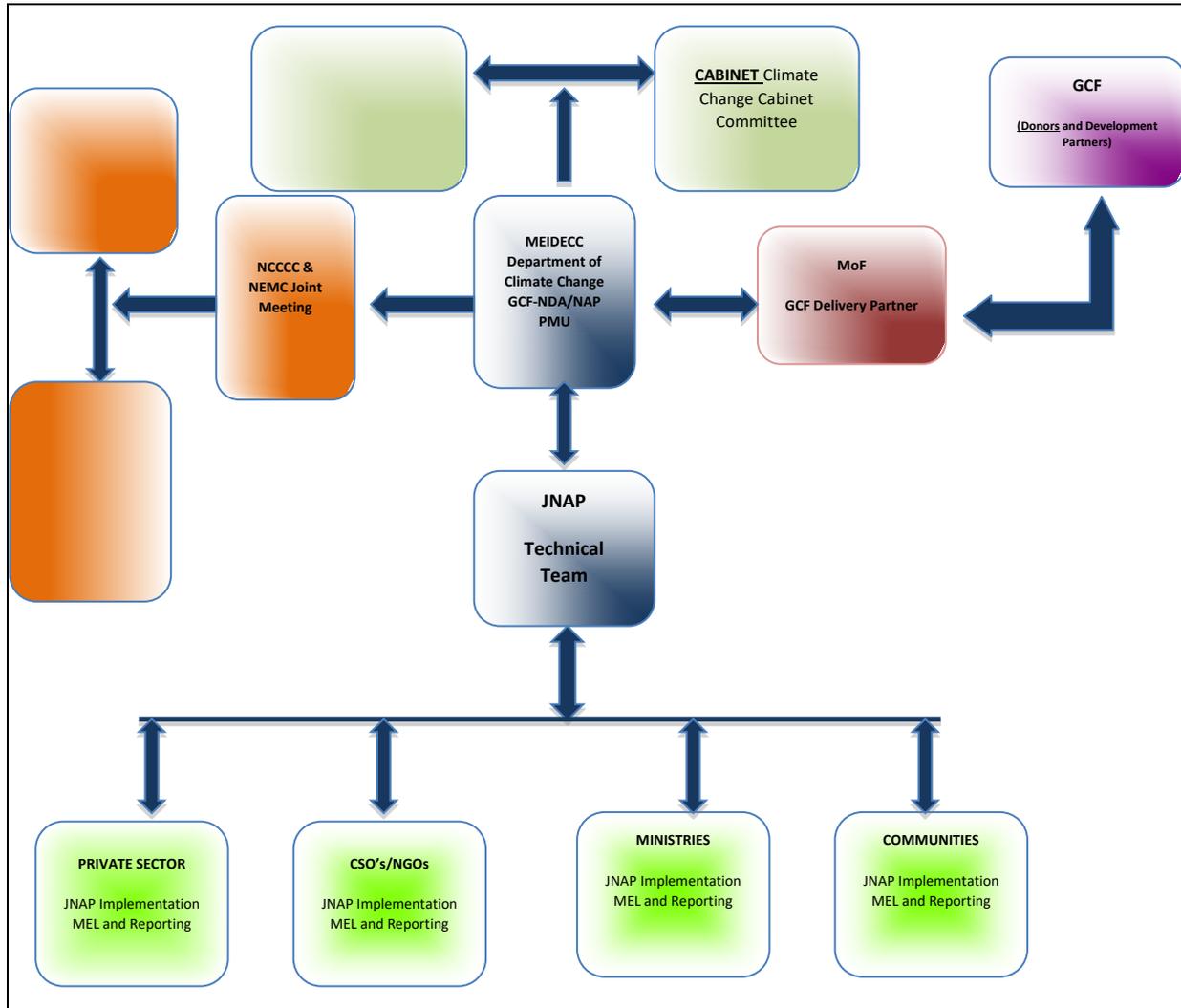


Figure3: GCF NAP Implementation Structure

## 2.5 COMPLEMENTARY INITIATIVES AND POTENTIAL SYNERGY WITH GCF NAP PROJECT:

Tonga has implemented a number of climate change adaptation and climate change-related programmes, projects and activities. The list below includes the most recent and ongoing projects (Table 4). The GCF NAP project aims to complement these existing and completed projects and build on progress from other efforts in the country.

- a. The ongoing GCF Readiness and Preparatory Support project, “**NDA Strengthening and Country Programming**” amounting to USD 300,000. The project aims to strengthen the capacity of the NDA, including strengthening institutional capacity, supporting engagement with stakeholders at local and national level through development and strengthening of country coordination mechanism, and supporting oversight capacity.
  - The Department of Climate Change is the implementing partner for both the proposed NAP readiness program as well as the development of a Country Program (CP) which is supported under NDA strengthening. The prioritization exercise done for adaptation options under the CP will provide inputs to the NAP. In addition, a protocol for management of data and information will be developed under NAP to streamline and harmonize and standardize management of data and information. CP included all adaptation options and NDC priorities providing strategic guidance and priorities in the country.
  - The development of the CP comprised stakeholder consultation, stocktaking of all climate change related policies and initiatives, formation of taskforce, field visits and identification of strategic investment priorities. Therefore, information generated from the CP process will be used as an input for the NAP
  - The stocktaking of climate change related policies and listings through consultation with relevant agencies such as MEIDECC, Ministry of Agriculture, Food and Forestry, Ministry of Lands, Survey & Natural Resources, Ministry of Internal Affairs, Ministry of Infrastructure, Ministry of Fisheries, will help feed into informing the NAP process. Additionally, there will be a joint planning exercise to ensure sequencing of activities to avoid any duplication and ensure synergies between the two projects.
- b. The EU’s “**Adaptation to Climate Change and Sustainable Energy Programme (ACSE)**” (2016-2019) aimed to improve good governance for the effective management, coordination, implementation and financing of climate change adaptation and disaster risk initiatives in Tonga through increased support to develop JNAP Phase II and enhanced readiness of the Department of Climate Change to access climate finance. As well as Trialing of coastal protection measures with 6 village

communities in Western Tongatapu, Tonga. So far the project has achieved the refurbishment and/or construction of coastal protection measures such as barriers, drainage systems and mangrove forests at high priority locations; Completion of education and awareness actions to improve community knowledge of, and empowerment towards addressing coastal hazards, working closely with the six participating villages, local schools and youth groups; Establishment of a national shoreline monitoring system for Tonga focusing on awareness raising and training of government technicians and key community members; and Strengthened partnerships between government and communities to address coastal hazards in ways that are effective including the formation of a Hihifo District Coastal Committee and delivery actions such as the planting, monitoring and protecting mangroves at important locations

- c. The Government of Australia and UNDP (2012 - 2018), “**Pacific Risk Resilience Programme (PRRP)**” aimed to build the national and regional risk governance-enabling environment to improve the resilience of Pacific communities to climate change and disasters has achieved **New Government Capacity for Resilient Development**: Four resilient development posts established in national and sub-national government agencies in Tonga; **Climate Finance and Risk Governance Assessment (CFRGA)**: First assessment in the region looking at governance mechanisms for climate finance. Findings are being implemented by the Ministry of Finance and National Planning. For example, risk is already being integrated into the budgeting and planning process via the “One-Tool” process.; **Tonga Agriculture Sector Plan (TASP)**: The first risk informed development plan in Tonga, which requires all activities to be “climate resilient.” It is being used as the basis for mobilizing donor funding and will be implemented in partnership with the private sector; **Private Sector Engagement**: 29,000 customers participated in an interactive SMS based quiz, helping to raise awareness on climate change and cyclone preparedness; **Community Protection Committees (CPCs)**: CPCs established in six communities in Ha’apai in 2015 to improve community participation (particularly the vulnerable) in decision making and to better understand the root causes of vulnerability; **Community Development Plans (CDPs)**: A bottom up development planning process established which is risk informed and explicitly considers the needs of vulnerable groups
- d. The Government of Australia “**Pacific Adaptation Strategy Assistance Program (PASAP)**” presented high resolution coastal elevation data was captured using LiDAR technology in Tonga to contribute to coastal modelling and risk assessments. High resolution coastal elevation data was captured using LiDAR technology in Tonga, Papua New Guinea and Vanuatu, to contribute to coastal modelling and risk assessments. LIDAR (light detection and ranging) survey to acquire a high resolution digital elevation model of topographic and bathymetric data. 2. (ii) Assessing the vulnerability and adaptation to sea level rise in Lifuka, Ha’apai 3 Coastal Zone Assessment 4. Water Resources Assessment (underground water resource) 5. Socio-economic Assessment
- e. Climate Investment Funds’ **Pilot Program for Climate Resilience (PPCR)** assists Tonga’s national government in integrating climate resilience into development planning across sectors and stakeholder groups. World Bank’s **Strategic Program for Climate Resilience (SPCR)** (2017) builds on ongoing initiatives and activities throughout Tonga while providing a structure to incorporate resilience into development planning, putting in place a coordination mechanism and process of engagement on climate issues building on existing institutions, and developing a roadmap to build capacity and increase investment opportunities in the future.

Table 4: On-going and Completed projects with complementarities with the proposed GCF NAP project

Title	Objective	Donor	Timeline	Total Budget
<b>Ongoing projects</b>				
<b>GCF Readiness Preparatory Support Programme (GCF-RSPS)</b>	<ul style="list-style-type: none"> <li>To establish and strengthen the National Designated Authority/Focal Point capacity</li> <li>Develop a strategic framework for engagement with the fund including the preparation of the country programme</li> </ul>	GCF	Feb 2018 Oct 2019	US\$300,000
<b>Climate Investment Funds Pilot Program for Climate Resilience (PPCR)- Climate Resilience Sector Project)</b>	<ul style="list-style-type: none"> <li>Assist Tonga’s national government in integrating climate resilience into developing planning across sectors and stakeholder groups</li> <li>SPCR builds on on-going initiatives and activities throughout Tonga while providing a structure to incorporate resilience into development planning, putting in place a coordination mechanism and process of engagement on climate issues building on existing institutions, and developing a roadmap to build capacity and increase investment opportunities in the future</li> </ul>	ADB	2014 - 2019	US\$19.25m
<b>EU-GIZ Adaptation to Climate Change and Sustainable Energy Programme (ACSE)</b>	<ul style="list-style-type: none"> <li>To increasing resilience of six coastal communities in western Tongatapu to climate change impacts and sustaining livelihoods in those communities.</li> </ul>	European Union	2016-2019	650,000 EURO
<b>Completed Projects</b>				
<b>Pacific Risk Resilience Programme (PRRP)</b>	<ul style="list-style-type: none"> <li>Building the national and regional risk governance-enabling environment to improve the resilience of Pacific communities to climate change and disasters</li> </ul>	Government of Australia, UNDP	2012-2018	\$14m
<b>Pacific Adaptation to Climate Change Project (PACC)</b>	<ul style="list-style-type: none"> <li>This project aims to significantly improve the effectiveness of the response to climate change impacts and disaster risks on three thematic areas; water resource management, coastal management and infrastructure as well</li> </ul>	GEF-UNDP  Government of Australia	2009-2015	US\$0.75m  AUD\$1.7m

Title	Objective	Donor	Timeline	Total Budget
	as food production and food security. Adaptation in the water resources sector was selected as Tonga's area of focus			
<b>Pacific Adaptation Strategy Assistance Program (PASAP/SPC)</b>	<ul style="list-style-type: none"> <li>To assesses vulnerability to climate change and incorporate adaptive measures addressing this vulnerability into planning and development.</li> <li>Assessing vulnerability and adaptation to sea-level rise (in Lifuka Ha'apai).</li> <li>Serve as a blueprint for other low-lying communities considering adaptation option.</li> </ul>	Government of Australia	2008-2011	AUD\$562,000
<b>Global Climate Change Alliance: Pacific Small Island States (GCCA: PSIS)</b>	<ul style="list-style-type: none"> <li>Focused on designing, building and monitoring the success of 'hard' and 'soft' engineering measures working in combination along two coastal stretches. Interventions included the construction of permeable groynes and short offshore breakwaters, both combined with beach replenishment and coastal planting. Several villages in eastern Tongatapu were identified as priority areas as per Tonga's JNAP</li> </ul>	European Union	2013-2015	500,000 EUR
<b>Integrated Environmental Management of the Fang'uta Lagoon Catchment (R2R)</b>	<ul style="list-style-type: none"> <li>To restore and conserve the ecosystem services of the Fanga'uta Lagoon in Tongatapu through an integrated land, water and coastal management approach thereby protecting livelihoods and food production as well as enhancing climate resilience</li> </ul>	GEF UNDP (in-kind)	2015-2018	US\$1,756,880 US\$500,000
<b>Mangrove Ecosystems for Climate Change Adaptation and Livelihoods (MESCAL) Project</b>	<ul style="list-style-type: none"> <li>On livelihoods and mangrove conservation for an enhanced ecosystem and improved coastal resilience</li> </ul>	IUCN	2011-2014	US\$325,000
<b>GIZ/ SPC Coping with Climate Change in the Pacific Island Region Programme</b>	<ul style="list-style-type: none"> <li>Establish sustainable land management technologies to reduce the vulnerability of the site.</li> <li>Identify and implement appropriate technologies to restore the productivity of the farmland soils</li> <li>Identify suitable adaptation technologies to strengthen food security (like introducing drought-tolerant crop species)</li> </ul>	Government of Germany	2012-2015	16m EURO

The proposed GCF NAP project will build on these ongoing and past complementary projects. The data and knowledge generated in the above-mentioned projects will enable more informed policy and decision making in national adaptation planning. This will also be ensured through knowledge sharing with project management and shared planning workshops. The overall technical steering by the NCCCC will also help ensure synergies and complementarities.

#### Private Sector Complementarity

Private Sector is a key partner for climate action in Tonga. Recognizing the potential and role of the private sector in climate action in Tonga, this GCF NAP project highlights that Tonga Chamber of Commerce is a member of the JNAP Technical Team and provides an entry point for private sector engagement. The meetings with technical assistance (TA) provided from GCF identified steps necessary to move forward. However, the banking and insurance sector is also playing a key role in disaster recovery but not heavily involved in adaptation planning. There is a need to discuss the limits to the supports the insurance and banking sector can give (during and after climate-related events and what role the government can play). GCF NAP project will also enhance the knowledge of private sectors on climate finance and increase their capacities to access funds.

## 2.6 NAP PROCESS AND TIMELINE

Consultations were held between October 2009 and January 2010 with national stakeholders on JNAP I, including Cabinet, Government Line Ministries, NGOs, CSOs, Private Sector, Faith-based organizations and communities in the main island of Tongatapu, Vava'u, Ha'apai and 'Eua. The Cabinet of the Government of Tonga's endorsed JNAP 1 with a timeframe of 2010-2015. The process to develop the JNAP for Tonga were conducted with the steps as follows:

1. Obtain political support
2. Establishment of national multi-disciplinary teams for climate change adaptation and disaster risk management;
3. Situation analysis and vulnerability assessment;
4. Stakeholder and community consultations;
5. Development of the active matrix and prioritisation;
6. Costing of the CCA & DRM activities;
7. Development of the implementation, monitoring and evaluation strategies and;
8. Government approval

However, the consultations of JNAP 2 were built on intense consultation work undertaken during the development of JNAP 1 and Tonga Climate Change Policy 2016. In May 2018 JNAP 2 was endorsed by Cabinet and launched on August 2018 during the National Climate Change Awareness Week.

A national stakeholder's workshop on NAP proposal was held on June 2018 to provide input to this proposal. This stakeholder's workshop was co-facilitated by the NDA, DCC and the JNAP Technical team and included attendees from, CSO, NGOs, private sectors, Faith-based Organizations, and communities. Building on these consultations, the formulation of the NAP process was conducted in an inclusive and participatory manner to address concerns of all stakeholders.

The Government of Tonga sees the NAP process (shown in Figure4) as key to achieving the adaptation objectives of its 2015 NDC. The NAP is also seen as one of the mechanisms for achieving the commitments of the NDC, establishing a constructive feedback loop between national and international decision-making on climate change.

After the development of the JNAP 2 in 2018, which serves as NAP Roadmap (or JNAP in Tonga's context), the NDA, DCC and MoFNP have been working with the JNAP Technical team to support the advancement of the NAP process and creation of this GCF NAP proposal.

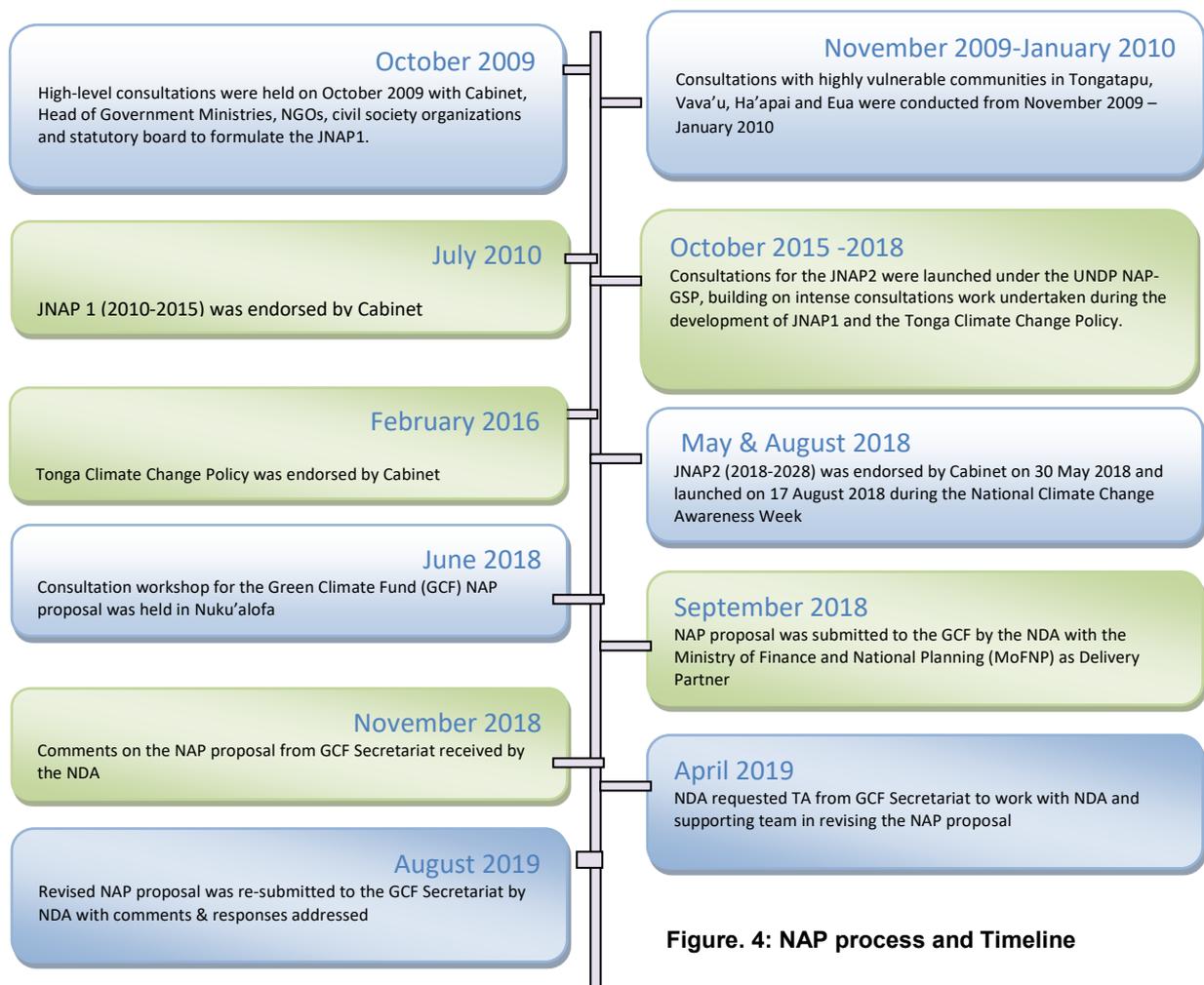


Figure. 4: NAP process and Timeline

## 2.7 INFORMATION ON CLIMATE VULNERABILITY AND ADAPTATION ASSESSMENT:

The following is a list of the existing vulnerability and adaptation assessments and studies conducted. These will be built through activities in Outcomes 2 of the NAP Proposal.

- Assessing vulnerability and adaptation to sea-level rise on Lifuka Island, Ha'apai, Tonga: technical reports (PASAP Project), 2008-2011
- Coastal Feasibility Study, Cost-Benefit Analysis, Environmental Impact Assessment and Socio-economic assessment of Western Tongatapu, 2013
- Coastal Feasibility Study, Cost-Benefit Analysis, Environmental Impact Assessment and Socio-economic assessment of Eastern Tongatapu, 2012
- LiDAR Survey and Sea-Level Rise Inundation Modelling, 2014
- Vulnerability and Adaptation Assessments under National Communications (First-2005, Second-2012 and Third National Communication Reports-2019).

## 2.8 THEORY OF CHANGE:

By ratifying the UNFCCC, the Kyoto Protocol and the Paris Agreement, Tonga has articulated its commitments to addressing climate change and has deployed much effort in understanding the risks, impacts and vulnerabilities, as reflected in the Initial and Second National Communications to the UNFCCC and the JNAP 1 and JNAP 2 in place of National Adaptation Programme of Action (NAPA). More recently, the country has developed the Tonga Climate Change Policy 2016, to set out a coherent policy framework to address climate change and developed a Nationally Determined Contribution outlining adaptation and mitigation actions needed to address climate change. This section describes the barriers to the advancement of the adaptation planning process in detail, and how the proposed project seeks to address them.

### BARRIER 1: GOVERNANCE AND COORDINATION MECHANISM:

There are several existing institutions and coordination mechanisms in Tonga which form the basis of climate change adaptation planning in the country including the National Climate Change Coordination Committee (NCCCC), Parliament Standing Committee on Environment and Climate Change (PSCECC), Climate Change Cabinet Committee (CCCC), JNAP 2 Technical Team, MEIDECC, DCC, NGO's, CSO and Faith-based organizations. These coordination structures so far are oriented towards coordination of immediate and urgent needs for climate change adaptation. Their cooperation for long term planning is inhibited by the lack of enforcement of the existing governance and coordination mechanisms at national, sectoral, community and outer islands level to address mid- and long-term climate change adaptation. NAP planning process coordination structures have to take into account institutions that can support longer-term planning which may require the participation of a broader set of institutions that is currently the norm. *This will be addressed through Outcome 1, where a governance and coordination mechanism at national, sectoral, community and Outer Islands will be strengthened.*

### BARRIER 2: TECHNICAL AND SCIENTIFIC METHODOLOGY AND FRAMEWORK FOR ANALYSING IMPACTS AND VULNERABILITIES FOR ADAPTATION PLANNING

**Adequate information required prioritising adaptation interventions and action is not available.** Existing studies on vulnerability and risk are gleaned from regional level data, and very few are produced at country-level, which is an essential condition to contextualise the problems and solutions as accurately as possible. Several previously conducted vulnerability assessment studies are not rigorously grounded in their scientific basis. Furthermore, technical capacities to collect, generate, use and disseminate CC risk information & services are limited across within both government agencies and research/universities. *The above barriers will be addressed through Outcome 2, where the project proposes to address the issue of inadequate climate information and scientific data by preparing Risk and Vulnerability studies as well as the development of methods and frameworks for analysing impacts and vulnerabilities for adaptation planning*

### BARRIER 3: COORDINATED APPROACH TO RESEARCH, MONITORING AND MANAGEMENT OF DATA AND INFORMATION FOR ADAPTATION PLANNING

There are gaps in coordinating relevant climate change information. Currently, several agencies and projects collect climate change adaptation relevant information (such as risk and vulnerability assessments), but there is no consolidated picture due to the lack of a common platform to share this information. There are no data sharing protocols in place to link information, therefore the existing data remains fragmented.

A comprehensive inventory of on-going adaptation initiatives is not available (government, community-based organizations, and indigenous adaptation practices). This could help diverse departments and ministries incorporate adaptation into their planning. Lastly, sector-specific information on adaptation is largely absent. For example, during the preparation of the GCF Coastal Resilience proposal, one of the main challenges faced was lack of data and information on water resources at the local and community level.

Climate change data and knowledge management systems are currently not well organised. A climate change portal at the Climate Change Department is inadequately populated and there is poor connectivity with other government websites and data management systems. Currently, the Department of Statistics (which manages all government information management) is poorly engaged in the issue of climate change. However, there is a wide range of information that exists (including that developed as part of the JNAP and Climate Change Policy Development).

Climate change adaptation at the local level is enhanced by traditional knowledge and practices. However, this knowledge is not well documented. In JNAP consultations, the use of traditional knowledge is highlighted as a key part of Tongan culture and identity. It is also seen as being a potentially useful tool. In other words, there is a need to enhance access to available data and to acquire additional data needed to access quantitative assessments of impacts, vulnerability and risk assessments integrated with traditional knowledge to inform resilient development. *This will be addressed through Outcome 3, where systematic and coordinated approaches will be designed for research, monitoring and management of data and information developed for adaptation planning in Tonga.*

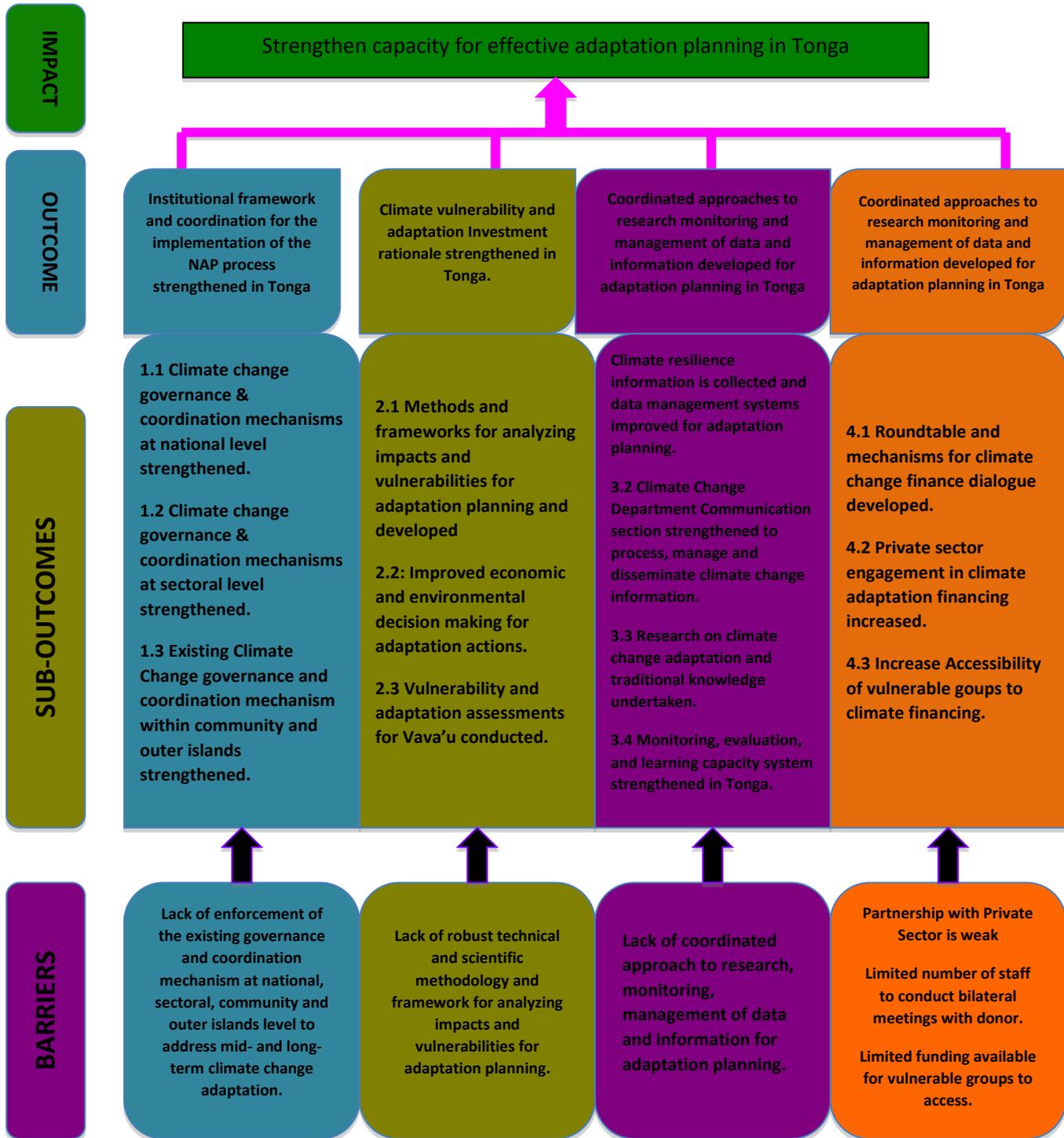
**BARRIER 4: STRATEGY TO MOBILIZE FUNDING RESOURCES FOR THE IMPLEMENTATION OF PRIORITY ACTIONS IDENTIFIED THROUGH COUNTRY PROGRAM DEVELOPMENT PROCESSES.**

On adaptation-related finance, the capacity to assess additional and incremental CC cost by the ministries for developing medium and long-term financial projection and resource allocation is also extremely limited. There is also a lack of viable revenue-generating business models for adaptation by the private sector. *This will be addressed through activities in Outcome 4, a donor roundtable on climate finance held once or twice a year and a specific climate finance event occurring as part of the annual roundtable, an enhanced knowledge of public and private sector on climate finance and increase their capacities to access funds, increase in the percentage of vulnerable and women's groups accessing the CCTF, and trainers developed for climate change finance action in communities and outer islands.*

The proposed GCF NAP project will address the above-mentioned barriers and challenges by supporting the efforts of the Government of Tonga to achieve the goal of strengthening capacity for effective adaptation planning in Tonga. Figure 6 below gives a graphical representation of the theory of change.

Tonga's main challenge related to adaptation planning is the limited technical expertise to ensure integration of CCA mainstreaming into budgeting and planning processes. This proposed project will facilitate the **integration of climate change adaptation into development planning and budgeting processes, and increase access to local and external funding.** Integration of climate change into national, sector and community programmes, projects and activities as outlined in sub-outcomes 1-3 of Outcome 1 is needed on a continual basis over the long term and there is a need to create an enabling environment for engaging with both local communities and national level government.

The theory of change illustrates the gaps and barriers in the existing coordination mechanism, plans and policies, and how each of the four outcomes of the proposed project contributes to the project objective and addresses the barriers. The project's theory of change is built on these challenges, with the view of complementing existing processes and ongoing initiatives. The proposed project's outcomes and sub-outcomes are identified as solutions.



**Assumptions**

\*Political support and engagement from MEIDECC and climate change stakeholders (Government ministries, NGOs, communities, private sector and Faith-based organizations) \*Political Stability

**Risks**

\*Change in government structures, priorities and policies \*Natural disasters \*Delay in disbursement of projects funds from GCF.

Figure 6: Theory of Change



#### 4. ADDITIONAL INFORMATION (ONLY FOR ADAPTATION PLANNING SUPPORT)

This section is only to be completed when seeking support for formulation of national adaptation plans and/or other adaptation planning processes. Please see Part 3 Section 4 in the Readiness Guidebook and please limit to maximum of 500 words.

The Government of Tonga recognizes the threats posed by climate change and is committed to taking action to address them. Tonga's NDC identifies Climate Change Adaptation (CCA) as a priority for the country. Over the last ten years Tonga has developed climate change strategies, policies and plans including the Tonga - Climate Change Policy in 2006 and a revised policy in 2016, Initial and Second National Communication to UNFCCC in 2005 and 2012, Tonga Joint National Action Plan on Climate Change Adaptation and Disaster Risk Management (JNAP 1: 2010-2015). Furthermore, the country's second JNAP 2 (2018-2028) was released on August 2018. JNAP 2 provides a framework for addressing national climate change challenges, through an integrated and participatory approach by mainstreaming adaptation across all sectors in national planning, budgeting and implementation processes.

While there are country commitment and a national strategy - the JNAP 2 - to address climate and related disaster risk challenges facing Tonga, efforts to date have been constricted due to severe resource constraints. During the design and capacity building phase of the JNAP 2, the Government of Tonga and other stakeholders identified impediments to a more effective response including: (i) a limited pool of qualified and trained experts to mainstream climate change adaptation and disaster risk management at community, sector, and national levels; (ii) lack of information, tools, and legislative frameworks for relevant sectors and stakeholders to develop and implement adaptation strategies; and (iii) challenges in accessing adequate climate change financing for priority adaptation needs. This requires a systematic and integrated approach to climate change resilience and disaster risk reduction.

This project proposal builds upon the policies and investments already in place and aims to strengthen **capacity for effective adaptation planning** responses and fills a critical gap of coordinated, medium to long-term CCA planning. Despite on-going CCA investment, Tonga will continue to need a wide range of resources to meet its long-term climate change adaptation goals. To secure and direct these resources, the country needs strengthened coordination at the national level between agencies and sectors dealing with climate risk, a stronger knowledge base that enables long-term CCA planning and implementation, a national adaptation plan that prioritizes and guides adaptation investment in the medium to long term iteratively, and enhanced capacity and systems to implement CCA projects at the national, sectoral, community and Outer Islands levels, with strong monitoring processes and accompanied by sustainable financing strategies.

The Government of Tonga plans to use GCF NAP readiness support to overcome the barriers identified in the ToC via four interrelated Outcomes as follows:

- Outcome 1: Institutional framework and coordination for the implementation of the NAP process strengthened in Tonga
- Outcome 2: Climate vulnerability and adaptation investment rationale strengthened in Tonga.
- Outcome 3: Coordinated approaches to research, monitoring and management of data and information developed for adaptation planning in Tonga
- Outcome 4: Adaptation financing expenditure and mobilization diversified in Tonga.

These outcomes build on each other, with Outcome 1 setting the institutional and coordination framework for the NAP process, Outcome 2 focused on developing the NAP itself, Outcome 3 connecting the NAP process to the national government via mainstreaming and capacity building programs, and Outcome 4 focused on developing strategies and protocols for funding CCA under the NAP and in the future. Their associated sub-outcomes and activities are detailed below.

##### **Outcome 1: Institutional framework and coordination for the implementation of the NAP process strengthened in Tonga**

This outcome is focused on building the groundwork and addressing challenges and gaps in coordination and governance (Barriers 1) to advance the NAP process. It responds to the identified barrier on lack of enforcement of the governance and coordination mechanism at national sectoral, community and outer islands levels to address mid and long-term climate change adaptation. As the activities under Outcome 1 form a critical foundation for the rest of the outcomes under the NAP process, they will be carried out in the first year of implementation of this project.

**Sub-outcome 1.1 Climate change governance and coordination mechanisms at national level strengthened:** Under this sub-outcome, the Parliament Standing Committee on Environment and Climate Change, Ministry of Internal Affairs will be better informed and become more involved in adaptation planning, policy formulation and decision-making. While JNAP Task Force governance is strengthened for improved quality assurance for climate adaptation action in Tonga. NGO Forum/civil society and Faith-Based Organizations play a more significant role in climate change adaptation. This outcome is informed by the fact that climate change coordination mechanisms are established but are ad-hoc for instance the Parliament Standing Committee on Environment and Climate Change, Ministry of Internal Affairs and Community Development Committee (focused on climate change), JNAP Task Force and NGO Forum meet upon request and the Faith-based organizations are beginning to talk about climate change in an informal manner but interested in supporting communities to be more climate change aware and ready. The activities to achieve the sub outcome are

- **Activity 1.1.1:** Climate Change Department (DCC) supports proceedings of Parliament Standing Committee on Environment and Climate Change
- **Activity 1.1.2:** Revision and Implementation of JNAP Task Force Terms of Reference and result framework (as highlighted in JNAP document annexe 1)
- Activity 1.1.3 Formalise relationship between Government of Tonga and NGO Forum/civil society (especially women's groups) for increased climate change adaptation action.
- **Activity 1.1.4** Formalise relationship between Government of Tonga and Faith-Based Organisations (FBO's) for increased climate change adaptation action and awareness-raising.

**Sub-Outcome 1.2: Climate change governance and coordination mechanisms at the sectoral level strengthened.** This sub-outcome will focus on continuing the process of mainstreaming climate change across 14 government sectoral ministries in Tonga through the appointment of climate change champions/focal points to be embedded and empowered within all government ministries to mainstream climate change through sectoral government policies and plans. Currently many governmental ministries have some activities related to adaptation at national, sub-national or sectoral levels, but there is still lack of knowledge and coordination of adaptation-related activities This is why the planned activities towards establishing a formal coordination with focal points in all government ministries that will try to ensure an efficient coordination system and participation of all stakeholders. Climate change focal points (champions) within government ministries currently don't exist yet and it is recognized that NAP planning offers an opportunity to devolve climate change governance to the ministries and empower even more coordination from the Climate Change Department.

- **Activity 1.2.1** Establishment of climate change focal points in all government ministries.
- **Activity 1.2.2** Capacity support climate for change focal points
- **Activity 1.2.3** Development of guidelines based on the targets for Resilient Tonga to guide ministries on sectoral mainstreaming of climate change adaptation.
- **Activity 1.2.4** Establishment of an ad-hoc working committee with the Tongan Chamber of Commerce.

**Sub-Outcome 1.3: Existing Climate Change governance and coordination mechanism within the community and outer islands strengthened.** This sub-outcome activity will help the GoT increase sub-national participation in climate change planning as well as improve mechanisms for formalising climate change mainstreaming at the community level. At present climate change adaptation action at the community level is more ad-hoc (autonomous) and climate change planning at the local level is supported (in an ad-hoc manner). The Ministry of Internal Affairs supports Community Development Plans (CDPs) but does not have a structured mechanism for increasing climate change resilience building. It is expected that the existing climate change governance and coordination mechanism within the community and outer islands is strengthened through the following activities:

- **Activity 1.3.1** Development of guidelines for integration of climate change adaptation into community and island planning and budgetary processes, co-developed with the Ministry of Internal Affairs
- **Activity 1.3.2** Development of a climate change adaptation mainstreaming strategy for all community and island planning and budgetary processes.
- **Activity 1.3.3** Ministry of Internal Affairs focal point support implementation of guidelines within the Community Development Committees.
- **Activity 1.3.4** Support communities to identify local-level adaptation priority action within CDP's.
- **Activity 1.3.5** Climate Change Department collates local level adaptation actions

## **Outcome 2: Climate vulnerability and adaptation investment rationale strengthened in Tonga.**

As noted in the analysis of the barriers, there is a lack of robust technical and scientific methodology and framework for analysing impacts and vulnerabilities for adaptation planning. This outcome will contribute to addressing not only these capacity gaps but will also focus on addressing the issue of inadequate climate information and scientific data by preparing CBA, EIA, EbA assessment as well as the development of methods and frameworks for analyzing impacts and vulnerabilities for adaptation planning.

In addition, a Vulnerability and Adaptation Assessment guidance note will be developed to be utilized by all line ministries, private sector and NGOs for conducting assessments of vulnerability levels across sectors to the impacts of climate change for better informed climate change adaptation planning. The JNAP Task Force, which comprises of technical experts from across the sectors, will utilize these updated assessments and studies to conduct improved planning and climate change adaptation activities.

**Sub-Outcome 2.1 Methods and frameworks for analysing impacts and vulnerabilities for adaptation planning developed.** This sub-outcome will establish an increase of best practice tools and methodologies for appraising adaptation options and improved tools for increased adaptation investment made available. Tools and methodologies have been developed in Tonga over the past decade. Feasibility studies for adaptation and resilience have been undertaken. However, typically regional and global methodologies are used for these assessments (e.g. IPCC vulnerability assessment guidelines, SPC's climate change toolkit). These tools and methodologies need to be contextualized and employed in more communities to learn how best to undertake them whilst also developing best and more appropriate adaptation options.

- **Activity 2.1.1:** Review and validation of vulnerability and adaptation assessment tools and methodologies completed with JNAP Task Force and international consultant.
- **Activity 2.1.2** Development of a guidance note on best practice for decision-making processes on the outer island for developing transformative adaptation options
- **Activity 2.1.3** Conduct training with an international consultant to strengthen the capacity of existing DCC and NDA supporting staff on vulnerability and adaptation assessment tools & methodologies.
- **Activity 2.1.4** Convene Ad-hoc working group on ecosystem-based adaptation and community-based adaptation by Climate Change Department to identify best practices.
- **Activity 2.1.5** Assessment of past and current Ecosystem-Based Adaptation (EbA) and Community Based Adaptation (CbA) Tools that have been utilized in Tonga undertaken.

**Sub-Outcome 2.2 Improved economic and environmental decision making for adaptation actions.** A number of the economics of adaptation tools have been utilised. However, no guidance on cost-benefit analysis for adaptation currently exists and/or is regularly employed in Tonga. The main goal of this sub-outcome is to have Cost-Benefit Analysis (CBA) tools best defined for adaptation for Tonga as well as Environmental Impact Assessment (EIA) for adaptation becomes more regulated and quality standards improved. Furthermore, no systematic approach is in place to appraise individual adaptation options, including economic, ecosystem, and social costs and benefits of adaptation measures in Tonga. Adaptation projects that have been going ahead in Tonga have not always led to the most positive outcomes and on occasions have had knock-on impacts in both the environment and society. This sub-outcome will be achieved through the following activities below:

- **Activity 2.2.1** Development of a Cost-Benefit Analysis (CBA) tool(s) for prioritizing adaptation options.
- **Activity 2.2.2** Assessment of past adaptation projects to identify how Environmental Impact Assessments (EIA) was undertaken.
- **Activity 2.2.3** Awareness campaign on EIA for adaptation undertaken with the environment, finance, infrastructure and construction companies in Tonga.
- **Activity 2.2.4** Development of a standard and competency framework for climate change adaptation implementation (especially regarding infrastructure projects).

**Sub-Outcome 2.3: Vulnerability and adaptation assessments for Vava'u conducted.** This sub-outcome will focus on utilising newly redefined and updated climate change methodologies for vulnerability assessments in Vava'u (Including cost-benefit analysis for defining adaptation options), vulnerability assessment including a strengthened Environmental Impact Assessment (EIA) in the flood-prone areas in Vava'u Island Group undertaken as in sub-outcome 2.2. Vava'u have been identified in the Country Programme, National Communication, Climate Policy and JNAP as being highly vulnerable to climate change yet few adaptation projects have occurred in this area. Some areas are highly susceptible to flooding and this has increased. It is agreed by the JNAP Technical team and with government line ministries that undertaking a vulnerability and adaptation assessment in Vava'u will be ideal as it will help in testing the methodologies to be developed.

- **Activity 2.3.1** Defining appropriate tools and methodologies that will be needed in consultation with local stakeholders in Vava'u.
- **Activity 2.3.2** Develop Terms of Reference (TOR), Issuance of public tender, evaluation of bids and selection of consultants for vulnerability assessment in Vava'u undertaken with Climate Change Department and relevant Ministries.
- **Activity 2.3.3.** Consultant team undertakes feasibility study (including gender analysis), conceptual design and preliminary costing for flood-prone areas in Vava'u Island Group are undertaken.
- **Activity 2.3.4** Undertake Cost-Benefit Analysis (CBA) for adaptation options for flood-prone areas in Vava'u Island Group
- **Activity 2.3.5** Secure consultant to conduct Environmental Impact Assessment (EIA) for proposed Flood-Management infrastructure investments in Vava'u Island Group.
- **Activity 2.3.6** Conduct stakeholder consultations to inform the communities and to present the findings from the Feasibility Studies, Cost-Benefit Analysis (CBA) and Environmental Impact Assessment (EIA).
- **Activity 2.3.7** Development of a concept note on adaptation planning and implementation in Vava'u

### **Outcome 3: Coordinated approaches to research, monitoring and management of data and information developed for adaptation planning in Tonga**

This outcome will support the implementation of coordinated research, monitoring and evaluation, management of data and information. This will be undertaken through Identification of national capacity needs for climate resilience research, monitoring and evaluation, data acquisition and information and knowledge management. Different knowledge materials (manuals, website, leaflets, posters, calendars, presentations, etc.) will be produced for specific target groups (policymakers, field workers, community groups and scientific community, etc.).

**Sub-Outcome 3.1: Climate resilience information is collected and data management systems improved for adaptation planning.** This sub-outcome will build the necessary foundation for climate change communication strategy and ensure that climate change data and knowledge system are strengthened after the project's lifetime and embedded within government structures. A Communication plan has been developed by the Department of Climate Change to guide how climate change data and information are collected, stored, accessed and disseminated. However, it is not fully implemented. A climate change portal has been established as the management system and there is poor connectivity with other government websites and data management systems. Currently, the Department of Statistics (which manages all government information management)

is poorly engaged in the issue of climate change. However, there is a wide range of information that exists (including that developed as part of the JNAP and Climate Change Policy Development).

- **Activity 3.1.1** Conduct Capacity needs assessment for the government of Tonga on climate change communication.
- **Activity 3.1.2** Develop a Climate change information gap, institutional analysis and work plan.
- **Activity 3.1.3** Conduct Climate change training for all communication officer staff in 14 government ministries and media public and private outlets.
- **Activity 3.1.4.** Expand the existing Climate Change Portal database and increase accessibility and knowledge management with other government entities.

**Sub-Outcome 3.2 Climate Change Department Communication Section strengthened to process, manage and disseminate climate change information.** This sub-outcome will result in an improved capacity of the climate change team at the Department of Climate Change, through training and mentorship, an increased awareness of JNAP 1 & 2 and climate change action in Tonga regionally and internationally, an increased evidence that the quality and methodologies for climate change information dissemination are broadened (including social media platforms, climate week etc.) as well as extensive documentation of best practices and lesson learn. At the moment, limited documentation of lessons learns and best practices currently exist. There is also limited knowledge of JNAP 1&2 among a wider audience. There is also the need to strengthen the main nodal point for climate change communication in the country – Climate Change Department’s communication team. Although, public knowledge and understanding of climate change are increasing there is a need to further strengthen this knowledge. The following activities are planned to achieve sub-outcome.

- **Activity 3.2.1** Source a Climate change communication expert to support climate change department Senior Communication Officer and Communication Officer.
- **Activity 3.2.2** Provide Senior Communication Officer and Communication Officer with one regional/international training on best practice in climate change communication.
- **Activity 3.2.3** Support the implementation of the climate change communication plan – in the areas of media engagement and strategy development; public relations opportunities; social-media development and roll-out.
- **Activity 3.2.4** Institutionalise “climate change week” across the government line ministries and civil society organisations.

**Sub-outcome 3.3 Research on climate change adaptation and traditional knowledge undertaken.** This sub-outcome sets to achieve an increased development of tools and methodologies for understanding traditional knowledge for climate change adaptation as well as developing a team with the capacity to undertake detailed ethno-meteorological and ethno-ecology studies for adaptation. It is hoped that the outcome of the research will be documented and endorsed by Cabinet. In Tonga as in many Pacific countries, climate change adaptation at the local level is enhanced by traditional knowledge and practices. However, this knowledge is not well documented. In JNAP consultations, the use of traditional knowledge is highlighted as a key part of Tongan culture and identity. It is also seen as being a potentially useful tool for addressing climate-related shocks hence the need for undertaking research on the aspect of traditional knowledge that influences climate change adaptation.

- **Activity 3.3.1** Conduct a literature review of all known climate change-related traditional knowledge studies undertaken in Tonga.
- **Activity 3.3.2** Development of a methodology and intervention strategy for undertaking traditional knowledge assessments in 20 outer island communities (including interview methodology, the time needed and training interviewers).
- **Activity 3.3.3** Fieldwork, documentation and collation of traditional knowledge undertaken.
- **Activity 3.3.4** Dissemination of the documentation on traditional knowledge using different media.

**Sub-Outcome 3.4 Monitoring, evaluation, and learning (MEL) capacity system strengthened in Tonga.** Activities under this sub-outcome will support increased national and sectoral understanding of MEL for climate change adaptation and development of national climate change resilience indicators. MEL is currently happening at the project level for climate change adaptation. However, capacity is needed across all key sectors on understanding climate change MEL has been recommended in the JNAP 2. Training is anticipated to support MRV shortly but specifically MEL. Gender tools are available but there is a low level of capacity to mainstream gender in project implementation

- **Activity 3.4.1** Development of an ad-hoc working group on MEL for climate change adaptation.
- **Activity 3.4.2** Training on best practice for climate change adaptation MEL undertaken.
- **Activity 3.4.3** Assessment of past MEL for climate resilience/adaptation projects and interventions undertaken.
- **Activity 3.4.4** Support project mainstreaming for all activities and to assess gender is implemented across all outcome areas (Gender Mainstreaming Officer).

#### **Outcome 4. Adaptation financing expenditure and mobilization diversified in Tonga.**

One of the main priorities of the NAP process is to identify and plan for additional sources of funding for CCA in the medium and long-term. Outcome 4 seeks to equip Tonga with additional understanding of the landscape of CCA financing – public, donor-based, private, and hybrid/blended – as well as a strategy for funding the CCA activities outlined in the NAP. In addition, this outcome will develop a tracking protocol for the country to better understand how CCA is and can be funded.

**Sub-Outcome 4.1 Roundtable and mechanisms for climate change finance dialogue developed.** An annual roundtable plays a key part in the relationship between government and donors on Overseas Development Assistance (ODA) and Climate

Finance. However, with increasing amounts of climate finance required, there is a need to have a more coordinated and structured dialogue on how best to implement adaptation and align this with donor and government priorities. This Sub-outcome will support donor roundtable on climate change to be held once every year and bilateral meetings with donor partners to be held after the roundtable.

- **Activity 4.1.1** Engage the Climate Finance Specialist (CFS) to develop the engagement strategy with all resident and non-resident donors.
- **Activity 4.1.2** The CFS will lead in conducting the one-to-one bilateral consultations with resident and non-resident donors with the support of the Climate Finance Division at Department of Climate Change and MoF
- **Activity 4.1.3** Organise and convene one Climate Change Donor Roundtable with both resident and non-resident donors annually.
- **Activity 4.1.4**

**Sub-Outcome 4.2 Private sector engagements in climate adaptation financing increased.** This Sub-outcome will focus on enhancing the knowledge of the private sector on climate finance and increase their capacities to access funds. This need is informed as private sector engagement in adaptation is limited but a lot can be built on the climate mitigation work. The Tongan Chamber of Commerce is a member of the JNAP Technical Team and offers an entry point for private sector engagement. Meetings during the Technical Assistance (TA) from the GCF identified the steps necessary to move forward. The banking and insurance sector is playing a key role in disaster recovery but is not heavily involved in adaptation planning. There is a need to discuss the limits to the supports the insurance and banking sector can give (during and after climate-related events) and what role the government can play.

- **Activity 4.2.1** Training of Tonga Chamber of Commerce on climate change risk, opportunities and financing.
- **Activity 4.2.2** Develop and disseminate awareness materials on climate finance for Chamber of Commerce Members.
- **Activity 4.2.3** Provide support to the three Chamber of Commerce sector groups on climate change risk, opportunities and financing (Agriculture, Fisheries and Tourism) on climate change adaptation.
- **Activity 4.2.4** Exploratory meetings held with the banking sector on climate change adaptation.
- **Activity 4.2.5** Exploratory meetings held with the insurance sector on climate change adaptation.
- **Activity 4.2.6** Develop scoping report on the potential establishment of public-private partnerships and concept notes developed to catalyse private sector engagement in adaptation investments

**Sub-Outcome 4.3 Increase accessibility of vulnerable groups to climate financing.** This sub-outcome will lead to an increase in the percentage of vulnerable and women's groups accessing grants from the Tonga Climate Change Trust Fund (CCTF). In addition, more Trainers will be developed for climate change finance action in communities and outer islands. The Tonga Climate Change Trust Fund and other related climate finance funding (constituency funds and GEF-Small Grant Programme and other donors' small grants) were established for vulnerable groups to access climate finance. However, many local communities are struggling to access these available funds for some reasons. It has been identified that the time and information provided to the communities is not sufficient enough to enable them to provide quality proposals. This sub-outcome will increase the accessibility of vulnerable groups to climate financing through the following activities:

- **Activity 4.3.1** Identify qualified people/committees/ NGOs in communities and outer islands on supporting climate finance-related proposals (in partnership with the Ministry of Internal Affairs).
- **Activity 4.3.2** Development of criteria for training of identified member(s) from the vulnerable groups/committees.
- **Activity 4.3.3** Training of trainers for climate change proposal writing and managing climate change financing undertaken.

Climate change adaptation in Tonga has been undertaken on an *ad hoc* basis and in a small-scale and project-based. There has been little coordination in the development and planning process. The Initial and Second National Communications have, however, been instrumental in raising awareness of the need for adaptation in different sectors. Nevertheless, the work undertaken through the National Communications is not sufficient to manage the threat of climate change to Tonga. The Tonga Climate Change Policy 2016 (TCCP) recognizes the need to develop and implement a NAP to enhance medium- to long-term investments in climate change adaptation. The TCCP also advocates for mainstreaming climate resilience and adaptation into national and local processes and development plans, ensuring the sustainability of the NAP process.

Tonga's GCF NAP process will build on existing processes, practices and coordination mechanisms, as well as experiences and lessons learned from the implementation of other climate change projects. The NAP process is considered an opportunity to enhance capacity by adopting a 'learning by doing' and interactive, multi-disciplinary approach. Each activity proposed corresponds to the outputs and outcomes of the NAP process, including the need to review, monitor and report on the NAP process. The NAP process will also contribute towards generating and managing climate and adaptation knowledge, and sharing this knowledge with communities, policy-makers, donor agencies and climate change negotiators at international, regional and national levels, as well as sub-national level, where appropriate.

## 5. BUDGET, PROCUREMENT, IMPLEMENTATION, AND DISBURSEMENT

### 5.1 Budget plan

Please complete the Budget Plan in Excel using the template available in the [Library](#) page of the GCF website.

### 5.2 Procurement plan

Please complete the Procurement Plan in Excel using the template available in the [Library](#) page of the GCF website. For goods, services, and consultancies to be procured, please list the items, descriptions in relation to the activities in section 2, estimated cost, procurement method, relevant threshold, and the estimated dates. Please include the procurement plan for at least the first tranche of disbursement requested below and provide a full procurement plan for the entire duration of the implementation period if available at this stage.

### 5.3 Disbursement schedule

Please specify the proposed schedule for requesting disbursements from the GCF. For periodicity, specify whether it's quarterly, bi-annually or annually only.

Please choose one option among the two below and delete the one that does not apply to you. Please fill in information under brackets:

**Readiness Proposal that falls within a Framework Agreement with the GCF**

Disbursements will be made in accordance to *[Clause xx] "Disbursement of Grants"* and *[Clause xx] "Use of Grant Proceeds by the Delivery Partner"* of the Framework Readiness and Preparatory Support Grant Agreement entered into between GCF and *[Delivery partner name]* on *Click or tap to enter a date*. The Delivery Partner is entitled to submit *[number]* request(s) for disbursement each year.

**Readiness Proposal that requires a bilateral Grant Agreement to be signed with the GCF** (please add more disbursement as needed)

- The first disbursement *amounting [USD][834,175.00]* will be transferred upon approval of the readiness request and effectiveness of the Grant Agreement;
- The second disbursement *amounting [USD][539,799.00]* will be transferred upon submission of an interim progress report [and audited financial report]<sup>12</sup>, in form and substance acceptable to the Fund, [including an audited expenditure statement]; and
- The third disbursement *amounting [USD] [307,341.00]* will be made upon submission of a completion report and financial report, in form and substance acceptable to the Fund, including an audited expenditure statement.

Please include an indicative disbursement table showing the expected amounts to be requested and keep to multiples of USD 5,000.

<sup>12</sup>For second disbursement, audited financial report and audited expenditure statement are only required for readiness and preparatory support proposals expected to last over 12 months.

## 6. IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

### 6.1 Implementation map

Please describe how funds will be managed by the NDA and/or the Readiness Delivery Partner.

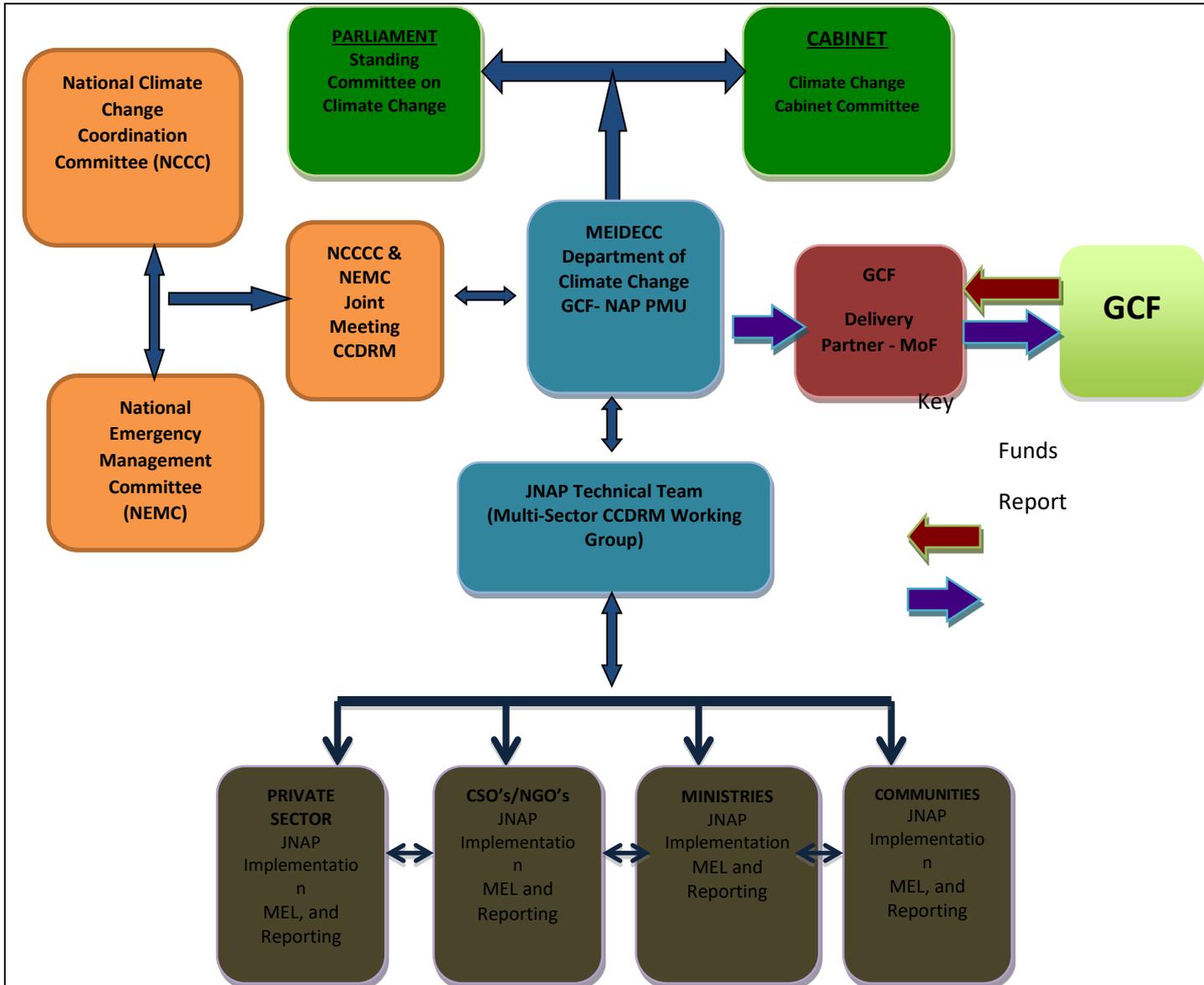
Please describe the differing responsibilities of the NDA and their Delivery Partner for the management of the grant, procurement, implementation of activities, project oversight, monitoring, and reporting. If applicable, please also describe any delegation of responsibility from the Delivery Partner to another Executing Entity.

The NDA/FP and the Ministry of Finance (MoF) (Delivery partner) has maintained the implementation arrangements established for the JNAP 2 as described below in the following flow chart of the proposed implementation arrangements over a period of 24 months project period.

As the Delivery Partner, the MoF has 4 staff within the Project Aid Division who will be involved in the implementation of the NAP Project. These staff will deliver the roles of the DP, which will be responsible for overall supervision, fiduciary management, interim progress, annual final reporting, project financial monitoring and evaluation, and will ensure that all funds are provided on a timely basis to ensure expedition and acquittal of funds is not delayed and all funds are accounted for and transparent. The MoF is also Tonga's nominated National Implementing Entity (NIE) and has submitted its nomination to seek accreditation in 2016 and is currently filling in its OAS application. The MoF FMCA form has been completed and approved by the GCF.

The MoF has sufficiently demonstrated its capacity to receive, manage and account for funds, both from the government and multilateral agencies. Suffice to say that the MoF has established specific account for all Development Projects also known as '**Government General Development Account**'. Financial management will be undertaken strictly in accordance with MoF financial management and procurement policies. Requisite financial reports will be generated and submitted at intervals agreed with the GCF taking into account the duration of the requested support. MoF will be responsible for ensuring that the objectives and components of the programme are delivered and that resources are allocated and disbursed efficiently and effectively to the required standard of quality and within the specified constraints of time and cost. It will ensure the appropriate allocation of resources and transparency and that MoF will carry out all procurement and will not be sub-awarding funds to any other organization

The Implementing Agency for this project is the Department of Climate (MEIDECC), which will be accountable to MoF for managing the project, including the monitoring and evaluation of project interventions, achieving project outcomes, and for the effective use of resources made available by MoF. Coordination and oversight of the project is the role of DCC (MEIDECC) and the JNAP Technical Team. Project Support will be provided by DCC, which will include office premises for the project team as well as office furniture's, and the required expertise and services of their corresponding staff. Support of their relevant sub-divisions and staff is considered as an in-kind contribution to the project implementation to be provided by the Government of Tonga. The selection of the Implementing Agency was deliberate as the Department of Climate Change is the lead government entity for all relevant climate resilience activities in the country. See below a flow chart of the proposed implementation arrangements.



**Figure 6:** Arrangements for the proposed Adaptation Planning project in Tonga **Implementation**

**National Climate Change Coordination Committee (NCCCC)**

The existing NCCCC<sup>13</sup> shall oversee and provide policy advice and guidance to ensure effective implementation of the project.

Furthermore, the NCCCC is responsible for making, by consensus, management decisions when guidance is required by the Project Coordinator. NCCCC decisions will be made in accordance with standards that shall ensure management for development results, best value for money, fairness, integrity, transparency and effective international competition. The NCCCC will take corrective action as needed to ensure the project achieves the desired results. The NCCCC will hold project reviews to assess the performance of the project and appraise the Annual Work Plan for the following year. In the project's final year, the NCCCC will hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to highlight project results and lessons learned with relevant audiences. This final review meeting will also discuss the findings outlined in the project terminal evaluation report and the management response.

<sup>13</sup>NCCCC is chaired by Hon. Minister of MEI DECC and Deputy Chaired by Tonga GCF-NDA. Members included CEOs from Government ministries (Ministry of Agriculture, Food and Forestry, Ministry of Fisheries, Ministry of Land and Natural Resources, Ministry of Infrastructures, Ministry of Internal Affairs, Ministry of Health, Ministry of Foreign Affairs, Ministry of Education and Training, Ministry of Commerce, Consumer, Trade, Innovation and Labour, Ministry of Tourism, and Ministry of Finance and National Planning and NGOs (Civil Society Forum of Tonga, Tonga Community Development Trust and Tonga Chamber of Commerce)

To ensure successful implementation of the GCF Readiness Adaptation Planning projects, the NCCCC shall under this project, have the following specific functions:

- Provide oversight role, guidance and policy advice to the Project during its implementation period.
- Meet quarterly to discuss progress and issues of the project. In special cases, the NCCCC shall meet upon request from the Project.
- Provide quality control and endorsement of reports (Technical, Monitoring and Evaluation Report) and documents (Traditional Knowledge on Climate Change) produced under the project.
- Ensure the implementation of the project is carried out in accordance with the approved work plan and budget.
- Facilitate inter-linkages and ensure close coordination with other climate change programmes and projects.
- Help evaluate the success of the project activities.
- Help identify other potential sources of support for replication and up scaling of the project.
- Other duties as agreed by the committee from time to time.

### **The Project Management Unit (PMU)**

The PMU will be housed at DCC and be responsible to carry out day-to-day project implementation under the direct supervision of the Director of Climate Change. The PMU will consist of Project Coordinator, Climate Change Technical Officer, Climate Change Finance Officer, Knowledge Management Officer and Finance and Administrative Officer. The PMU function will end when the final project terminal evaluation report and other documentation required by the GCF and MoF has been completed and submitted to GCF. The management arrangements for this project are summarized (Figure 2)

The PMU shall carry out the following responsibilities;

- Monitor and review the progress of the project activities to ensure that the objectives are attained
- Prepare work plan and budget of the Project
- Preparing the monitoring and evaluation timetable
- Making modifications, as necessary, to the number and scope of national workshops being organized under the project;
- Making modifications, as necessary, to activities and outputs in order to achieve the project's
- Develop established monitoring and review process for implementation
- Meet as often as possible using a combination of techniques including emails discussions and teleconference.

### **The Project Coordinator (PC)**

The Project Coordinator (PC) will manage the program on a day-to-day basis and is accountable to the implementing agency for the planning, management, quality control, timeliness and effectiveness of the activities carried out, as well as the management of funds. This Coordinator will also ensure the regular monitoring, evaluation and reporting of activities implemented under the project. The PC will oversee the implementation of activities 1.2.1-4.3.3 of the project. He/she will be located at the Department of Climate Change (MEIDECC).

The PC will carry out the following responsibilities;

- The annual work plan and budget will be prepared by the PC to be reviewed by the Head of Vulnerability and Adaptation Division and approved by the Director of Climate Change.
- Oversee the overall implementation of activities under the project
- Ensure effective communication and adequate information flow with the relevant authorities, institutions and government ministries and departments, NGOs and private sectors in close collaboration with the Director of Climate Change, GCF focal point and the JNAP Technical Team
- Maintain and establish additional links with other related national, regional and international climate change programs;
- Conduct training and workshops to strengthen capacities and increase knowledge of Climate Change Committees, Technical Advisory Team, relevant line Ministries, NGOs and Private Sectors to be aware of the progress and issues of the project, and presenting of reports and documents;
- Develop scope of work and respective terms of reference for consultants;
- Guide the work of the consultants to ensure compliance with the agreed work plan and its timely implementation
- Prepare quarterly narrative and financial reports and submit to Director of Climate Change and GCF Secretariat via Head of Vulnerability and Adaptation Division;
- Prepare technical, policy and briefing papers as requested;
- Quality assuring the awareness materials, documents and project information to be published in both English and Tongan and disseminated to relevant stakeholders;
- Lead the dialogue to discuss and update current and future projects for funding by GCF and other donors;
- Coordinate the procurement of services and goods under the program;
- Assume overall responsibility for the proper handling of logistics related to all project workshops and events;
- Manage the Project finance and oversee the overall resource allocation and where relevant submit proposals for budget revisions for the approval of GCF Secretariat;
- Undertake any other responsibilities related to the Program as requested by MEIDECC and GCF Secretariat.
- Serve as secretary to the National Climate Change Coordination committee.
- The PC will ensure that the standard MoF and GCF M&E requirements are fulfilled to the highest quality.
- The PC is also responsible for managing and monitoring the project risks initially identified and submit new risks to the Director for Climate Change for consideration and decision on possible actions if required and update the status of these risks by maintaining the project risks log.
- Prepare the national project terminal report.

### **The Senior Climate Change Technical Officer (SCCTO)**

The Senior Climate Change Technical Officer will be responsible for coordinating of all technical activities of the Project especially on Activity 2.1, 1-2.14 and 2.3.7 in close collaboration with PC and International Consultants that will be hired for all of the above activities, Department of Climate Change and JNAP Technical Team. The SCCTO will report directly to Project Coordinator. He/she will be located at the Department of Climate Change, MEIDECC.

**The SCCTO will carry out the following duties:**

- Assist in conduct technical training and workshops to strengthen capacities and increase knowledge of Climate Change Committees, Technical Advisory Team, relevant line Ministries, NGOs and Private Sectors to be aware of the progress and issues of the project, and presenting of reports and documents;
- Prepare technical training and workshop reports on Feasibility Studies, Cost-Benefit Analysis and Environmental Impact Assessment and submit to PC;
- Assist PC in prepared the annual work plan and budget and to be reviewed by Project Coordinator and approved by Director of Climate Change.
- Assist PC in ensure of the effective communication and adequate information flow with the relevant authorities,
- Institutions and government ministries and departments, NGOs and private sectors in close collaboration with the Director of Climate Change, GCF focal point and the JNAP Technical Team;
- Facilitate training and workshops to strengthen capacities and increase knowledge of Climate Change Committees, Technical Advisory Team, relevant line Ministries, NGOs and Private Sectors to be aware of the progress and issues of the project, and presenting of reports and documents;
- Assist PC in the dialogue to discuss and update current and future projects for funding by GCF and other donors;
- Assume any other duties as determined by the PC

**The Technical Officer(TO) (based at Vava'u)**

The Technical Officer will be responsible for assisting the Senior Climate Change Technical Officer (SCCTO) in close collaboration with international consultants (Feasibility Study Specialist, Cost-Benefit Analysis Specialist and Environment Impact Assessment Specialist) to implement the activities 2.1.1-2.14 and 2.3.7. He/she will be located at the MEIDECC's office in Vava'u Island.

The TO will carry out the following duties:

- Assist SCCTO with developing a work plan for Activity 2.1.1, Activity 2.1.2, Activity 2.1.3, Activity 2.1.4 and Activity 2.3.7.
- Develop in consultation with the consultants who will undertake assessments in Outcomes 2 a detailed work plan
- Ensure overall coordination, supervision, implementation of Outcome 2 by the various consultants that will undertake assessments;
- Provide quality assurance of technical reports and outputs produced by Consultants
- Prepare minutes of all meetings;
- Proper handling of logistics related to all project workshops and events to be conducted in Vava'u Island;
- Assume any other duties as determined by the SCCTO.

**The Climate Change Communication Officer (CCCO)**

The Climate Change Communication Officer will be responsible for the coordination and conducting of all awareness activities of the NAP project (activity 3.1.4, 3.2.1-3.2.4 and programmes and dissemination of information and data of the program to national stakeholders, in close collaboration with the PC, CCTO, Department of Climate Change and JNAP Technical Team. The CCCO will report directly to the PC. He/she will be located at the Department of Climate Change, MEIDECC.

**The CCCO will carry out the following duties:**

- Conduct awareness programmes on radio and television about the project;
- Conduct awareness programmes of the program with national key stakeholders of the program;
- Draft Press Release for training and workshops conducted under the project;
- Develop awareness materials (brochures, posters, newsletters), short video and documentary about the project (publish both in English and Tongan) and disseminate to national stakeholders;
- Develop a quarterly newsletter about the program and distribute to national stakeholders;
- Assist with organising and conducting dialogue to discuss and update current and future projects funded by GCF;
- Document good practices and lesson learnt from the project and share with national stakeholders;
- Regularly update the climate change portal and database with relevant data and information from the program;
- Assume any other duties as determined by the PC.

**The Climate Change Finance Officer (CCFO)**

The Climate Change Finance Officer will be responsible for coordinating and fostering public and private partnership; in close collaboration with PC, Department of Climate Change and JNAP Technical Team. The CCFO will lead the implementation of activity 4.1.1-4.1.2, 4.2.3-4.2.6 and activity 4.3.1 in close collaboration with the PC. She/he will provide financial assistance and reporting. The CCFO will report directly to the PC. He/she will be located at the Department of Climate Change, MEIDECC.

**The CCFO will carry out the following duties;**

- Develop work plan and implement on how to engage private sectors and assist private and public sectors on how to engage partnerships between public and private sector;
- Support the development of projects, concept notes and proposals to GCF;
- Assess the effectiveness of the existing Climate Change Trust Fund (CCTF);

- Assess the number of vulnerable group access to the CCTF;
- Assist with training and workshops on accreditation under the project;
- Assist the provision of information and data to support the progress of the project;
- Assist in presenting the accreditation application to NDA, GCF Unit, JNAP Task Force and Climate Change Support team
- Draft of financial reports and submit to PC;
- Assist in addressing any review comments received from the GCF Secretariat following the online accreditation submission
- Prepare the procurement of services and goods under the project;
- Assume any other duties as determined by the Director of Climate Change and PC.
- Prepare monthly financial reports of the project and submit to PC
- Carry out monthly reconciliation with the Ministry of Finance.

#### **The Monitor, Evaluation and Learning Officer (MELO)**

The Monitoring, Evaluation and Learning Officer will be responsible for assisting the International Monitoring and Evaluation Specialist with the implementation of Activity 3.4.1-3.4.3. The MELO will report directly to the PC. He/She will be located at the Department of Climate Change/MEIDECC.

#### **The MELO will carry out the following duties:**

- Assist the International Monitoring and Evaluation Specialist (MES) in collaboration with the Department of Climate Change and JNAP Technical Team to establish a Monitoring and Evaluation working group for climate change adaptation.
- Conduct training for technical staff at the national, sectoral on the collection, synthesis, aggregation and reporting of data for selected climate change adaptation indicators;
- Strengthen the existing Climate Change M & E system for integrating adaptation indicators into planning, designing and execution of programs, projects and activities at all levels;
- Provide effective result-based monitoring of program and project outputs, based on approved GCF NAP indicators;
- Liaise with the relevant ministries to ensure that the GCF NAP results reporting system is taken into account throughout the project implementation cycle;
- Support the GCF NAP focal points in line ministries to conduct an annual evaluation of GCF NAP project performance; (vii) assist in consolidating and updating the GCF NAP results frameworks;
- Develop guidelines to enhance institutional awareness and coordination on GCF NAP results framework; and
- Disseminate lessons learned, best practices, tools, and methods on MEL process captured from GCF NAP project.

#### **The Gender Mainstreaming Officer (GMO)**

Gender Mainstreaming Officer will be responsible for the implementation of Activity 3.4.4. The GMO will report directly to the PC. He/She will be based at the Department of Climate Change/MEIDECC.

#### **The GMO will carry out the following duties:**

- Collect sex-disaggregated data through gender assessments;
- Ensure gender issues are mainstreamed into all project activities and climate change-related plans, programs and projects;
- Develop knowledge products on integrating gender issues in climate change adaptation in at least three sectors;
- Design strategies to ensure the effective participation of women in the implementation of GCF NAP projects;
- Facilitate regular meetings and consultations with the line ministries to strengthen coordination on gender and climate change adaptation issues;
- Assist in integrating gender-focused adaptation indicators in Tonga's monitoring and evaluation systems;
- Develop criteria for selection of gender-equitable adaptation pilots in selected communities;
- Assist in prioritizing and implementing gender-equitable adaptation measures;
- Organize training workshops and knowledge sharing activities on gender mainstreaming in adaptation and ensure women's broad participation;
- Conduct economic analysis of integrating gender concerns in adaptation investments;
- Promote the use and improvement of knowledge management mechanisms to share information about gender and climate change/DRR related initiatives, and
- Provide inputs to ensure that gender issues are well captured in both progress and final reports before submission to GCF

#### **The Administrative Assistant (AA)**

The Administrative Assistant will provide secretarial and administrative tasks, documentation, financial assistance and reporting. The AA will report directly to the PC. He/she will be located at the Department of Climate Change, MEIDECC.

#### **The AA will carry out the following duties:**

- Assist the PC with preparation and organization of meetings, training and workshops, as well as other events under the project;
- Assist preparing of minutes for all meetings;
- Assist the other officers of the project in preparing reports for all training and workshops;
- Carry out monthly financial reconciliation with the Ministry of Finance;
- Regularly update the asset registry of the GCF readiness program;
- Organize and manage a comprehensive and robust hard copy and e-copy archive filing system for the program;
- Assist in the preparation of climate change information for communication (climate change portal and database, newsletters and other communication materials) as required;
- Assist with communication to any form of climate change target groups, committees, JNAP Task Force under the GCF project;
- Assume any other duties as determined by the Director of Climate Change and PC

**The JNAP Technical Team:** This team consists of technical experts drawn from government line ministries, non-government organizations and statutory authorities. Their roles and functions are reflected in Table (3).

**Local stakeholders and community members** will be directly engaged in the implementation, of project activities. These stakeholders will also be engaged during the mid-term and final evaluations to assess the progress of the project and enable adaptive project management in response to the needs and priorities of the communities (as reflected in Table 3).

## 6.2 Risks, monitoring and evaluation (M&E), and other relevant information

### 6.2.1 Risk and Mitigation Actions

It is imperative to identify risks as external factors, which may play a role in determining the outcome of the project. The anticipated risks are categorized as – operational, financial, and political. Description of the anticipated risks and underlying management the project will have in place are presented in Table 5 below.

**Table 5: Anticipated risks and mitigation options**

Type of Risk	Risk	Risk Level	Mitigation Measures	Probability of Occurrence	Responsible Entities
Coordination & Operational Risk	Coordination among government agencies will be ineffective due to a large number of government institutions involved, capture by sectoral interests, and multiple reporting lines.	Low	Strong leadership from senior government officials will mitigate this risk. Since the conceptual stage, the NDA and its technical advisors have been involved in project planning. Information will be broadly shared to identify synergies and opportunities for cooperation and minimize the risks of competition and duplication. Further multi-stakeholder discussions will focus on identifying common issues and finding pathways towards common goals and actions.	Low	NDA Office
Financial Risk	Funding not received on time to implement this GCF NAP Readiness	Low	Once funding for this GCF NAP Readiness is approved by the GCF, the existing Framework Agreement between MoF will govern the request for disbursement of funding for this Readiness. MoF will make a request in accordance with the Framework Agreement on time.	Low	MOF
Policy Risk	Political and security instability affects the implementation of the project	Low	The project will operate in politically and secure nation and every effort will be made to ensure that project activities are carried out with the participation of all relevant stakeholders, including government departments and local structures.	Low	NDA Office MOF Climate Change Steering Committee Parliament Standing Committee JNAP Secretariat
Schedule Risk	Delay in the implementation of activities,	Moderate	To mitigate delays the MoF will conduct specific periodic review and	Moderate	MOF NDA Office NAP PMU



	disbursement and reporting		convene internal meetings to identify potential delays and where necessary, make an adjustment to optimal implement all activities of this Readiness. The MoF has garnered some lessons to learn on the implementation of the first and on-going Readiness project. Adequate timeliness is estimated for project activities. Periodic internal meetings are essential such that all members are aware of the activities challenges and risk associated with each project. This is also important for reporting to the GCF on time. These periodic meetings will include Procurement and Finance Units, as information must flow between all parties to allow for the timely procurement of goods, works and services as well as request for disbursement and payment for goods, works and services.		
Environmental Risk	External Hazards and Climatic Natural Disasters: Tonga experiences climatic natural disasters including cyclones, flooding. These extreme climatic events have the potential to disrupt and delay the implementation of some activities in this Readiness	High	To mitigate the potential impacts of climatic natural disasters, activities that will be implemented will take into consideration the hurricane season and as much as possible avoid activities during this period	High	NDA Office MOF NAP PMU JNAP Secretariat

### 6.2.2 Monitoring and Evaluation Plan

The project results will be monitored and reported annually and evaluated periodically during project implementation to ensure the project effectively achieves these results. Project-level monitoring and evaluation will be undertaken in compliance and accordance with relevant GCF policies in a timely fashion and to high-quality standards.

The main objectives of Monitoring and Evaluation are:

- i. To provide timely and accurate information on implementation progress and constant feedback for decision-making and addressing potential work plan deviations, problem areas and management improvement needs (adaptive management approach);
- ii. To evaluate the performance of implementing project teams, indirect partners, and service providers; and
- iii. To assess achievements at different levels (output, result, project impact). Project monitoring and evaluation will be conducted in accordance with established GCF procedures.

The project M&E plan is consistent with the GCF Monitoring and Evaluation Policy. The M&E plan will be reviewed and revised as necessary during the project inception workshop to ensure project stakeholders understand their roles and responsibilities via-a-vi project monitoring and evaluation. Day-to-day project monitoring is the responsibility of the PMU, based on the project's Annual Work Plan and its indicators. During the first months of the project, the project team will complete and fine-tune baseline data for each indicator and will define and fine-tune performance, progress and impact indicators of the project at an Inception Workshop. Specific targets for the first year of implementation, progress indicators, and their means of verification will be developed at this Workshop. These will be used to assess whether the implementation is proceeding at the intended pace and in the right direction and will form part of the Annual Work Plan. Targets and indicators for subsequent

years would be defined annually as part of the internal evaluation and planning processes undertaken by the project team. It is the responsibility of the Project Coordinator to inform GCF via the Delivery Partner and NDA of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely fashion.

The inception process is seen as very important to the future success of the project. National workshops will be held first to familiarize all staff involved with the Project proposal, activities, objectives, work-plan and budget. These are particularly important to foster project ownership among all the agencies involved and to establish any contractual arrangements needed between them.

Fundamental objectives of the Inception Workshop will also to:

- i. Introduce project staff with the indirect partners which will support the project during its implementation;
- ii. Understand their roles, functions, and responsibilities within the project's decision-making structures, including reporting and communication lines, and conflict resolution mechanisms;  
Provide a detailed overview of the project's reporting and monitoring and evaluation (M&E) requirements, with particular emphasis on the project implementation reviews and related documentation, the annual project report and related documentation to be periodically gathered, as well as the mid-term and final evaluations.

The Terms of Reference for project staff and decision-making structures will be discussed to clarify for all, each party's responsibilities during the project's implementation phase.

#### **Project Inception Report.**

A Project Inception Report will be prepared immediately following the Inception Workshop. It will include: (i) a detailed First Year/Annual Work Plan divided into quarterly time-frames detailing the activities and progress indicators that will guide implementation during the first year of the project; (ii) the detailed project budget for the first full year of implementation, prepared on the basis of the Annual Work Plan; (iii) a detailed narrative on the institutional roles, responsibilities, coordinating actions and feedback mechanisms of project-related partners; (iv) a section on progress to date on project establishment and start-up activities and an update of any changed external conditions that may affect project implementation.

#### **Quarterly Reports**

The Quarterly reports will keep the project stakeholders at decentralized and national level abreast of the most recent developments and events, including project activities, implementation of any risk mitigation measure, results achieved, problems encountered and plans to overcome these. Every quarterly report will provide additional input to the project annual report.

**Interim Progress Review report** will explain the progress of the project implementation to the GCF six months after commencement date of the project.

#### **Annual Project Report**

The project team will prepare an Annual Project Report (APR) to reflect the progress achieved in meeting the project's Annual Work Plan and assess the performance of the project in contributing to intended outcomes through outputs and partnership work.

The format of the APR will be flexible but should include the following issues:

- i. An analysis of project performance over the reporting period, including outputs produced and, where possible, information on the status of the outcome;
- ii. The constraints experienced in the progress towards results and the reasons for these;
- iii. The three (at most) major constraints to the achievement of results;
- iv. AWP and other expenditure reports;
- v. Lessons learned;
- vi. Clear recommendations for future orientation in addressing key problems in lack of progress.

#### **Audit Report**

There will be an annual auditing exercise of the project undertaken by the internal Audit unit of MoF (Delivery Partner) and a reputable registered auditor firm (external) to be presented to the GCF Secretariat. A financial statement and auditors' report will be prepared and submitted to the GCF Secretariat on an annual basis.

#### **Project Completion Report**

Towards the end of the project implementation period PMU will prepare and submit the Project Completion Report to GCF Secretariat.

**Terminal Evaluation Report:** An independent Final Evaluation will take place at the end of the project implementation. An Independent Consultant will manage the terminal evaluation process. A review of the quality of the evaluation report will be done by the independent consultant and submitted along with the report to the GCF Evaluation Officer not later than 6 months after the completion of the evaluation. The standard terms of reference for the terminal evaluation will be prepared by the

DCC. These will be adjusted to the special needs of the project. Table 6 below listed down the M & E activities to be carried out for the GCF NAP Project.

**Table 6: Monitoring and Evaluation Activities, Responsible and Timeframe for the GCF NAP Project**

M & E Activities	Responsible	Timeframe
Project Inception Report	GCF/ National Coordinator/Project Coordinator	Two weeks after inception workshop.
Quarterly Report	GCF/ National Coordinator/Project Coordinator	First week of the new Quarter.
Interim Progress Report	Delivery Partner (MoF) /NDA	Six months after commencement date of the project.
Annual Project Report	Delivery Partner (MoF) /NDA	At the end of Y1 and Y2 of project implementation
Audit Report	Independent / External Auditor	At the end of Y1 and Y2 of project implementation
Project Completion Report	Delivery Partner (MoF)/NDA	Within 3 months of the project completion date
Terminal evaluation of GCF NAP Project	GCF/ National Coordinator/Project Coordinator / Delivery Partner (MoF)	At the end of project implementation

### 6.2.3 Other relevant information:

#### a. Paradigm shift and replication potential:

The paradigm shift to be realized through the implementation of this proposed project is to transform the behaviour and approach towards climate change adaptation in Tonga. The process will integrate and mainstream climate change adaptation into new and existing national policies, strategies, plans and programmes affecting the main climate-sensitive sectors in Tonga. Climate change adaptation will also be incorporated into existing institutional structures, complementing the existing development strategies and processes in Tonga. The NAP formulation and implementation process will help to mobilize climate change adaptation funding and support the monitoring and reviewing of climate change adaptation measures. The NAP will also encourage the effective dissemination of climate change adaptation finance for vulnerable populations, economic sectors and major island groups in Tonga, through increased coordination among relevant ministries and partnerships with the private sector. In addition, the NAP will increase the effectiveness of climate change information systems in compiling and disseminating knowledge, experience, lessons learned, gaps and needs at national and local levels.

#### b. Value-added for GCF Involvement:

The GCF is the operational entity to the UNFCCC and Paris Agreement and a major funding source for developing countries to implement dedicated adaptation options to protect people and ecosystem resources from the adverse impacts of climate change. To date, the GCF has allocated 50% of its funding to adaptation. In addition, the GCF Board Decision (B.13/09) invited “national designated authorities and focal points to collaborate with readiness delivery partners and accredited entities, as appropriate, in order to submit requests for support to formulate their respective national adaptation plans and/or other adaptation planning processes”. In this context, the GoT has requested access to funding from the GCF for NAP preparation and implementation.

The GoT recognizes the importance of long-term climate change adaptation and has prioritized the development of JNAP 2 (2018-2028), NDC and ‘A Resilient Tonga by 2035’ in Tonga Climate Change Policy 2016. Through the development of climate change-focused strategies and policies, relevant stakeholders have been engaged. However, Tonga now requires additional financial resources to implement and enforce climate change adaptation initiatives nationally. Although every effort has been made to explore funding opportunities from multiple sources, this has not been sufficient to advance the NAP process. GCF resources are, therefore, required to prepare and implement the NAP process in Tonga.

A severe shortage of financial resources has limited the development of climate change predictions, risk and vulnerability assessments, and wider stakeholder consultation processes, which are required to inform decision-making. This has consequently limited the NAP process, including the integration of climate change adaptation into existing and new policies, strategies and plans. The GCF NAP readiness programme offers Tonga the opportunity to strengthen the NAP process, ensuring medium- and long-term climate change adaptation planning and implementation. Without these additional financial resources, Tonga’s NAP process will lose momentum and the achievement of Resilient Tonga by 2035 will not be possible.

The project does not include the construction of any infrastructure and will focus on soft interventions, including capacity building activities, sensitization interventions and policy development support, with minimal to no negative impact on the environment. These activities are expected to strengthen the understanding of the challenges and impacts climate change will have on the economy and the development of the country and therefore, incentivize the identification and development of adaptation initiatives, including projects, programs, policies and strategies. The need for extensive consultations and thorough studies and assessments will be highlighted and focused on avoiding any social and environmental negative impacts due to the inadequate and deficient selection of future adaptation interventions.

#### c. Private sector engagement strategy:

Stakeholder engagement is a crosscutting issue along with the Readiness program, and several of its components address explicitly the participation of the private sector.

The strategy envisaged by the project is to make the private sector a key element for its implementation, and assuring its commitment. This will be performed along with processes of information gathering and analysis, institutional capacity strengthening, knowledge share, and adaptation project design and implementation. This involvement will start with the organization of at least two public and private sector partnership that will specifically address private sector actors and that will allow identifying business association leading actions on climate adaptation as well as vulnerabilities in key economic sectors. Based on this, the regulatory analysis, the information system and the selection of projects will be performed as indicated next.

For instance, in sub-component 4.3 of the project, we foresee as an initial step of the regulatory framework analysis, the identification of barriers and opportunities for private sector engagement in adaptation. With this activity, the program also seeks to explore the business cases and recommendations that would motivate the private sector to buy into the value of investing in adaptation actions. The previous would also allow the program to identify key sectors and private sector associations with prominent opportunities for adaptation engagement.

Second, projects concept notes for project design will be developed, setting the case for private sector leading its implementation and financing. Such notes closely developed with private stakeholders and associations will contribute to generating new knowledge in adaptation, as well as enhance knowledge on climate finance and increase their capacities to access funds.

#### **The potential for knowledge and learning**

The project has a strong focus on knowledge generation and dissemination. Several activities are designed to strengthen the technical capacities of stakeholders and enhance the national understanding of climate change impacts. Awareness-raising campaigns, in particular, will create knowledge and understanding amongst Tonga's most vulnerable communities.

In addition, Component 3 is specifically designed to monitor and review the NAP process in Tonga. This includes communicating the results of the NAP process, both nationally and internationally. Information products and lessons learned through the NAP process will be collected, stored and shared through various global and regional networks and knowledge platforms such as Global Adaptation Network, Asia Pacific Adaptation Network (APAN), Asia Pacific Adaptation Forum (APAF), Climate Change Asia Pacific Initiative and the South-South Cooperation Forum and Platform. Tonga's JNAP team will also disseminate knowledge through COPs and Subsidiary bodies (SBs) meetings, as well as through side-events, exhibitions, the NAP Expo, flyers, posters and online platforms. Furthermore, as part of the project, Tonga's JNAP 2 will be shared with the UNFCCC to help inform future NAP processes. The long-term research on traditional knowledge in Tonga, which is part of component 3, will also be documented and its results will be disseminated with schools and the wider community.

#### **Exit strategy / Sustainability:**

The exit strategy for the project is based on the integration of climate change adaptation into new and existing government policies and procedures at local and national levels, as well as capacity building of relevant stakeholders. These strategies will ensure that climate change adaptation continues to be mainstreamed into policy and decision-making beyond the duration of the project.

The GoT is committed to ensuring the sustainability of the outcomes of the NAP process, to gain long-term adaptation benefits. The need for climate change adaptation has been recognized at different levels of government and is reflected in Tonga's development policies and programmes and institutional structure. The GoT has a dedicated Department of Climate Change in the MEIDECC, and relevant ministries and departments (e.g. the Department of Environment, MLNR, MIA and MOI) are engaged in strengthening institutional capacity to promote climate change adaptation activities. The need for further investment in climate change adaptation to address medium- and long-term adaptation needs, and increase the resilience of vulnerable communities and sectors, will be promoted through the project. DCC was established to coordinate and support planned adaptation activities within MEIDECC and other Ministries. Thus, DCC is expected to promote and ensure sustainability for not only the NAP process and its outcomes but also to support the development of future adaptation programmes for Tonga. The existing partnership between the GoT and GCF will ensure the sustainability of the project outcomes. The project incorporates a periodic review mechanism of the national plans and strategies, which will ensure that the integration of adaptation into these plans and strategies is institutionalized.

As the NAP process will be advanced by ensuring multi-stakeholder engagement and an adaptation integration procedure will be developed and implemented as a part of this project, it will encourage the continuation of addressing CCA through multiple windows such as policy and programme intervention, awareness-raising, the reward of best practices, and exhibitions. Sustainability of the project is ensured at different levels. First, the project will be implemented in partnership with functional national institutions and hence ownership is ensured beyond the project's life. A major focus of this project is to build the knowledge, capacity and institutional structures that Tonga requires to adapt to climate change over the long term. One of its key objectives is to strengthen both vertical and horizontal coordination of climate change adaptation by further establishing better communication channels and capacity for planning across ministries at the national and local level. Coordinating with other technical working groups established with GCF support will ensure institutional sustainability.

Importantly, the project will strengthen the existing Climate Change M&E system, build capacity to conduct M&E activities effectively and review climate change adaptation planning based on strategic information. In this sense, the project will not only produce information and generate knowledge for one single moment in time but will boost scientific, technological and social-economic assessment and will establish mechanisms to learn from the process of preparing, developing and implementing NAP.



The Government of Tonga is therefore committed to making the outcomes of this GCF NAP project sustainable and to achieve the Target for A Resilient Tonga.

Logical Framework

Outcomes	Baseline	Targets	Activities (Brief description and deliverables)	Anticipated duration:																								
				Monthly implementation plan of activities																								
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
<p>Sub-Outcome 1.1: Climate change governance and coordination mechanisms at national level strengthened.</p>	<p>Climate Change coordination mechanisms are established but are ad-hoc and neither established in law or by specific policies. Parliament Standing Committee on Environment and Climate Change, Ministry of Internal Affairs and Community Development Committee (when focused on climate change), JNAP Technical Team, NGO Forum, and Private Sector meet upon request. Faith-based organisations beginning to talk about climate change in an informal manner but interested in supporting communities to be more climate change aware and ready.</p>	<ul style="list-style-type: none"> <li>Parliament Standing Committee on Environment and Climate Change better informed and involved in adaptation planning, policy formulation and decision-making.</li> <li>JNAP Technical Team governance strengthened for improved quality assurance for climate action in Tonga.</li> <li>NGO Forum/civil society and Faith-Based Organisations play a more significant role in climate change adaptation.</li> </ul>	<p><b>Activity 1.1.1:</b> Climate Change Department (DCC) supports proceedings of Parliament Standing Committee on Environment and Climate Change</p> <p><b>Deliverable 1.1.1:</b> Quarterly meetings between the Parliament Standing Committee and the DCC completed and public newsletter developed and disseminated.</p> <p><b>Timeframe:</b> Completed within 24th month.</p>			X									X										X			
			<p><b>Activity 1.1.2:</b> Revision and Implementation of JNAP Technical Team Terms of Reference and result framework (as highlighted in JNAP 2 document annex 1)</p> <p><b>Deliverable 1.1.2:</b> Terms of reference developed, publically available and annual status report developed.</p> <p><b>Timeframe:</b> Completed within 24th month.</p>			X											X										X	
			<p><b>Activity 1.1.3:</b> Formalise relationship between Government of Tonga and NGO Forum/civil society (especially women's groups) for increased climate change adaptation action.</p> <p><b>Deliverable 1.1.3:</b> Meetings held every two months with NGO Forum and one annual public event held.</p> <p><b>Timeframe:</b> Completed within 24th month.</p>		X		X			X		X		X		X		X		X		X		X		X		X
			<p><b>Activity 1.1.4:</b> Formalise relationship between Government of Tonga and Faith-Based Organisations (FBO's) for increased climate change adaptation action and awareness-raising.</p> <p><b>Deliverable 1.1.4:</b> Meetings quarterly with Faith Based Organisations and one annual public event held.</p> <p><b>Timeframe:</b> Completed within 24th month.</p>			X				X		X		X		X		X		X		X		X		X		X
			<p><b>Activity 1.2.1:</b> Establishment of climate change focal points in all government ministries.</p> <p><b>Deliverable 1.2.1:</b> At least 14 climate change focal points established with a dedicated terms of reference and work plan.</p> <p><b>Timeframe:</b> Completed within 3rd month.</p>		X																							
			<p><b>Activity 1.2.2:</b> Capacity support for climate change focal points</p> <p><b>Deliverable 1.2.2:</b> Climate change capacity plan for each focal point developed and training and support provided.</p> <p><i>(Climate focal points will be selected in a transparent process; a Terms of Reference will initially be developed within Climate Change Department, validated by the JNAP Technical Team and then appropriate selection of staff will occur. All focal points will be existing civil servants)</i></p> <p><b>Timeframe:</b> Completed within 19th month.</p>		X					X							X					X						
			<p>Sub-Outcome 1.2: Climate change governance and coordination mechanisms at sectoral level strengthened.</p>	<p>Sectoral understanding of climate change is increasing in Tonga. Adaptation has been mainstreamed through key sectoral policies and plans. Climate Change issues have been integrated into sectoral level policies (e.g forestry, water, land, agriculture, fisheries, infrastructure, finance). These include the National Forest Policy, Agriculture Sector Plan, Tonga Strategic Development Framework and Community Development Plans. Climate change focal points (champions) within government ministries currently don't exist yet. Climate change ministries are heavily involved in the JNAP Technical Team. It is recognized that NAP</p>	<ul style="list-style-type: none"> <li>JNAP Technical Team governance strengthened for improved quality assurance for climate adaptation action at the sector level in Tonga.</li> <li>Continue the process of mainstreaming climate change across 14 government sectoral ministries.</li> <li>Climate change champions/focal points</li> </ul>																							
			<p>Outcome 1: Institutional</p>																									

JNAP TF meetings will be included in the bimonthly meetings



<p>Outcome 2: Climate vulnerability and adaptation investment rationale strengthened in Tonga.</p>	<p>Sub-Outcome 2.1 Methods, and frameworks for analysing impacts and vulnerabilities for adaptation planning developed.</p>	<p>Baseline Tools and methodologies have been developed in Tonga over the past decade. Feasibility studies for adaptation and resilience have been undertaken. Typically regional and global methodologies are used for assessments (e.g IPCC vulnerability assessment guidelines, SPC's climate change toolkit). These tools and methodologies need to be employed in more communities to learn how best to undertake them whilst also developing adaptation options.</p>	<ul style="list-style-type: none"> <li>• Best Practice Tools and methodologies for appraising adaptation options increased.</li> <li>• Best Practice Tools and methodologies for appraising adaptation options increased.</li> </ul>	<p><b>Activity 2.1.2</b> Development of a guidance note on best practice for decision-making processes on outer island for developing transformative adaptation options.</p> <p><b>Deliverable 2.1.2</b> Guidance note developed and disseminated. (This should cover the highly sensitive topic of relocation).</p> <p><b>Timeframe:</b> Completed within 8th month.</p>																						
	<p><b>Activity 2.1.3</b> Conduct training with international consultant to strengthen capacity of existing DCC and NDA supporting staff on vulnerability and adaptation assessment tools &amp; methodologies.</p> <p><b>Deliverable 2.1.3</b> Training curriculum on vulnerability and adaptation assessment tools &amp; methodologies developed for future training of other institutions including relevant line ministries and agencies.</p> <p><b>Timeframe:</b> Completed within 10th month.</p>																									
	<p><b>Activity 2.1.4</b> Convene Ad-hoc working group on ecosystem-based adaptation and community based adaptation by Climate Change Department to identify best practices.</p> <p><b>Deliverable 2.1.4</b> Committee meets with a terms of reference regarding best practices on EbA and CbA.</p> <p><b>Timeframe:</b> Completed within 9th month.</p>																									
	<p><b>Activity 2.1.5</b> Assessment of past and current Ecosystem Based Adaptation (EbA) and Community Based Adaptation (CbA) Tools that have been utilized by key stakeholders in Tonga undertaken.</p> <p><b>Deliverable 2.1.5</b> Assessment Report on EbA and CbA tools completed and successfully utilized by key stakeholders in Tonga</p> <p><b>Timeframe:</b> Completed within 14th month.</p>																									
	<p><b>Activity 2.2.1</b> Development of a Cost Benefit Analysis (CBA) tool(s) for prioritizing adaptation options.</p> <p><b>Deliverable 2.2.1</b> Tool(s) developed, validation by JNAP Technical Team and disseminated</p> <p><b>Timeframe:</b> Completed within 9th month.</p>																									
	<p><b>Activity 2.2.2</b> Assessment of past adaptation projects to identify how Environmental Impact Assessments (EIA) was undertaken.</p> <p><b>Deliverable 2.2.2</b> Assessment Report on EIA methodologies employed for past adaptation projects and recommendations provided.</p> <p><b>Timeframe:</b> Completed within 12th month.</p>																									
<p><b>Activity 2.2.3</b> Awareness campaign on EIA for adaptation undertaken with environment, finance, infrastructure and construction companies in Tonga.</p> <p><b>Deliverable 2.2.3</b> List of organizations developed and at least one meeting held with each and awareness campaign materials developed.</p> <p><b>Timeframe:</b> Completed within 13th month.</p>																										

		<p><b>Activity 2.2.4</b> Revision of Building code and Development of a standard and competency framework for climate change adaptation (especially regarding infrastructure projects).</p> <p><b>Deliverable 2.2.4</b> Building code revised and competency framework for better climate change adaptation projects and options for an adaptation certification scheme developed.</p> <p><i>(There is recognition by the JNAP Task Force that the quality of companies and consultants undertaking EIA and adaptation work, especially when hard infrastructure is involved, needs to improve and it is believed that creating higher standards, improving compliance and driving certification in this area could help).</i></p> <p><b>Timeframe:</b> Completed within 18th month.</p>																											
<p>Sub-Outcome 2.3: Vulnerability and adaptation assessments for Vava'u conducted.</p>	<p>Vava'u have been identified in the Country Programme, National Communication, JNAP and Climate Policy as being highly vulnerable to climate change yet few adaptation projects have occurred in this area. Some areas are highly susceptible to flooding and this has increased. It is agreed by the JNAP Technical Team and the government that undertaking a vulnerability and adaptation assessment (building on tools and methodologies strengthened in Sub-Outcome 2.1 and 2.2) is needed.</p>	<ul style="list-style-type: none"> <li>To utilise newly redefined and updated climate change methodologies for vulnerability assessments in Vava'u (Including cost-benefit analysis for defining adaptation options).</li> <li>Vulnerability assessment including a strengthened Environmental Impact Assessment (EIA) in the flood-prone areas in Vava'u Island Group undertaken.</li> <li>Feasibility Study and Cost Benefit Analysis undertaken on applying adaptation options in flood-prone areas in Vava'u Island group.</li> </ul>	<p><b>Activity 2.3.1</b> Defining appropriate tools and methodologies that will be needed in consultation with local stakeholders in Vava'u.</p> <p><b>Deliverable 2.3.1.</b> Work-plan, timeline and vulnerability methodologies established and agreed with stakeholders.</p> <p><b>Timeline:</b> Completed within 4th month.</p>			X																							







	implement adaptation and align this with donor and government priorities.	how best to implement adaptation and align this with donor and government priorities.	<p><b>Activity 4.1.3</b> Organise and convene one/two climate finance roundtable with both resident and non-resident donors annually.</p> <p><b>Deliverable 4.1.3</b> Meetings held and minutes available. Potential financiers for priority adaptation options/interventions identified, financing plans identified and agreements signed.</p> <p><b>Timeline:</b> Completed within 8th month and 20th month</p>																																																	2 donor roundtable
<p><b>Outcome 4.</b> Adaptation financing expenditure and mobilization diversified in Tonga.</p>	<p><b>Sub-outcome 4.2:</b> Private sector engagements in climate adaptation financing increased.</p>	<p>Private sector engagement in adaptation is limited but a lot can be built on the climate mitigation work. Low levels of understanding of the risks and opportunities that arise from climate change for the private sector. Low levels of engagement for thematic private sector groups (e.g agricultural value chains, fisheries/coastal companies, tourism). The Tongan Chamber of Commerce is a member of the JNAP Technical Team and offers an entry point for private sector engagement. Meetings during the TA from the GCF identified the steps necessary to move forward. The banking and insurance sector is playing a key role in disaster recovery but are not heavily involved in adaptation planning. There is a need to discuss the limits to the supports the insurance and banking sector can give (during and after climate related events) and what role the government can play.</p>	<p>Public and private sector to enhance knowledge on climate finance and increase their capacities to access funds</p>																																																	2 trainings/int consultant/curriculum publication
																																																				awareness materials
																																																				meetings refer to private sector meeting time
																																																				no budget
																																																				no budget
	<p><b>Sub-outcome 4.3</b> Increase accessibility of vulnerable groups to climate financing.</p>	<p>Baseline The Tonga Climate Change Trust Fund and other related climate finance funding (constituency funds and GEF-Small Grant Programme and other donors small grants) were established for vulnerable groups to access climate finance. However, many local communities are struggling to access these available funds. This is for a number of reasons. However it has been identified</p>	<p>Target Increase the percentage of vulnerable and women's groups accessing the CCTF. Trainers developed for climate change finance action in communities and outer islands.</p>																																																	local consultant - Technical Officer
																																																				no budget

that the time and information provided to the communities is not sufficient enough to enable them provide quality proposals.

**Activity 4.3.3** Training of trainers for climate change proposal writing and managing climate change financing undertaken  
**Deliverable 4.3.3** Trainers provides climate finance support to communities (including women's groups) and strengthening the project management of local level climate change activities.  
**Timeline:** Completed within 6th month

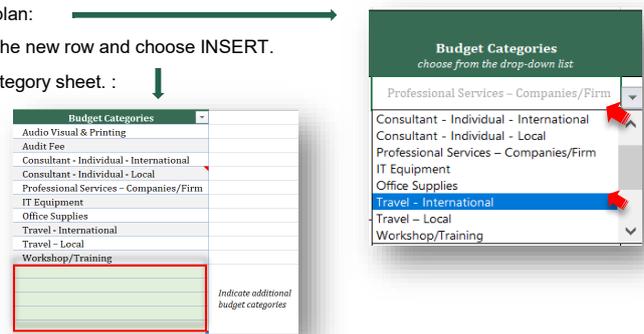
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# Readiness and Preparatory Support Budget and Procurement Plan

## Readiness Grant Budget Preparation Guidelines

The following considerations are important when completing the budget:

1. Before preparing the Readiness and PPF budget, please read the full guidance on our website (<https://www.greenclimate.fund/how-we-work/empowering-countries>).
2. You can select the appropriate budget categories from the dropdown list in the budget plan: 
3. To insert additional rows, right click on the row number below where you wish to insert the new row and choose INSERT.
4. Additional budget categories may be added by manually typing them on the Budget Category sheet. : 



### Project Management Cost:

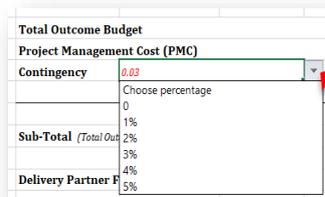
Project management costs (PMC) are the direct administrative costs incurred to execute a project. They should cover only incremental costs incurred due to the GCF contribution. In most cases, these costs are directly related to the support of a dedicated project management unit (PMU) which manages the day to day execution related activities of the project.

#### General Principles for PMC costs:

1. The percentage of PMC financed by GCF should not be more than the percentage share of the overall budget financed by GCF
2. PMC budget thresholds: Up to 7.5 per cent of total activity budget.
  - > PMC exceeding 7.5 per cent for the readiness (including NAPs) proposals, and PPF proposals, up to \$ 3 million will require detailed documentation and justification supporting the entire PMC budget.
  - > The PMC should be shown as a separate component in the project budget. A detailed breakdown of PMC should be provided by budget category.
  - > Indicative list of eligible project management costs:
    - > **Project staffing and consultants:** Project manager, Project Assistant, Procurement personnel, Finance personnel & Support/admin. Personnel
    - > **Other direct costs:** Office equipment, Mission related travel cost of the PMU, Project management systems and information technology, Office supplies, Audit cost

### Contingency :

1. Select the appropriate % of Contingency Budget from the dropdown list : 



2. Contingency budget for unforeseen costs arising during the project implementation should not be included in the outcome budget separately.
3. Contingency budget must be used for any unforeseen programme (output level) cost that is unrelated to implementation/service fee.
4. Any use of contingency must be reported to and agreed by the GCF Secretariat in writing in advance provided with justifications that are acceptable to the GCF
5. If you get to the end of the project and you haven't spent Contingency, you can't increase the scope of the project or buy some more equipment to use it up.
6. The Budget Notes sheet should be used to record explanations, further details or cost breakdowns for individual lines

5.1 Budget Plan

Please add rows for Outcomes, Outputs and Cost Categories as required. Additional budget categories may be added by manually typing them on the Budget Category sheet.

Outcomes	Budget Categories <small>choose from the drop-down list</small>	Detailed Budget (in US\$)					Total Budget <small>(per budget category)</small>	Total Budget <small>(per sub-outcome)</small>	Total Budget <small>(per outcome)</small>	Disbursement Plan					
		Unit	# of Unit	Unit Cost	6m	12m				18m	24m	30m	36m		
1. Outcome: Institutional framework and coordination for the implementation of the NAP process strengthened in Tonga	1.1 Sub-outcome: Climate change governance and coordination mechanisms at national level strengthened.	Workshop/Training	stakeholders' meeting	40	2 000,00	80 000,00	92 000,00	226 600,00	27 000,00	27 000,00	26 000,00				
		Workshop/Training	participation fee	20	50,00	12 000,00			6 000,00		6 000,00				
	1.2 Sub-outcome: Climate change governance and coordination mechanisms at sectoral level strengthened.	Workshop/Training	training	3	1 500,00	4 500,00	57 100,00		1 500,00	1 500,00	1 500,00				
		Workshop/Training	participation fee	14	50,00	2 100,00			2 100,00						
		Audio Visual & Printing	per person	100	25,00	2 500,00			2 500,00						
	1.3 Sub-outcome: Existing Climate Change governance and coordination mechanism within community and outer islands strengthened	Consultant - Individual - Local	months	24	2 000,00	48 000,00	77 500,00		16 000,00	16 000,00	16 000,00				
		Consultant - Individual - Local	working days	60	500,00	30 000,00			30 000,00						
		IT Equipment	lumpsum	1	40 000,00	40 000,00			40 000,00						
		Audio Visual & Printing	per person	300	25,00	7 500,00			3 750,00		3 750,00				
2. Outcome: Climate vulnerability and adaptation investment rationale strengthened in Tonga.	2.1 Sub-outcome Methods, and frameworks for analysing impacts and vulnerabilities for adaptation planning developed.	Consultant - Individual - International	working days	90	1 000,00	90 000,00	127 250,00	499 750,00	90 000,00						
		Consultant - Individual - Local	months	24	1 500,00	36 000,00			12 000,00	12 000,00	12 000,00				
		Audio Visual & Printing	per person	50	25,00	1 250,00			1 250,00						
	2.2 Sub-outcome Improved economic and environmental decision making for adaptation actions	Workshop/Training	participation fee	2	1 500,00	3 000,00	13 500,00			3 000,00					
		Workshop/Training	stakeholders' meeting	4	2 000,00	8 000,00				8 000,00					
		Audio Visual & Printing	per person	100	25,00	2 500,00			2 500,00						
	2.3 Sub-outcome Vulnerability and adaptation assessments for Vava'u conducted.	Consultant - Individual - Local	working days	90	1 000,00	90 000,00	359 000,00		90 000,00						
		Consultant - Individual - Local	working days	90	1 000,00	90 000,00				90 000,00					
		Consultant - Individual - Local	working days	90	1 000,00	90 000,00				90 000,00					
		Consultant - Individual - Local	months	24	1 500,00	36 000,00			12 000,00	12 000,00	12 000,00				
		Audio Visual & Printing	lumpsum	300	25,00	7 500,00			7 500,00						
		Workshop/Training	participation fee	150	50,00	7 500,00			3 750,00	3 750,00					
		Workshop/Training	stakeholders' meeting	2	4 000,00	8 000,00			4 000,00	4 000,00					
Travel – Local	per person	5	3 000,00	30 000,00	15 000,00	15 000,00									
3. Outcome: Coordinated approaches to research, monitoring and management of data and information developed for adaptation planning in Tonga	3.1 Sub-outcome Climate resilience information is collected and data management systems improved for adaptation planning	Consultant - Individual - Local	working days	90	500,00	45 000,00	154 000,00	432 625,00	45 000,00						
		Audio Visual & Printing	lumpsum	200	25,00	5 000,00				5 000,00					
		Consultant - Individual - International	working days	60	1 000,00	60 000,00			60 000,00						
		Workshop/Training	training	4	2 000,00	8 000,00			4 000,00	4 000,00					
		Consultant - Individual - Local	months	24	1 500,00	36 000,00			12 000,00	12 000,00	12 000,00				
	3.2 Sub-outcome Climate Change Department Communication Section strengthened to process, manage and disseminate climate change information.	Travel - International	per person	1	15 000,00	15 000,00	30 000,00		15 000,00						
		Workshop/Training	participation fee	100	50,00	5 000,00			2 500,00	2 500,00					
		Workshop/Training	training	5	1 500,00	7 500,00			4 500,00	3 000,00					
		Audio Visual & Printing	lumpsum	100	25,00	2 500,00				2 500,00					
		Professional Services – Companies/Firm	working days	150	500,00	75 000,00			75 000,00	75 000,00					
3.3 Sub-outcome Research on climate change adaptation and						117 625,00									

	Research on climate change adaptation and traditional knowledge undertaken	Audio Visual & Printing	lumpsum	1	42 625,00	42 625,00	131 000,00			42 625,00							
	3.4 Sub-outcome Monitoring, evaluation, and learning capacity system strengthened in Tonga.	Consultant - Individual - International	working days	90	1 000,00	90 000,00				90 000,00							
		Audio Visual & Printing	lumpsum	200	25,00	5 000,00				5 000,00							
		Consultant - Individual - Local	working days	24	1 500,00	36 000,00				12 000,00	12 000,00	12 000,00					
4. Adaptation financing expenditure and mobilization diversified in Tonga.	4.1 Sub-outcome Roundtable and mechanisms for climate change finance dialogue developed.	Consultant - Individual - Local	months	24	1 500,00	36 000,00	101 000,00	239 500,00	12 000,00	12 000,00	12 000,00						
		Consultant - Individual - Local	working days	90	500,00	45 000,00				45 000,00							
		Workshop/Training	meetings	2	10 000,00	20 000,00					10 000,00	10 000,00					
	4.2 Sub-outcome Private sector engagements in climate adaptation financing increased.	Workshop/Training	training	2	2 000,00	4 000,00	67 750,00		2 000,00		2 000,00						
		Consultant - Individual - International	working days	60	1 000,00	60 000,00				30 000,00		30 000,00					
		Audio Visual & Printing	lumpsum	150	25,00	3 750,00				1 875,00		1 875,00					
	4.3 Sub-outcome Increase Accessibility of vulnerable groups to climate financing.	Consultant - Individual - International	working days	60	1 000,00	60 000,00	70 750,00		60 000,00								
		Workshop/Training	training	2	2 000,00	4 000,00				2 000,00		2 000,00					
		Workshop/Training	participation fee	30	50,00	3 000,00				1 500,00		1 500,00					
		Audio Visual & Printing	lumpsum	150	25,00	3 750,00				3 750,00							
<b>Total Outcome Budget</b>								<b>1 398 475,00</b>	774 975,00	462 875,00	160 625,00	-	-	-	-		
<b>Project Management Cost (PMC)</b> Up to 7.5% of Total Activity Budget		Consultant - Individual - Local	Month	24	1 300,00	31 200,00	Actual amount and % of PMC requested: <b>81 200,00</b> 5,81%	Maximum PMC that can be requested: <b>104 885,63</b> 7,50%									
		Consultant - Individual - Local	Month	24	1 500,00	36 000,00											
		Audit Fee	Lumpsum	2	2 000,00	4 000,00											
		Office Supplies	Lumpsum	1	10 000,00	10 000,00											

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

Breakdown (per budget category)	Total (per budget category)
Audio Visual & Printing	83 875,00
Audit Fee	4 000,00
Consultant - Individual - International	360 000,00
Consultant - Individual - Local	685 200,00
Professional Services – Companies/Firm	75 000,00
IT Equipment	40 000,00
Office Supplies	10 000,00
Travel - International	15 000,00
Travel – Local	30 000,00
Workshop/Training	176 600,00
0	-
0	-
0	-
0	-
0	-
<b>Total Outcome Budget + PMC</b>	<b>1 479 675,00</b>

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

<b>Total Outcome Budget</b>		<b>1 398 475,00</b>
<b>Project Management Cost (PMC)</b>	5,8% requested	<b>81 200,00</b>
<b>Contingency</b>	5% requested	<b>69 923,75</b>
<hr/>		
<b>Sub-Total</b> (Total Outcome Budget + Contingency + PMC)		<b>1 549 598,75</b>
<b>Delivery Partner Fee (DP)</b> - Up to 8.5% of the Sub-Total		<b>131 715,89</b>
<hr/>		
<b>Total Project Budget</b> (Total Activity Budget + Contingency + PMC + DP)	<b>\$</b>	<b>1 681 315,00</b>

Budget Note	Detailed Description
Workshop/Training	<b>40 stakeholder meetings</b> 8 stakeholder meetings for Parliament Standing Committee on Environment and Climate Change, for 20 stakeholders @ \$2,000 (venue, catering, training stationaries[printing, pens, folders, notepads...etc]) , Activity 1.1.1, 12 stakeholder meetings for NGO/Civil Society/Private Sector for 20 stakeholders @ \$2,000 (venue, catering, training stationaries[printing, pens, folders, notepads...etc]) Participation fee for 20 stakeholders @ \$50 for Activity 1.1.3, Activity 1.2.4, Activity 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.2.5, 4.2.6 ,Activity 4.3.1, 4.3.2, 4.3.3
Workshop/Training	8 stakeholder Meetings for Faith Based Organisation for 20 stakeholders @ \$2,000 (venue, catering, training stationaries[printing, pens, folders, notepads...etc]), Activity 1.1.4
Workshop/Training	12 JNAP Technical Team for 30 people @ \$2,000 (venue, catering, training stationaries[printing, pens, folders, notepads...etc]), Participation fee @ \$50 per stakeholder, Activity 1.2.1, Activity 1.2.2, Activity 1.2.3, Activity 1.3.1, 1.3.2, Activity 2.1.1, 2.1.2, 2.1.3, 2.1.4, Activity 2.2.4, Activity 3.1.1, 3.1.2, Activity 3.2.2 and 3.4.2,
Workshop/Training	3 Trainings for 14 Focal Points at Line Ministries @ \$1,500 ((venue, catering, training stationaries(printing, pens, folders, notepads...etc)), Participation fee @ \$50.00 per person Activity 1.2.2
Workshop/Training	4 Meetings with environment, finance, infrastructure and construction companies for 20 @ \$2,000 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)) Activity 2.2.3
Workshop/Training	2 workshop meeting at Vava'u for 150 people @ \$ 4,000 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)), participation fee @ 50.00 per person for Activity 2.3.6
Workshop/Training	4 days training for Communication Officers of 20 people (14 from line ministries and 6 from DCC) @ \$1,500 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)) for Activity 3.1.3  3 Meetings with JNAP Technical Team (30), Communication Officers from line ministries and DCC (20), and Focal points(14) @ \$1,500 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)), participation fee @ \$50.00 per person and 2 trainings for Communication Officers (20) and Focal Points (14) @ \$1,500 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)), participation fee @ \$50.00 per person for Activity 3.2.2
Workshop/Training	2 Meetings for the Donor Roundtable for 150 people @ \$10,000((venue, catering, training stationaries (printing, pens, folders, notepads...etc)) for Activity 4.1.3
Workshop/Training	2 Trainings for Tonga Chamber of Commerce for 30 people @ 2,000 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)) for Activity 4.2.1
Workshop/Training	2 Training of Trainers for 30 people @\$2,000 ((venue, catering, training stationaries (printing, pens, folders, notepads...etc)) participation fee for 30 people @ \$50 for Activity 4.3.3
Consultant-Individual/Local	Local Consultant (Project Coordinator) for 24 months @ \$2000/month to oversee the implementation of Activity 1.2.1 - Activity 4.3.3.
Consultant-Individual/Local	Local Consultant (Climate Change Planning Specialist) for 60 working days @ \$500 per day for Activity 1.3.1, Activity 1.3.2, Activity 1.3.3
Consultant-Individual/International	International Consultant (Vulnerability and Adaptation Specialist) for 90 days @ 1000 per day for Activity 2.1.1
Consultant-Individual/Local	Local Consultant (Senior Climate Change Technical Officer ) for 24 months @ \$1,500 for Activity 2.1.1, Activity 2.1.2, Activity 2.1.3, Activity 2.1.4, Activity 2.3.7
Consultant-Individual/International	International Consultant (Feasibility Studies) for 90 days @ \$1000 for Activity 2.3.3
Consultant-Individual/International	International Consultant (Cost Benefit Analysis Specialist) for 90 days @ 1000 for Activity 2.2.1, Activity 2.2.2, Activity 2.2.3
Consultant-Individual/International	International Consultant (EIA Specialist) for 90 days @ 1000 for Activity 2.2.2, Activity 2.2.3, Activity 2.3.5
Consultant-Individual/International	Local Consultant (Technical Officer) for 24 months @ \$1,500 per month to be based at Vava'u to support implementation of NAP Project on Activity 2.1.1 - 2.1.4 and 2.3.7.
Consultant-Individual/Local	Local Consultant (Climate Resilience Specialist) for 90 days @ \$500 for Activity 3.1.1- 3.1.2
Consultant-Individual/International	International Consultant (Communication Specialist) for 60 working days @1000 per day for Activity 3.1.3 and Activity 3.1.4
Consultant-Individual/Local	Local Consultant (Climate Change Communication Officer ) for 24 months @ \$1,500 for Activity 3.1.4, Activity 3.2.1, Activity 3.2.2, Activity 3.2.3, Activity 3.2.4,
Professional Services-Companies/Firm	Local Companies/Firm (Traditional Knowledge Specialist) for 150 working days @500 per day for Activity 3.3.1, Activity 3.3.2, Activity 3.3.3, Activity 3.3.4
Consultant-Individual/International	International Consultant (Monitoring and Evaluation Specialist) for 90 working days @ \$1,000 for Activity 3.4.2, Activity 3.4.3
Consultant-Individual/Local	Local Consultant (Gender Mainstreaming Officer) for 24 months @ \$1,500 for Activity 3.4.4
Consultant-Individual/Local	Local Consultant (Monitoring, Evaluation and Learning Officer) for 24 months @ \$1,500 to carry out monitoring and evaluation.

Consultant-Individual/Local	Local Consultant (Climate Finance Specialist) for 90 working days @ \$500 for Activity 4.1.1 - Activity 4.1.3
Consultant-Individual/International	International Consultant (Climate Risk Specialist) for 60 working days @ \$1000 for Activity 4.2.1, Activity 4.2.2
Consultant-Individual/International	International Consultant (Project Development Specialist) for 60 working days @ \$1,000 for Activity 4.3.1 - Activity 4.3

Audio/Visual Printing	100 copies of printing @ \$25.00 Activity 1.2.4
Audio/Visual Printing	300 copies of printing @ \$25.00 for Activity 1.3.1, Activity 1.3.2, Activity 1.3.3 and Activity 1.3.5
Audio/Visual Printing	50 copies of printing @ \$25 for Activity 2.1.2
Audio/Visual Printing	100 copies of printing @ \$25.00 Activity 2.2.3 - 2.2.4.
Audio/Visual Printing	300 copies of printing reports @ \$25.00 for Activity 2.3.7
Audio/Visual Printing	200 copies of printing reports @ \$25.00 for Activity 3.1.2
Audio/Visual Printing	100 copies of printing reports @ \$25.00 for Activity 3.2.2.
Audio/Visual Printing	5 radio talkback show @ \$500 per radio talkback show, 10 TV SPOT @ \$1,000 per TV Spot, 3 Documentary @ \$5,000 per documentary, 500 copies School Curriculum @ \$25, 300 copies Brochure @ \$15 for Activity 3.3.1 - 3.3.4
Audio/Visual Printing	200 copies of printing @ \$25 for Activity 3.4.2, Activity 3.4.3
Audio/Visual Printing	150 copies of printing @ \$25 for Activity 4.2.1, Activity 4.2.2
Audio/Visual Printing	150 copies of printing @ \$25 for Activity 4.3.1 - 4.3.3

Travel/Local	2 Local travels (Vava'u) for 5 NAP Staff to conduct workshops at Vava'u Island on Vulnerability and Adaptation Assessments Methodology. Air fare and DSA will be at \$3,000 per person/travel for Activity 2.3.1
Travel/International	Communication Officer work attachment at SPREP (Samoa) @ \$15,000 for DSA (UN Per Diem Rate - @ \$160 for 60 days) and airfare (economy @ \$1,500 per person) and travel insurance for Activity 3.2.2

IT Equipment	<p>1 laptop for Project Coordinator to implement Activity 1.2.1, Activity 1.2.2, Activity 1.2.3, Activity 1.2.4, Activity 1.3.3, Activity 1.3.4, Activity 1.3.5, Activity 2.1.3, Activity 2.3.1, Activity 2.3.2, Activity 2.3.7) ,</p> <p>1 Laptop for Climate Change Technical Officer to implement Activity 2.1.1, Activity 2.1.2, Activity 2.1.3, Activity 2.1.4, Activity 2.3.7),</p> <p>1 Laptop for Climate Change Communication Officer (to implement Activity 3.1.4, Activity 3.2.1, Activity 3.2.2, Activity 3.2.3, Activity 3.2.4),</p> <p>1 Laptop for Technical Officer to implement Activity 3.1.4, Activity 3.2.1, Activity 3.2.2, Activity 3.2.3, Activity 3.2.4,</p> <p>1 Laptop for Monitor and Evaluation Specialist to implement Activity 3.4.1, Activity 3.4.2, Activity 3.4.3,</p> <p>1 Laptop for Gender Mainstreaming Officer to implement Activity 3.4.4</p> <p>1 Laptop for Finance Officer (to implement Activity 4.1.1, Activity 4.1.2, Activity 4.2.3, Activity 4.2.4, Activity 4.2.5, Activity 4.2.6, Activity 4.3.1),</p> <p>1 Desktop for Administrative Officer to Assist Project Management Unit, @ \$20,000</p> <p>1 external hard drive, 1 multifunction printer, 1 projector, 1 camera, 1 video camera and other supporting equipment, as needed @ \$20,000.</p>
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Budget Categories
Audio Visual & Printing
Audit Fee
Consultant - Individual - International
Consultant - Individual - Local
Professional Services – Companies/Firm
IT Equipment
Office Supplies
Travel - International
Travel – Local
Workshop/Training

*Indicate additional budget categories*

## 5.2 Procurement Plan

For goods, services, and consultancies to be procured, please list the items, descriptions in relation to the activities in Section 3, estimated cost, procurement method, relevant threshold, and the estimated dates. Please include the procurement plan for at least the first tranche of disbursement requested below and provide a full procurement plan for the entire duration of the implementation period if available at this stage.

Item	Item Description	Estimated Cost (US\$)	Procurement Method	Thresholds (Min-Max monetary value for which indicated procurement)	Estimated Start Date	Projected Contracting Date
<b>Goods and Non-Consulting Services</b>						
(40) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc and participation fees,	92 000,00	Request for Quotations	\$1-\$7,500	Month 1	Month 1
(3) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc and participation fees.	6 600,00	Request for Quotatons	\$1- \$7,500	Month 1	Month 1
(4) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc and participation fees.	11 000,00	Request for Quotations	\$1- \$7,500	Month 5	Month 6
(2) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc and participation fees.	15 500,00	Request for Quotations	\$1-\$7,500	Month 1	Month 1
(4) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc	8 000,00	Request for Quotations	\$1-\$7,500	Month 2	Month 3
(5) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc	12 500,00	Request for Quotations	\$1-\$7,500	Month 8	Month 9
(2) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc	20 000,00	Request for Quotations	\$1-\$7,500	Month 7	Month 8
(2) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc	4 000,00	Request for Quotations	\$1-\$7,500	Month 5	Month 6
(2) Workshop/Training	Venue,catering, training materials(printing, pens, pencils, note pads, folders, banners, etc	7 000,00	Request for Quotatons	\$1-\$7,500	Month 6	Month 7
Travel Local	2 Local travels for GCF NAP PMU (5) to conduct workshops in Vava'u on Vulnerability and Assessment. DSA is included	30 000,00	Direct Procurement	\$7,500 - \$15000	Month 1	Month 6
Travel International	1 Communication Officer work attached at SPREP @\$15,000 for DSA (UN rate), airfare (economy) and travel insurance	15 000,00	Request for Quotation	\$1 - \$7500	Month 7	Month 8
Audio/Visual Printing	100 copies printing	2 500,00	Direct Procurement	\$7,500 - \$15000	Month 1	Month 3
Audio/Visual Printing	300 copies printing	7 500,00	Request for Quotations	\$1 - \$7500	Month 1	Month 3
Audio/Visual Printing	50 copies printing	1 250,00	Request for Quotations	\$1 - \$7500	Month 1	Month 3
Audio/Visual Printing	100 copies printing	2 500,00	Request for Quotations	\$1 - \$7500	Month 1	Month 3
Audio/Visual Printing	300 copies printing	7 500,00	Request for Quotations	\$1 - \$7500	Month 2	Month 2
Audio/Visual Printing	200 copies printing	5 000,00	Request for Quotations	\$1 - \$7500	Month 12	Month 12
Audio/Visual Printing	100 copies printing	2 500,00	Request for Quotations	\$1 - \$7500	Month 10	Month 11
Audio/Visual Printing	5 talkback show @\$500, 3 TV SPOT and 1 Documentary @\$5,000, 500 copies School Curriculum @\$25, 300 copies Brochure @\$15.	42 625,00	Request for Quotations	\$1 - \$7500	Month 6	Month 6
Audio/Visual Printing	200 copies printing	5 000,00	Request for Quotations	\$1 - \$7500	Month 2	Month 2
Audio/Visual Printing	75 copies printing	3 750,00	Request for Quotations	\$1 - \$7500	Month 6	Month 6
Audio/Visual Printing	75 copies printing	3 750,00	Request for Quotations	\$1 - \$7500	Month 1	Month 1
Office Supplies	Office desks, telephone (landline), stationaries and other supplies required by the project.	10 000,00	Request for Quotations	\$7,500 - \$15000	Month 1 & Month 13	Month 1 & Month 13
IT Equipment	7 laptops,1 desktop 1 external hard drive, 1 printer, 1 projector, 1 camera, 1 video camera and other supporting equipment, as needed	40 000,00	Direct Procurement	10,000-20,000	Month 1	Month 1

Audit Fee	2 Annual Audit will conduct for the project	4 000,00	Request for Quotations	\$1- \$7,500	Month 12 & Month 23	Month 12 & Month 23
<b>Sub-Total (US\$)</b>		<b>\$ 359 475,00</b>				
<b>Consultancy Services</b>						
Local Consultant	Project Coordinator	48 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 1
Local Consultant	Climate Change Planning Specialist	30 000,00	Open tender	\$20,000 - \$50,001	Month 5	Month 6
International Consultant	Vulnerability and Adaptation Specialist	90 000,00	Open tender	\$50,001 - \$10000	Month 4	Month 6
Local Consultant	Senior Climate Change Technical Officer	36 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 2
International Consultant	Feasibility Study Specialist	90 000,00	Open tender	\$20,000 - \$50,000	Month 4	Month 6
International Consultant	Cost Benefit Analysis Specialist	90 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 3
International Consultant	Environment Impact Assessment Specialist	90 000,00	Open tender	\$20,000 - \$50,000	Month 4	Month 6
Local Consultant	Technical Officer (Vava'u Based)	36 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 2
Local Consultant	Climate Resilience Specialist	45 000,00	Open tender	\$20,000 - \$50,000	Month 4	Month 6
International Consultant	Communication Specialist	60 000,00	Open tender	\$50,001 - \$10000	Month 1	Month 2
Local Consultant	Climate Change Communication Officer	36 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 2
Professional Services-Companies/Firm	Local Companies/Firm (Traditional Knowledge Specialist)	75 000,00	Open tender	\$50,001 - \$10000	Month 4	Month 6
Local Consultant	Monitoring, Evaluation and Learning Officer.	36 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 2
International Consultant	Monitoring and Evaluation Specialist	90 000,00	Open tender	\$50,001 - \$10000	Month 1	Month 3
Local Consultant	Gender Mainstreaming Officer	36 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 3
Local Consultant	Climate Change Finance Officer	36 000,00	Open tender	\$20,000 - \$50,000	Month 1	Month 2
Local Consultant	Climate Finance Specialist	45 000,00	Open tender	\$20,000 - \$50,000	Month 2	Month 6
International Consultant	Climate Risk Specialist	60 000,00	Open tender	\$50,001 - \$10000	Month 1	Month 3
International Consultant	Project Development Specialist	60 000,00	Open tender	\$50,001 - \$10000	Month 3	Month 5
Local Consultant	Administrative Assistant	31 200,00	Open tender	\$20,000 - \$50,000	Month 1	Month 2
<b>Sub-Total (US\$)</b>		<b>\$ 1 120 200,00</b>				