

GEF-8 REQUEST FOR Climate Change enabling activity

Proposal for Funding Under the GET
Processing Type: Expedite

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SECTION 1: ENABLING ACTIVITY SUMMARY

Enabling Activity Title	
Cuban First and Second Biennial Transparency Reports and Forth National Communcation (1BTR + 2BTR&4NC)	
Country(ies)	GEF Enabling Activity ID
Cuba	11311
GEF Agency(ies):	GEF Agency Enabling Activity ID
UNDP	6674
Submission Date	Expected Implementation Start
6/30/2023	11/30/2023
Project Executing Entity(s):	Executing Partner Type
Centro de Gestión de la Información y Desarrollo de la Energía (CUBAENERGIA)	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)	12/31/2024
UNFCCC Biennial Transparency Report/ National Communication (BTR/NC)	12/31/2026

A. Funding Elements

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

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

If yes, please describe

B. Enabling Activity Summary

Enabling Activity Objective

To assist Cuba in the preparation and submission of its First Biennial Transparency Report (1BTR), and a combined Fourth National Communication and a Second Biennial Transparency Report (2BTR&4NC) for the fulfillment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA).

Enabling Activity Summary

This project is prepared in line with the GEF-8 Climate Change (CC Set-aside) Focal Area Strategy and Associated Programming/ Pillar II: Foster enabling conditions to mainstream mitigation concerns into sustainable development strategies/ Objective 2.2 Support relevant Convention obligations and enabling activities; and following goals and objectives:

Project Development Objective:

“The project will strengthen technical and institutional capacity to assist Cuba mainstream climate change concerns into sectoral and national development priorities.”

Project Immediate Objective:

“The project will enable Cuba to prepare and submit its First Biennial Transparency Reports and Fourth National Communication in combination with the second BTR and meet its reporting obligations under the UNFCCC and the Paris Agreement, in line with the Modalities, Procedures and Guidelines for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (Decision 18/CMA.1) and the guidance on operationalizing the **Modalities, Procedures, and Guidelines** (MPGs) as per Decision 5/CMA.3.

Climate change is an urgent and growing threat to human and natural systems. Since the Paris Agreement was adopted in 2015, governments and non-state actors have mobilized to implement it through stronger and more ambitious climate action. Article 13 of the Paris Agreement establishes an Enhanced Transparency Framework (ETF) for action and support designed to build trust and confidence that all countries are contributing their share to the global effort. By tracking and reporting on the progress and implementation challenges of their climate pledges, countries will have the necessary information to strengthen their ambition in the future and identify new priority areas for action, along with the resources needed to ensure that each Nationally Determined Contribution (NDC) cycle builds on the previous one. Importantly, outputs from the reporting and review process under the ETF will be considered at a collective level and provide an important source of information for the Global Stocktake (GST) leading to a stronger climate action that will continue as the climate regimes moves towards the goal of zero net emissions and climate neutrality thereafter.

The new transparency system under the Paris Agreement builds on and enhances the existing systems under the Convention. National Communications (NC), Biennial Update Reports (BUR) and International Consultation and Analysis (ICA) have formed part of the experience drawn upon and contributed to improvements of capacity constraints and continuous building of capacity and expertise in advance of the ETF. The new reporting guidelines constitute noticeable enhancement for developing country Parties in terms of frequency, scope, and depth of reporting. There is a widespread recognition that developing country Parties will need support to help them apply the new guidelines.

The Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) decided that Parties shall submit their first Biennial Transparency Report (BTR) and **National Inventory Report (NIR)**, if submitted as a stand-alone report, in accordance with the adopted modalities, procedures and guidelines, at the

latest by 31 December 2024 and that Least Developed Countries (LDC) and Small Island Development States (SIDS) may submit this information at their discretion. Cuba, being a SIDS has decided to submit its First Biennial Report by December 2024. The Modalities, Procedures, and Guidelines (MPGs) were adopted in the Katowice Climate Package through decision 18/CMA.1 sets the rules for the implementation of the Enhanced Transparency Framework (ETF) under the Paris Agreement. At the Conference of the Parties 26 (COP26), the 'Paris Agreement rulebook'/MPGs was finalized. This set of rules lays out how countries are held accountable for delivering on their climate action promises and self-set targets under their NDCs and enable the operationalization of the enhanced transparency framework (Decision 5/CMA.3: Guidance for operationalizing the modalities, procedures and guidelines for the enhanced transparency framework referred to in Article 13 of the Paris Agreement).

In line with Decision 9/CMA.1 Parties may submit and update their adaptation communication as a component of, or in conjunction with the reports on impacts and adaptation as stipulated in Article 13, paragraph 8, of the PA. Cuba intends to include their Adaptation Communication(s) in conjunction with their BTR1 and BTR2 reports, and within the scope of this project the Adaptation Communication will be covered under outcome 2.3.

Currently, the country does not have a comprehensive MRV system that could fulfill the requirements of the Enhanced Transparency Framework under the Paris Agreement, nor which can serve to fulfill the necessary requirements to prepare BTRs and NCs. With support of ICAT, the first MRV system in Cuba is being designed, to properly monitor and report the progress of the Cuban NDC. At the same time, the CBIT project is developing a MRV system specific for AFOLU sector.

The preparation of the 1BTR and 2BTR&4NC with the financial assistance of the GEF will serve to further strengthen institutional and technical capacities of Cuba for implementing the Convention, Paris Agreement and reporting thereon to the UNFCCC. The project will provide the platform for furthering the development and implementation of the MRV systems for tracking emissions, mitigation, adaptation, and support within the Enhanced Transparency Framework of the PA.

The project objectives will be achieved through the outcomes and outputs as defined in the Project Results Framework table in the EA request.

Narrative description of project activities:

The following are the 1BTR and 2BTR&4NC components (M&E component is detailed under Section E):

Component 1: National Greenhouse Gas Inventory (NGHGI).

The objective of this component is to submit its national inventory of anthropogenic emissions by sources and removals by sinks of greenhouse gases not controlled by the Montreal Protocol, in compliance with the commitment set forth in Art. 4 of the UNFCCC. The component contains a single outcome:

Outcome 1.1 National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases elaborated, reviewed, and updated.

Under the previous project Third National Communication and First Biennial Update Report, Cuba presented in 2020 the National GHG Inventory for the sectors Energy, Industrial Processes and Product Use sectors (IPPU), Agriculture, Forestry and Other Land Use (AFOLU) and Waste for the period 1990-2016, using the methodology established in the 2006 IPCC Guidelines for the first time.

The Energy sector shows the highest GHG emissions in the country in 2016, representing 70.5 % of total aggregated emissions (excluding the FOLU sector). The AFOLU sector is the second most important as regards emissions in the country with 20.1 % of total GHG emissions and the only sector that acts as a CO₂ sink. In the same year, the balance of GHG emissions in the FOLU sector was negative, which shows that removals from forestry activities were higher than emissions from agricultural activities. The Waste and IPPU sectors accounted for 7.8 % and 1.6 % GHG emissions of total respectively in the country's total emissions.

Several important advances were achieved with respect to previous projects, related to the methodology used, categories and subcategories of sources covered, established institutional arrangements, among others. The main gaps and barriers were identified during the project and the activities to be developed in the associated improvement plan to solve them.

The main gaps and capacity building needs identified are:

- Strengthening national capacity to prepare the GHG inventory and the national inventory report for the purpose of the BTR.
- Create and enhance formal institutional arrangements for obtaining activities data, expert judgment, and information to calculate national emission factors as appropriate.
- Enhancing the technical capacity of the teams compiling the inventories for each sector.
- Enhancing national capacity to implement robust QA/QC procedures using national preview results of the GHG inventory management system.
- Strengthening the analysis and quantification of uncertainties by, where possible, recruiting more qualified experts to the inventory team.
- Improve national capacity to use tier 2 or 3 methodologies for key categories.
- Enhancing national capacity to obtain activities data for estimating subcategories 3.B.2, 3.B.6 in the category 3.B Lands in the AFOLU sector.
- Enhancing capacity to obtain activities dates for estimating categories in the waste sector.
- guidebooks Increase the capacity to estimate the emissions of precursors and other gases using the most recent version of the international guidelines for emissions of air pollutants due to the loss of the technical capacities that allowed the delivery of this information in the first and second national communication.

Under this project component, the following outputs will be undertaken:

1.1.1. The national GHG inventory (NGHGIs) updated for 1990-2021 and 1990-2023 as per 2006 Intergovernmental Panel on Climate Change (IPCC) Guidelines (for sectors: (i) Energy, (ii) Industrial Processes and Product Use, (iii) Agriculture, (iv) Forestry and Other Land Use and (v) Waste sectors.

The activity includes the estimation of the GHG inventory for the period 1990-2021 (First BTR) and for the period 1990-2024 (Second BTR) including the update of the period 1990-2016 for the sectors: Energy; Industrial Processes and Use of Products; Agriculture; LULUCF and Waste, according to the methodologies of the IPCC 2006 Guidelines adopted by the CMA. The GHG Inventory will include the calculation of CO₂, CH₄ and N₂O using the values of Global Warming Potential AR5 for all categories of these sectors and preparation of the common reporting tables and the elaboration of the National Inventory Document, according to the MPGs.

The activity will also comprise the following actions:

- Training and capacity building of the INGEI national technical team and the sectoral teams corresponding to the Improvement Plan of previous inventory series.
- Quantitative uncertainty estimation
- Analysis of main categories.
- Development of Tier 2 emission factors in some main categories
- Calculate GHG precursors using international guidelines on emission factors or measurements made in the country.
- Report on lessons learned, opportunities for improvement and specific support needs.

The common reporting tables presented in Annex I to decision 5/CMA.3 will be used for the electronic reporting of the information in the national inventory reports of anthropogenic emissions by sources and removals by sinks of greenhouse gases and follow the outline of the national inventory document presented in Annex V of Decision 5/CMA.3.

1.1.2. Quality Assurance/Quality Control plan elaborated, and QA/QC process implemented.

The activity will be aimed at supporting general QC/QA procedures for all sectors and supporting the compilation process and cross-cutting issues, considering the requirements of decisions 18/CM.1 and 5/CM.5.

1.1.3. Institutional agreements necessary for NGHGI System operations revised, agreed, and implemented for the (i) Energy, (ii) Industrial Processes and Product Use, (iii) Agriculture, (iv) Forestry and Other Land Use and (v) Waste sectors.

Under this activity the current national arrangements will be reviewed and the new ones necessary for the sustainable development of the INGEI will be established in accordance with the requirements of the Enhanced Transparency Framework under the Paris Agreement.

The calculation of emissions and removals, in the specific case of the agriculture and forestry sectors and other land uses, are possible to a great extent, to the established institutional arrangements and to the creation of capacities in the Sectoral Technical Team as results of the project CBIT “Enhancing Cuba's institutional and technical capacities in the Agriculture and Land-use Sectors for enhanced transparency under the Paris Agreement.”

1.1.4 The information corresponding to the GHG inventory component for the BTRs to be communicated in 2024 and 2026 (according to Chapter II, Decision 18/CMA.1 and Annex I and V, Decision 5/CMA.3), compiled.

Under this activity the information needed for the GHG inventory to be communicated in 2024 and 2026, will be processed and compiled.

1.1.5. The GHG emission projections by sectors up to 2030 estimated.

Until now, the country has not worked on the issue of INGEI projections, so this activity is aimed at creating and promoting capacities in the technical team of the Inventory for calculating projections of GHG emissions to 2030.

Component 2: Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.

The First BUR presented the main mitigation actions in the country, through policies, programs or projects in the priority mitigation sectors (energy, transport, AFOLU), which demonstrates the efforts that have been developed in these sectors aimed at generating energy efficiency, transformation towards renewable energies, developing of road transport less carbon intensive, increasing the forest cover, and developing the pig husbandry sector more resilient and less carbon intensive in the country, highlighting that more than 90% of Cuba's emissions come from the Energy and AFOLU sectors, thus the mitigation measures are oriented towards these two sectors as a priority.

In the framework of the ICA analysis, the TTE noted that the transparency of the information reported on mitigation actions could be enhanced by addressing some areas, which could facilitate a better understanding of the information reported on mitigation actions. The main areas referred to in the TTE analysis were information on gases covered by the implemented mitigation actions was not reported in the BUR; information on progress and underlying steps was not reported for all mitigation actions; partial information on methodologies, assumptions, and steps taken or envisaged to achieve those actions for most of the mitigation actions.

The 1BTR and 2BTR/4CN will identify and update the implemented and potential mitigation policies, plans and actions and their implication on the progress in achieving Nationally Determined Contributions, by considering the observations made in the ICA 2020. The 1BTR and 2BTR/4CN will include an analysis of the GHG emitting sectors and projections of emissions by sector will be made by 2030, considering policies, plans and actions and their impact on mitigation. Options should be proposed to implement an MRV System (for sectors with high GHG emissions).

1BTR and 2BTR/4CN project will strengthen the capacities of sectoral institutions to assess possible mitigation and adaptation components in their sectoral policies, as well as improve MRV capacities for mitigation actions and monitoring of aggregate mitigation efforts towards the achievement of the NDC.

The component contains three outcomes:

Outcome 2.1. Progress in the implementation and achievement of the NDC has been reported to the UNFCCC.

Furthermore, under this Outcome, the impacts of mitigation actions will be quantified and additional GHG emission reduction opportunities will be identified in line with NDC targets.

Under this Outcome, the following activities will be undertaken:

2.1.1. The information necessary to track the progress made in implementing and achieving the mitigation contributions included in NDC under Article 4 of the Paris Agreement and the mitigation measures have been assessed and prepared for reporting to the UNFCCC in 2024 and 2026.

In line with MPG requirements, this Outcome will support the provision of information necessary to track progress made in implementing and achieving Nationally Determined Contributions under Article 4 of the Paris Agreement, including indicators for the reference points, methodologies, key parameters and assumptions, definitions, and data sources as applicable.

2.1.2. Mitigation policies and measures, their effects and implications for the achievement and increasing the NDC targets, identified and evaluated.

Furthermore, under this Outcome additional mitigation actions will be identified, and its impacts will be quantified and additional GHG emission reduction opportunities will be identified in line with NDC targets.

2.1.3. The GHG emitting sectors **Energy, Industrial Processes and Product Use** (IPPU), AFOLU and Waste have been evaluated

The evaluation includes: assessment of the progress of indicators against the reference points in accordance with any recalculation of the GHG Inventory and description of methodologies and/or accounting approach that have been used for targets, baseline construction and indicators; analysis of GHG emitting sectors (cost-benefit analysis of the measures; assessment of best GHG mitigation options; prioritization of mitigation measures); proposal of possible mitigation actions to be incorporated in NDC 2025; elaborate of GHG emission projections by sectors up to 2030, including description of models/approaches used and key assumptions.

2.1.4. Monitoring, Reporting and Verification (MRV) mechanisms, including institutional arrangements in place to track progress of NDC implemented.

The institutional arrangements for monitoring the mitigation contributions will be adjusted to the ETF requirements, reconciled with the parties involved and put into operation.

Outcome 2.2. Support required and received under Articles 9 to 11 of the Paris Agreement has been identified and compiled for reporting.

The unavailability of the MRV system for measures and support has been a highlighted shortcoming in both the NDC and the First BUR. In correspondence with this and within the framework of a readiness support with the GCF, Cuba begins the work of designing and implementing an MRV system to monitor financial needs and support.

The results obtained within the framework of the readiness support (GCF CUB-RS-004) related to the MRV system for the support will be the basis for reporting the needs and the support received in the BTRs.

Constraints and gaps and related financial, technology development and transfer and capacity-building support needs for development and implementation of climate change mitigation and adaptation measures, and for preparation of the national reports and implementation of transparency activities will be identified and presented in line with MPG requirements along with the support received from the Global Environment Facility, Parties included in Annex II to the Convention and other developed country Parties, the Green Climate Fund and multilateral institutions. Institutional arrangements and capacities of the country's implementing ministry and the stakeholders in evaluating existing technologies and identifying financial, technology and capacity-building needs will be enhanced alongside.

Outcome 2.3 Compilation of the First Biennial Transparency Report/ (1BTR) and Second Biennial Transparency/Fourth National Communication report (2BTR/4CN), knowledge management.

When the expected outcomes and their respective outputs are completed the First Biennial Transparency Report (1BTR) document will be compiled according to the guidelines, requirements and formats established by Decision 18/CMA.1 and 5/CMA.3. Compilation and approval process will follow close consultation with all relevant national stakeholders. Once finalized, the document will be adopted by the government, edited, and submitted to the UNFCCC Secretariat for posting and dissemination. The 1BTR and 2BTR&4NC is expected to be finalized and submitted to the UNFCCC by December 2024 and December 2026, respectively.

In summary, the following activities will be carried out:

2.3.1 Stakeholders consultation and validation meetings.

2.3.2. 1BTR and 2BTR&4NC compiled, endorsed, and submitted to the UNFCCC by December 2024 and December 2026 respectively in line with decision 18/CMA.I and 17/CP.8.

2.3.2 Public Awareness on CC and dissemination of results to Stakeholders and lessons learned analyzed and knowledge generation report prepared.

Component 3: Climate change impacts and adaptation

The component contains a single outcome:

Outcome 3.1: Capacity of Cuba to adapt to climate change, by deepening the knowledge of vulnerability and climate risks and monitoring adaptation actions strengthened.

This Outcome is aimed at updating the information on the environmental, social and economic characteristics, which reflect the threat posed by climate change to the country, and directly affect the vulnerability of the population to this threat and the generation of greenhouse effect gases. At the same time, these characteristics allow the identification of national capacities for adaptation and mitigation of climate change.

The following activities will be carried out in this Outcome:

3.1.1. The impacts of climate change with gender approach for the First and Second BTRs prepared and compiled to be communicated to the UNFCCC in 2024 and 2026.

Adaptation content in the 1st BTR and 2BTR: effects of climate change and adaptation measures (under Article 7 of the Paris Agreement); national circumstances, institutional arrangements and legal frameworks; effects, risks and vulnerabilities; priorities and obstacles; adaptation strategies, policies, plans, objectives and measures to integrate adaptation into national policies and strategies; progress made in the application of adaptation measures; supervision and evaluation of adaptation measures and processes; information related to the prevention, minimization and treatment of losses and damages associated with the effects of climate change; cooperation, good practices, experiences and lessons learned.

3.1.2. Adaptation actions and the progress of their implementation assessed and compiled for the BTRs.

Adaptation actions and the progress of their implementation assessed: including a progress report of the NDC, adaptation plans, adaptation projects and initiative, adaptation measures for territories of priority regions of the vulnerability study and how gender perspectives are integrated into adaptation.

3.1.3. The Fourth National Communication (Articles 4.1 and 12.1 of the Convention; decision 17/CP.8) has been prepared for communication as a joint report with the Second BTR to the UNFCCC in 2026.

Chapters of the 4CN (Articles 4.1 and 12.1 of the Convention; decision 17/CP.8): national circumstances, institutional arrangements and legal frameworks; **National Greenhouse Gas Inventory (NGHGI)** (Synthesis Report); programs that contain measures for adequate adaptation (Variations and changes in climate and climate future; Vulnerabilities, impacts and risks; National priorities and evaluation of the implementation of adaptation measures; Impacts and adaptation sensitive to gender and vulnerable groups); programs that contain mitigation measures (Synthesis Report); other pertinent information for the achievement of the objectives of the Convention: education, training and public awareness, gender, research and systemic observation, South-South cooperation and; obstacles, gaps and related needs

The Project will prepare a Gender analysis and Gender action plan during its inception phase with the identification of strategic actions to deepen the incorporation of gender in the design and implementation of climate change action activities, guaranteeing effective participation in its preparation process of women. Cuba intends to include their Adaptation Communication(s) in conjunction with their BTR1 and BTR2 reports.

Component 4. Monitoring and Evaluation (M&E)

4.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated.

4.1.1. Inception workshop organized, and Inception Report compiled.

4.1.2. Project annual financial and progress reports and Annual Status Surveys prepared.

4.1.3. End of Project report including lessons learnt compiled.

Monitoring and Evaluation activities will be executed in line with the M&E plan described under Chapter VI – Monitoring and Evaluation (M&E) Plan.

Stakeholders' involvement:

Stakeholder involvement and consultation processes are critical to the success of the project. An effective engagement of key stakeholders has been done during project preparation and is envisaged during implementation, monitoring, and evaluation to enhance ownership of the NC and BTR processes and makes these reports more responsive to national needs. The project proposal intends to strengthen stakeholder's participation to collectively participate in addressing climate change issues and challenges in adaptation and mitigation. The stakeholders of the project are expected to come from a wide range of backgrounds, including line ministries and agencies, local communities, local authorities, and Non-Governmental Organizations (NGOs), mass-media, research institutions, private sector, and international organizations, with particular emphasis on related sectors.

This project proposal has been developed in consultation with the government staff who participated in the previous 3NC/1BUR exercises. Their views and needs were integrated into the design of this new enabling activity project.

The preparation process of the previous Third National Communications and First Biennial Update Reports to the Conference of the Parties of the UNFCCC, has contributed to the institutional strengthening of the Ministry of Science, Technology and Environment (CITMA), as competent lead institution for the application of the Convention as well as of other relevant institutions at national level. This project will additionally improve the sustainability for the preparation of future BTRs, NCs, NDCs and will facilitate the reporting requirements to the UNFCCC. Active participation by all stakeholders in the formulation of mitigation and adaptation policies and measures will be facilitated to ensure ownership and sustainability.

It is understood that the most effective way to address climate change, is to allow a real co-management of the issue, where all key stakeholders are involved, in particular in relation to the design and implementation of the mitigation and adaptation actions, in the framework of pursuing the wider objectives of sustainable development.

The integration of the different sectors strengthens the institutional and technical capacity of the different stakeholders and institutions, not limited to a reduced group of experts and decision makers from the governmental institution where lies the responsibility for the fulfillment of the national obligations to the Convention. Efforts will be made to take into consideration the needs of excluded and marginalized groups which are more affected by climate change and have less resources to adapt. For this purpose, the project team will use various tools, including design thinking, behavioral science, and foresight, thus creating a collaborative space where different stakeholders will join forces to design policies and actions that will contribute to mitigation of Greenhouse Gas (GHG) emission and will enhance the resilience and adaptive capacities to climate change on national and local levels.

The table below presents the main stakeholders at the national level who will be involved in the project. The table also provides an overview of their potential roles in the project and means of engagement:

Stakeholder	Role	Means of Engagement
Governmental Institutions		
Ministry of Science, Technology and Environment (CITMA)	Coordinates the general process of preparation, validation, verification, approval, and communication to the UNFCCC of the national reports and their component parts, including the National Greenhouse Gas Inventory (NGHGI).	Focal point
CUBAENERGIA	Coordinates at the executive technical level the preparation of the GHG Inventory. It oversees the elaboration BTRs and coordinates the preparation of the Fourth National Communication.	Project coordination, Workshops, Surveys, focused meetings, site visits, and others
Ministry of Agriculture (MINAG)	Coordinates the process of collecting and preparing the information corresponding to the Agricultural, Forestry and Other Land Use (AFOLU) Sector required for national reports (Activity data (AD) and other information on the AFOLU sector for the inventory, monitoring of national contributions, the impact of climate change and the support needed and received).	Interinstitutional meetings and workshops
Ministry of Energy and Mines (MINEM)	Coordinates the process of collecting and preparing the information corresponding to the Energy Sector required for national reports (Activity data (AD) and other information on the Energy sector for the inventory, monitoring of national contributions and the support required and received)	Interinstitutional meetings and workshops
Ministry of Transport (MITRANS)	Coordinates the process of collecting and preparing the information corresponding to the transport subsector required for national reports (Activity data (AD) and other information on the transport subsector for the inventory, monitoring of national contribution, the support required and received)	Interinstitutional meetings and workshops
Ministry of Industry (MINDUS)	Provides the corresponding data for the conformation of the inventory of the IPPU	Interinstitutional meetings and workshops

Stakeholder	Role	Means of Engagement
	sector and participates in the validation process of the Report.	
National Institute of Hydraulic Resources (INRH)	Information on Water Resources	Interinstitutional meetings and workshops
Ministry of Tourism (MITUR)	Provides AD and other information on touristic strategic areas	Interinstitutional meetings and workshops
Ministry of Economy and Planning (MEP)	Provides information about economic activities	Interinstitutional meetings and workshops
Ministry of Health (MINSAP)	Provides information on Health Sector	Interinstitutional meetings and workshops
Ministry of construction.	Provides the data and information corresponding to the production of construction materials and other data of the sector	Interinstitutional meetings and workshops
National Office of Statistics and Information.	Provides the information that is collected for the National Statistical Information System.	Interinstitutional meetings and workshops
Institute of Meteorology (INSMET)	Will participate in the elaboration of BTRs and will elaborate the 4NC.	Workshops, Surveys, focused meetings, site visits, and others
Academia		
Forest Research Institute (INAF), Transportation Research Institute (CIMAB), Soil Institute (IS), Tropical Livestock Research Institute (CIMAGT), Pig Research Institute (IIP), National Institute of Agricultural Sciences (INCA), Institute of Animal Science (ICA), University of Havana (UH), Technological University of Havana (CUJAE) and others.	Information about vulnerability, adaptation, mitigation	Workshops
Municipalities / Local Governments	Information on climate risks and vulnerabilities in specific areas of their respective municipalities	Workshops, Surveys, focused meetings, site visits
Private sector		
Representatives of the new actors in the economy in Cuba (Small and medium-sized enterprises -SMEs-, self-employed, cooperatives, etc.)	Information about vulnerability in different economic sectors	Workshops, Surveys, focused meetings
NGO / CSO		
Fundación Núñez Jiménez, Cubasolar, Asociación Nacional de Pequeños Agricultores (ANAP), Federación de Mujeres Cubanas (FMC), otras	Information about vulnerability, adaptation, mitigation, gender.	Workshops, Surveys, focused meetings, site visits, and others

Stakeholder	Role	Means of Engagement
Cuban Woman Federation	Information about vulnerability, gender.	Workshops, Surveys, focused meetings

A preliminary Stakeholder engagement assessment envisages the following meetings:

- Inception workshop to discuss conceptual framework and design for each report/area of work; discuss and assess any safeguards issues and/or risks, and to highlight any prevailing challenges to data acquisition and sharing, monitoring assessment and reporting.
- Stakeholder consultations workshops or surveys to include them in the reporting process and to enable them to provide relevant information for specialized sectors, especially for inventories.
- Capacity building workshops on the thematic areas of the ETF, BTRs and NCs.
- Individual meetings of thematic working groups with sector representatives
- Group discussions to solicit ideas, create synergies and opportunities for networking, knowledge sharing and joint actions.
- Validation workshops to discuss results and validate accuracy of the analyses and assure quality of the results.
- Final dissemination workshop to discuss findings, raise awareness and reinforce collaboration and networking.

The full stakeholder engagement plan will be developed during first year of the project and will be implemented in conjunction with the Gender Action Plan thus ensuring that gender equality considerations are firmly integrated throughout project interactions with stakeholders.

Covid-19 considerations:

Stakeholder engagement plan will include measures to manage risks that the COVID-19 pandemic and the possible reinstatement of containment measures may pose on the mobility and engagement of both project staff and stakeholders. The Project will employ videoconferencing equipment/tools for virtual meetings and workshops, revise workplan, apply social distancing and provide personal protective equipment (PPE) to prevent exposure among project staff, stakeholders, and participants as and when necessary. Budget will be included for IT support and PPE accordingly.

Upfront to the commencement of the project, a risk assessment of the potential impact of the COVID-19 pandemic will be performed and measures to mitigate its effect on the project will be identified and implemented. The impact of the COVID-19 on the project progress will be closely monitored and the adaptive management will be used to minimize, and address impacts it may have on the availability of technical expertise, capacity and changes in timelines. Project will focus on strengthening capacity and experience for remote work and online interactions as well as limited remote data and information access.

The national process of the preparation of the BTRs and NCs can assist COVID-19 efforts to build back better and greener plans. Like many countries, one of the challenges that Cuba must face after the COVID-19 pandemic is the strengthening of its governmental administration and the reactivation of the economy and the new normality; thus, this transition can be directed towards a new model of national development that is sustainable, inclusive, low in emissions and resilient to climate change.

Gender dimension:

To improve the participation of women in policy making, regulative and legislative framework, climate change assessments, among other issues, a Presidential Decree 198/2021 'National Program for the advancement of women' was adopted in 2021, in Cuba.

The National Program for the Advancement of Women conceived as the 'Cuban State Agenda for the Advancement of Women', integrates in a single document, actions and measures to address the principles recognized in the Constitution of the Republic of Cuba considering the new scenario of the Cuban Economic and Social Model of Socialist Development, as well as with the international commitments contracted on gender equality. It is a key element in the development of public policies in favor of gender equality and the empowerment of women. It promotes equal rights from a gender perspective and has among its fundamental challenges to achieve an environment of non-discrimination and non-violence against women in different areas of social life.

National reporting processes can play an important role in training, awareness raising and capacity building efforts to ensure the equal participation of women and men in action against climate change and its benefits. Reporting can also influence other ongoing climate change planning and policy-making processes.

Previous NC/BUR projects addressed Gender mainstreaming into national reporting process in the National Circumstances, some of the socioeconomic data are disaggregated into men and women, however, there is no further breakdown in the adaptation or mitigation measures of the 3rd National Communication.

This project will apply the “GENDER RESPONSIVE NATIONAL COMMUNICATIONS TOOLKIT ” developed by the Global Support Program (GSP) through UNDP and in collaboration with UNEP and GEF and its updated version upon its availability.

In line with the GEF Secretariat’s policy on gender equality and Guidance to advance gender equality in GEF projects and programs , project will prepare and finalize Gender analysis and Gender action plan during its first year of implementation .

Gender analysis will follow the structure of five priority areas of UNFCCC Gender Action:

- Capacity building, knowledge sharing and communications.
- Gender balance, participation, and women’s leadership
- Coherence
- Gender responsive implementation and means of implementation.
- Monitoring and reporting.

An initial stocktaking and gender analysis across all areas – and inclusion of stakeholders who understand gender issues in relation to their sectors – will be conducted to assess and understand where deeper analysis and action is required. The areas where data and information on gender and climate change is not available will be identified with priorities and steps to fill gaps.

The update of the national circumstances under each component will disaggregate relevant data by sex with the objective to better understand how the social and economic differences between men and women affects the capability of dealing with mitigating and adapting to climate change. Seeing that women are being acknowledged as agents of change who make important contributions to climate change adaptation and mitigation, a gender perspective will be incorporated in the climate change impacts and adaptation and NDC progress assessment and preparation of mitigation actions.

For all analysis included in the project, gender-disaggregated data from national statistical agency and international approved sources for the following topics: education level, employment by economy sectors and other sectors identified as GHG emitters, gender pay gap (general and by sectors), leadership, economic empowerment, and health among others will be included to summarize status of women and men nationally and by sector.

The Project will provide capacity building in relation to the purpose and content of BTR/NC, gender issues in the environment. Gender balance will be considered in project management structures and capacity building actions (e.g., trainings, workshops).

The project will encourage the active participation of women and men in decision-making processes. Gender balance will be considered in project management structures and capacity building actions (training, workshops).

ENABLING ACTIVITY COMPONENTS

Component 1. National GHG Inventory (NGHGI)

GEF Enabling Activity Financing (\$): 500,990.00

Outcome:

Outcome 1.1 National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases elaborated, reviewed and updated.

Output:

1.1.1. The national GHG inventory (NGHGIs) updated for 1990-2021 and 1990-2023 as per 2006 Intergovernmental Panel on Climate Change (IPCC) Guidelines (for sectors: (i) Energy, (ii) Industrial Processes and Product Use, (iii) Agriculture, (iv) Forestry and Other Land Use and (v) Waste sectors.

1.1.2. Quality Assurance/Quality Control plan elaborated, and QA/QC process implemented.

1.1.3. Institutional agreements necessary for NGHGI System operations revised, agreed and implemented for the (i) Energy, (ii) Industrial Processes and Product Use, (iii) Agriculture, (iv) Forestry and Other Land Use and (v) Waste sectors.

1.1.4 The information corresponding to the GHG inventory component for the BTRs to be communicated in 2024 and 2026 (according to Chapter II, Decision 18/CMA.1 and Annex I and V, Decision 5/CMA.3), compiled.

1.1.5. The GHG emission projections by sectors up to 2030 estimated.

Component 2. Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.

GEF Enabling Activity Financing (\$): 247,200.00

Outcome:

Outcome 2.1. Progress in the implementation and achievement of the NDC has been reported to the UNFCCC.

Output:

2.1.1. The information necessary to track the progress made in implementing and achieving the mitigation contributions included in NDC under Article 4 of the Paris Agreement and the mitigation measures have been assessed and prepared for reporting to the UNFCCC in 2024 and 2026.

2.1.2. Mitigation policies and measures, their effects and implications for the achievement and increasing the NDC targets, identified and evaluated.

2.1.3. The GHG emitting sectors **Energy, Industrial Processes and Product Use** (IPPU), AFOLU and Waste have been evaluated.

2.1.4. Monitoring, Reporting and Verification (MRV) mechanisms, including institutional arrangements in place to track progress of NDC implemented.

Component 2. Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.

GEF Enabling Activity Financing (\$): 39,500.00

Outcome:

Outcome 2.2. Support required and received under Articles 9 to 11 of the Paris Agreement has been identified and compiled for reporting.

Output:

2.2.1. The main needs for financing, technology transfer and capacity building to implement climate priorities in the country have been identified and compiled.

2.2.2. System for monitoring the support received, implemented, and compiled the support for its report in the BTRs.

Component 2. Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.

GEF Enabling Activity Financing (\$): 62,800.00

Outcome:

Outcome 2.3 Compilation of the First Biennial Transparency Report/ (1BTR) and Second Biennial Transparency/Fourth National Communication report (2BTR/4CN), knowledge management.

Output:

2.3.1 Stakeholders consultation and validation meetings

2.3.2. 1BTR and 2BTR&4NC compiled, endorsed, and submitted to the UNFCCC by December 2024 and December 2026 respectively in line with decision 18/CMA.I and 17/CP.8.

2.3.3 Public Awareness on CC and dissemination of results to Stakeholders and lessons learned analyzed and knowledge generation report prepared.

Component 3. Climate change impacts and adaptation

GEF Enabling Activity Financing (\$): 250,219.00

Outcome:

3.1. Capacity of Cuba to adapt to climate change, by deepening the knowledge of vulnerability and climate risks and monitoring adaptation actions strengthened.

Output:

3.1.1. The impacts of climate change with gender approach for the First and Second BTRs prepared and compiled to be communicated to the UNFCCC in 2024 and 2026.

3.1.2. Adaptation actions and the progress of their implementation assessed and compiled for the BTRs.

3.1.3. The Fourth National Communication (Articles 4.1 and 12.1 of the Convention; decision 17/CP.8) has been prepared for communication as a joint report with the Second BTR to the UNFCCC in 2026.

M&E

GEF Enabling Activity Financing (\$): 20,200.00

Outcome:

Outcome 4.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated.

Output:

4.1.1. Inception workshop organized, and Inception Report compiled.

4.1.2. Project annual financial and progress reports and Annual Status Surveys prepared.

4.1.3. End of Project report including lessons learnt compiled.

Component Balances

Project Components	GEF Enabling Activity Financing (\$)
Component 1. National GHG Inventory (NGHGI)	500,990.00
Component 2. Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.	247,200.00
Component 2. Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.	39,500.00
Component 2. Tracking progress of NDC and mitigation measures, support needed and received and compilation and submission of the reports.	62,800.00
Component 3. Climate change impacts and adaptation	250,219.00
M&E	20,200.00
Subtotal	1,120,909.00
Project Management Cost	112,091.00
Total Enabling Activity Cost	1,233,000.00

Please provide justification

SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION

C. Eligibility Criteria

Please provide eligibility information for this enabling activity.

Cuba ratified the United Nations Framework Convention on Climate Change (UNFCCC) in January 1994, the Kyoto Protocol in April 2002, and the Paris Agreement in December 2016. As Party to the Convention, Cuba has the obligation to implement decisions of the Conference of the Parties (COP) regarding the implementation of policies and measures to adapt to, and mitigate climate change, thereby contributing to the attainment of the objective of the Convention.

So far, Cuba has prepared and submitted three National Communications (NCs): the Initial National Communication (NC1) in 2001; the Second National Communication (NC2) in 2015; and the Third National Communication (NC3) in 2020, every NC included a National Inventory Report (NIR) as mandated by articles 4 and 12 of the Convention.

Cuba has also prepared and submitted one Biennial Update Reports (BURs): First Biennial Update Report (BUR1) in 2020.

The preparation process of NC and BUR reports has led to the following achievements:

Its First National Communication on Climate Change (1NC) was submitted in 2001, which introduced the issues of climate change mitigation and adaptation at the national level. The 1CN reports the inventory for the years 1990 and 1994.

The Second National Communication (2NC), which was submitted in 2015, made it clear that the impact of climate change is already being felt in all sectors of the Cuban society, so that it fostered to prioritize adaptation over mitigation, showing a shift in management of the issue at the national level.

The Third National Communication (3NC) was communicated to the UNFCCC in 2020. It was elaborated within a legal framework, public policies and specific programs updated and strengthened to deal with climate change, as one of the priorities of the attention of the country, for the benefit of sustainable development and as a contribution to the international effort against this scourge.

Due to the impacts of climate change in the country, the adaptation approach continued to be essential in the Third National Communication (3NC). There are notable advances in the areas of attribution, impacts determination, evaluation of adaptation measures implemented and inventory and mitigation of Greenhouse Gases (GHG); the latter strengthened with the presentation of the First Biennial Update Report.

The 3NC reports that important changes have been observed in Cuba's climate, with a trend towards a warmer and drier climate and an increase in sea level rise. The main proven evidence are increased anticyclonic influence; increase of more than one degree centigrade in the average annual temperature, conditioned by the significant increase in the minimum temperature; occurrence of more intense and prolonged droughts, although less frequent; increase in rainfall greater than 50 mm and decrease in the number of days with rain; increase in intense hurricanes and diminishing potential water resources.

The main barrier to the compliance with national commitments to the implementation of the UNFCCC continues to be the economic, trade and financial blockade imposed by the Government of the United States of America, which limits Cuba's access to the main international financing flows, and access to cutting-edge technologies. The 3NC has also revealed the main limitations and gaps identified at the level of the nationally

conducted work, including the following: the need to improve institutional organization, the strategic framework for the implementation of adaptation and mitigation plans, and the completion of the legal framework; the need to advance further in understanding climate change and improving the State Plan for Confronting Climate Change; the insufficient progress made in understanding the various opportunities that mitigation measures provide, depending on the nature of the option and the sector analyzed; important gaps in the knowledge of own emissions and in the preparation of the **National Greenhouse Gas Inventory (NGHGI)** and its updating.

Cuba submitted its Intended Nationally Determined Contribution (INDC) in November 2015 to comply with decisions 1/CP.19 and 1/CP.20 of the COP, and submitted its Updated First NDC to the UNFCCC in 2020, with the aim of promoting mitigation contributions from the energy sector (generation, energy efficiency and transport) and reduction of emissions and activities to increase carbon sinks and reservoirs in the agricultural landscape of the AFOLU sector (forest and livestock).

□ **Policy and Legislative Framework for Climate Change**

Climate Change is acknowledged at the highest governance level by the new Constitution of the Republic of Cuba (2019). Article 16 (f) 'promotes the protection and preservation of the environment and confronting climate change, that impends the survival of human species based on the acknowledgment of the common but differentiated responsibilities, the establishment of a fair and equitable international economic order and the eradication of irrational patterns of production and consumption.'

The main policy instrument to promote sustainable, low-carbon, and resilient development is the National Economic and Social Development Plan to 2030 (PNDES). The strategic Axes Natural resources and environment aims at promoting the establishment of a set of programs and actions for the effective management of disaster risk and the country's adaptation to climate change, energy efficiency and the development of renewable energy sources, the promotion of information and citizen participation mechanisms, and environmental education.

The State Plan to confront Climate Change (2017), known as 'Tarea Vida' is the main climate change instrument nationally. The Plan encompasses five strategic actions and 11 tasks aimed at counteracting the affectations in vulnerable areas and constitutes a priority for the country's environmental policy.

In May 2022 the National Assembly of People's Power adopted the new Law of the Natural Resources and Environment System, with which the confronting climate change and its corresponding transparency System acquire legal force. Article 104 of the Law establishes the National System of Measurement, Reporting and Verification, in charge of the Ministry of Science, Technology and Environment, for the accounting of greenhouse gas emissions, mitigation actions and the financing and support whose purpose is to promote climate actions.

□ **Baseline projects, programs, and initiatives**

UNDP and **CUBAENERGIA** will ensure technical alignment and complementary with all the projects under implementation and programmed (see table above). In particular with the project "UND/GCF Strengthening capacities to scale up climate finance in Cuba and development of project pipeline with funding proposals on adaptation and mitigation (Readiness II)" and "UNDP/GCF Adaptation Plan for the Havana Coastal Zone (NAP HCZ)". The Readiness II project will be developing a MRV system for climate finance, to track finance needed and received, the information captured by this MRV system will be used later during the elaboration of the first BTR report. For the case of the NAP HCZ, the adaptation measures included in the plan for the Habana coastal zone that is being developed will be reported in the second BTR and fourth NC.

Some of the major climate projects that have been implemented or are underway are shown in the following table.

Title of the project	Objective and results
<p>Title: UNDP/GEF Third National Communication and First Biennial Update Report to the UNFCCC</p> <p>Reference: GEF Project ID: 9819</p> <p>Status: Concluded</p>	<p>Support the Government of Cuba to prepare its Third National Communication (TNC) and first Biennial Update Report (BUR) under the UNFCCC. Both documents were prepared and submitted to the UNFCCC. Within the framework of the project, the government defined the general bases for the establishment of a domestic MRV system.</p>
<p>Title: FAO/GEF Enhancing Cuba's institutional and technical capacities in the agriculture, forestry, and other land-use sector for enhanced transparency under the Paris Agreement, CBIT</p> <p>Reference: GEF Project ID: 9970</p> <p>Status: Ongoing</p>	<p>In line with the State Plan to face climate change (Tarea Vida), this project has a main objective to strengthen institutional and technical capacities of the agriculture, forestry, and other land-use sector to respond to the enhanced transparency requirements of the Paris Agreement. Will create the basis for BTR report in AFOLU sector.</p>
<p>Title: UNEP/ICAT ICAT-CUBA Project</p> <p>Status: Ongoing</p>	<p>Design a monitoring and reporting framework (institutional aspects and/or monitoring indicators) for the mitigation contributions of the new NDC and considering the international requirements in terms of reporting under the Paris Agreement.</p> <p>This initiative will create the basis in the energy sector for reporting mitigation actions.</p> <p>This initiative will support</p>
<p>Title: UNDP/GCF Strengthening capacities to scale up climate finance in Cuba and development of project pipeline with funding proposals on adaptation and mitigation.</p> <p>Reference: GCF CUB-RS-004</p>	<p>The GCF grant will enable the Government of Cuba to strengthen its capacities to scale up climate finance in Cuba and to develop a project pipeline with funding proposals on adaptation and mitigation through four interrelated outcomes distributed across capacity building, strategic frameworks, and paradigm-shifting pipeline development. The underlying activities will strengthen the NDA's capacity and the Government of Cuba to advance effective climate finance coordination within the country and conduct its climate change-focused programs in partnership with the GCF.</p>
<p>Title: FAO/GCF Increased climate resilience of rural households and communities through the rehabilitation of production landscapes in selected localities of the Republic of Cuba (IRES).</p> <p>Reference: GCF Project FP126</p> <p>Status: Ongoing</p>	<p>The Project's objective is to increase the climate resilience of agricultural production and ensure food security through improved ecosystem services from agroforestry, silvopastoral systems, reforestation and assisted natural forest regeneration in seven municipalities vulnerable to climate change. Critical ecosystem services will become more CC-resilient, especially regulation of water flows into and through the production landscape, through landscape rehabilitation and management that enhances agro-ecosystem productivity and sustainability by improving water infiltration rates and reducing or preventing run-off and soil erosion. At the same time, significant mitigation benefits will result from the integration of trees and bushes into agroforestry and silvopastoral systems as well as through reforestation using close-to-nature planted forests and assisted natural regeneration.</p>

<p>Title: UNDP/GCF Coastal Resilience to Climate Change in Cuba through Ecosystem Based Adaptation - 'MI COSTA'</p> <p>Reference: GCF Project FP157</p> <p>Status: Ongoing</p>	<p>The proposed project's objective (outcome) is to strengthen coastal resilience to climate change along 1,300 km of Southern Coastline by reducing the main vulnerability drivers of ecosystems and 24 coastal communities. It will do so through an EBA approach, restoring ecosystems nexus and functionalities, and by strengthening adaptive capacity in local communities, sectors and national planning frameworks.</p>
<p>Title: UNDP/GCF Adaptation Plan for the Havana Coastal Zone (NAP).</p> <p>Reference: GCF Readiness grant RG-1906-15773</p> <p>Status: Ongoing</p>	<p>The objective of the GCF readiness grant is to formulate an Adaptation Plan for the Coastal Zone of Havana which considers the medium- and long-term climate risks and specific vulnerabilities and integrates adaptation measures and investment decisions into the development planning process with the involvement of key national and local stakeholders.</p>
<p>Title: UNEP/GCF Advancing a regional approach to e- mobility in Latin America.</p> <p>Reference: GCF Readiness grant LAC-RS-005</p> <p>Status: Ongoing</p>	<p>The GCF regional readiness grant supports Cuba and other Latin-American countries to identify and address the main barriers for electric mobility by providing the necessary assessments, capacities, and financing alternatives to accelerate adoption of electric mobility technology.</p>
<p>Title: ALIDE/GCF Enhancing climate finance and investment in LAC banking sector.</p> <p>Reference: GCF Readiness grant LAC-RS-015</p> <p>Status: Ongoing</p>	<p>The main objective of the GCF regional readiness grant is to generate evidence on the opportunities and challenges for the implementation of innovative solutions for climate finance. The grant focuses on: (i) undertaking a regional overview on the state of the art of climate finance in Latin America and preparing recommendations to improve ambition, investment scale and exchange of experiences across the sector; (ii) streamlining financial institutions involvement in NDCs and country programme implementation processes, by producing situational analysis and recommendations for portfolio prioritization at the regional and national scales, pilot experiences and submission of Concept Notes to the GCF.</p>
<p>Title: UNEP/GCF Regional approach to increase urban resilience to climate change through Nature Based Solutions in Latin America.</p> <p>Reference: GCF Readiness grant LAC-RS-016</p> <p>Status: Ongoing</p>	<p>The main objectives of the readiness grant are: (i) enable policy and institutional frameworks to increase adoption of Nature-Based Solutions (NBS) in urban planning; (ii) identify most appropriate partnerships (including private) for NBS scale-up; (iii) develop NBS urban development plans for selected cities; (iv) strengthen regional long term financial strategies for NBS in urban areas, and (vi) strengthen regional governance.</p>
<p>Title: Seoul National University/GCF Post COVID-19 Green Recovery for Food, Health, and Water Security Strengthened by Financial and Technological Innovations for Cuba</p>	<p>The specific objectives of the grant are:</p> <ul style="list-style-type: none"> (i) Strengthen policies, frameworks, and institutional capacities to foster public private partnerships inside a regional innovation and financial ecosystem. (ii) Increase the identification of innovative financial opportunities related to low emissions, climate resilient, and technology intensive sustainable food security for medium and small farmers. Enhance knowledge digital platforms for sharing, learning, financing, and scaling up high technology intensive food and nutritional security, including dissemination of innovative mechanisms of collaboration.

<p>Reference: GCF Readiness grant CUB- RS- 002</p> <p>Status: Ongoing</p>	
<p>Title: UN-Habitat/GCF Enhanced energy efficiency and climate resilience in neighborhoods and communities in Cuba.</p> <p>Reference: GCF Readiness grant CUB- RS- 002</p> <p>Status: Ongoing.</p> <p>Reference: GCF Readiness grant CUB- RS-005</p>	<p>The objective of the GCF readiness proposal is to enhance strategic frameworks to address policy gaps and improve sectoral expertise in climate resilience and energy efficiency in the neighborhoods and communities in Cuba, including the housing sector and to increase the number of potential projects developed and submitted by Cuba as a SIDS to the Green Climate Fund (GCF).</p>

It is relevant to highlight that the CBIT project will represent a major advance in AFOLU sector by the time this proposal starts implementation:

- CBIT project, will create institutional capacities in the Ministry of Agriculture (MINAG), to ensure that MINAG can prepare the information and report to CITMA for the inclusion in national reports. MINAG will be able to report the chapter of the inventory, corresponding to the AFOLU sector, in addition to the monitoring and reporting of its mitigation and adaptation actions. This is a change in the institutional arrangements and methodologies used in the country for the preparation of national reports, since previously the preparation of the AFOLU sector reports had been mostly the responsibility of institutions outside MINAG.
- The experience created in MINAG with the implementation of the specific MRV system for AFOLU sector is expected to serve as a starting point and example for the rest of the sectors, to start developing their own capacities for monitoring and reporting.
- The capacities created by CBIT project will create an enabling environment in MINAG that will allow to concentrate the efforts of the national institutions and experts involved in the preparation of the national reports on the rest of the sectors, without neglecting their role in the quality control of the information of the AFOLU sector, which optimizes the management of human resources.
- The platform for the collection, management and dissemination of climate data developed by CBIT project in the AFOLU Sector, will serve as a reference for the possible creation of a broader national platform.
- CBIT will ensure an increase in accuracy, quality, and scope in the AFOLU data, which will contribute to a higher quality of the national inventory.
- The experts trained under CBIT could share experiences, support, and contribute to the capacity building of the rest of the sectors.

The 1BTR and the 2BTR&4CN will be aligned with national and international commitments, including Nationally Determined Contribution, Projection of Tarea Vida up to 2025 (national climate change plan). The results of this project, such as updating the GHG inventory, tracking the progress of the implementation and achievement of Cuba's NDC and related mitigation actions and conducting climate change impacts and

adaptation assessment, will ensure verifiable and accurate data to support the achievement of these commitments, as well as fulfilling the reporting requirements to the convention on Climate Change under the Enhanced Transparency Framework of the Paris Agreement and contribute to an improved reporting and transparency overtime.

This project will build on findings and recommendations from previous NCs and BURs as well as the recommendations resulting from the ICA process for its first BUR from June 2022.

In consultation with Cuba, the Team of Technical Experts (TTE) identified the following needs for capacity building (all recommendations will be attended for the work and activities of the 1BTR and 2BTR/4CN project):

- a) Enhancing national capacity to use tier 2 or 3 methodologies for key categories (3.A.1.A Bovine enteric fermentation, 3.A.2 Manure management, 3.B.1.A Forest land remaining forest land.).
- b) Enhancing national capacity to obtain AD for estimating categories 3.B.2, 3. B.6 and 3.D.1 in the AFOLU sector.
- c) Enhancing capacity to obtain AD for estimating categories 4.A.1, 4.A.2, 4.B and 4.C in the waste sector.
- d) Enhancing capacity to obtain AD for estimating CH₄ emissions in the IPPU sector.
- e) Enhancing capacity to estimate emissions of precursor and other gases, such as sulfur dioxide, using the most recent version of the EMEPIEEA air pollutant emission inventory guidebook.
- f) Strengthening the analysis and quantification of uncertainties by, where possible, recruiting more qualified experts to the inventory team.
- g) Enhancing national capacity to implement robust QA/QC procedures using the results of the GHG inventory management system project to improve the quality of the inventory.
- h) Enhancing national capacity to identify mitigation actions in line with the national, subnational, and sectoral priorities within the framework of the Government's specific plan for dealing with climate change.
- i) Increasing national capacity to monitor and assess the impact of mitigation actions and their mitigation potential to help in identifying, applying, and reporting methodologies, associated assumptions and steps envisaged for estimating the impacts of mitigation actions, as well as to interpret the results achieved in specific sectors (e.g., energy, transport, forestry, agriculture and waste), and to formulate mitigation scenarios in line with the reporting provisions from the BUR guidelines.
- j) Enhancing the capacity of relevant institutions and staff to implement the MRV system for mitigation actions at the national level and in the sectors that were covered in the nationally determined contribution.
- k) Enhancing national capacity to report on financial, technology and capacity building needs and support received by developing and implementing a robust MRV subsystem to help gather the necessary information.
- l) Enhancing national capacity to develop and adopt a methodology for tracking and reporting - separately and on the basis of its MRV system - technology, finance, and capacity-building support received.
- m) Enhancing national capacity to update the assessment of technology needs.

In addition to those identified during the technical analysis, Cuba reported the following capacity-building needs in its BUR (tables 2.26 and 5.1):

- a) Strengthening national capacity to prepare the GHG inventory and the national inventory report for the purpose of the BUR:
- b) Estimating GHG emissions and removals from land for category 3.B using the 2006 IPCC Guidelines.
- c) Enhancing formal institutional arrangements for obtaining AD and expert judgment, as appropriate.
- d) Enhancing the technical capacity of the teams compiling the inventories for each sector.
- e) Enhancing QA/QC and archiving procedures for the inventory system.

- f) Strengthening institutional and human capacity to fulfil reporting obligations under the UNFCCC.
- g) Enhancing national capacity to establish a systematic and continuous approach to raising public awareness on climate change.
- h) Preparing baselines and scenarios for mitigation purposes by sector and territory, considering their interconnection and prioritization for execution.
- i) Establishing a fully operational MRV system.j) Strengthening national capacity to elaborate BURs and NCs on a continuous basis.

D. Institutional Framework

Describe the institutional arrangements for implementation of the enabling activity.

The project will be implemented under the Support to National Implementation (support to NIM) modality with CUBAENERGIA as the Executing Entity.

CUBAENERGÍA has been designated by the Cuban Government as the executing entity of the of the project, under direct supervision of the Ministry of Science, Technology and Environment (CITMA). CUBAENERGÍA led the process of preparing the First Biennial Update Report (BUR 2020) to the UNFCCC. At the same time, CUBAENERGÍA is the lead of the ETF under the Paris agreement and NDC at national level. CUBAENERGÍA will be leading the development of BTR and NC and will submit the reports to CIMTA for approval. It is responsible for the execution of the project and interacts with the specialists of the national entities involved in the project. It has the necessary personnel capacities for the coordination and administrative functions of the project.

The Executing Entity is responsible for executing this project. Specific tasks include:

- Project planning, coordination, management, monitoring, evaluation, and reporting. This includes providing all required information and data necessary for timely, comprehensive, and evidence-based project reporting, including results and financial data, as necessary. The Executing Entity will strive to ensure project-level M&E is undertaken by national institutes and is aligned with national systems so that the data used and generated by the project supports national systems.
- Overseeing the management of project risks as included in the project document and new risks that may emerge during project implementation.
- Procurement of goods and services, including human resources. (Note: under support to **National implementation modality** and with the approval of the GEF, the Executing Entity has requested UNDP to provide financial transactions as set out in detail and agreed in a Letter of Agreement (LOA) between UNDP and the Government for the provision of support services.)
- Financial management, including overseeing financial expenditures against project budgets.
- Approving and signing the multiyear work plan.
- Approving and signing the combined delivery report at the end of the year; and,
- Signing the financial report or the funding authorization and certificate of expenditures.

Execution

The Project Implementation Unit at CUBAENERGIA will be the executing and operational unit that will coordinate and implement the project activities for the preparation of the 1BTR and 2BTR/4CN.

Day-to-day management of the project will be assured by the project manager, who will be responsible for setting up the project team, while the national focal point will monitor and verify the project results.

The Operation Unit of the UNDP Country Office as requested by the GEF OFP and approved by the GEF Sec. will perform the financial transactions of the project. UNDP staff supporting execution will not have any oversight functions. Reporting lines of executing staff will be different from those providing oversight.

Oversight

UNDP is accountable to the GEF for the implementation of this project. This includes overseeing project execution undertaken by the Executing Entity to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures and the standards and provisions outlined in the Delegation of Authority (DOA) letter for this project. The UNDP GEF Executive Coordinator, in consultation with UNDP Bureaus and the Executing Entity retains the right to revoke the project DOA, suspend or cancel this GEF project. UNDP is responsible for the Project Assurance function in the project governance structure and presents to the Project Board and attends Project Board meetings as a non-voting member.

A strict firewall will be maintained between the delivery of project oversight and quality assurance performed by UNDP and project execution undertaken by UNDP. The segregation of functions and firewall provisions within UNDP in this case is described in the next section.

The Project Steering Committee (PSC), also called as the Project Board, will be the highest policy-level body, which will provide support and guidance to the implementation of the project and ensure that the project findings are disseminated to, and validated by, all relevant stakeholders in Cuba. To ensure UNDP's ultimate accountability, PSC decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency, and effective international competition.

CITMA exercises political functions of stewardship over the project and the general process of preparation of the reports, as well as submit them to the UNFCCC.

The two main (mandatory) roles of the PSC are as follows:

- 1) High-level oversight of the execution of the project by the Executing Entity (as explained in the "Provide Oversight" section of the UNDP POPP). This is the primary function of the project board and includes annual (and as-needed) assessments of any major risks to the project, and decisions/agreements on any management actions or remedial measures to address them effectively. The PSC reviews evidence of project performance based on monitoring, evaluation, and reporting, including progress reports, evaluations, risk logs and the combined delivery report. The PSC is responsible for taking corrective action as needed to ensure the project achieves the desired results.
- 2) Approval of strategic project execution decisions of the Executing Entity with a view to assess and manage risks, monitor, and ensure the overall achievement of projected results and impacts and ensure long term sustainability of project execution decisions of the Executing Entity (as explained in the "Manage Change" section of the UNDP POPP).

Responsibilities of the Project Steering Committee:

- Ø Consensus decision making:
 - The PSC provides overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.

- Review project performance based on monitoring, evaluation, and reporting, including progress reports, risk logs and the combined delivery report.
 - The project board is responsible for making management decisions by consensus.
 - To ensure UNDP's ultimate accountability, the PSC decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency, and effective international competition.
 - In case consensus cannot be reached within the PSC, the UNDP representative on the PSC will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.
- Ø **Oversee project execution:**
- Agree on project manager's tolerances as required, within the parameters outlined in the project document, and provide direction and advice for exceptional situations when the project manager's tolerances are exceeded.
 - Appraise annual work plans prepared by the Executing Entity for the Project; review combined delivery reports prior to certification by the Executing Entity.
 - Address any high-level project issues as raised by the project manager and project assurance.
 - Advise on major and minor amendments to the project within the parameters set by UNDP and the donor and refer such proposed major and minor amendments to the UNDP BPPS Nature, Climate and Energy Executive Coordinator (and the GEF, as required by GEF policies).
 - Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily and according to plans.
 - Track and monitor co-financed activities and realisation of co-financing amounts of this project.
 - Approve the Inception Report, and if applicable, GEF annual project implementation reports, mid-term review and terminal evaluation reports.
 - Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.
- Ø **Risk Management:**
- Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
 - Review and update the project risk register and associated management plans based on the information prepared by the Executing Entity. This includes risks related that can be directly managed by this project, as well as contextual risks that may affect project delivery or continued UNDP compliance and reputation but are outside of the control of the project. For example, social and environmental risks associated with co-financed activities or activities taking place in the project's area of influence that have implications for the project.
 - Address project-level grievances.
- Ø **Coordination:**
- Ensure coordination between various donor and government-funded projects and programmes.
 - Ensure coordination with various government agencies and their participation in project activities.

UNDP is accountable to the GEF for the implementation of this project. This includes overseeing project execution undertaken by the Executing Entity to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures and the standards and provisions outlined in the Delegation of Authority (DOA) letter for this project. The UNDP GEF Executive Coordinator, in consultation with UNDP Bureaus and the Executing Entity, retains the right to revoke the project DOA, suspend or cancel this GEF

project. UNDP is responsible for the Project Assurance function in the project governance structure and presents to the PSC and attends PSC meetings as a non-voting member.

The institutional structure of the project will be based on the existing institutional arrangements. Preparation processes of the 1BTR and 2BTR&4NC will be closely coordinated by the UNFCCC National Focal Point in Cuba.

The following thematic working groups will be formed to assist with the preparation of various components of the BTR and NC: (i) National Greenhouse Gas Inventory, (ii) Tracking the progress of NDC implementation and achievement, (iii) Climate Change Impacts and Adaptation, (iv) Support needed and received and other information. Each thematic working group will comprise of a number of experts drawing both from public and private sectors, communities, and NGOs, as appropriate.

E. Monitoring and Evaluation Plan

Describe the budgeted M&E plan.

The project monitoring and evaluation will be carried out according to UNDP and GEF programming policies and procedures.

Inception Workshop and Report: A project inception workshop will be held within 2 months from the First disbursement date, with the aim to:

- a. Familiarize key stakeholders with the detailed project strategy and discuss any changes that may have taken place in the overall context since the project idea was initially conceptualized that may influence its strategy and implementation.
- b. Discuss the roles and responsibilities of the project team, including reporting lines, stakeholder engagement strategies and conflict resolution mechanisms.
- c. Review the results framework and monitoring plan.
- d. Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget, if applicable; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFP and other stakeholders in project-level M&E.
- e. Update and review responsibilities for monitoring project strategies, including the risk log; SESP report, Social and Environmental Management Framework (where relevant) and other safeguard requirements; project grievance mechanisms; gender strategy; knowledge management strategy, and other relevant management strategies.
- f. Review financial reporting procedures and budget monitoring and other mandatory requirements and agree on the arrangements for the annual audit.
- g. Plan and schedule Project Board meetings and finalize the first-year annual work plan. Finalize the TOR of the Project Board.
- h. Formally launch the Project.

The Project Manager will prepare the inception report no later than one month after the inception workshop. The inception report will be prepared in one of the official UN languages, duly signed by designated persons, cleared by the UNDP Country Office and the UNDP-NCE Regional Technical Adviser, and will be approved by the Project Board.

Annual progress:

Status Survey Questionnaires to indicate progress and identify bottlenecks as well as technical support needs will be carried out once a year, in line with GEF and UNFCCC reporting requirements for NCs and BTRs.

Lessons learned and knowledge generation:

Results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyze and share lessons learned that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

End of Project:

During the last three months, the project team will prepare the End of Project Report. This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project’s results. The End of Project Report shall be discussed with the Project Board during an end-of-project review meeting to discuss lessons learned and opportunities for scaling up.

Monitoring and Evaluation Plan and Budget:		
GEF M&E requirements	Indicative costs (US\$)	Time frame
Inception Workshop	\$8,000	Within 2 months from the date First Disbursement
Inception Report	None	Within 30 days after Inception Workshop
Monitoring of indicators in project results framework	None	Annually
Supervision missions^[1]	None	Annually
End of project workshop	10,200	Before operational closure
End of project report	\$2,000	3 months before operational closure
TOTAL indicative COST	\$20,200	

[1] The costs of UNDP Country Office and UNDP-GEF Unit’s participation and time are charged to the GEF Agency Fee.

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 (\$)
UNDP	GET	Cuba	Climate Change	CC Set-Aside	1,233,000.00	117,135.00	1,350,135.00
Total GEF Resources					1,233,000.00	117,135.00	1,350,135.00

Sources of Funds for Country Star Allocation

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

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)
Ulises Fernández Gómez	Director of International Relations, GEF Operational Focal Point	Ministry of Science technology and Environment	3/28/2023

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).

ANNEX B: PROJECT BUDGET TABLE

Attach the project budget table.

Expenditure Category	Detailed Description	Component (USDeq.)	Total (US Deq.)	Responsible Entity
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		Com- pone- nt 1	Component 2			Com- pone- nt 3	Sub- total	M & E	P M C		(Exec- uting Entit- y recei- ving funds from the GEF Agen- cy)[1] 1
			Sub- com- pone- nt 2.1	Sub- com- pone- nt 2.2	Sub- com- pone- nt 2.3						
Equip- ment	Costs covered by the budget for Component 1 Facilitate communication between the members of the work inventory teams (national and sectoral teams) in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. 12,000 USD: It covers one month of internet connectivity in each year of the project (4 month*3,000.00=12,000.00 USD) 15,000 USD: The cell phone communication for 10 people per month (10 persons*48months*31.25USD=15,000.00). Cost: 27,000 USD Strengthening of the IT technological equipment of the offices in charge of the inventory information (national and sectoral teams) for the BTRs and National Communications: 10,000 USD: One Server 50,000 USD: 10 ICT modules PC, Laptops, storage media: 5,000.00 each one. 14,000 USD: Computer accessories Costa: 74,000 USD Total Cost: 101,000 USD	89,000				89,000			89,000	Cuba energ- ia	
Equip- ment	Costs covered by the budget for Component 1: Strengthening of the infrastructure of the national and sectoral inventory teams on the information of the NGHGI to report in the BTRs and NC: Total Cost: \$ 30,000: 2,000 USD X 15 Furniture office modules (tables, shelf, chair, others.)	30,000				30,000			30,000	Cuba energ- ia	
Contr- actual servic- es- Comp- any	Costs covered by the budget for Component 1: Contractual services of a company supporting preparation of national inventory report Total cost: \$49,490 (10 persons for each sectoral GHG group in different issues: 10 meetings in 2023, 20 meetings in 2024, 31 meetings in 2025, 33 meetings in 2026, 6 meetings in 2027)	49,490				49,490			49,490	Cuba energ- ia	
Intern- ation- al Cons- ultant s	Costs covered by the budget for Component 1: Six international consultants for training: GHG emission projection, estimation of inventory components and categories for the energy and LULUCF sectors; estimation of GHG precursors; support to the national team in the QC/QA process and NGHGI verification. Working effective days of each of consultants: Total per each International Consultant: 8,333.33 USD, distributed in: 5,250 USD = 7 days X Fees 750/day 1,280 USD = 6 days in Havana (5 nights*256 USD) 1,551.33 USD = TICKETS 252 USD (63 USD x 4 terminals).	50,000				50,000			50,000	Cuba energ- ia	

Training, Workshops, Meetings	<p>Costs covered by the budget for Component 1: Six initial training workshop (in 2023) for the members of the national and sectoral technical teams on the requirements for the inventory 1990-2021. (National inventory team and five sectoral technical teams). In each workshop: 20 specialists, 4 days. Cost: \$40,000 (6 initial workshops x 6,666.66 USD each)</p> <p>Seven workshops (2024) on collected data and information; institutional arrangements; implementation of MPGs; NIR compilation; estimation of inventory components and categories and cross-cutting issues and QC/QA process (inventory 1990-2021). In each workshop: 20 specialists, 2 days. Cost: \$23,000 (7 workshops x 3,285.71.00 USD each). Six training workshop (in 2025) for the members of the national and sectoral technical teams on the requirements for the inventory 1990-2023. (National inventory team and five sectoral technical teams). In each workshop: 20 specialists, 4 days. Cost: \$40,000 (6 initial workshops x 6,666.66 USD each) Five workshops (2026) on collected data and information; institutional arrangements; implementation of MPGs; NIR compilation; estimation of inventory components and categories and cross-cutting issues and QC/QA process (inventory 1990-2021). In each workshop: 20 specialists, 2 days. Cost: \$16,400 (5 workshops x 3,280.00 USD). Supporting trainings (includes premises, catering, transportation, accommodation when appropriate). Cost: \$45,000 (10 persons for each sectoral GHG group, 50 persons/yearly to be trained in different issues: 5 trainings)</p> <p>Total Cost: 164,400; (119,400 USD: 26 workshops: 6 in 2023, 7 workshops in 2024, 6 in 2025 and 5 in 2026) + (45,000: 5 trainings - 1 training in each year)</p>	164,400					164,400		164,400	Cuba energia
Travel	<p>Costs covered by the budget for Component 1: 11 travels by Cuban specialists and officials from the national inventory technical team and sectoral teams to exchange with technical teams from countries in the region with experience in the following topics: collecting data and information; implementation of MPGs; NIR compilation; GHG emission projection, estimation of inventory components and categories for the energy and LULUCF sectors; estimation of GHG precursors; support to the national team in the QC/QA process and NGHGI verification. Total cost: \$33000.00: 3,000 USD X specialist (includes air tickets, terminals and DSA): 3 specialists in 2023, 4 specialists in 2024, 4 specialists in 2024</p>	33,000					33,000		33,000	Cuba energia
Office Supplies	<p>Costs covered by the budget for Component 1: Office supplies for use of team that prepare the documents related to the inventory (Paper, pens, files, marker, etc.). Total cost: 10,100.00 USD</p>	10,100					10,100		10,100	Cuba energia
Other Operating Costs	<p>Costs covered by the budget for Component 1: Facilitate communication between the members of the work inventory teams (national and sectoral teams) in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. 12,000 USD: It covers one month of internet connectivity in each year of the project (4 month*3,000.00=12,000.00 USD) 15,000 USD: The cell phone communication for 10 people per month (10 persons*48months*31.25USD=15,000.00). Cost: 27,000 USD Strengthening of the IT technological equipment of the offices in charge of the inventory information (national and sectoral teams) for the BTRs and National Communications: 10,000 USD: One Server 50,000 USD: 10 ICT modules PC, Laptops, storage media: 5,000.00 each one. 14,000 USD: Computer accessories Costa: 74,000 USD Total Cost: 101,000 USD</p>	12,000					12,000		12,000	Cuba energia

Other Operating Costs	Costs covered by the budget for Component 1: 18,000 USD: Production of two audiovisuals (9,000.00 USD each one); 20,000 USD: Elaboration, designing and printing of two training materials on inventories related 1990-2021 and 1990-2013 series. 20,000 USD: Printing of two promotional materials including their translation and distribution. Total Cost: 58,000.00 USD.	58,000						58,000		58,000	Cuba ener gia
Other Operating Costs	Costs covered by the budget for Component 1: Bank charges, travel insurance (for 11 trips planed in the component), temporary storage of project assets. Total cost: \$ 5,000.00	5,000						5,000		5,000	Cuba ener gia
Equipment	Costs covered by the budget for Component 2 Facilitate communication between the members of the MRV work teams in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. It includes: Cost: \$8,000 (\$5,000 Online conference system + \$3,000 prepaid communications cards) Strengthening of the IT technological equipment of the office in charge of climate finance MRV system for reporting information in the BTRs and National Communications: Cost: \$10,000 (One Server (\$5,000.00) and one ICT module (\$5,000.00)) Total Cost: \$ 18,000			18,000				18,000		18,000	Cuba ener gia
Equipment	Costs covered by the budget for Component 2 Facilitate communication between the members of the work NDC teams in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. It includes: 2,000 USD: Three cell phones 15,000 USD: Prepaid communications cards for 10 persons, 48 months 6,000 USD: Internet connectivity: two months in all the period of the project (2 month*3,000.00). Cost: \$ 23,000 Strengthening of the IT technological equipment of the office in charge of the NDC information for the BTRs and National Communications: Server, PC, laptops, ducking stations, backups, storage media, computer accessories. 10,000 USD: Server 20,000 USD: 4 ICT modules X 5,000.00 each one Cost: \$ 30,000 Total Cost: \$ 53,000		47,000					47,000		47,000	Cuba ener gia
Equipment	Costs covered by the budget for Component 2: Strengthening of the infrastructure of the NDC teams to report in the BTRs and NC. Furniture office modules (tables, shelf, chair, etc.). Total cost: \$ 25,470 (12 modules X 2,122.50 each)		25,470					25,470		25,470	Cuba ener gia
Contractual services- Company	Costs covered by the budget for Component 2: Contractual services of a company supporting events related to the progress in implementation and achievements of the NDC Total cost: \$ 15,830 (10 persons for each mitigation contribution in different issues - 4 meetings in 2023, 10 meetings in 2024, 8 meetings in 2025, 6 meetings in 2026, 4 meetings in 2027)		15,830					15,830		15,830	Cuba ener gia
International Consultants	Costs covered by the budget for Component 2: Two international consultants: IC1 to elaborate training material for monitoring NDCs (collecting data and information for reporting according to MPGs requirements for each provision). IC2 to support and training national NDC teams on the impacts of mitigation actions and NDC projections. Working effective days of each of consultants: 25 days Total per each International Consultant: 20,000 USD, distributed in: 17,500 USD = 25 days X Fees 700/day 1,280 USD = 6 days in Havana (5 nights*256 USD) 968 USD = TICKETS 252 USD = 63 USD x 4 terminals. Total cost of consultancies: \$ 40,000.00.		40,000					40,000		40,000	Cuba ener gia
Training, Work shops, Meetings	Costs covered by the budget for Component 2: Contracting of services for organizing meetings, trainings and studies (includes premises, catering, transportation, accommodation when appropriate). Total cost: \$11,800				11,800			11,800		11,800	Cuba ener gia

Training, Workshops, Meetings	<p>Costs covered by the budget for Component 2: Five initial training workshops for the members of the sectoral technical teams in charge of tracking of mitigation contributions included in NDC on the MPGs requirements (Five sectoral technical NDCs teams). In each workshop: 20 specialists, 2 days. Cost of each of these workshops: 3,250.00 USD. Cost (of these 5 workshops): \$16,250.</p> <p>Ten working meetings for training on collecting data and information; institutional arrangements; implementation of MPGs; reporting provisions. In each workshop: 10 specialists, 2 days. Cost of each of these workshops: 1,625.00 USD. Cost (of these 10 workshops): \$16,250.00.</p> <p>Four final workshops for validating the NDC tracking report, new measures and NDC projections. In each workshop: 20 specialists, 2 days. Cost of each of these workshops: 3,600.00 USD. Cost (of these 4 workshops): \$14,400.</p> <p>Cost: \$46,900.00: (20 workshops: 5 in 2023, 5 workshops in 2024, 5 in 2025 and 5 in 2026)</p> <p>Supporting trainings (includes premises, catering, transportation, accommodation when appropriate). Cost: \$25,000: (50 persons/yearly to be trained in different issues about the progress in the implementation and achievement of the NDC: 5 trainings)</p> <p>Total Cost: \$ 71,900: (46,900 USD: 20 workshops: 5 in 2023, 5 workshops in 2024, 5 in 2025 and 5 in 2026) + (25,000: 1 training in each year)</p>	71,900				71,900		71,900		Cuba energia
Training, Workshops, Meetings	<p>Costs covered by the budget for Component 2: Five training workshops for the stakeholders involving in the tracking of climate financial flux. In each workshop: 20 specialists, 2 days.</p> <p>Total cost (of these 5 workshops): \$21,500. One workshop in 2023, two in 2024, one in 2025 and one in 2026.</p>		21,500			21,500		21,500		Cuba energia
Travel	<p>Costs covered by the budget for Component 2: 10 Cuban specialists are planned to participate in exchange missions to countries in the region with experience in tracking and reporting contributions: NDC projections and MRV systems for actions and support. 3 travels in 2024, 4 in 2025 and 3 in 2026. Cost: \$3000.00 per person (air ticket, travel expenses, DSA and accommodation). Total Cost: \$ 30,000 (\$ 3,000 X 10 participants)</p>	30,000				30,000		30,000		Cuba energia
Office Supplies	<p>Costs covered by the budget for Component 2: Office supplies for use of team that prepare the documents related to the NDCs reports (Paper, pens, files, marker, etc.) . Total cost: \$3,000</p>	3,000				3,000		3,000		Cuba energia
Other Operating Costs	<p>Costs covered by the budget for Component 2: Bank charges, travel insurance (for 10 travels planned in this component), temporary storage of project assets. Total cost: \$ 4,000</p>	4,000				4,000		4,000		Cuba energia
Other Operating Costs	<p>Costs covered by the budget for Component 2: Design, editing and printing of two reports: 1BTR, 2BTR/NC. Total cost: \$51,000</p>			51,000		51,000		51,000		Cuba energia
Other Operating Costs	<p>Costs covered by the budget for Component 2: Printing and reproduction of materials related to NDCs reports.</p>	4,000				4,000		4,000		Cuba energia

Other Operating Costs	<p>Costs covered by the budget for Component 2: Facilitate communication between the members of the work NDC teams in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. It includes: 2,000 USD: Three cell phones 15,000 USD: Prepaid communications cards for 10 persons, 48 months 6,000 USD: Internet connectivity: two months in all the period of the project (2 month*3,000.00). Cost: \$ 23,000 Strengthening of the IT technological equipment of the office in charge of the NDC information for the BTRs and National Communications: Server, PC, laptops, ducking stations, backups, storage media, computer accessories. 10,000 USD: Server 20,000 USD: 4 ICT modules X 5,000.00 each one Cost: \$ 30,000 Total Cost: \$ 53,000</p>	6,000				6,000		6,000		Cuba energ ia
Equip ment	<p>Costs covered by the budget for Component 3: Communication facilities between the members of the work teams in BTRs and 4CN; strengthening of connectivity coordination office for national communications and adaptation reports. It includes: \$11,100: Prepaid communications cards for 8 persons, 48 months \$6,000: Internet connectivity: two months in all the period of the project (2 month*3,000 USD). Cost: \$ 17,100 Strengthening of the IT technological equipment of the office in charge of the adaptation information for the BTRs and National Communications: PC, Laptops, web servers and databases related to climate modeling, storage media, computer accessories. \$10,000: One server \$40,000: 8 ICT modules X 5,000.00 each one \$ 1,660: ICT Accessories Cost: \$ 51,660 Total Cost: \$ 68,760</p>				68,760	68,760		68,760		Cuba energ ia
Equip ment	<p>Costs covered by the budget for Component 3: Strengthening of the infrastructure of the work teams in the adaptation area related to the information to be reported in the BTR and National Communications. It includes furniture office modules (tables, shelf, chair, etc.). Total cost: \$18,000 (9 modules at 2,000.00 each)</p>				18,000	18,000		18,000		Cuba energ ia
Contr actual serv ices- Comp any	<p>Costs covered by the budget for Component 3: Contractual services of a company supporting events related to adaptation to climate change (deepening the knowledge of vulnerability and climate risks and monitoring adaptation actions strengthened) Total cost: \$15,809 (10 persons for each adaptation contribution, 100 persons in total to be trained indifferent issues)</p>				15,809	15,809		15,809		Cuba energ ia
Intern ational Cons ultants	<p>Costs covered by the budget for Component 3: An international consultant for training in scenario development. Working effective days: 7. Fees 700/day, 6 days in Havana. 5 nights*250 USD+1670 TICKET + 252 USD terminals. 4,900 USD = 7 days X Fees 700/day 1,280 USD = 6 days in Havana (5 nights*256 USD) 1,568 USD = TICKETS 252 USD = 63 x 4 terminals. Total cost: \$8000</p>				8,000	8,000		8,000		Cuba energ ia
Train ing, Work shops, Meet ings	<p>Costs covered by the budget for Component 3: Ten training, validation and dissemination workshops and work meetings. 20 specialists and officials will participate in each workshop for 2 days. 2 workshops in 2023; 3 in 2024; 3 in 2025 and 2 in 2026. Cost (of these 10 workshops): \$ 34,625 13 training about the process of country reports on adaptation and south-south collaboration (2 training in 2023, 4 in 2024, 4 in 2025, 3 in 2026). Cost (of these 13 trainings): \$ 33,000 Total Cost: \$ 67,625</p>				67,625	67,625		67,625		Cuba energ ia

Travel	Costs covered by the budget for Component 3: Six Cuban specialists are expected to participate in exchange missions to countries in the region with experience in climate change impact assessments and adaptation. 1 travel in 2023, 2 in 2024, 2 in 2025 y 1 in 2026 Total cost: \$19,225; (\$3,204.17 per person (includes air ticket, travel expenses and DSA)						19,225	19,225			19,225	Cuba
Office Supplies	Costs covered by the budget for Component 3: Office supplies for use of team that prepare the documents related to the adaptation reports (Paper, pens, files, marker, etc.). Total cost: \$4,800						4,800	4,800			4,800	Cuba
Other Operating Costs	Costs covered by the budget for Component 3: \$5,000: Production of an audiovisuals; \$20,000: Elaboration, designing and printing of information materials on adaptation \$20,000: Printing of promotional materials including their translation and distribution Total cost: \$45,000						45,000	45,000			45,000	Cuba
Other Operating Costs	Costs covered by the budget for Component 3: Bank charges, travel insurance (for travellers planed in this component), temporary storage of project assets. Total cost: \$ 3,000						3,000	3,000			3,000	Cuba
Other Operating Costs	Costs covered by the budget for M&E: Final project report printing Total cost: \$2000.00								2,000		2,000	Cuba
Training, Workshops, Meetings	Costs covered by the budget for M&E: Project Inception Workshop (80 pax for 2 days). Total cost: \$8,000. Project Final Workshop. Total Cost: \$10,200.								18,200		18,200	Cuba
Other Operating Costs	Costs covered by PMC: Project audits. Total cost: \$6000									6,000	6,000	Cuba
Equipment	Costs covered by PMC: Audiovisual and communication equipment (2 cellphones, one online conference system: \$10,000) and communication services (prepaid cards: \$2,000) to ensure the monitoring functions of the Project Management Unit. Cost: \$12,000 ICT equipment and supplies (PC, laptops, printers, tables, memories and hard drives) to ensure the information management and reports of the Project Management Unit. Cost: \$10,000 Total Cost: \$ 22,000									22,000	22,000	Cuba
Equipment	Costs covered by PMC: Furniture for the Project Management Unit offices (two modules of: tables, chairs, shelves. Each module \$2,500.00) Total cost: \$5,000									5,000	5,000	Cuba
Training, Workshops, Meetings	Costs covered by PMC: Eight coordination work meetings (2 per year) to monitor the execution of the project. 20 officials and specialists in each meeting, one day. Total cost: \$12000									12,000	12,000	Cuba

Sub-contract to executing partner	Costs covered by PMC: Estimated execution support services provided by UNDP, as per signed LoA between Government and UNDP-Cuba and as agreed with GEF.											
	Financial transactions (Payments, disbursements, and other financial transactions).											
	Approx. number of transactions each year: 184											
	Unit Price of each transaction: USD 33.505											
	Total Cost: 184 x 33.505 x 4(years) = 24,660 USD.											
	Direct project costs will be charged according to GEF rules on DPCs. Please see Annex 16. Direct project cost – GOE, Direct project cost – staff: Direct Project Costs (DPC) are the costs of administrative services (such as those related to human resources, procurement, finance, and other functions) provided by UNDP in relation to the project. Direct project costs will be charged based on the UNDP Universal Pricelist (UPL) or the actual corresponding service cost, in line with GEF rules on DPCs. The amounts indicated here are estimations, however as part of annual project operational planning the Direct Project Costs would be defined, and the amount included in the yearly budgets. The DPC accounts can only be used for operational cost per transaction; it is not a flat fee.											
Contractual services- Company	Costs covered by PMC: Contractual services of a company providing support to PMU in coordination activities, distribution of goods and checking of assets. Total cost: \$39,341									39,341	39,341	Cuba energia
Office Supplies	Costs covered by PMC: Office supplies for the management unit (Paper, pens, files, marker, etc.) . Total cost: \$3,090									3,090	3,090	Cuba energia
Grand Total		500,990	247,200	39,500	62,800	250,219	1,100,709	20,200	112,091	1,233,000		

BUDGET - GEF ID 11311, Cuba, BTR1 and NC4/BTR2

Expenditure Category	Detailed Description	Component (USDeq.)							Total (USDeq.)	
		Component 1	Component 2			Component 3	Sub-total	M&E		PMC
			Sub-component 2.1	Sub-component 2.2	Sub-component 2.3					
Equipment	<p>Costs covered by the budget for Component 1</p> <p>Facilitate communication between the members of the work inventory teams (national and sectoral teams) in BTRs and 4CN; strengthening of connectivity for BTRs and national communications.</p> <p>12,000 USD: It covers one month of internet connectivity in each year of the project (4 month*3,000.00=12,000.00 USD)</p> <p>15,000 USD: The cell phone communication for 10 people per month (10 persons*48months*31.25USD= 15,000.00).</p> <p>Cost: 27,000 USD</p> <p>Strengthening of the IT technological equipment of the offices in charge of the inventory information (national and sectoral teams) for the BTRs and National Communications:</p> <p>10,000 USD: One Server</p> <p>50,000 USD: 10 ICT modules PC, Laptops, storage media: 5,000.00 each one.</p> <p>14,000 USD: Computer accessories</p> <p>Costa: 74,000 USD</p> <p>Total Cost: 101,000 USD</p>	89,000					89,000			89,000

Equipment	Costs covered by the budget for Component 1: Strengthening of the infrastructure of the national and sectoral inventory teams on the information of the NGHGI to report in the BTRs and NC: Total Cost: \$ 30,000: 2,000 USD X 15 Furniture office modules (tables, shelf, chair, others.)	30,000						30,000			30,000
Contractual services-Company	Costs covered by the budget for Component 1: Contractual services of a company supporting preparation of national inventory report Total cost: \$49,490 (10 persons for each sectoral GHG group in different issues: 10 meetings in 2023, 20 meetings in 2024, 31 meetings in 2025, 33 meetings in 2026, 6 meetings in 2027)	49,490						49,490			49,490
International Consultants	Costs covered by the budget for Component 1: Six international consultants for training: GHG emission projection, estimation of inventory components and categories for the energy and LULUCF sectors; estimation of GHG precursors; support to the national team in the QC/QA process and NGHGI verification. Working effective days of each of consultants: Total per each International Consultant: 8,333.33 USD, distributed in: 5,250 USD = 7 days X Fees 750/day 1,280 USD = 6 days in Havana (5 nights*256 USD) 1,551.33 USD = TICKETS 252 USD (63 USD x 4 terminals).	50,000						50,000			50,000
Training, Workshops, Meetings	Costs covered by the budget for Component 1: Six initial training workshop (in 2023) for the members of the national and sectoral technical teams on the requirements for the inventory 1990-2021. (National inventory team and five sectoral technical teams). In each workshop: 20 specialists, 4 days. Cost: \$40,000 (6 initial workshops x 6,666.66 USD each) Seven workshops (2024) on collected data and information; institutional arrangements; implementation of MPGs; NIR compilation; estimation of inventory components and categories and cross-cutting issues and QC/QA process (inventory 1990-2021). In each workshop: 20 specialists, 2 days. Cost: \$23,000 (7 workshops x 3,285.71.00 USD each). Six training workshop (in 2025) for the members of the national and sectoral technical teams on the requirements for the inventory 1990-2023. (National inventory team and five sectoral technical teams). In each workshop: 20 specialists, 4 days. Cost: \$40,000 (6 initial workshops x 6,666.66 USD each) Five workshops (2026) on collected data and information; institutional arrangements; implementation of MPGs; NIR compilation; estimation of inventory components and categories and cross-cutting issues and QC/QA process (inventory 1990-2021). In each workshop: 20 specialists, 2 days. Cost: \$16,400 (5 workshops x 3,280.00 USD). Supporting trainings (includes premises, catering, transportation, accommodation when appropriate). Cost: \$45,000 (10 persons for each sectoral GHG group, 50 persons/yearly to be trained in different issues: 5 trainings) Total Cost: 164,400: (119,400 USD: 26 workshops: 6 in 2023, 7 workshops in 2024, 6 in 2025 and 5 in 2026) + (45,000: 5 trainings - 1 training in each year)	164,400						164,400			164,400
Travel	Costs covered by the budget for Component 1: 11 travels by Cuban specialists and officials from the national inventory technical team and sectoral teams to exchange with technical teams from countries in the region with experience in the following topics: collecting data and information; implementation of MPGs; NIR compilation; GHG emission projection, estimation of inventory components and categories for the energy and LULUCF sectors; estimation of GHG precursors; support to the national team in the QC/QA process and NGHGI verification. Total cost: \$33000.00: 3,000 USD X specialist (includes air tickets,	33,000						33,000			33,000

	terminals and DSA): 3 specialists in 2023, 4 specialists in 2024, 4 specialists in 2024									
Office Supplies	Costs covered by the budget for Component 1: Office supplies for use of team that prepare the documents related to the inventory (Paper, pens, files, marker, etc.). Total cost: 10,100.00 USD	10,100					10,100			10,100
Other Operating Costs	Costs covered by the budget for Component 1: Facilitate communication between the members of the work inventory teams (national and sectoral teams) in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. 12,000 USD: It covers one month of internet connectivity in each year of the project (4 month*3,000.00=12,000.00 USD) 15,000 USD: The cell phone communication for 10 people per month (10 persons*48months*31.25USD= 15,000.00). Cost: 27,000 USD Strengthening of the IT technological equipment of the offices in charge of the inventory information (national and sectoral teams) for the BTRs and National Communications: 10,000 USD: One Server 50,000 USD: 10 ICT modules PC, Laptops, storage media: 5,000.00 each one. 14,000 USD: Computer accessories Costa: 74,000 USD Total Cost: 101,000 USD	12,000					12,000			12,000
Other Operating Costs	Costs covered by the budget for Component 1: 18,000 USD: Production of two audiovisuals (9,000.00 USD each one); 20,000 USD: Elaboration, designing and printing of two training materials on inventories related 1990-2021 and 1990-2013 series. 20,000 USD: Printing of two promotional materials including their translation and distribution. Total Cost: 58,000.00 USD.	58,000					58,000			58,000
Other Operating Costs	Costs covered by the budget for Component 1: Bank charges, travel insurance (for 11 trips planned in the component), temporary storage of project assets. Total cost: \$ 5,000.00	5,000					5,000			5,000
Equipment	Costs covered by the budget for Component 2 Facilitate communication between the members of the MRV work teams in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. It includes: Cost: \$8,000 (\$5,000 Online conference system + \$3,000 prepaid communications cards) Strengthening of the IT technological equipment of the office in charge of climate finance MRV system for reporting information in the BTRs and National Communications: Cost: \$10,000 (One Server (\$5,000.00) and one ICT module (\$5,000.00)) Total Cost: \$ 18,000				18,000		18,000			18,000

Equipment	<p>Costs covered by the budget for Component 2 Facilitate communication between the members of the work NDC teams in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. It includes: 2,000 USD: Three cell phones 15,000 USD: Prepaid communications cards for 10 persons, 48 months 6,000 USD: Internet connectivity: two months in all the period of the project (2 month*3,000.00). Cost: \$ 23,000 Strengthening of the IT technological equipment of the office in charge of the NDC information for the BTRs and National Communications: Server, PC, laptops, docking stations, backups, storage media, computer accessories. 10,000 USD: Server 20,000 USD: 4 ICT modules X 5,000.00 each one Cost: \$ 30,000 Total Cost: \$ 53,000</p>		47,000				47,000			47,000
Equipment	<p>Costs covered by the budget for Component 2: Strengthening of the infrastructure of the NDC teams to report in the BTRs and NC. Furniture office modules (tables, shelf, chair, etc.). Total cost: \$ 25,470 (12 modules X 2,122.50 each)</p>		25,470				25,470			25,470
Contractual services- Company	<p>Costs covered by the budget for Component 2: Contractual services of a company supporting events related to the progress in implementation and achievements of the NDC Total cost: \$ 15,830 (10 persons for each mitigation contribution in different issues - 4 meetings in 2023, 10 meetings in 2024, 8 meetings in 2025, 6 meetings in 2026, 4 meetings in 2027)</p>		15,830				15,830			15,830
International Consultants	<p>Costs covered by the budget for Component 2: Two international consultants: IC1 to elaborate training material for monitoring NDCs (collecting data and information for reporting according to MPGs requirements for each provision). IC2 to support and training national NDC teams on the impacts of mitigation actions and NDC projections. Working effective days of each of consultants: 25 days Total per each International Consultant: 20,000 USD, distributed in: 17,500 USD = 25 days X Fees 700/day 1,280 USD = 6 days in Havana (5 nights*256 USD) 968 USD = TICKETS 252 USD = 63 USD x 4 terminals. Total cost of consultancies: \$ 40,000.00.</p>		40,000				40,000			40,000
Training, Workshops, Meetings	<p>Costs covered by the budget for Component 2: Contracting of services for organizing meetings, trainings and studies (includes premises, catering, transportation, accommodation when appropriate). Total cost: \$11,800</p>				11,800		11,800			11,800

<p>Training, Workshops, Meetings</p>	<p>Costs covered by the budget for Component 2: Five initial training workshops for the members of the sectoral technical teams in charge of tracking of mitigation contributions included in NDC on the MPGs requirements (Five sectoral technical NDCs teams). In each workshop: 20 specialists, 2 days. Cost of each of these workshops: 3,250.00 USD. Cost (of these 5 workshops): \$16,250.</p> <p>Ten working meetings for training on collecting data and information; institutional arrangements; implementation of MPGs; reporting provisions. In each workshop: 10 specialists, 2 days. Cost of each of these workshops: 1,625.00 USD. Cost (of these 10 workshops): \$16,250.00.</p> <p>Four final workshops for validating the NDC tracking report, new measures and NDC projections. In each workshop: 20 specialists, 2 days. Cost of each of these workshops: 3,600.00 USD. Cost (of these 4 workshops): \$14,400.</p> <p>Cost: \$46,900.00: (20 workshops: 5 in 2023, 5 workshops in 2024, 5 in 2025 and 5 in 2026)</p> <p>Supporting trainings (includes premises, catering, transportation, accommodation when appropriate). Cost: \$25,000: (50 persons/yearly to be trained in different issues about the progress in the implementation and achievement of the NDC: 5 trainings)</p> <p>Total Cost: \$ 71,900: (46,900 USD: 20 workshops: 5 in 2023, 5 workshops in 2024, 5 in 2025 and 5 in 2026) + (25,000: 1 training in each year)</p>	71,900				71,900			71,900
<p>Training, Workshops, Meetings</p>	<p>Costs covered by the budget for Component 2: Five training workshops for the stakeholders involving in the tracking of climate financial flux. In each workshop: 20 specialists, 2 days.</p> <p>Total cost (of these 5 workshops): \$21,500. One workshop in 2023, two in 2024, one in 2025 and one in 2026.</p>		21,500			21,500			21,500
<p>Travel</p>	<p>Costs covered by the budget for Component 2: 10 Cuban specialists are planned to participate in exchange missions to countries in the region with experience in tracking and reporting contributions: NDC projections and MRV systems for actions and support. 3 travels in 2024, 4 in 2025 and 3 in 2026. Cost: \$3000.00 per person (air ticket, travel expenses, DSA and accommodation). Total Cost: \$ 30,000 (\$ 3,000 X 10 participants)</p>	30,000				30,000			30,000
<p>Office Supplies</p>	<p>Costs covered by the budget for Component 2: Office supplies for use of team that prepare the documents related to the NDCs reports (Paper, pens, files, marker, etc.) . Total cost: \$3,000</p>	3,000				3,000			3,000
<p>Other Operating Costs</p>	<p>Costs covered by the budget for Component 2: Bank charges, travel insurance (for 10 travels planned in this component), temporary storage of project assets. Total cost: \$ 4,000</p>	4,000				4,000			4,000
<p>Other Operating Costs</p>	<p>Costs covered by the budget for Component 2: Design, editing and printing of two reports: 1BTR, 2BTR/NC. Total cost: \$51,000</p>			51,000		51,000			51,000
<p>Other Operating Costs</p>	<p>Costs covered by the budget for Component 2: Printing and reproduction of materials related to NDCs reports.</p>	4,000				4,000			4,000

Other Operating Costs	<p>Costs covered by the budget for Component 2: Facilitate communication between the members of the work NDC teams in BTRs and 4CN; strengthening of connectivity for BTRs and national communications. It includes: 2,000 USD: Three cell phones 15,000 USD: Prepaid communications cards for 10 persons, 48 months 6,000 USD: Internet connectivity: two months in all the period of the project (2 month*3,000.00). Cost: \$ 23,000 Strengthening of the IT technological equipment of the office in charge of the NDC information for the BTRs and National Communications: Server, PC, laptops, ducking stations, backups, storage media, computer accessories. 10,000 USD: Server 20,000 USD: 4 ICT modules X 5,000.00 each one Cost: \$ 30,000 Total Cost: \$ 53,000</p>		6,000				6,000		6,000
Equipment	<p>Costs covered by the budget for Component 3: Communication facilities between the members of the work teams in BTRs and 4CN; strengthening of connectivity coordination office for national communications and adaptation reports. It includes: \$11,100: Prepaid communications cards for 8 persons, 48 months \$6,000: Internet connectivity: two months in all the period of the project (2 month*3,000 USD). Cost: \$ 17,100 Strengthening of the IT technological equipment of the office in charge of the adaptation information for the BTRs and National Communications: PC, Laptops, web servers and databases related to climate modeling, storage media, computer accessories. \$10,000: One server \$40,000: 8 ICT modules X 5,000.00 each one \$ 1,660: ICT Accessories Cost: \$ 51,660 Total Cost: \$ 68,760</p>				68,760	68,760			68,760
Equipment	<p>Costs covered by the budget for Component 3: Strengthening of the infrastructure of the work teams in the adaptation area related to the information to be reported in the BTR and National Communications. It includes furniture office modules (tables, shelf, chair, etc.). Total cost: \$18,000 (9 modules at 2,000.00 each)</p>				18,000	18,000			18,000
Contractual services- Company	<p>Costs covered by the budget for Component 3: Contractual services of a company supporting events related to adaptation to climate change (deepening the knowledge of vulnerability and climate risks and monitoring adaptation actions strengthened) Total cost: \$15,809 (10 persons for each adaptation contribution, 100 persons in total to be trained indifferent issues)</p>				15,809	15,809			15,809
International Consultants	<p>Costs covered by the budget for Component 3: An international consultant for training in scenario development. Working effective days: 7. Fees 700/day. 6 days in Havana. 5 nights*250 USD+1670 TICKET + 252 USD terminals. 4,900 USD = 7 days X Fees 700/day 1,280 USD = 6 days in Havana (5 nights*256 USD) 1,568 USD = TICKETS 252 USD = 63 x 4 terminals. Total cost: \$8000</p>				8,000	8,000			8,000
Training, Workshops, Meetings	<p>Costs covered by the budget for Component 3: Ten training, validation and dissemination workshops and work meetings. 20 specialists and officials will participate in each workshop for 2 days. 2 workshops in 2023; 3 in 2024; 3 in 2025 and 2 in 2026. Cost (of these 10 workshops): \$ 34,625 13 training about the process of country reports on adaptation and south-south collaboration (2 training in 2023, 4 in 2024, 4 in 2025, 3 in 2026). Cost (of these 13 trainings): \$ 33,000 Total Cost: \$ 67,625</p>				67,625	67,625			67,625

Travel	Costs covered by the budget for Component 3: Six Cuban specialists are expected to participate in exchange missions to countries in the region with experience in climate change impact assessments and adaptation. 1 travel in 2023, 2 in 2024, 2 in 2025 y 1 in 2026 Total cost: \$19,225; (\$3,204.17 per person (includes air ticket, travel expenses and DSA)						19,225	19,225			19,225
Office Supplies	Costs covered by the budget for Component 3: Office supplies for use of team that prepare the documents related to the adaptation reports (Paper, pens, files, marker, etc.). Total cost: \$4,800						4,800	4,800			4,800
Other Operating Costs	Costs covered by the budget for Component 3: \$5,000: Production of an audiovisuals; \$20,000: Elaboration, designing and printing of information materials on adaptation \$20,000: Printing of promotional materials including their translation and distribution Total cost: \$45,000						45,000	45,000			45,000
Other Operating Costs	Costs covered by the budget for Component 3: Bank charges, travel insurance (for travellers planned in this component), temporary storage of project assets. Total cost: \$ 3,000						3,000	3,000			3,000
Other Operating Costs	Costs covered by the budget for M&E: Final project report printing Total cost: \$2000.00								-	2,000	2,000
Training, Workshops, Meetings	Costs covered by the budget for M&E: Project Inception Workshop (80 pax for 2 days). Total cost: \$8,000. Project Final Workshop. Total Cost: \$10,200.								-	18,200	18,200
Other Operating Costs	Costs covered by PMC: Project audits. Total cost: \$6000								-		6,000
Equipment	Costs covered by PMC: Audiovisual and communication equipment (2 cellphones, one online conference system: \$10,000) and communication services (prepaid cards: \$2,000) to ensure the monitoring functions of the Project Management Unit. Cost: \$12,000 ICT equipment and supplies (PC, laptops, printers, tables, memories and hard drives) to ensure the information management and reports of the Project Management Unit. Cost: \$10,000 Total Cost: \$ 22,000								-		22,000
Equipment	Costs covered by PMC: Furniture for the Project Management Unit offices (two modules of: tables, chairs, shelves. Each module \$2,500.00) Total cost: \$5,000								-		5,000
Training, Workshops, Meetings	Costs covered by PMC: Eight coordination work meetings (2 per year) to monitor the execution of the project. 20 officials and specialists in each meeting, one day. Total cost: \$12000								-		12,000
Sub-contract to executing partner	Costs covered by PMC: Estimated execution support services provided by UNDP, as per signed LoA between Government and UNDP-Cuba and as agreed with GEF. Financial transactions (Payments, disbursements, and other financial transactions). Aprox. Annual Financial Transaction: 184 Unit Price (rounded): USD 33.505 Total Cost: \$24,660. Direct project costs will be charged according to GEF rules on DPCs. Please see Annex 16. Direct project cost – GOE, Direct project cost – staff: Direct Project Costs (DPC) are the costs of administrative services (such as those related to human resources, procurement, finance, and other functions) provided by UNDP in relation to the project. Direct project costs will be charged based on the UNDP Universal Pricelist (UPL) or the actual corresponding service cost, in line with GEF rules on DPCs. The amounts indicated here are estimations, however as part									-	24,660

	of annual project operational planning the Direct Project Costs would be defined, and the amount included in the yearly budgets. The DPC accounts can only be used for operational cost per transaction; it is not a flat fee.									
Contractual services-Company	Costs covered by PMC: Contractual services of a company providing support to PMU in coordination activities, distribution of goods and checking of assets. Total cost: \$39,341							-	39,341	39,341
Office Supplies	Costs covered by PMC: Office supplies for the management unit (Paper, pens, files, marker, etc.) . Total cost: \$3,090							-	3,090	3,090
Grand Total		500,990	247,200	39,500	62,800	250,219	1,100,709	20,200	112,091	1,233,000

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

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