

# GEF-8 REQUEST FOR Climate Change enabling activity

Proposal for Funding Under the GET  
Processing Type: Expedite

## TABLE OF CONTENTS

<b>SECTION 1: ENABLING ACTIVITY SUMMARY .....</b>	<b>3</b>
A. Funding Elements .....	4
B. Enabling Activity Summary .....	5
<b>ENABLING ACTIVITY COMPONENTS .....</b>	<b>5</b>
<b>SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION .....</b>	<b>8</b>
C. Eligibility Criteria .....	8
D. Institutional Framework .....	22
E. Monitoring and Evaluation Plan .....	29
<b>SECTION 3: INFORMATION TABLES.....</b>	<b>32</b>
F. GEF Financing Resources Requested by Agency, Country and Programming of Funds.....	32
G. Rio Markers.....	32
H. Record of Endorsement of GEF Operational Focal Point(s) on Behalf of the Government(s): .....	32
<b>ANNEX A: RESPONSES TO STAKEHOLDER COMMENTS .....</b>	<b>32</b>
<b>ANNEX B: PROJECT BUDGET TABLE .....</b>	<b>32</b>
<b>ANNEX C: ENVIRONMENTAL AND SOCIAL SAFEGUARDS.....</b>	<b>34</b>

## SECTION 1: ENABLING ACTIVITY SUMMARY

### Enabling Activity Title

Preparation of the First Biennial Transparency Report (BTR1) and combined Second Biennial Transparency Report and Fourth National Communication (BTR2/NC4) of Palau under the United Nations Framework Convention on Climate Change (UNFCCC).

Country(ies)	GEF Enabling Activity ID
Palau	11926
GEF Agency(ies):	GEF Agency Enabling Activity ID
UNEP	227383
Submission Date	Expected Implementation Start
3/28/2025	6/1/2025
Project Executing Entity(s):	Executing Partner Type
Office of Climate Change	Government
GEF Focal Area (s)	Expected Duration (In Months)
Climate Change	48
Type of Report(s)	Expected Report Submission to Convention
UNFCCC Biennial Transparency Report (BTR)	12/31/2026
UNFCCC Biennial Transparency Report/ National Communication (BTR/NC)	12/31/2028

## A. Funding Elements

GEF-8 Program	Trust Fund	GEF Financing (\$)
CCM-EA	GET	1,233,000.00
<b>Total Enabling Activity Cost</b>		<b>1,233,000.00</b>

Does the enabling activity deviate from typical cost ranges? ☐ Yes ☒ No

If yes, please describe

## B. Enabling Activity Summary

### Enabling Activity Objective

The project aims to support Palau to prepare and submit its First Biennial Transparency Report (BTR1) and a combined Second Biennial Transparency Report and Fourth National Communication (BTR2/NC4), which will comply with the United Nations Framework Convention on Climate Change (UNFCCC) and Paris Agreement reporting requirements while responding to national development goals.

### Enabling Activity Summary

Through this project, Palau will prepare and submit its BTR1 and BTR2/NC4. The project will take full consideration of the capacity-building needs, gaps, and constraints in various thematic areas as analyzed in its Third National Communication (TNC). The country has been building national capacity through participation in previous national reports, and it is expected that the BTR1 and BTR2/NC4 will continue to advance the national capacity-building process and institutionalization of the greenhouse inventory process into the Government of Palau through the Office of Climate Change. This will advance the continuity and sustainability of future reporting processes.

The project has been designed with one outcome, which is that Palau updates tools and approaches to meet its reporting requirements under the Paris Agreement. This outcome will be realized through the following **three** outputs:

1. BTR1 prepared through gender-sensitive processes and submitted to the UNFCCC.
2. Combined BTR2/NC4 prepared through gender-sensitive processes and submitted to the UNFCCC.
3. **The GEF project is effectively monitored and evaluated**

The content of deliverables produced and leading to the compilation of the BTR1 and combined BTR2/NC4 will follow the Modalities, Procedures and Guidelines (MPGs) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (FCCC/PA/CMA/2018/3/Add.2). Moreover, as adopted at the 26th Conference of the Parties (COP 26) in Decision 5/CMA.3, the following will be observed: (i) outlines for the BTR & national inventory document (NID); (ii) the common reporting tables and common tabular formats for reporting on GHG inventories; progress towards Palau's nationally determined contributions (NDCs); and financial, technology development and transfer, and capacity-building support provided and mobilized, as well as support needed and received (FCCC/PA/CMA/2021/10/Add.2).

The project is aligned with Objective 2.2 of Pillar II under GEF-8 Climate Change Focal Area Strategy, which aims to foster enabling conditions to mainstream mitigation concerns into sustainable development strategies. It is also aligned with UNEP's 2022-2025 Medium-Term Strategy in support of Outcome 3 of the Climate Action Sub programme: "State and non-state actors adopt the enhanced transparency framework arrangements under the Paris Agreement." The project builds on findings and recommendations from previous NCs.

## ENABLING ACTIVITY COMPONENTS

### Preparation of Palau's First Biennial Transparency Report (BTR1) and a combined Second Biennial Transparency Report and Fourth National Communication (BTR2/NC4)

GEF Enabling Activity Financing (\$): 549,460.00

Outcome:

1.1 Palau updates tools and approaches to meet its reporting requirements under the Paris Agreement and UNFCCC.

Output:

1.1.1 BTR1 prepared through gender-sensitive processes and submitted to the UNFCCC

GEF Enabling Activity Financing (\$): 563,450.00

Outcome:

Output:

1.1.2 Combined BTR2/NC4 prepared through gender-sensitive processes and submitted to the UNFCCC

## M&E

GEF Enabling Activity Financing (\$): 8,000.00

Outcome:

Output:

1.1.3 The GEF project is effectively monitored and evaluated

## Component Balances

Project Components	GEF Enabling Activity Financing (\$)
Preparation of Palau's First Biennial Transparency Report (BTR1) and a combined Second Biennial Transparency Report and Fourth National Communication (BTR2/NC4)	549,460.00
	563,450.00
M&E	8,000.00
<b>Subtotal</b>	<b>1,120,910.00</b>
Project Management Cost	112,090.00
<b>Total Enabling Activity Cost</b>	<b>1,233,000.00</b>

Please provide justification

## SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION

### C. Eligibility Criteria

Please provide eligibility information for this enabling activity.

The Republic of Palau is a Small Island Developing State (SIDS) that is an archipelago in the Western part of the Pacific Ocean, north of New Guinea, southeast of the Philippines and southwest of Guam in the Mariana archipelago. The main archipelago stretches around 200 km from the island and state of Kayangel in the North to Angaur in the South. Palau is made of 586 islands with a total land area of 460 km<sup>2</sup>. The largest island, Babeldaob, is about 25 miles at its widest part situated near the equator and makes up majority of Palau's landmass; however, about 70% of Palau's population resides in Koror State. Palau's capital is Ngerulmud, in Melekeok State.

Palau ratified the UNFCCC on 10 December 1999 and the Paris Agreement on 12 December 2015, and it is therefore eligible for climate change enabling activities support from the GEF. Palau submitted its Initial National Communication in 2002 and its Second National Communication in September 2013. The Third National Communication is currently underway and should be finalized and submitted to the UNFCCC by June 2025.

Some of the needs identified in the preparation of the TNC include developing a centralized data management system to inform the greenhouse gas inventory, capacity building to integrate climate change policies across all government ministries and work streams, and the facilitation of technology transfer and innovation to support climate change mitigation (including meeting Palau's NDC) and adaptation efforts. The enabling activity project for the TNC represents significant progress in reporting, as the GHG inventory will be extended from the previous most recent inventory year of 2005 to cover the period 2006-2022. The TNC will also include hydrofluorocarbons (HFCs) in its GHG inventory for the first time. The TNC enabling activity project has also supported Palau in providing capacity strengthening through training programs on GHG inventory development, mitigation analysis, data collection and monitoring, emissions calculations, and the use of IPCC software.

As a party to the UNFCCC, Palau must comply with the obligations assigned to it based on the decisions of the Conferences of the Parties to the UNFCCC. In particular, Articles 4.1 and 12.1 of the UNFCCC require each Party to provide information on anthropogenic emissions in the form of an inventory, national climate change mitigation programmes and any other information that may be useful for achieving the objectives of the Convention.

The Paris Agreement established the **Enhanced Transparency Framework (ETF)** in its Article 13, emphasizing the importance of transparent reporting as the only way to demonstrate collective progress towards climate goals. The ETF is the backbone of the implementation of the Paris Agreement on Climate Change and is the internationally agreed mechanism for monitoring progress on the NDCs. Under the Enhanced Transparency Framework, countries are required to submit a BTR every two years, with the first report due 31 December 2024, while Least Developed Countries (LDCs) and Small Island Developing States (SIDS) may submit the information required for the BTR at their discretion.

**Biennial Transparency Reports (BTRs)** are therefore designed as progress reports that provide essential information on GHG emission levels and efforts to reduce them, the effects of climate change and adaptation measures, as well as overall progress in implementing and meeting the NDC targets. The first round of country reports was due by 31 December 2024. **Due to its national capacity constraints, and in recognition of the**



flexibility provided for LDCs and SIDS towards BTR submission timelines, Palau will initiate its BTR processes in parallel to the conclusion of its TNC in Year. 2025. The bundled BTR request aims to support the preparation of BTR1 activities/deliverables over the first and second years of the project, while BTR2/NC4 activities will be implemented during the third and fourth years. To this end, UNEP will ensure that resources for the BTR2/NC4 will only be disbursed to the executing agency after the TNC and BTR1 reports have been finalized and submitted to the UNFCCC.

At the country level, the proposed project will align with the following national strategies, plans, reports and assessments under the UNFCCC and other Conventions:

- The Palau Climate Change Policy is the key document that mainstreams climate change into all ministries and community engagement. It also guides the work of the Office of Climate Change. The policy includes efforts to reduce carbon emissions, increase climate resilience, and promote sustainable development. It emphasizes the need for climate adaptation strategies in key sectors such as agriculture, fisheries, and infrastructure.
- Palau's Nationally Determined Contribution (NDC) sets ambitious targets for reducing emissions and increasing renewable energy adoption. The country has committed to reducing its greenhouse gas (GHG) emissions by 49% relative to 2005 levels by the year 2030. This target is aligned with Palau's broader goal of contributing to global climate mitigation efforts. While Palau's overall emissions are low due to its small size and population, it emphasizes the importance of reducing emissions in key sectors, such as energy, transportation, and waste. The NDC also focuses on adaptation due to high vulnerability to climate change, particularly rising sea levels, extreme weather events, and threats to marine ecosystems.
- The Revised National Biodiversity Strategy and Action Plan (NBSAP) 2015-2025, published in 2016, notes that climate change impacts represent a significant threat to environmental quality and biodiversity in Palau. Improving resilience to climate change is a guiding principle of the NBSAP, and increasing resilience in protected/managed areas is a strategic area under the policy.
- The Environmental Quality Protection Act is the over-arching environmental law, and the Palau National Marine Sanctuary Act legislates the protection of marine ecosystems.

### **Description of Project Outcomes, Outputs, and Activities**

The project has been designed with one outcome, which will be realized through the following **three** outputs. This approach will ensure continuity in reporting processes and structures at the national level:

#### **Output 1.1.1: BTR1 prepared through gender-sensitive processes and submitted to UNFCCC**

The BTR1 will include the following content:

- I. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases for the years 2023 – 2024 for Energy, industrial production and product use (IPPU), Agriculture, Forestry, and Other Land Use (AFOLU) and Waste sectors using 2006 Intergovernmental Panel on Climate Change (IPCC) Guidelines for National Greenhouse Gas Inventories; and an updated inventory for the years 2006-2022.
- II. Description of the country's NDC and information necessary to track progress made in implementing and achieving the NDC under Article 4 of the Paris Agreement

III. Description of climate change impacts and adaptation; and additional information corresponding to an Adaptation Communication as specified under Article 7 of the Paris Agreement and Decision 9/CMA.1, presented as a component of the BTR1.

IV. Description of financial, technology development and transfer and capacity-building support needed and received (and eventually support provided and mobilized) under Articles 9–11 of the Paris Agreement;

V. Description of Other relevant information, including on gender and climate change

**Output 1.1.2: BTR2/NC4 prepared through gender-sensitive processes and submitted to the UNFCCC.**

The BTR2/NC4 will include the following components:

VI. National inventory report of anthropogenic greenhouse gas emissions by sources and removals by sinks for years 2025-2026 for the Energy, IPPU, AFOLU and Waste sectors using the 2006 IPCC Guidelines and the 2019 refinement.

VII. Description of the country's NDC and information necessary to track progress made in implementing and achieving the NDC.

VIII. Description of climate change impacts and adaptation; and additional information corresponding to the requirements of Adaptation Communication presented as a component of the BTR2/NC4.

IX. Description of information on financial, technology development and transfer and capacity-building support needed and received (and eventually support provided and mobilized); and

X. Description of Other relevant information, including gender and supplemental chapters specified by guidelines for National Communications (research and systematic observation; education, training and public awareness)

In addition to the compilation of the BTR1 and BTR2/NC4 reports, the project will undertake a self-assessment exercise to inform the scope of the subsequent BTR and/or BTR/NC proposal(s).

The project aims to address capacity needs and gaps by implementing a capacity-building plan that includes the following strategies:

- Conducting a thorough assessment of current capacities within the organization or community to identify gaps and areas for improvement;
- Developing and implementing targeted training and development programs to build the skills and knowledge of staff and stakeholders;
- Establishing partnerships with external organizations and experts to leverage additional resources and expertise;
- Implementing proven capacity-building techniques such as mentorship programs, coaching, and peer learning opportunities;

Monitoring and evaluating the effectiveness of capacity-building initiatives to ensure they are meeting the needs of the organization or community.

By implementing these strategies, the project aims to strengthen existing capacities and address any identified gaps to ensure long-term sustainability and success. Project activities will also reflect capacity needs and gaps identified by stakeholders in the course of the TNC enabling activity project. They include: strengthening data management, building technical expertise in climate modeling, impact assessments, and accessing climate finance, enhancing interagency coordination and collaboration among stakeholders to improve efficiency and reduce redundancy, and raising public awareness and empowering local communities to participate in climate action, integrating traditional knowledge.

The scope of work under outputs 1.1.1 and 1.1.2 has been merged in the description below, with a clear distinction provided in the budget and work plan. In general, the BTR1 activities/deliverables will be implemented over the first and second years of the project, while BTR2/NC4 activities will be implemented during the third and fourth years.

### **Output 1.1.3: The GEF project is effectively monitored and evaluated.**

Monitoring & Evaluation will take place throughout project implementation. The scope of work under this Output is provided in Section E of M&E Plan.

## **OUTPUT 1.1.1 & OUTPUT 1.1.2: BTR1 AND BTR2/NC4 ARE PREPARED THROUGH GENDER-SENSITIVE PROCESSES AND SUBMITTED TO THE UNFCCC**

This section highlights the scope of work to be undertaken to support the preparation of the two reports (BTR1 and BTR2/NC4). The preparation of the BTR1 and BTR2/NC4 will be led by a Project Technical Coordinator (PTC) and supported by the international experts and various technical expert groups (TEGs) comprising of experts from relevant sectors including government agencies, academic institutions, NGOs, and private sector. The PTC to be engaged will be responsible for the overall management of all aspects of the project and will provide technical assistance to the TEGs. The TEGs and international experts will contribute substantially to development of the BTR1 and BTR2/NC4. A detailed description of how the project will be executed as well as the roles of the PTC and various experts and TEGs to be engaged in the project is provided in the institutional arrangements section and the accompanying annexed draft terms of references.

### **1. National inventory report (NIR)**

This project will support the preparation of two NIRs, with inventories covering the period 2006 – 2024 under BTR1 and 2006 – 2026 under the BTR2/NC4. The two NIRs will consist of a national inventory document, common reporting tables, and an improvement plan. The two NIRs will include information on national circumstances and institutional arrangements relevant to GHG inventory; methodologies and metrics used (methodologies, parameters and data, key category analysis, time series consistency and recalculations, uncertainty assessment, assessment of completeness, QA/QC); general trends of national emissions and removals; inventory of national emission per sector and per gas; metrics for global warming potential and recommendation for future improvement among other relevant information to GHG inventory. Sex-disaggregated data collection and gender analysis of sectoral emissions will be used where possible. The

project will coordinate closely with the GEF-CBIT project for Palau, which will support the development of templates and tools for GHG inventory MRV.

The proposed scope of work under this chapter is comprised of the following six main deliverables and supporting activities:

#### 1.1 A national circumstances and institutional arrangements section related to GHG inventory for the BTR1

- Describe national inventory arrangements, including institutional, legal, and procedural arrangements for the continued estimation, compilation, and timely reporting of NIRs under the BTR1.
- Compile information related to inventory planning, preparation and management - that includes information on national focal points responsible for inventory and inventory preparation process, data archiving of all information and processes for the official consideration and approval of the inventory.

#### 1.2 GHG inventory (methodologies, parameters and data, key category analysis (KCA), time series consistency and recalculations, Uncertainty assessment, assessment of completeness, QA/QC) for the BTR1 completed.

- Recalculate the existing national GHG inventory for the years 2006-2022 as needed.
- Collect, review and compile data and conduct the national GHG inventory for the years 2023-2024 under, incorporating the ETF guidelines.
- Compile information on the methodologies used in the GHG inventory process including the descriptions, assumptions, references, and sources of information used for the emission factors and activity data used to compile the GHG inventory.
- Conduct key category analysis, uncertainties assessment, and assessment of completeness for the national GHG inventory for years 2006-2024.
- Carry out QA/QC for the national GHG inventory for the years 2006-2024.
- Prepare the chapter on the national GHG inventory for the BTR1.

#### 1.3 The national inventory report for the BTR1 (consisting of a national inventory document, the common reporting tables and an improvement plan) prepared using common reporting tables (CRTs) specified by the UNFCCC.

- Compile sectoral GHGI reports for development of NIR.
- Update the national improvement plan.
- Update the GHG inventory archive for the inventory in a way that is consistent with the measurement, reporting, and verification (MRV) system of the national focal point agency on climate change.
- Facilitate stakeholder meeting and consultation sessions with the technical expert group (TEG) / technical teams and data providers on the GHG reporting cycle (processes, methodologies, and QA/QC procedures).

- Conduct national peer reviews for the national inventory report.
- Facilitate a validation workshop to review and approve the NIR.
- Provide training for project staff and partners on IPCC methodologies, good practice guidelines, etc.
- Provide training for existing sector leads (refresher course) on the GHG inventory and training for new sector leads, involving multiple experts from each institution to ensure that institutional knowledge is retained in the event of staff turnover.
- Develop written guidelines for each sector on GHG calculations and data collection.
- Finalize summary reports of the national GHG inventory for submission with the BTR1

#### 1.4 Updated national circumstances and institutional arrangements section related to GHG inventory for the BTR2/NC4

- Update the description of national inventory arrangements, including institutional, legal, and procedural arrangements for the continued estimation, compilation, and timely reporting of NIRs under the country reporting.
- Compile information related to inventory planning, preparation and management - that includes information on national focal points responsible for inventory and inventory preparation process, data archiving of all information and processes for the official consideration and approval of the inventory.

#### 1.5 Updated GHG inventory (methodologies, parameters and data, key category analysis (KCA), time series consistency and recalculations, Uncertainty assessment, assessment of completeness, QA/QC) for the BTR2/NC4

- Recalculate the existing national GHG inventory for the years 2022-2024 as needed.
- Collect, review and compile data and conduct the national GHG inventory for the years 2025-2026 under, incorporating the ETF guidelines.
- Compile information on the methodologies used in the GHG inventory process including the descriptions, assumptions, references, and sources of information used for the emission factors and activity data used to compile the GHG inventory.
- Conduct key category analysis, uncertainties assessment, and assessment of completeness for the national GHG inventory for the years 2025-2026.
- Carry out QA/QC for the national GHG inventory for the years 2025-2026.
- Prepare the chapter on the national GHG inventory for the BTR2/NC4.

#### 1.6 National inventory report for the BTR2/NC4 (consisting of a national inventory document, the common reporting tables and an improvement plan) prepared using CRTs specified by the UNFCCC

- Compile sectoral GHGI reports for development of NIR.

- Update the national improvement plan.
- Update the GHG inventory archive for the inventory in a way that is consistent with the MRV system of the national focal point agency on climate change.
- Facilitate stakeholder meeting and consultation sessions with the TEG / technical teams and data providers on the GHG reporting cycle (processes, methodologies, and QA/QC procedures).
- Conduct national peer reviews for the national inventory report.
- Facilitate a validation workshop for the relevant TEG and stakeholders to review and approve the NIR.
- Provide training for project staff and partners on IPCC methodologies, good practice guidelines, etc.
- Provide training for existing sector leads (refresher course) on the GHG inventory and training for new sector leads, involving multiple experts from each institution to ensure that institutional knowledge is retained in the event of staff turnover.
- Develop written guidelines for each sector on GHG calculations and data collection.
- Finalize summary reports of the national GHG inventory for submission with the BTR2/NC4.

## **2. Description of the current NDC and information necessary to track progress made in implementing and achieving the NDC**

This section aims to provide a description of the country's national circumstances and information on institutional arrangements relevant to implementing and achieving NDC, GHG emissions and removals projections and any other information relevant to tracking progress made in implementing and achieving its NDC. The project will coordinate closely with the GEF-CBIT project for Palau, which will support tools, systems, and templates for tracking NDC progress.

Information generated from the studies and assessments carried out under the NC/BTR processes will be used by Palau to track progress of implementation of NDC targets, as well as refine targets to be included in their subsequent NDCs, as guided by the global stocktake process. Data and information collected will be presented in common tabular format (CTF).

The above proposed scope of work is comprised of the following eight main deliverables, with a sample list of activities below:

- 2.1 A national circumstances and institutional arrangements section related to NDC tracking for the BTR1
  - Describe the national circumstances and institutional arrangements related to NDC tracking.
  - Compile information on legal, institutional, administrative, and procedural arrangements for domestic implementation, monitoring, reporting, archiving of information and stakeholder engagement related to the implementation and achievement of the NDC.
- 2.2 A section providing country's NDC's overview, actions, policies and measures for the BTR1

- Describe the current NDC, including a description of the NDC goal(s) and all information needed to facilitate clarity, transparency, and understanding, such as: quantifiable information on the reference point; time frames and/or periods for implementation; scope and coverage; planning processes; assumptions and methodological approaches, including those for estimating and accounting for anthropogenic GHG emissions, and, as appropriate, removals; an explanation of fairness and ambition of the NDC in light of national circumstances; and how the NDC contributes towards achieving the objective of the UNFCCC and Paris Agreement.

- Prepare a report on information necessary to track progress made in implementing and achieving the current NDC.

- Compile a report on mitigation policies and measures, actions, and plans, including those with mitigation co-benefits resulting from adaptation actions and economic diversification plans, related to implementing and achieving the NDC.

### 2.3 Projections of GHG emissions and removals (time coverage, structure, NDC indicators, methodologies) for the BTR1 provided

- Describe the methodologies for NDC tracking (time coverage, structure, NDC indicators);
- Assess and validate selected methodologies for elaborating projections of GHG emissions and removals;
- Prepare a report on projections of greenhouse gas emissions and removals.

### 2.4 NDC tracking report for the BTR1

- Prepare a report on NDC tracking for inclusion in the Chapter on NDC tracking using the common tabular format.
- Conduct national peer reviews for the NDC tracking report.
- Facilitate a validation workshop to review and approve the NDC tracking report.

### 2.5 Updated national circumstances and institutional arrangements section related to NDC tracking for the BTR2/NC4

- Update the description of national circumstances and institutional arrangements related to NDC tracking, taking into account any changes in the country's NDCs.
- Compile information on legal, institutional, administrative, and procedural arrangements for domestic implementation, monitoring, reporting, archiving of information and stakeholder engagement related to the implementation and achievement of the NDC.

### 2.6 An updated section providing country's NDC's overview, actions, policies and measures for the BTR2/NC4.

- Describe the current NDC, including a description of the NDC goal(s) and all information needed to facilitate clarity, transparency, and understanding, such as: quantifiable information on the reference point; time frames and/or periods for implementation; scope and coverage; planning processes; assumptions and



methodological approaches, including those for estimating and accounting for anthropogenic GHG emissions, and, as appropriate, removals; an explanation of fairness and ambition of the NDC in light of national circumstances; and how the NDC contributes towards achieving the objective of the UNFCCC and Paris Agreement.

- Prepare a report on the information necessary to track progress made in implementing and achieving the current NDC.
- Compile a report on mitigation policies and measures, actions, and plans, including those with mitigation co-benefits resulting from adaptation actions and economic diversification plans, related to implementing and achieving the NDC.

2.7 Updated projections of GHG emissions and removals (time coverage, structure, NDC indicators, methodologies) for the BTR2/NC4.

- Describe the methodologies for NDC tracking (time coverage, structure, NDC indicators);
- Assess and validate selected methodologies for elaborating projections of GHG emissions and removals;
- Prepare a report on projections of greenhouse gas emissions and removals.

2.8 NDC tracking report for the BTR2/NC4.

- Prepare a report on NDC tracking for inclusion in the Chapter on NDC tracking using the common tabular format.
- Conduct national peer reviews for the NDC tracking report.
- Facilitate a validation workshop with the relevant TEG and stakeholders to review and approve the NDC tracking report.

### **3. Description of climate change impacts and adaptation and additional information corresponding to Adaptation Communication as specified in Article 7 of the Paris Agreement and Decision 9/CMA.1, presented as a component of the BTR1 and BTR2/NC4**

This chapter provides information related to climate change impacts and adaptation under Article 7 of the Paris Agreement as appropriate. A gender lens will be used when collecting and analyzing data and information in each of the deliverables. The information provided under this chapter could facilitate, among other things, recognition of the adaptation efforts of Palau.

The above proposed scope of work consists of the following eight main deliverables and supporting activities:

3.1 National circumstances, institutional arrangements and legal frameworks related to adaptation for the BTR1 described

- Compile information on national circumstances relevant to Palau's adaptation actions, institutional arrangements, governance, and legal frameworks as applicable.



3.2 A section on impacts, risks and vulnerabilities; adaptation priorities and barriers, adaptation strategies, policies, plans, goals and actions to integrate adaptation into national policies and strategies for the BTR1 prepared

- Conduct vulnerability and adaptation assessments for Sustainable Agriculture and Fisheries, Health, Biodiversity and Natural Resources, Vulnerable Groups and Cultural Heritage, Critical Infrastructure and Utilities, Tourism, and Education, including information on difference in vulnerability between women and men
- Conduct analysis in vulnerable groups: Persons with disabilities, Youth, Elderly, Single Parents, Low Income Households, Micro-and Small- businesses, including registered informal businesses (Makit)
- Provide information on domestic adaptation priorities, adaptation challenges, gaps, and barriers to adaptation as applicable.
- Compile, as applicable, information on efforts to integrate climate change into development efforts, plans, policies, and programming, including related capacity-building activities.

3.3 A section on progress on implementation of adaptation actions; M&E of adaptation actions and processes; information related to averting, minimizing and addressing loss and damage associated with climate change impacts; cooperation, good practice, experience and lessons learned for the BTR1 prepared.

- Compile information on the country's vulnerability to the adverse effects of climate change, the progress on implementation of adaptation actions and processes;
- Compile information related to averting, minimizing, and addressing loss and damage associated with climate change impacts; cooperation, good practice, experience, and lessons learned, including consideration with a gender lens perspective.
- Support capacity building for climate scenarios, modelling, projections, and data analysis to enhance the country's capacity to conduct vulnerability/adaptation and loss and damage assessments to strengthen climate change adaptation planning.

3.4 Climate Change impacts and adaptation report prepared for the BTR1

- Prepare a report on the country's climate change impacts and adaptation for inclusion into the report
- Facilitate stakeholder consultations on adaptation activities.
- Conduct national peer reviews for the Climate Change impacts and adaptation report.
- Facilitate a validation workshop to review and approve the Climate Change impacts and adaptation report.

3.5 Updated description of national circumstances, institutional arrangements and legal frameworks related to adaptation prepared for the BTR2/NC4

- Compile information on national circumstances relevant to Palau's adaptation actions, institutional arrangements, governance, and legal frameworks as applicable.

3.6 Updated section on impacts, risks and vulnerabilities; adaptation priorities and barriers, adaptation strategies, policies, plans, goals and actions to integrate adaptation into national policies and strategies prepared for the BTR2/NC4

- Conduct vulnerability and adaptation assessments for Sustainable Agriculture and Fisheries, Health, Biodiversity and Natural Resources, Vulnerable Groups and Cultural Heritage, Critical Infrastructure and Utilities, Tourism, and Education, including information on difference in vulnerability between women and men
- Conduct analysis in vulnerable groups: Persons with disabilities, Youth, Elderly, Single Parents, Low Income Households, Micro-and Small- businesses, including registered informal businesses (Makit)
- Provide information on domestic adaptation priorities, adaptation challenges, gaps, and barriers to adaptation as applicable.
- Compile, as applicable, information on efforts to integrate climate change into development efforts, plans, policies, and programming, including related capacity-building activities.

3.7 Updated section on progress on implementation of adaptation actions; M&E of adaptation actions and processes; information related to averting, minimizing and addressing loss and damage associated with climate change impacts; cooperation, good practice, experience and lessons learned for the BTR2/NC4

- Compile information on the country's vulnerability to the adverse effects of climate change, the progress on implementation of adaptation actions and processes;
- Compile information related to averting, minimizing, and addressing loss and damage associated with climate change impacts; cooperation, good practice, experience, and lessons learned, including consideration with a gender lens perspective.
- Support capacity building for climate scenarios, modeling, projections, and data analysis to enhance the country's capacity to conduct vulnerability/adaptation and loss and damage assessments to strengthen climate change adaptation planning.

3.8 Updated Climate Change impacts and adaptation report for the BTR2/NC4

- Prepare a report on the country's climate change impacts and adaptation for inclusion into the report
- Facilitate stakeholder consultations on adaptation activities.
- Conduct national peer reviews for the Climate Change impacts and adaptation report.
- Facilitate a validation workshop to review and approve the Climate Change impacts and adaptation report.

#### **4. Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9–11 of the Paris Agreement**

This chapter aims to provide information on national circumstances, institutional arrangements relevant to reporting on the support needed and received, as well as a description of the underlying assumptions, methodologies and definitions, as applicable and information on financial support, technology development

and transfer, and capacity-building support needed and received including for the implementation of Article 13 and transparency-related activities. Information in the report will be provided in CTF.

Work under this chapter is comprised of the following six main deliverables and associated activities:

4.1 A section on national circumstances, institutional arrangements and country-driven strategies for the BTR1 provided

- Compile information on national circumstances and institutional arrangements relevant to reporting on provision and mobilization of support.

4.2 A description of underlying assumptions, definitions and methodologies for the BTR1

- Describe the underlying assumptions, definitions and methodologies used to provide information on support needed and received.

4.3 Section on financial support, technology development and transfer, and capacity- building support needed and received, including for transparency-related activities; support eventually provided and mobilized for the BTR1 prepared in common tabular format

- Provide information on financial support needed and received.
- Provide information on technology development and transfer support needed and received.
- Provide information on capacity-building support needed and received.
- Prepare Chapter on Information on financial, technology development and transfer and capacity-building support under Articles 9, 10, and 11 of the Paris Agreement for the BTR1.
- Undertake peer review by qualified experts in fields corresponding to the various aspects of the chapter.
- Prepare a final version of the chapter, incorporating comments and feedback, for stakeholder validation.

4.4 A section on national circumstances, institutional arrangements and country-driven strategies for the BTR2/NC4 prepared

- Compile information on national circumstances and institutional arrangements relevant to reporting on provision and mobilization of support.

4.5 A description of underlying assumptions, definitions and methodologies for the BTR2/NC4

- Describe the underlying assumptions, definitions and methodologies used to provide information on support needed and received.

4.6 Section on financial support, technology development and transfer, and capacity- building support needed and received, including for transparency-related activities; support eventually provided and mobilized for the BTR2/NC4 in common tabular format

- Provide information on financial support needed and received.

- Provide information on technology development and transfer support needed and received.
- Provide information on capacity-building support needed and received.
- Prepare Chapter on Information on financial, technology development and transfer and capacity-building support under Articles 9, 10, and 11 of the Paris Agreement for the BTR2/NC4.
- Undertake peer review by qualified experts in fields corresponding to the various aspects of the chapter.
- Prepare a final version of the chapter, incorporating comments and feedback, for stakeholder validation.

## 5. Other Relevant Information and Supplemental NC Chapters

Work under this component is comprised of the following three deliverables and supporting activities:

### 5.1 Report with Other relevant information, including on gender and climate, for the BTR1

- Undertake gender analysis of climate change, including gender issues and gender mainstreaming in environment and climate change management and the role of gender in country reporting processes.
- Ensure acceptable gender representation in project management structures (committees, institutional frameworks) and in capacity-building activities
- Identify a gender focal point in each TEG to track and itemize issues linked to their respective reporting sections - adaptation, mitigation and greenhouse gases, gender financing, capacity, technology needs, public awareness, education, constraints and gaps – with a view to preparing this section.
- Report on monitoring gender balance, gender budgeting, gender-sensitive climate policies and actions;
- Organize trainings/workshops on gender;
- Undertake peer review by qualified experts in fields corresponding to the various aspects of the chapter.
- Prepare a final version of the chapter, incorporating comments and feedback, for stakeholder validation.

### 5.2 Report with Other relevant information, including on gender and climate, for the BTR2/NC4

- Undertake gender analysis of climate change, including gender issues and gender mainstreaming in environment and climate change management and the role of gender in country reporting processes.
- Ensure acceptable gender representation in project management structures (committees, institutional frameworks) and in capacity-building activities
- Continue to use gender focal points in the TEGs to track and itemize issues linked to their respective reporting sections - adaptation, mitigation and greenhouse gases, gender financing, capacity, technology needs, public awareness, education, constraints and gaps – with a view to preparing this section.
- Report on monitoring gender balance, gender budgeting, gender-sensitive climate policies and actions;
- Organize trainings/workshops on gender;

- Undertake peer review by qualified experts in fields corresponding to the various aspects of the chapter.
- Prepare a final version of the chapter, incorporating comments and feedback, for stakeholder validation.

### 5.3 Supplemental NC chapters (research and systematic observation; and education, training and public awareness) for the BTR2/NC4

- Assess and summarize climate-related research and systematic observation in the country;
- Assess and summarize education, training and public awareness related to climate change;
- Draft and validate supplemental chapters, incorporating comments and feedback into the final version

## 6. Stakeholder engagement events, publication and submission of report

The development of the national report will ensure active engagement of all the relevant stakeholders so that both the human and institutional capacities of climate change transparency are enhanced. The capacity-building processes will be integrated into the project actions. Stakeholder engagement and stakeholder capacity building will be an integral and imperative part of the reporting processes. Stakeholder engagement is also an integral part of project design, which relies upon TEGs, and it will shape the stocktaking exercise and priorities for future reporting as described in Component 7. A list of project stakeholders and their role in the project is provided in Table C2.

Capacity enhancement of stakeholders and relevant institutions will have direct benefits in enhancing transparency as well as effective implementation of climate actions. The proposed scope of work under this section is categorized into the following four main deliverables and associated activities:

### 6.1 Stakeholders engaged through project launch, sharing of views, coordination, and validation of the BTR1.

- Organize a project inception workshop to launch the BTR1 and BTR2/NC4 project with active participation of project stakeholders
- Compile an inception report for the project.
- Conduct a stakeholder validation exercise for the BTR1
- Facilitate government review and approval of the BTR1

### 6.2 Compilation, executive summary, publication, submission, and dissemination of the BTR1

- Compilation, drafting, formatting and finalization of the BTR1
- Drafting and publication of the executive summary of the BTR1
- Publication, submission and dissemination of the BTR1
- Participation in the Facilitative Multilateral Consideration of Progress (FMCP) at the COP following the submission of the report to the UNFCCC

6.3 Stakeholders engaged through project launch, sharing of views, coordination, and validation of the BTR2/NC4.

- Conduct a stakeholder validation exercise for the BTR2/NC4
- Facilitate government review and approval of the BTR2/NC4

6.4 Compilation, executive summary, publication, submission, and dissemination of the BTR2/NC4.

- Compilation, drafting, formatting of the BTR2/NC4
- Drafting of the executive summary of the BTR2/NC4
- Publication, submission and dissemination of the BTR2/NC4
- Participation in the FCMP at the COP following the submission of the report to the UNFCCC
- Compilation, drafting, formatting of the BTR2/NC4
- Drafting of the executive summary of the BTR2/NC4

6.5 Self-assessment and stocktaking exercise for preparation of the project proposal for subsequent BTR and/or BTR/NC under the UNFCCC and Paris Agreement completed

Activities under this output shall start six months before project closure. The stocktaking assessment for preparation project proposals for subsequent reports under the UNFCCC and the Paris Agreement aims to allow for a smooth transition to subsequent NCs and BTRs.

A summary of activities and results achieved under this enabling activity project will be prepared to ensure that the project design of the subsequent BTR and NC projects are built upon what has been achieved so as to avoid duplication of work. The stocktaking report will also propose strategies for increasing synergies with related programmes and institutions. This process will comprise consulting stakeholders at the end of the project to provide feedback and an assessment of the process of reporting under the Paris Agreement and on how best they can be involved in subsequent and future report preparation.

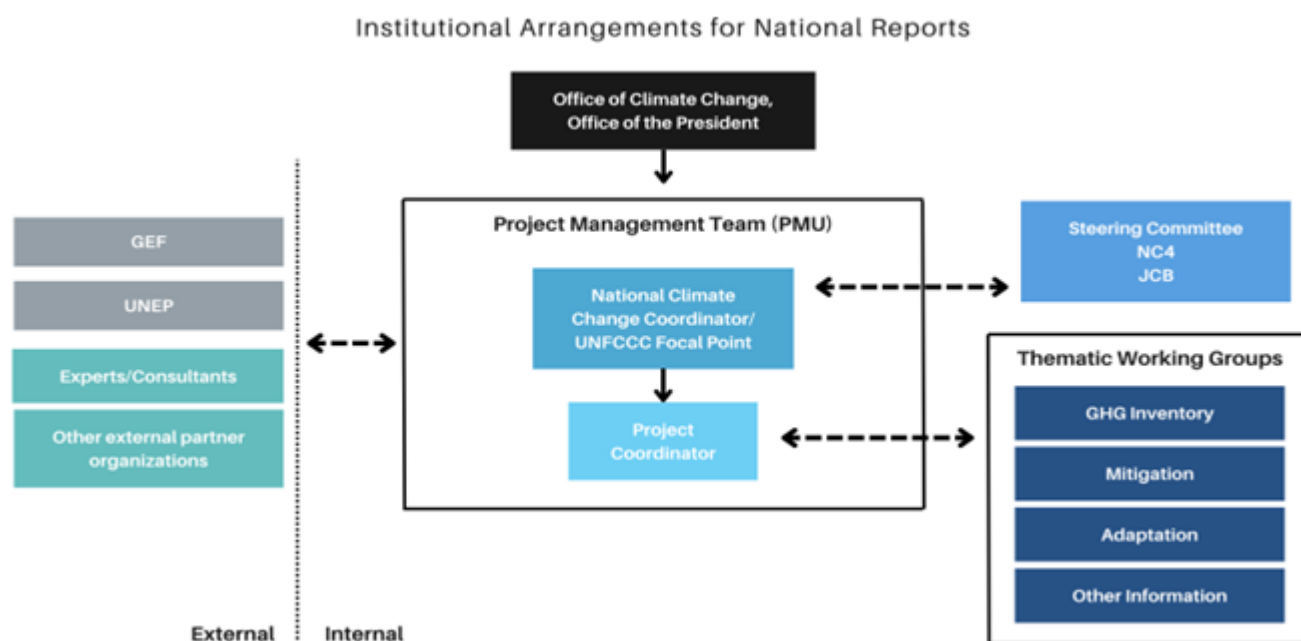
The proposed scope of work under this output consists of the following activities:

- Conduct self-assessment and stocktaking exercise and prepare a summary of activities and results achieved
- Document the lessons learned, gaps and proposal on improvements in future reporting to the UNFCCC and Paris Agreement
- Based on the above activities, draft the self-assessment report.

#### **D. Institutional Framework**

Describe the institutional arrangements for implementation of the enabling activity.

The institutional framework and project management structure for the TNC will be retained for future national climate change reports. The Project Technical Coordinator (PTC), who is based in the Office of Climate Change, coordinates the process. The PTC communicates with TEGs focused on specific report sections (e.g., greenhouse gas inventory, mitigation, adaptation) to gather data and inputs, and serves as a liaison between the TEGs and external consultants supporting the development of each chapter. The National Climate Change Coordinating Committee and Joint Coordinating Body (JCB) will provide oversight, ensuring alignment with national priorities and community needs, while external partners and agencies will provide financial and/or technical support to the projects.



**Figure 1: Institutional Arrangements for the BTR1 + BTR2/NC4 Project**

The graphic below illustrates where the Office of Climate Change (OCC) sits within the wider structure of government and non-governmental agencies. OCC is a department under the Office of the President, which coordinates with the National Congress (OEK), Traditional Leaders (council of Chiefs), the Vice President's Office, and all line ministries within the government. OCC strives for inclusivity in climate policy development and research, actively engaging all sectors outside the government as well including research organizations, academic institutions, private sector, and other independent entities.



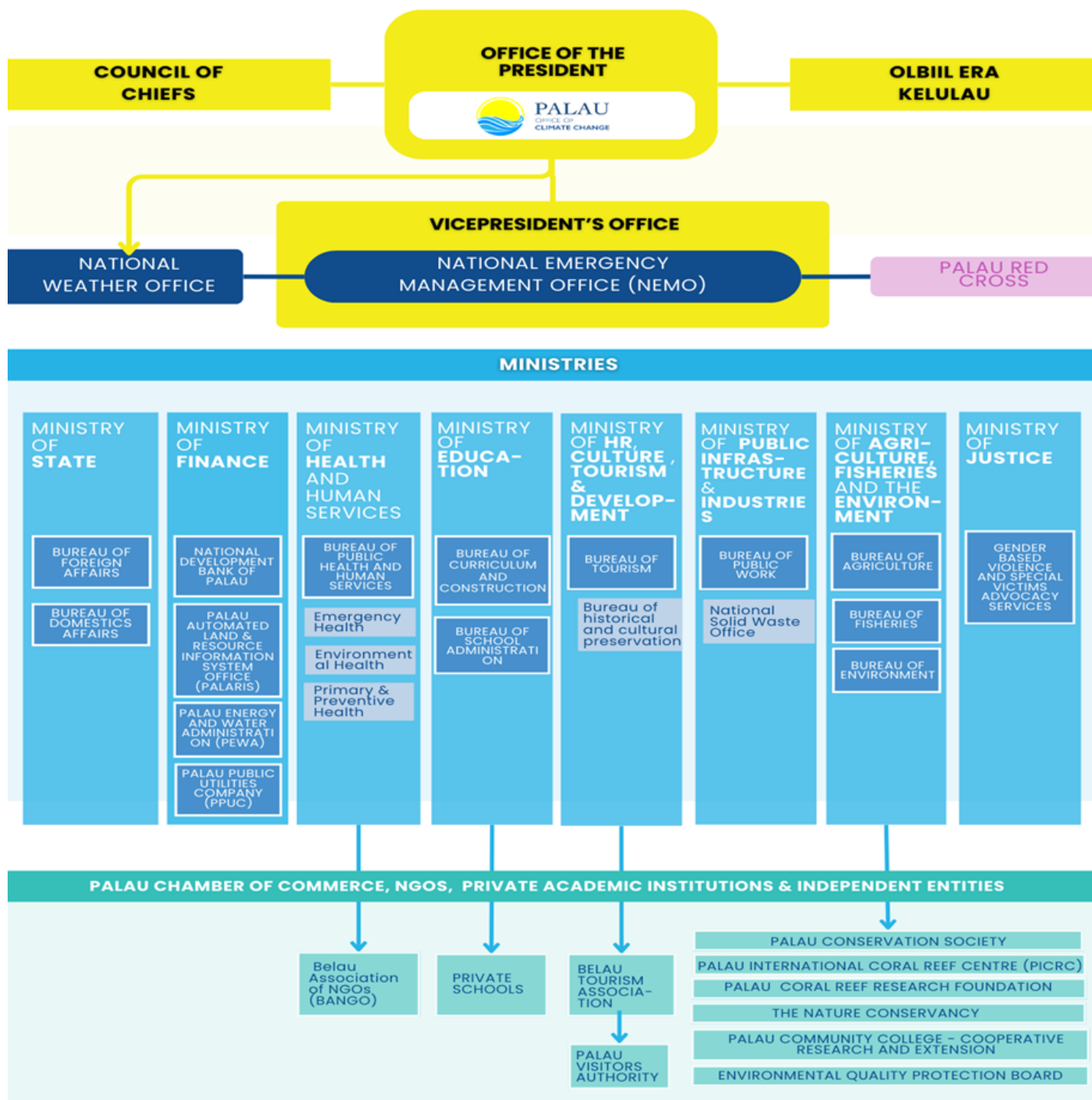


Figure 2: Institutional Context in Palau: Position of the Office of Climate Change

## Project Management Unit

A Project Management Unit (PMU) will be established, headed by a Project Technical Coordinator and supported by a Project Assistant, to administer the project's day-to-day activities. The PMU will be responsible



for implementation and management, administration, and performance against implementation plan, budgeting, and reporting. The PMU will be located at the Palau Office of Climate Change.

A Project Steering Committee (PSC) will oversee both the BTR1 & BTR2/NC4 and CBIT projects and validate the reports. The OCC, as the UNFCCC Focal Point, will serve as the secretariat for the PSC.

The following will be covered by the project management budget:

- Project Technical Coordinator
- Project Assistant
- Annual independent audit, including a final audit
- Bank charges
- Communication charges
- Office Supplies, Equipment, and fuel for consultations

### Coordination with Other Initiatives

The project will coordinate with several other initiatives supporting climate transparency and related capacity-strengthening. The process of proposal preparation included a discussion with the team responsible for overseeing the development of the CBIT project. The two projects will coordinate closely in areas of institutional arrangements and in the development and use of tracking tools and templates for reporting. The following table summarizes coordination with all other relevant initiatives.

**Table C1: Overview of Coordination with Relevant Initiatives**

Project/ Program	Donor	PROJECT Period	Goal/Objective	Relation to EA Project
Capacity-building Initiative for Transparency (CBIT)	UNEP-GEF	2025 - 2028	Strengthening transparency systems and the enabling environment for reporting.	The two projects will coordinate on capacity and technical support for GHGIs and NDC tracking and will maintain ongoing communication regarding institutional arrangements for MRV
Climate Finance Capacity Support Programme - MFAT	Government of New Zealand - DT Global	2024-2025	Hiring technical advisors to deliver specific tasks and providing training to OCC Staff	Supporting GHGI and Mitigation work in-country
National Adaptation Plan	Green Climate Fund (GCF) - United Nations	2023-2026	Conduct Adaptation Assessments and	Community consultations on adaptation needs and solutions

	Office for Project Services (UNOPS)		develop concept notes for each State.	
Enhancing Climate Information and Knowledge Services for Resilience in 5 Island Countries of the Pacific Ocean (CIS-Pac5)	GCF - UNEP	2022-2026	Improve Climate Data Management	Exchange of Climate Information & Climate Data Management
“Transforming Productivity in Palau’s Food Systems through Nature Positive Innovations”	GEF - UNEP	2024-2028	Enhancing Food Systems and Nature Based Solutions  This is a child project under the Blue and Green Islands Integrated Program (BGI-IP).	Exchange of Climate Information, Adaptation solutions

## Stakeholder Engagement

In the course of previous national reporting processes and through the preparation of the proposed enabling activity, a variety of stakeholders have been identified. Table C2 below lists previously identified as well as potential key stakeholders and their proposed involvement in the project.

This project will disclose project information, safeguard risks and risk levels to stakeholders through UNEP’s information disclosure system and through the appropriate national platforms (transparency platform, or Office of Climate Change’s website or social media, as appropriate). Such information will remain available throughout project implementation, along with contact information of the Project Management Unit in the Office of Climate Change and the UNEP project manager for any project-related suggestions, concerns or grievance issues of the stakeholders, including those related to exclusion and discrimination in project activities.

**Table C2: Stakeholders’ Roles in the Project**

Stakeholder	Type	Expertise/Role	Project impact
Belau Organization of NGO's (BON)	NGO	Mitigation, Adaptation, Disaster Risk Management	High

Coral Reef Research Foundation (CRRF)	Private Research	Adaptation and Research	High
Koror State Solid Waste Management Office (KSSWMO)	Government	GHG Inventory, Mitigation and Adaptation	High
Ministry of Community and Cultural Affairs (MCCA)	Government	Social inclusivity, Mitigation and Adaptation	High
Ministry of Education (MOE)	Government	GHG Inventory, Mitigation and Adaptation	Medium
Ministry of Finance (MOF)	Government	Finance, Project Management, Executing Agency	High
Ministry of Health (MOH)	Government	Adaptation	Medium
Ministry of Justice (MOJ)	Government	Mitigation and Adaptation	Medium
Ministry of Natural Resources, Environment & Tourism (MNRET)	Government	GHG Inventory, Adaptation and Mitigation	High
Ministry of Public Infrastructure, Industries & Commerce (MPIIC)	Government	Adaptation and Mitigation	Medium
Ministry of State (MOS)	Government	Adaptation	Medium
National Climate Change Coordinating Committee (NC4)	Government and non-government	Steering Committee, Mitigation, Adaptation, Disaster Risk Management, Cross Cutting Matters	High
National Emergency Management Office (NEMO)	Government	Adaptation and Mitigation	High
National Environmental Protection Council (NEPC)	Government	Coordination, Policy and Planning	High
Palau Automated Land and Resource Information Services (PALARIS)	Government	Mitigation and Adaptation	High
Palau Community College CRE	Government	Adaptation	Medium
Palau Conservation Society (PCS)	NGO Environment	Adaptation	High

Palau Energy Administration (PEA)	Government Regulatory	GHG Inventory, Mitigation and Adaptation	High
Palau Environmental Quality Protection Board (EQPB)	Government Regulatory	Adaptation	High
Palau International Coral Reef Center (PICRC)	Semi Govt	Research	High
Palau Public Utilities Corporation (PPUC)	Government	GHG Inventory and Mitigation	High
The Nature Conservancy (TNC)	NGO for Environment	Adaptation	High

## Gender

Gender and climate change are interlinked in many ways, as women and men often suffer the impacts of climate change differently. Studies have shown that women are disproportionately affected by the effects of climate change, as they are more likely to live in poverty and have limited access to resources and opportunities. In addition, women are also key agents of change in the fight against climate change.

Therefore, empowering women and promoting gender equality can help strengthen efforts to adapt to and mitigate climate change. Gender considerations are essential for tackling climate change and finding effective solutions. It is important to ensure the participation and empowerment of women in decision-making processes related to climate change adaptation and mitigation.

Palau is a matrilineal society where women traditionally hold significant influence within clans and are active participants in community-based environmental conservation and agriculture. To further promote and enhance gender equality and women's empowerment in all national policies and programs, the national government created the Division of Gender within the Bureau of Domestic Affairs, Ministry of State.

The recently updated Palau Climate Change Policy (2025) calls for updating and strengthening the National Gender Mainstreaming Policy, to ensure gender is mainstreamed in climate change programs and projects, including the application of a gender lens and prioritizing gender equity. The Enhancing Disaster and Climate Resilience through Improved Disaster Preparedness and Infrastructure' (EDCR) project is also incorporating gender mainstreaming principles to ensure that women and men have equal opportunities to participate in and benefit from disaster risk reduction efforts.

Incorporating gender principles across all national policies and reports can help to reduce gender inequalities and ensure that women and men are equally prepared for and able to cope with the impacts of disasters and climate threats in Palau.

In the TNC that is currently being finalized, gender is summarized in the National Circumstances section and also covered in the Other Relevant Information chapter. They mention significant strides towards equality for Palauan women and girls, and it describes some of the activities Palau is implementing to mainstream Gender

Equality, Disability and Social Inclusion (GEDSI) principles across multiple programs and projects, but these sections also acknowledge the need for increased capacity building and greater representation of women in elected offices and decision-making processes.

In Aug 2024, the Ministry of State, the Bureau of Domestic Affairs, and the Office of Climate Change co-hosted a Governance Strengthening Program, aimed to enhance the capacity of government offices and local communities, particularly during political transitions, and improve collaboration between national and state levels, and it emphasized inclusive and responsive state-level climate adaptation, ensuring that GEDSI is incorporated into climate efforts across sectors and governance frameworks, ultimately promoting a more equitable and resilient climate response.

The BTRs and NCs have been designed to conform to 2018 guidance from the GEF on Gender Equality and UNEP's Policy and Strategy for Gender Equality and the Environment. The project team will utilize the most current guidance on gender-responsive reporting, and efforts will be made to have acceptable gender representation in project management structures as well as in capacity building activities.

Project activities will contribute significantly to the country's reporting on gender and climate:

- Activities under Deliverables 3.2 and 3.6 will analyze differences in vulnerability to climate threats between women and men.
- Activities under Deliverables 5.1 and 5.2 will undertake a gender analysis of climate change, including gender issues and gender mainstreaming in environment and climate change management and the role of gender in country reporting processes.

In addition, women's participation in the project will be documented in project monitoring exercises, and gender focal points will be appointed in each TEG to track and itemize issues linked to their respective reporting sections. A gender sensitivity workshop/training for the project management team, TEGs, sector ministries, and selected environment and gender-based NGOs will be organized to support gender-equity measures in the national reporting process. Institutions to be consulted on gender issues at national level will include, but not be limited to, the following: Ministry of State Division of Domestic Affairs, civil society organizations working in the fields of gender and climate change, as well as research institutions and development partners working on gender issues.

## **E. Monitoring and Evaluation Plan**

Describe the budgeted M&E plan.

The overall project monitoring between UNEP and the national government will be conducted through the following activities:

- A Project Inception Workshop will be held within two months of the start of the project, following the establishment of the Project Management Unit. The workshop will involve all key stakeholders identified during the national consultation process. An Inception Workshop report will be prepared and shared with participants to formalize various agreements and plans decided during the meeting.

- BTR and NC technical progress will be monitored against expenditures: The PTC will be responsible for the preparation of quarterly progress reports and expenditure statements. Technical progress and financial reports shall be reviewed by the UNEP Task Manager and Fund Management or Administrative Officer.
- Annual financial audits and a final financial audit will be undertaken to assess probity (i.e., correctness, integrity, etc.) of expenditures and transactions.
- As part of annual reporting routine, UNEP will continue to prepare and submit to the GEF annual report on UNEPs support for the preparation of NCs and BURs/BTRs which will include the status of implementation of the BTRs and combined BTR/NC projects for Palau.
- The Executing Agency shall maintain complete and accurate records of non-expendable equipment purchased with GEF project funds and shall provide UNEP with an Annual Inventory of Non-expendable Equipment as of 31 December, which is to be submitted within 2 months of that date.
- The UNEP Task Manager will conduct periodic monitoring through discussions with key partners. Monitoring of activities will be based on the agreed schedule in the Project Implementation Plan to assess the status of implementation of the project. The monitoring of project activities will identify areas of improvements and will make recommendations on how to address gaps in project implementation. At the end of the project, a customized final terminal report will be administered to the executing partner to assess the effectiveness of the project.
- A final closure template will be shared with the executing partner at the end of the project, as part of project closure, to assess project effectiveness and indicate potential areas for further improvements.

Table C.3 summarizes the M&E budget and workplan for the project. Activities in the workplan will be carried out under Output 1.1.3 of the project (“The GEF project is effectively monitored and evaluated”).

**TABLE C3: M&E Budget and Workplan**

Type of M&E activity	Responsible Parties	Budget (US\$)	Time Frame
Project Inception Workshop	National Project Management Unit, Technical Expert Groups and UNEP Task Manager to raise awareness, build stakeholder engagement and detailed work planning	8,000	Within 2 months of project start-up and establishment of the project management unit
Project Inception Report	National Project Technical Coordinator & UNEP Task Manager		Not more than 1 month after the Project Inception Workshop

Technical progress reports & expenditure statements	National Project Management Unit, Task Manager, Funds Management Officer (FMO)		Half yearly expenditure and technical progress reports for any given year, submitted by January 31, and July 31 and at the end of project implementation
Report to the GEF and COP of UNFCCC	National Project Management Unit, Task Manager, FMO		Annually, part of reporting routine. The annual project status survey to the GEF will include questions on gender mainstreaming
Project Implementation Review (PIR) report	UNEP Task Manager		Annually, part of reporting routine
Annual Inventory of Non-expendable equipment	National Project Management Unit, Task Manager, FMO		Annually, as at 31 December of each year, to be submitted within 2 months
Project Monitoring	UNEP Task Manager		Continuous
Final closure	National Project Management Unit, Task Manager, FMO, Consultant(s)		Initiated no earlier than six months prior to the operational completion of project activities
<b>Total</b>		<b>US\$ 8,000</b>	

### SECTION 3: INFORMATION TABLES

#### F. GEF Financing Resources Requested by Agency, Country and Programming of Funds

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	GEF Enabling Activity Financing (\$)	Agency Fee (\$)	Total (\$)
UNEP	GET	Palau	Climate Change	CC Set-Aside	1,233,000.00	117,135.00	1,350,135.00
<b>Total GEF Resources</b>					<b>1,233,000.00</b>	<b>117,135.00</b>	<b>1,350,135.00</b>

#### Sources of Funds for Country Star Allocation

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Sources of Funds	Total(\$)
<b>Total GEF Resources</b>					<b>0.00</b>

#### G. Rio Markers

Climate Change Mitigation	Climate Change Adaptation	Biodiversity	Desertification
Principal Objective 2	Significant Objective 1	No Contribution 0	No Contribution 0

#### H. Record of Endorsement of GEF Operational Focal Point(s) on Behalf of the Government(s):

Please attach the *Operational Focal Point endorsement letter(s)* with this template.

Name	Position	Ministry	Date (MM/DD/YYYY)
Ms. Lincy Lee Marino	Program Manager, Bureau of Fisheries	MINISTRY OF AGRICULTURE, FISHERIES AND ENVIRONMENT	4/21/2025

### ANNEX A: RESPONSES TO STAKEHOLDER COMMENTS

Describe how the enabling activity has addressed comments from stakeholders, including Council Members, Convention Secretariats, and STAP (if applicable).

N/A

### ANNEX B: PROJECT BUDGET TABLE

Attach the project budget table.



Expenditure Category	Detailed Description	Component (USD)					Total (USD)	Responsible Entity (Executing Entity receiving funds from the GEF Agency)
		Component 1		Sub-Total	M&E	P M C		
		Output 1	Output 2					
Equipment	Purchase of equipment (I.T equipment/laptops/external hard drives/printers/projectors/ink catridges etc) to support implementation of project activities	4,000	2,000	6,000	-	-	6,000	Office of Climate Change
Contractual Services – Individuals	Contractual Services for the Technical Expert groups & consultants/experts supporting/contributing to the preparation of the BTR1BTR2/NC4 through planning, implementation of activities and review of draft reports in assigned thematic areas including (i) National Inventory Report of GHG; (ii) Information on NDC tracking under Article 4 of the Paris Agreement; (iii) climate change impacts and adaptation under Article 7 of the Paris Agreement; (iv) Financial, technology development and transfer and capacity building support needed and received under Articles 9–11 of the Paris Agreement; and Any other information (e.g. gender) and Compilation of BTR1BTR2/NC4	401,000	378,000	779,000	-	-	779,000	Office of Climate Change
Contractual Services – Individual	Contract services for the Technical coordinator contributing to the preparation of the BTR1BTR2/NC4; including technical editing, supporting the stakeholder engagement events, final compilation of reports and supporting a self-assessment and stocktaking exercise for preparation of subsequent BTRs and/or BTR/NC - TORs annexed	46,500	78,500	125,000	-	-	125,000	Office of Climate Change
Contractual Services – Individual	Contractual service for designing and Publishing of the BTR1& BTR2/NC4	5,000	5,000	10,000			10,000	Office of Climate Change
Trainings, Workshops, Meetings	Costs related to supporting stakeholder consultation workshops and meetings; Technical Expert group workshops, Peer review meetings, Reports/chapters validation workshops/meetings and final BTR1 & BTR2/NC4 validation workshops	75,960	78,950	154,910	-	-	154,910	Office of Climate Change
Trainings, Workshops, Meetings	Project Inception workshop expenses.	-	-	-	8,000	-	8,000	Office of Climate Change

<b>Trainings, Workshops, Meetings</b>	Costs related to information sharing and Knowledge Management activities at both national and international levels as appropriate e.g. participating in relevant national/ regional/International trainings/capacity building activities, meetings & workshops on National Inventory Report of GHG; (ii) Information on NDC tracking under Article 4 of the Paris Agreement; (iii) climate change impacts and adaptation under Article 7 of the Paris Agreement; (iv) Financial, technology development and transfer and capacity building support needed and received under Articles 9–11 of the Paris Agreement, Any other information (e.g. gender ) and peer to peer learning/exchanges relevant to the BTR reporting processes.	12,000	16,000	28,000	-	-	28,000	Office of Climate Change
<b>Travel</b>	Travel expenses related to Facilitative multilateral consideration of progress (FMCP), knowledge and experience sharing at the COP for the BTR1 & BTR2NC4- this is after completion and submission of each report to the UNFCCC (i.e. BTR1 and BTR2NC4).	5,000	5,000	10,000	-	-	10,000	Office of Climate Change
<b>Travel</b>	Travel expenses related to the implementation of project activities	-	-	-	-	4,000	4,000	Office of Climate Change
<b>Equipment</b>	Laptop for Project Technical Coordinator and Project Assistant	-	-	-	-	2,000	2,000	Office of Climate Change
<b>Other Operating Costs</b>	Costs related to Bank charges and office supplies	-	-	-	-	4,090	4,090	Office of Climate Change
<b>Contractual Services – Individual</b>	Salary for the Project Technical Coordinator	-	-	-	-	24,000	24,000	Office of Climate Change
<b>Contractual Services – Individual</b>	Salary for the Project Assistant	-	-	-	-	48,000	48,000	Office of Climate Change
<b>Other Operating Costs</b>	Cost associated with annual Audit Fees	-	-	-	-	30,000	30,000	Office of Climate Change
<b>Grand Total</b>		<b>549,460</b>	<b>563,450</b>	<b>1,112,910</b>	<b>8,000</b>	<b>112,090</b>	<b>1,233,000</b>	

## ANNEX C: ENVIRONMENTAL AND SOCIAL SAFEGUARDS

Attached any screening documents or other ESS related documents (if applicable). ESS screening is not required for EAs but should be included if its available.

☐ Check this box is ESS screening is not required per Agency's regulations

Title

---

## Annex C \_Palau BTR1\_BTR2NC4\_SRIF

---