



# GEF-8 REQUEST FOR Climate Change enabling activity

Proposal for Funding Under the GET  
Processing Type: Expedite

## TABLE OF CONTENTS

<b>SECTION 1: ENABLING ACTIVITY SUMMARY .....</b>	<b>3</b>
A. Funding Elements .....	4
B. Enabling Activity Summary .....	5
<b>ENABLING ACTIVITY COMPONENTS .....</b>	<b>6</b>
<b>SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION .....</b>	<b>8</b>
C. Eligibility Criteria .....	8
D. Institutional Framework .....	15
E. Monitoring and Evaluation Plan .....	28
<b>SECTION 3: INFORMATION TABLES.....</b>	<b>30</b>
F. GEF Financing Resources Requested by Agency, Country and Programming of Funds.....	30
G. Rio Markers.....	30
H. Record of Endorsement of GEF Operational Focal Point(s) on Behalf of the Government(s):.....	30
<b>ANNEX A: RESPONSES TO STAKEHOLDER COMMENTS .....</b>	<b>31</b>
<b>ANNEX B: PROJECT BUDGET TABLE .....</b>	<b>31</b>
<b>ANNEX C: ENVIRONMENTAL AND SOCIAL SAFEGUARDS.....</b>	<b>36</b>

## SECTION 1: ENABLING ACTIVITY SUMMARY

### Enabling Activity Title

Preparation of Biennial Transparency Reports (BTRs) and Combined BTR/National Communications (BTR/NCs) to the United Nations Framework Convention on Climate Change (UNFCCC)

Country(ies)	GEF Enabling Activity ID
Global	12180
GEF Agency(ies):	GEF Agency Enabling Activity ID
UNEP	251506
Submission Date	Expected Implementation Start
12/12/2025	2/1/2026
Project Executing Entity(s):	Executing Partner Type
Environmental Protection Agency, Ghana Ministry of Environment, Climate Change, and Forestry, Kenya Ministry of Environment, Climate Change, Disaster Management, and Meteorology (MECDM), Solomon Islands SouthSouthNorth, South Africa	Government Government Government CSO
GEF Focal Area (s)	Expected Duration (In Months)
Climate Change	56
Type of Report(s)	Expected Report Submission to Convention
UNFCCC Biennial Transparency Report (BTR)	12/31/2026
UNFCCC Biennial Transparency Report/ National Communication (BTR/NC)	12/31/2028

**A. Funding Elements**

GEF-8 Program	Trust Fund	GEF Financing (\$)
CCM-EA	GET	4,932,000.00
<b>Total Enabling Activity Cost</b>		<b>4,932,000.00</b>

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

If yes, please describe

N/A

## B. Enabling Activity Summary

### Enabling Activity Objective

The project aims to support four countries—Ghana, Kenya, Solomon Islands, and South Africa—to each prepare and submit Biennial Transparency Reports (BTRs) and combined Biennial Transparency Report / National Communications (BTR/NCs) that will comply with the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA) reporting requirements, while responding to national development goals.

### Enabling Activity Summary

This project is designed to support national governments to prepare national climate reports which play a critical role under the UNFCCC and the Paris Agreement. These reports provide a transparent and structured framework for countries to report on greenhouse gas (GHG) emissions, progress towards Nationally Determined Contributions (NDCs), adaptation actions, and support needed or received. They are also essential for tracking national and global progress, informing the global stocktake, and fostering trust and accountability among Parties. The 24th meeting of the Conference of Parties (COP24) made two decisions that were essential to country reporting: 1) Parties were to submit their first BTR (BTR1) by December 31, 2024 (FCCC/CP/2018/10/Add.1, para. 38) and then every two years; and 2) Parties had the option to meet their obligation to submit a National Communication (NC) by submitting a combined BTR/NC consisting of a BTR and supplementary chapters on research and systematic observation and on education, training, and public awareness, in accordance with the guidelines contained in, as applicable, decisions 4/CP.5 and 17/CP.8 (para. 43.b.i).

This MSP leverages two key elements to enhance efficiency and coherence, i.e., it consolidates four country proposals into a single submission to the GEF, as well as utilizing the GEF's bundled approach to project design, which allows each country to request funding to prepare both a BTR and a combined NC/BTR. The project will produce a total of eight reports: four BTRs and four combined BTR/NC reports.

The project is designed with one project outcome: - i.e., 1.1. Participating countries have increased capacity to meet reporting obligations under the enhanced transparency framework (ETF) of the UNFCCC; and will be realized through three outputs: -

- Participating countries will spend the first two years of the project preparing reports (Output 1.1.1) for the 2026 submission cycle;
- Followed by the preparation of their subsequent reports (Output 1.1.2) during the second two years for the 2028 submission cycle;
- Output 2.1.1 will ensure that the project is effectively monitored and evaluated

Party	First Report (Output 1.1.1)	Second Report (Output 1.1.2)
1. Ghana	BTR2	BTR3/NC6
2. Kenya	BTR2	BTR3/NC4
3. Solomon Islands	BTR2	BTR3/NC4
4. South Africa	BTR2	BTR3/NC5

For countries yet to submit prior reports (Ghana's NC5), funding for the components of the combined BTR/NC reports will be disbursed by UNEP once the pending NC report is submitted to the UNFCCC.

Though submitted under one proposal, each country's project reflects:

- Distinct national circumstances and capacities;
- which include one country that has both Least Developed Country (LDC) and Small Island Developing State (SIDS) status (Solomon Islands); and
- Continuity of institutional structures for long-term reporting performance.

The project will be implemented over 56 months to accommodate the flexibility allowed for BTR submission timelines and guarantee continuity of national teams and institutional structures established to support reporting, dissemination and uptake of report findings, including participation in the Facilitative, Multilateral Consideration of Progress (FMCP) and the Technical Expert Review (TER) process before follow-on funding for subsequent BTRs is obtained.

The project is aligned with Objective 2.2 under Pillar II of the GEF-8 Climate Change Focal Area Strategy. It is also aligned with UNEP's 2022–2025 Medium-Term Strategy Outcome 3: Supporting adoption of ETF arrangements by state and non-state actors. The project builds on findings and recommendations from previous country reports and lessons learned during the implementation of the BTR1 projects, and for South Africa, a TER.

## ENABLING ACTIVITY COMPONENTS

### 1. Preparation of Biennial Transparency Reports (BTRs) and Combined Biennial Transparency Reports and National Communications (BTR/NCs)

GEF Enabling Activity Financing (\$): 2,475,939.00

Outcome:

1.1 Participating countries have increased capacity to meet reporting obligations under the enhanced transparency framework (ETF) of the UNFCCC

Output:

1.1.1 Four BTR2 reports (Ghana, Kenya, Solomon Islands, South Africa) prepared in a gender-sensitive manner and submitted to UNFCCC

### 1. Preparation of Biennial Transparency Reports (BTRs) and Combined Biennial Transparency Reports and National Communications (BTR/NCs)

GEF Enabling Activity Financing (\$): 1,969,426.00

Outcome:

1.1 Participating countries have increased capacity to meet reporting obligations under the enhanced transparency framework (ETF) of the UNFCCC

Output:

1.1.2 Two combined BTR3/NC4 reports (Kenya and Solomon Islands), one combined BTR3/NC5 report (South Africa), and one combined BTR3/NC6 report (Ghana) prepared in a gender-sensitive manner and submitted to UNFCCC

## M&E

GEF Enabling Activity Financing (\$): 38,275.00

Outcome:

Output:

2.1.1 The GEF project is effectively monitored and evaluated

## Component Balances

Project Components	GEF Enabling Activity Financing (\$)
1. Preparation of Biennial Transparency Reports (BTRs) and Combined Biennial Transparency Reports and National Communications (BTR/NCs)	2,475,939.00
1. Preparation of Biennial Transparency Reports (BTRs) and Combined Biennial Transparency Reports and National Communications (BTR/NCs)	1,969,426.00
M&E	38,275.00
<b>Subtotal</b>	<b>4,483,640.00</b>
Project Management Cost	448,360.00
<b>Total Enabling Activity Cost</b>	<b>4,932,000.00</b>

Please provide justification

N/A

**SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION**
**C. Eligibility Criteria**

Please provide eligibility information for this enabling activity.

Regular reporting by countries of transparent information on climate action and the implementation of their national objectives provides a snapshot of global progress in relation to the objectives of the Paris Agreement, contributing to a global assessment of collective progress. The reporting process also generates valuable data and information that can be used for country decision-making. A brief overview of the eligibility of the four participating countries to access GEF resources is provided below in Table C.1.

*Table C.1: Country Reporting Status and Eligibility for GEF Climate Change Enabling Activity Resources*

PARTY	PARIS AGREEMENT		REPORT STATUS	PREPARATION		REQUESTED FUNDING FOR: -
	<i>Ratification Date</i>	Latest Nationally Determined Contribution (NDC) submission	NC Preparation Status	BUR Preparation Status	BTR Preparation Status	
1. Ghana	21 Sep 2016	2021	NC4 submitted 2020  NC5 expected submission in Jun. 2026	BUR4 submitted 2024	BTR1 submitted Dec 2024	BTR2 + BTR3/NC6
2. Kenya	28 Dec 2016	2025	NC3 submitted Dec 2024	BUR1 submitted 2024	BTR1 submitted Dec 2024	BTR2 + BTR3/NC4
3. Solomon Islands	21 Sep 2016	2025	NC3 submitted Apr 2024	BUR1 submitted 2025	BTR1 submitted Aug 2025	BTR2 + BTR3/NC4
4. South Africa	01 Nov 2016	2025	NC4 submitted Nov 2024	BUR5 submitted 2023	BTR1 submitted Dec 2024	BTR2 + BTR3/NC5

**DESCRIPTION OF PROJECT OUTPUTS**

The project has been designed to support four national governments to fulfill essential reporting requirements of the Convention and the Paris Agreement. Under this project, the four countries will prepare a total of eight reports for submission to the UNFCCC as indicated below: -

- Ghana - BTR2 and BTR3/NC6
- Kenya - BTR2 and BTR3/NC4
- Solomon Islands - BTR2 and BTR3/NC4
- South Africa – BTR2 and BTR3/NC5

The content of all reports produced under these outputs will be determined by guidance in Articles 4, 7, 9-11, and 13 of the Paris Agreement and the Modalities, Procedures and Guidelines (MPGs) for the transparency framework for action and support as specified in FCCC/PA/CMA/2018/3/Add.2. Moreover, as adopted at COP 26 in Decision 5/CMA.3, the following will be observed: (i) outlines for the BTR & national inventory document (NID); (ii) the common reporting tables (CRTs) and common tabular formats (CTFs) for reporting the GHG Inventory, Nationally Determined Contribution (NDC) progress, financial, technology development and transfer and capacity-building support provided and mobilized, as well as support needed and received (FCCC/PA/CMA/2021/10/Add.2).

In addition, the project has incorporated additional time after submission of reports to the UNFCCC, which is critical in ensuring continuity in capacity building on two levels. The additional time will not only allow national teams to effectively participate in the Technical Expert Review (TER) process but also undertake a stocktaking process which allows them to identify lessons learned and priority areas for improvements in subsequent reports. This information will feed into the operational completion report, which summarizes the achievements, challenges, and lessons learned.

The following section provides a description of the three outputs. Country-specific budgets are presented in separate worksheets, contained in annexes to this document.

### **OUTPUT 1.1.1. FOUR BTR2 REPORTS (GHANA, KENYA, SOLOMON ISLANDS, SOUTH AFRICA) PREPARED IN A GENDER-SENSITIVE MANNER AND SUBMITTED TO UNFCCC**

The BTR2 reports submitted under Output 1.1.1 will include the following content:

National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases

Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement

Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement

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

Other relevant information (e.g., gender)

**OUTPUT 1.1.2. ONE BTR3 REPORT (SOUTH AFRICA), TWO COMBINED BTR3/NC4 REPORTS (KENYA AND SOLOMON ISLANDS), AND ONE COMBINED BTR3/NC6 REPORT (GHANA) PREPARED IN A GENDER-SENSITIVE MANNER AND SUBMITTED TO THE UNFCCC**

The BTR3 reports submitted under Output 1.1.2 will include the following content:

National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases

Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement

Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement

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

Other relevant information (e.g., gender)

As combined BTR3/NC reports, the reports under Output 1.1.2 will also include the content the following supplemental chapters under ‘other relevant information’ to comply with the requirements of an NC:

Research and systematic observation

Education, training and public awareness

The four initial reports and four subsequent reports are expected to be submitted to the UNFCCC by December 2026 and December 2028, respectively. The content of these reports will recognize the flexibility provided for developing countries that need it in the light of their capacities as per Decision 1/CP.21 of the Conference of the Parties serving as the Meeting of the Parties under the Paris Agreement (CMA), which states that flexibility will apply in the scope, frequency and level of detail in reporting under the agreement with special considerations for LDCs and/or SIDS, which may submit information at their discretion.

The project approach provides several opportunities to strengthen and sustain capacity in participating countries. Each country has identified priority areas for improvement and capacity-strengthening as elaborated in the scope of reports for participating countries section and has allocated a budget for in-country workshops and trainings to address identified gaps. Additionally, travel budget has been provided to support experts and a broad range of stakeholders’ participation in engagement activities across all the three project outputs. The travel budget will enable experts to travel and participate in the inception and validation workshops, capacity-building activities under Outputs 1.1.1 and 1.1.2, and the mid-term lessons-learned workshop under Output 1.1.3. The use of Technical Working Groups / Technical Expert Groups to compile report chapters also serves to maintain capacity that is developed. These groups can be maintained across reporting cycles to retain institutional knowledge and training. Specific activities in the projects also support data archiving.

The following section provides a summarized description of the scope of the reports that each of the participating countries will prepare under Outputs 1.1.1 and 1.1.2, with the corresponding budget for each output provided in **Annex B**.

## **SCOPE OF REPORTS FOR PARTICIPATING COUNTRIES**

### **(i) GHANA**

Ghana submitted its first Biennial Transparency Report (BTR1) and National Inventory Document (NID) in December 2024, which included its GHG inventory through the year 2022 (T-2), progress on NDC implementation, adaptation efforts, and support received and provided. This achievement followed institutional capacity-building initiatives under the Capacity Building Initiative for Transparency (CBIT) in 2018-2023 (GEF ID 9820) and ongoing work through the Ghana Climate Ambitious Reporting Programme (GCARP). The country is also currently preparing its NDC 3.0 submission and is cooperating with Initiative for Climate Action Transparency (ICAT) to analyze mitigation measures in the transport sector. While Ghana met its ETF reporting obligations by submitting BTR1 to the UNFCCC on time, it still faces challenges related to capacity, data, and institutional requirements to fully comply with reporting requirements. Ghana's BTR outlined the key challenges that require improvement across the transparency reporting elements: in the national greenhouse gas inventory, these include the exclusive use of Tier 1 methodology for key categories, the limited implementation of uncertainty assessment, and a need for Quality Assurance/Quality control (QA/QC) protocols. Stock-taking results also revealed that many stakeholders encounter limitations in staff capacity, lack of authority or mandate, and a lack of integration of transparency functions into planning and budgeting processes. Capacity-building activities in the project will address staff capacity gaps by providing a series of trainings on topics under the different report chapters, including several workshops on IPCC good practice guidelines for GHG inventories to strengthen capacity on QA/QC protocols and uncertainty assessment.

Ghana is undergoing an in-country Technical Expert Review (TER) of its BTR1 in Quarter four (Q4) of 2025, and that process will help to refine its priority areas of improvement for the proposed reports and capacity building needs. Its findings will be used to refine the content of the trainings and workshops under this enabling activity.

In the area of gender, Ghana has a national Gender Climate Change Action Plan, and its NDC adopts a gender-sensitive approach, where gender is a key sector and also a cross-cutting issue that is analyzed in other sectors. Its BTR1 reported on gender mainstreaming in national strategies related to climate. Ghana has incorporated gender into the design of its activities and processes for this EA project, and its activities during the project will range from an annual gender training workshop to a cross-cutting plan to a cross-cutting strategy to provide equal opportunities to women and men in different facets of the project. These proposed measures are detailed in Annex D.

### **1.1.1 (a) Ghana's BTR2 will consist of:**

National inventory report of anthropogenic greenhouse gas emissions by sources and removals by sinks will be extended through the year 2024 (T-2) for the Energy, Industrial production and product use (IPPU), Agriculture, Land use, land-use change, and forestry (LULUCF), and Waste sectors using 2006 Intergovernmental Panel on Climate Change (IPCC) Guidelines for National Greenhouse Gas Inventories, and its 2019 refinement; and the inventory that was submitted in the BTR1/NC5 will be recalculated as needed.

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

Description of the impacts of climate change adaptation and additional information to be included in the BTR2, corresponding to the Adaptation Communication as specified in Article 7 of the Paris Agreement and Decision 9/CMA.1., including vulnerability analyses in the infrastructure, agriculture and water sectors, including information on the differences in vulnerability between women and men.

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

Description of flexibility and improvements.

Other relevant information, including gender considerations.

**1.1.2 (b) Ghana's BTR3/NC6** will include updated information of all the content listed above for the BTR2, and additional supplemental chapters specified by the guidelines for National Communications (research and systematic observation; education, training and public awareness) that update and expand on the information provided in the NC5. In addition, Ghana will also extend its National Inventory Report (NIR) through the year 2026 Tier 2 (T-2) for all sectors covered by BTR2, including an updated inventory as needed for selected years in the previous inventory between 1990 and 2024 using the 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and the 2019 refinement. The BTR3/NC6 report will also include a description of the loss and damage mechanism, flexibility, and improvements. Priority adaptation sectors will consist of the infrastructure, agriculture and water sectors, including information on the differences in vulnerability between women and men.

**(i) KENYA**

In 2024, Kenya submitted its BTR1. This document represented an important advance – it extended the GHG inventory to the year 2022, reported on progress towards its NDC (a single-year, economy-wide target), and identified key climate hazards and related monetary losses. Kenya prepared its BTR1 by using national experts, an approach that helped identify technical and financial capacity gaps. Some of the capacity gaps identified that this enabling activity project would help address include inadequate capacity of sector experts to collect and analyze activity data for BTRs and a lack of data needed for complete time series of different inventory sectors.

Kenya has undertaken a CBIT project (2017-2020; GEF ID 9674), and it is currently working with ICAT to support improved data collection and capacity strengthening in the agricultural sector. In May 2025, Kenya underwent an in-country TER, and the review discussions and findings have informed the proposed activities for this enabling activity. Training and capacity building workshops under this project will therefore focus on data collection and analysis, inventory improvement and other relevant topics to provide skills and knowledge. Project activities will build on and coordinate with ongoing support by Initiative for Climate Action Transparency (ICAT).

Kenya has developed a National Gender and Climate Change Action Plan (2025–2027) and integrated gender into sectoral strategies, including the Gender Policy in Energy. BTR1 identified gender inequality as a key climate vulnerability, analyzed gender in adaptation sectors, and ensured women's participation in workshops met constitutional thresholds. For this EA project, gender is embedded in activity design, with representatives in each technical working group, involvement of state gender bodies, and training at project inception to support mainstreaming. Detailed measures are outlined in Annex D's gender analysis.

**1.1.1 (b) Kenya's BTR2** will consist of:

National inventory report of anthropogenic greenhouse gas emissions by sources and removals by sinks through the year 2024 (T-2) for all IPCC sectors using 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and its 2019 refinement.

Description of the country's NDC and information necessary to track progress made in implementing and achieving the NDC and strengthen reporting on underlying actions, progress, and results achieved or envisaged for the updated NDC and associated indicators.

Description of the impacts of climate change, adaptation and additional information, including vulnerability and adaptation assessments for disaster risk reduction, agriculture (crops, livestock, fisheries), environment, infrastructure (energy, transport), water and sanitation, health, population, urbanization and housing, tourism, gender, youth and other vulnerable groups, and the private sector.

Description of financial, technology development and transfer and capacity-building support needed and received

Other relevant information, focusing on climate and gender and including a description of improvements in reporting and flexibility utilized.

**1.1.2 (b) Kenya's BTR3/NC4** will include updated information of all the content listed above for the BTR2, and additional supplemental chapters specified by the guidelines for National Communications (research and systematic observation; education, training and public awareness) that update and expand on the information provided in the NC3. In addition, an NIR with an updated inventory through 2026 (T-2) using 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and its 2019 refinement. The BTR3/NC4 report will also include updated vulnerability and adaptation assessments in the areas covered by the BTR2, a description of the loss and damage mechanism, flexibility, and improvements.

### **(i) SOLOMON ISLANDS**

Solomon Islands submitted its BTR1 in August 2025. The inaugural report under the Paris Agreement's ETF included Common Reporting Tables (CRTs) for GHG inventories, mitigation progress tracking, and financial, technology, and capacity-building support needs. This submission positions Solomon Islands among the first small island developing states (SIDS) in the Pacific to meet this critical reporting obligation. It also submitted its NDC 3.0 in 2025, which set ambitious mitigation and adaptation targets for 2025–2035, including unconditional and conditional emission reduction pathways, sectoral actions, and an enhanced role for forestry as a national carbon sink. Its BTR1 reports the following areas for improvement and capacity needs: a lack of national capacity and technical expertise for climate reporting and mitigation/adaptation planning; weak institutional and human capacity for data collection, management, and analysis; and a need for technology transfer to support adaptation efforts. Specifically, the country needs help with data collection and emissions estimates. Training and capacity-building activities have been incorporated into the country's project implementation plan to address both chapter-specific and cross-cutting needs, including data collection, analysis, and inventory improvement.

Solomon Islands has not yet undergone a TER of its BTR1. It has an ongoing CBIT project (GEF ID 10760) focusing on agriculture, land use, and energy sectors, and it is implementing a project on resilient communities funded by the Green Climate Fund (GCF).

Solomon Islands has integrated gender equality into its National Development Policy alongside the SDGs. Gender inequality is identified as a challenge in NDC 3.0, with gender-responsive planning listed as a key action. BTR1 highlights women's vulnerability in agriculture, food security, and water collection due to traditional roles. For this EA project, gender is embedded in activity design, ensuring women's participation, representation in project structures, and gender-disaggregated data. Adaptation analysis will

assess differences in vulnerability between women and men, with detailed measures outlined in Annex D's gender analysis.

**1.1.1 (c) The BTR2 of Solomon Islands** will consist of the following components:

National inventory report of anthropogenic greenhouse gas emissions by sources and removals by sinks through the year 2024 (T-2) for the Energy, IPPU, Agriculture, LULUCF, and Waste sectors using 2006 IPCC Guidelines for National Greenhouse Gas Inventories.

Description of the country's NDC and information necessary to track progress made in implementing and achieving the NDC and strengthen reporting on underlying actions, progress, and results achieved or envisaged for the updated NDC and associated indicators.

Description of the impacts of climate change, adaptation and additional information to be included in the BTR2, corresponding to an Adaptation Communication as specified in Article 7 of the Paris Agreement and Decision 9/CMA.1. This will include vulnerability and adaptation assessments for all 9 sectors under the Solomon Islands Vulnerability Assessment (SIIVA) Methodology, including information on differences in vulnerability between women, men and those with special needs.

Description of financial, technology development and transfer and capacity-building support needed and received

Other relevant information, focusing on climate and gender and including a description of improvements in reporting and flexibility utilized.

**1.1.2 (c) The BTR3/NC4 of Solomon Islands** will include updated information of all the content listed above for the BTR2, and additional supplemental chapters specified by the guidelines for National Communications (research and systematic observation; education, training and public awareness) that update and expand on the information provided in the NC3. An NIR for the years 2025 and 2026 (T-2) for all sectors covered by BTR2 will also be prepared, including updated inventory through 2024 using 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and its 2019 refinement. The BTR3/NC4 report will also include a description of the loss and damage mechanism, flexibility, and improvements.

**(i) SOUTH AFRICA**

South Africa submitted its BTR1 in December 2024. The report extended the country's national GHG inventory to 2022 (T-2) and reports on efforts to increase resilience to climate change in the water, agriculture, health, biodiversity, infrastructure, and human settlements sectors. The report also summarized capacity needs, which included a need for greater technical capacity for modeling and increased national capacity to undertake transparency-related activities. Training and capacity building activities have been included in the country's project implementation plan that will increase skills and knowledge to support modeling and increase national capacity to undertake transparency-related activities.

In May 2025, South Africa underwent an in-country TER, which identified areas for improvement in QA/QC processes for the national GHG inventory and improved data collection and analysis for emissions in the Industrial Processes and Produce Use (IPPU) sector. The TER discussions and findings have informed the proposed activities for this enabling activity. The project will also build on work done under

the CBIT project that was implemented during the period 2019-2024 (GEF ID 9673) and will coordinate with a planned second CBIT project.

South Africa has drafted a Climate Change Gender Action Plan to support the UNFCCC Gender and Climate Change Focal Point in mainstreaming gender in climate action. In its BTR1, the country acknowledged the need to strengthen gender-responsive adaptation planning, referencing national efforts like the Gender-Responsive Climate Policy Framework. For BTR2 and BTR3/NC5, a gender expert will refine project activities to ensure gender considerations are integrated into data collection, analysis, and capacity-building, including NDC tracking, adaptation reporting, and support needs. Further details are outlined in Annex D's gender analysis.

**1.1.1 (d) South Africa's BTR2 will consist of:**

National inventory report of anthropogenic greenhouse gas emissions by sources and removals by sinks through the year 2024 for the Energy, IPPU, Agriculture, LULUCF, and Waste sectors using 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and its 2019 refinement.

Description of the country's NDC and information necessary to track progress made in implementing and achieving the NDC and strengthen reporting on underlying actions, progress, and results achieved or envisaged for the updated NDC and associated indicators.

Description of the impacts of climate change, adaptation and additional information to be included in the BTR, corresponding to an Adaptation Communication as specified in Article 7 of the Paris Agreement and Decision 9/CMA.1 and including priority sectors for South Africa (health, water, biodiversity, agriculture and human settlements) and information on differences in vulnerability between women and men.

Description of financial, technology development and transfer and capacity-building support needed and received.

Other relevant information, focusing on climate and gender and including a description of improvements in reporting and flexibility utilized.

**1.1.2 (d) South Africa's BTR3/NC5** will update and expand on the information provided in the BTR2. In addition, the NIR will be extended through the year 2026 for all sectors covered by BTR2, including updated inventory using 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and its 2019 refinement. The BTR3/NC5 report will also include a description of the loss and damage mechanism, flexibility and improvements Other relevant information, focusing on climate and gender, a description of improvements in reporting and flexibility utilized, and NC supplementary chapters.

**D. Institutional Framework**

Describe the institutional arrangements for implementation of the enabling activity.

The project will be implemented by UNEP and executed by the following three government entities and one Civil Society Organization (CSO) as appointed by the respective governments.

1. Environmental Protection Agency, Ghana
2. Ministry of Environment, Climate Change, and Forestry, Kenya

3. Ministry of Environment, Climate Change, Disaster Management, and Meteorology (MECDM), Solomon Islands
4. SouthSouthNorth, South Africa

The four participating countries used these entities to prepare and submit their first Biennial Transparency Reports (BTR1) to the UNFCCC, as shown in Table C.1, with UNEP as the Implementing Agency. Detailed execution arrangements for each country are provided in the sub-section below on proposed executing arrangements and stakeholders.

UNEP in its role of implementing agency (IA) will:

- Lead in internalization, UNEP Project Cooperation Agreement (PCA) signing and first disbursement/sub-allotment to the EA
- Technically assessing quality of project outputs, products and deliverables
- Review reporting, checking for consistency between execution activities and expenditures, ensuring that it respects GEF incrementality rules
- Provide clearance of cash requests, and authorize disbursements once reporting is found to be complete and accurate,
- Approve budget revision, certify fund availability and transfer funds
- Create consensus to resolve inter-institutional and multi-country issues
- Manage relations with the GEF
- Oversee the Umbrella programme and provide feedback on demand to GEF Operational Focal Points
- Follow up the Executing Agency on progress, equipment, financial and audit reports
- Provide no-objection to main terms of references (ToRs) and subcontracts of the project, including selection of project manager or equivalent
- Attend inception workshops and field visits where relevant
- Assess project risks, and monitor and enforce a risk management plan
  - Ensure that GEF quality standards are applied consistently to all projects.

## **COORDINATION WITH OTHER EXISTING CLIMATE CHANGE PROJECTS**

All four participating countries have identified other existing climate change projects that will be coordinated with the activities under this project. Country teams will also be guided to strengthen linkages with other relevant initiatives, including but not limited to, the Capacity Building Initiative for Transparency Global Support Program, known as CBIT-GSP, which supports countries by building capacity, offering technical assistance, and fostering peer learning to enhance national climate transparency systems and prepare BTRs. The peer-to-peer exchanges will take place in the form of workshops & webinars, bilateral exchanges between countries with similar contexts and CBIT climate transparency Platform. Additional coordination opportunities will be sought with other programmes and initiatives on mitigation, adaptation, and readiness projects funded through other projects supported by the GEF; the Green Climate Fund (GCF); the Adaptation Fund (AF); the NDC Promise initiative; ICAT; and the Low Emissions Development Strategy Global Partnership (LEDS GP). Coordination will be aligned and reported under the United Nations Resident Coordinators (RCs), who support national UNFCCC reporting by coordinating overall UN system engagement, facilitating stakeholder collaboration, and aligning climate reporting with broader development goals.

## STAKEHOLDER ENGAGEMENT

Stakeholder engagement is an ongoing, integral part of the project’s cyclical reporting under the UNFCCC. It begins with consultations on lessons learned, areas for improvement and identification of new stakeholders to inform the design of each new reporting cycle. Key actors, including government ministries, technical institutions, private sector representatives and civil society among others, were engaged in scoping meetings and workshops to define priorities, provide sectoral data, and align the project with national climate strategies and NDC commitments. Their inputs shaped methodologies, capacity-building components, and institutional arrangements, ensuring strong national ownership. During implementation, dedicated funding supports engagement activities such as launch, review, and validation workshops; and the dissemination of BTR and BTR/NC reports. Prior to project closure, further stakeholder feedback is gathered to refine the follow-on proposal’s scope and ensure its responsiveness to stakeholder needs. This continuous engagement fosters ownership and enhances the long-term uptake of project outcomes. Stakeholder overview is provided in the sub-section below on proposed executing arrangements and stakeholders.

## GENDER

This project has been designed to conform to 2018 guidance from the GEF on Gender Equality<sup>[1]</sup> and UNEP’s Policy and Strategy for Gender Equality and the Environment, and the UNEP gender marker assigned to the project is GEN2. A gender analysis has been conducted and is provided in Annex D. Countries have communicated their planned activities related to gender mainstreaming and women’s meaningful participation in project activities through activity mapping. National teams will be encouraged to refer to the Gender Responsive National Communications Toolkit, which was developed by UNDP through the GEF-funded Global Support Programme (GSP), and to the Gender Responsive BTR Toolkit when it becomes available in 2026.

The project will ensure gender mainstreaming by organizing training sessions, supporting research and analysis that will increase knowledge and understanding of the role of gender in climate change; collect sex-disaggregated data where possible; hire experts on gender mainstreaming and women’s empowerment; and monitor women’s representation in project activities and management structures. Gender experts will participate in technical working groups. All participating countries will undertake data collection and analysis on gender and climate change under the BTR and BTR/NC chapters on Other Relevant Information. Furthermore, the countries will consider differences in vulnerability to climate change between women and men under the BTR and BTR/NC chapters on adaptation. All products/outputs will be developed and disseminated, with a budget-specific line on gender- as guided through the GEF costing policy. Detailed information on country approaches and activities is provided in the gender analysis in Annex D, and gender will be monitored in the annual GEF survey of the participating countries.

---

[1] GEF (2018). *GEF Policy on Gender Equality*.

## SAFEGUARDS

The project has been screened for potential risks. A Safeguards Risk Identification Form (SRIF) has been completed according to UNEP’s safeguards procedures, and it is included as Annex C of this document. The project has been

judged as low risk since activities under the proposed project are not only expected to generate no or limited adverse environmental effects but are considered to support preventive measures. The project will, generally, have positive environmental and social impacts, as it provides support to Developing Country parties under the Paris Agreement, including countries with LDC and/or SIDS status under the UNFCCC, to meet their reporting obligations, in addition to generating a wealth of climate change related data to guide in designing priority adaptation and mitigation policies and actions to inform development strategies and sector programs.

## **PROPOSED EXECUTING ARRANGEMENTS AND STAKEHOLDERS**

The participating countries will build on the existing foundation for institutional arrangements and stakeholder engagement provided by national climate change institutions and previous enabling activities. Stakeholders include Government Ministries, Research Institutions, Academia, Civil Society Organizations (CSOs), the private sector, women's organizations, and Indigenous peoples. In the project, the private sector will primarily be involved as a sectoral data provider in national GHG inventories, as participants in technical working groups, and as a target group for awareness-raising measures. Civil society organizations, including women's CSOs, will be among the stakeholders invited to provide information and feedback on various sectoral outputs of the reports produced in this project. Table C.2 outlines the key stakeholders identified during the project preparation phase and their respective roles in the project across each participating country/party. Where relevant, additional stakeholders will be integrated into working groups and activity engaged in the completion and validation of reports.

### **GHANA**

#### ***Executing Arrangements:***

The Environmental Protection Authority (EPA)'s Climate Change Unit (CCU) will be the Executing Agency. As the executing agency, it will be primarily responsible for planning and managing project activities, accounting, reporting, monitoring, and evaluation of the project. EPA's CCU will coordinate the planning and implementation of the BTR/NC project activities. It will lead to compiling the final BTR and facilitate the informal review before submission to the UNFCCC. Additionally, the Authority will lead the post-report multilateral facilitative consideration of the BTR.

The EPA will not implement the BTR2 and BTR3/NC6 alone. It will constitute a Project Team (PT) to oversee the day-to-day implementation of the BTR. The project team will report to the EPA management, the Ministry of Environment, Science and Technology (MEST), and UNEP. The institutional structure of the project will be based on the existing institutional arrangements. The UNFCCC National Focal Point in Ghana will supervise the preparation processes of the BTR2 and BTR3/NC6.

The project will be overseen by the Project Steering Committee (PSC), comprising representatives from key climate change sectors, including Ministries of Environment, Finance, Energy, Industry, Agriculture, Lands and Forestry, Gender and Social Protection, and Transport, as well as the National Development Planning Commission. The PSC membership will also include representatives from Academia, CSOs, and the private sector who are members of the National Climate Change Implementation Committee (NCCIC). The MEST and EPA representatives will co-chair the PSC. The PSC will be supported by four Technical Teams (TT): 1) GHGI; 2) NDC Progress; 3) Climate Change Impacts and Adaptation; 4) Finance and Technical Capacity (FTC) and Cross-Cutting Issues. Data providers at the national and international level will also play a vital role in the project. Finally, a Project Team will be established within EPA to oversee

the day-to-day implementation of the BTR2/BTR3/NC6 project. The Project Lead will also be responsible for hiring an annual financial audit of the project.

The project implementation arrangements are illustrated in Figure 2.1 below.

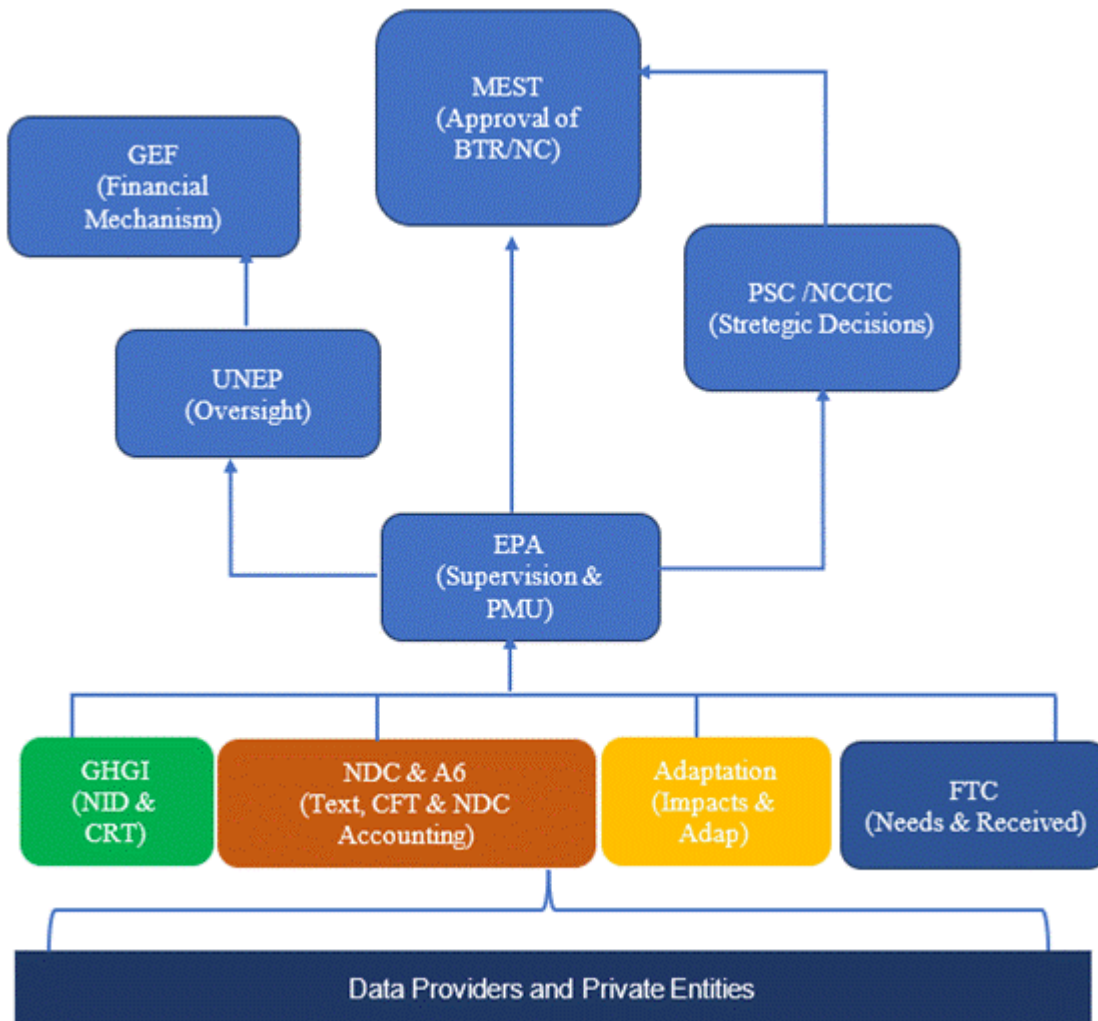


Figure 2.1: Overall Institutional Arrangements for Ghana

KENYA

**Executing Arrangements:**

The Climate Change Act cap 387A and the National Climate Change Framework Policy strengthen climate change governance and coordination in Kenya. The Act establishes a high-level National Climate Change Council (NCCC) chaired by the President and a Climate Change Directorate (CCD) as the lead agency of the government on climate change plans and actions to deliver operational coordination. The Directorate has various roles and functions, which include, but are not limited to, providing analytical support on climate change to various sectors, establishing and managing a registry of climate change actions, as well

as coordinating adherence to the country's international obligations, such as associated reporting requirements.

Kenya has established elaborate institutional arrangements to facilitate efficient and timely implementation of the project. A project Steering Committee has been established to oversee the project. The Project Steering Committee (PSC) will be the highest policy decision-making body for the BTR2 and BTR3/NC4 project and will provide overall direction and oversight. The PSC will be chaired by the Principal Secretary responsible for climate change matters. The PSC will also ensure that the implementation of the BTR2 and BTR3/NC4 projects become efficient in terms of quality of work delivery, timeliness, and strict adherence to disbursements in accordance with the budgetary provisions of the project. In addition to contributing to the success of the project, the PSC members will also serve as agents for facilitating greater visibility of GHG Inventories and mitigation/adaptation actions in their respective institutions. The PSC shall be responsible for approving work plans, budgets and Technical Reports and shall meet quarterly.

The PSC (Project Steering Committee) membership will comprise Principal Secretaries from key sectors and heads of identified institutions from non-state actors. Representatives of the Climate Change Directorate will participate in the PSC meeting as appropriate. The Project Technical Coordinator (PTC) will serve as the Secretary of the PSC. Members of the PSC will be appointed by the Principal Secretary responsible for climate change who will also Chair the Committee. The Committee will be constituted as follows:

1. The Principal Secretary/Secretaries responsible for Environment Climate Change and Forestry,
2. The Principal Secretary/Secretaries responsible for the National Treasury and Economic Planning.
3. The Principal Secretary/Secretaries responsible for Agriculture and Livestock Development
4. The Principal Secretary/Secretaries responsible for Energy and Petroleum
5. The Principal Secretary responsible for Industry
6. The Principal Secretary responsible for Transport
7. The Principal Secretary responsible for Gender and Affirmative Action
8. The Chief Executive Officer, Kenya Private Sector Alliance (KEPSA)
9. The Chief Executive Officer, Council of Governors
10. The Executive Director from the nominated, representative Civil Society Organization/Association
11. Representative (s) of the Climate Change Directorate
12. The Enhanced Transparency Framework (ETF) Project Technical Coordinator (PTC)

This project will continue to utilize the four technical working groups (TWGs) from the previous enabling activity project. Their membership is based on competence, experience, and relevance. The Technical Working Group on Greenhouse Gas Inventory will include five (5) sectoral working groups. Each group will be responsible for the implementation of one work package and will report to the Project Technical Coordinator (PTC):

- TWG on National Greenhouse Gas Inventory (TWG-NGGI) – responsible for Greenhouse Gas Inventory
  - a) Energy (including Transport) Sector Working Group
  - b) IPPU Sector Working Group
  - c) Waste Sector Working Group
  - d) Agriculture (Crop and Livestock) Sector Working Group
  - e) Forestry and Other Land Use (FOLU) Sector Working Group
- TWG on Mitigation (TWG-M) – responsible for Information on mitigation actions and their effects.

- TWG on Adaptation (TWG-A) – responsible for Information on adaptation, vulnerability assessment, adaptation actions and their effects.
- TWG on Cross-Cutting Issues (TWG-CCI) – national circumstances, information on financial, technical and capacity needs, and any other information

The ETF Project Management Unit (PMU) in the Climate Change Directorate (CCD) established during the implementation of the previous EA project, will administer and manage the project and report to the Project Focal point appointed by the Director of Climate Change. The ETF PMU will be responsible for implementation, management, administration and performance of the project against the implementation plan and budget. The ETF PMU will be the Secretariat to the PSC, and the Project Technical Coordinator (PTC) will be the secretary to the PSC. The ETF PMU consists of a Project Technical Coordinator (PTC), a Technical Assistant and an Administrative and Finance Assistant. The Project Technical Coordinator (PTC) will coordinate the chapter to ensure information is provided based on the annexes to decisions 18/CMA.1 and 5/CMA.3.

The Project Technical Coordinator (PTC) and the Project Technical Assistant will act as the project technical lead and assistant lead, respectively. The Administrative and Finance Assistant (AFA) will provide administrative, accounts and finance support to the project. The Project Technical Coordinator (PTC) will draw his/her salary from the technical component of the project budget (for technical support to project activities) and from the PMC (for managerial duties). The Technical Assistant will draw his/her salary from the technical component of the project budget, and the AFA will draw his/her salary from the project management budget.

The figure below depicts the implementation arrangements of the project.

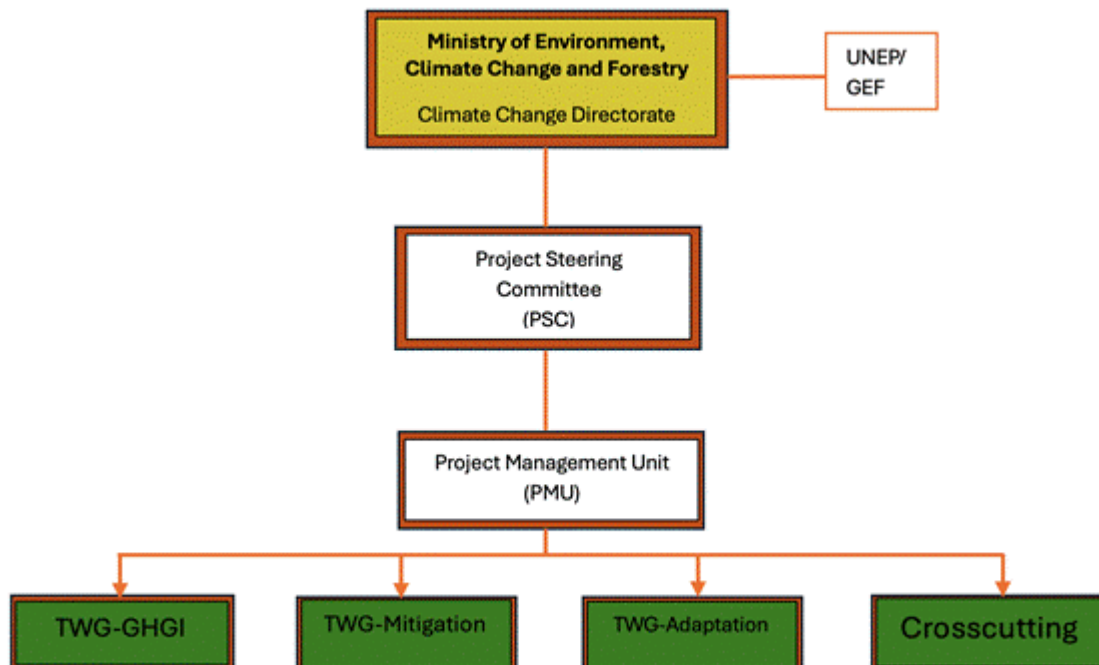


Figure 2.2: Project Implementation Structure for Kenya

**SOLOMON ISLANDS**

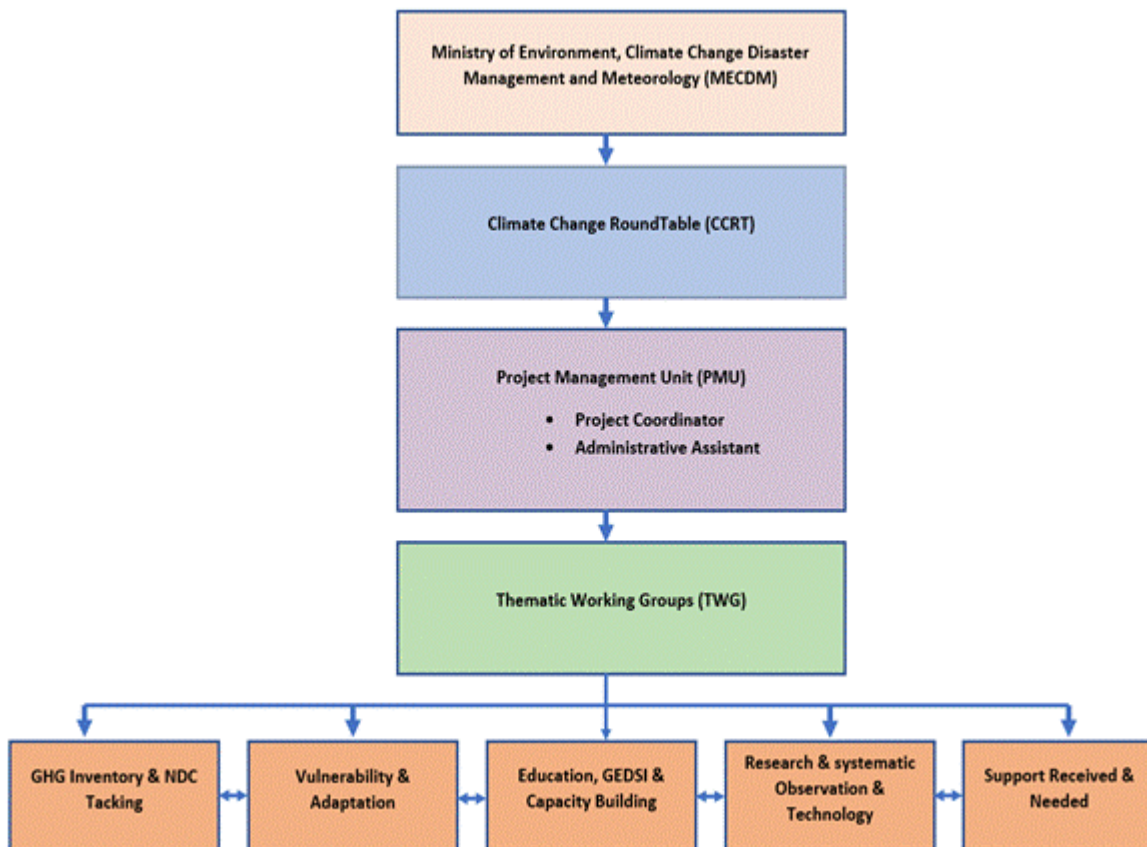
**Executing Arrangements:**

Similar to previous NCs and the top-up project, the Ministry of Environment, Climate Change, Disaster Management and Meteorology (MECDM) will be the lead government agency responsible for the overall coordination and execution of the project.

The Project Steering Committee (PSC) established will be engaged with necessary updated stakeholders or members, which would be chaired by high level official from the Climate Change Directorate. The steering committee consist of representatives from relevant government agencies, and the private sector. The objective of this PSC is to provide strategic guidance for timely project implementation. Thematic working groups will also be formed on the need basis to get technical inputs from technical experts that have the capacity to provide their technical inputs to the project implementation and related works.

The day-to-day project implementation responsibility will rest with the Project Management Unit (PMU) originally established under the previous enabling activity and used for the BTR1 top-up project, working under the general direction of MECDM. This PMU will be led by a Project Coordinator (PC). Additionally, a project Administrative and Finance Assistant (AFA) assistant will be recruited.

A diagram of these arrangements is provided in Figure 2.3 below:



*Figure 2.3: Project organization and management structure for Solomon Islands*

## **SOUTH AFRICA**

### ***Executing Arrangements:***

The Department of Forestry, Fisheries and the Environment (DFFE), is responsible, on behalf of the Government of South Africa, for implementation of the UNFCCC, Kyoto Protocol and Paris Agreement. The DFFE has been appointed as the UNFCCC National Focal Point and the GEF Political Focal Point. The United Nations Environment Programme (UNEP) will serve as the GEF implementing agency. UNEP will provide DFFE and the Chief Directorate: Climate Change International Relations and Negotiations with all necessary general management and monitoring support during the implementation of the BTR project. The UNEP will report on the project's performance to the GEF.

The project will be executed by SouthSouthNorth (SSN) on behalf of the DFFE of South Africa in consultation with UNEP. As the executing agency, SouthSouthNorth will be primarily responsible for the planning and management of the project activities, accounting, reporting, monitoring and evaluation of the project. Preparation and implementation of the project will be coordinated by DFFE, under the oversight of the Project Steering Committee (PSC) for International Reporting and Climate Change. The Directorate: Climate Change Development and International Mechanisms (CCDIM) will act as Chair of the PSC and will ensure effective communications between all key actors (UNEP, DFFE, SSN) and other relevant partners. The Directorate: Climate Change Development and International Mechanisms will determine the need to employ a Technical Project Coordinator, under the Project Management Unit (PMU).

To ensure effective technical oversight and alignment across the various DFFE reporting teams, CCDIM has identified the need to appoint donor-funded Technical Project Coordinators under the PMU. In line with this approach, the institutional arrangement within CCDIM also includes two similar donor-funded roles, the NDC Coordinator and the CBIT Project Coordinator, who support international climate reporting. These positions, funded through multilateral support such as from the GEF, are project-based and do not form part of the permanent organizational structure of the DFFE.

A diagram of these arrangements is provided in Figure 2.4 below:

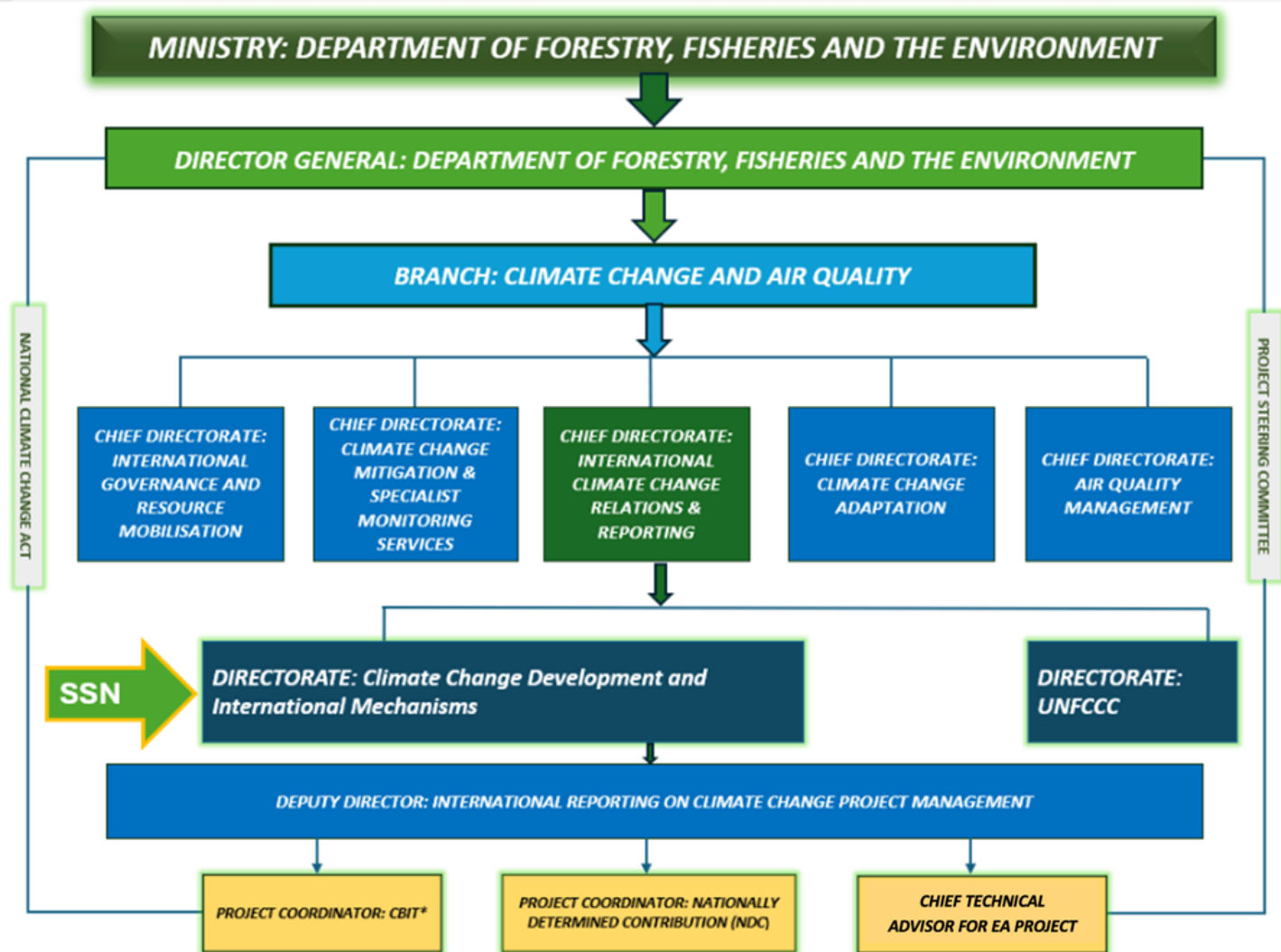


Figure 2.4: Project management structure for South Africa

## STAKEHOLDER OVERVIEW

Table C.2 below lists key stakeholders that were identified during project preparation and describes their role in the project across each participating country/party.

Table C.2: Stakeholder Overview

Stakeholders	Potential Role in the Project
<b>Ghana</b>	
Ministry of Environment, Science and Technology (MESTI)	Ensuring policy coordination and uptake of the BTR project results. Provide oversight of the project progress and implementation of Outputs. MESTI also contributes to the NDC and Article 6 chapter of the BTR. MESTI houses the UNFCCC Gender Focal Point

Ministry of Finance (GCF NDA)	Members of PSC to provide policy direction to the project and contribute to the FTC team of the BTR.
National Development Planning Commission (NDPC)	Aligns the BTR project to the national development framework. Facilitate the mainstreaming of the project's findings. NDPC will be part of the PSC.
Environmental Protection Authority (EPA)	Project Execution Agency
Ministry of Energy and Green Transition and its implementing institutions	Member of the NDC and Article 6 team and GHG inventory team.
Ministry of Food and Agriculture and its implementing institutions	Member of the Climate change impact and adaptation team and the GHG inventory team.
Ministry of Transport	Member of the NDC and Article 6 team and GHG inventory team.
Ministry of Land and Natural Resources and its implementing institutions	Member of the NDC and Article 6 team and GHG inventory team.
Ministry of Local Government	Member of the NDC and Article 6 team, GHG inventory team and adaptation team
University of Ghana	Member of PSC and NDC, and the Adaptation team
KASA (Speak Out) Initiative	Members of PSC to provide policy direction to the project
Ministry of Gender	Members of PSC to provide policy direction to the project.
Abantu for Development—a non-governmental organization (NGO)	Member of the NDC team
<b>Kenya</b>	
<p>Government Ministries, Departments, Agencies</p> <p>All Ministries and relevant State departments</p> <p>Energy and Petroleum Regulatory Authority (EPRA)</p> <p>Kenya Forest Service (KFS)</p> <p>Kenya Forestry Research Institute (KEFRI)</p> <p>Kenya Digital Agricultural Platform (KALRO)</p> <p>National Environmental Management Authority (NEMA)</p> <p>Kenya Meteorological Department (KMD)</p>	<p>Provision of activity data for GHG Inventory</p> <p>Provision of sectoral data for mitigation, adaptation and support</p> <p>Quality checks of data and information from sectoral stakeholders in their mandate area</p> <p>Technical expertise in their mandate areas</p> <p>Validation and verification of the compiled data and information</p> <p>The Ministry of Environment houses the UNFCCC Gender Focal Point; the alternate Gender Focal Point is located at the Department for Gender Mainstreaming.</p>

<p>Directory of Resource Surveys and Remote Sensing (DRSRS)</p> <p>National Drought Management Authority (NDMA)</p> <p>National Disaster Operation Center (NDOC)</p> <p>Other national government institutions as needed</p>	
County Governments	<p>Provision of activity data for GHG Inventory</p> <p>Provision of sectoral data for mitigation, adaptation and support</p> <p>Vulnerability mapping</p> <p>Validation and verification of the compiled data and information</p>
Private Sector	<p>Provision of activity data for GHG Inventory</p> <p>Provision of sectoral data for mitigation, adaptation and support</p> <p>Validation and verification of the compiled data and information</p>
Civil Society Organisations (CSOs)	<p>Provision of relevant activity data for GHG Inventory</p> <p>Provision of relevant sectoral data for mitigation, adaptation and support</p> <p>Technical expertise in their mandate areas</p> <p>Validation and verification of the compiled data and information</p>
Academia	<p>Technical expertise in diverse areas</p> <p>Tools and methodologies for data collection, compilation and analysis</p> <p>Validation and verification of the compiled data and information</p>
Media	<p>Dissemination of the project outputs</p> <p>Awareness creation on the project</p>
Development Agencies	<p>Provision of activity data for GHG Inventory</p> <p>Provision of sectoral data for mitigation, adaptation and support</p> <p>Technical expertise in diverse areas</p> <p>Tools and methodologies for data collection, compilation and analysis</p>
Indigenous peoples and local communities	<p>Provision of information on indigenous knowledge on adaptation and resilience building, indigenous technical expertise</p>
<b>Solomon Islands</b>	
Ministry of Environment, Climate Change, Disaster Management and Meteorology (MECDM)	<p>Responsible for overall implementation of the project.</p> <p>Provision of climate information and data, including waste.</p>
Ministry of Mines and Rural Electrification (MMERE)	<p>Provision of climate information and data.</p> <p>Represented in Technical Working Groups</p>
Ministry of Forestry and Research (MoFR)	<p>Provision of climate information and data - forest cover, log export volume.</p> <p>Represented in Technical Working Groups</p>
Ministry of Agriculture and Livestock (MAL)	<p>Provision of climate information and data - livestock heads, fertilizers/pesticides, soil type.</p> <p>Represented in Technical Working Groups</p>
Solomon Islands National Statistics Office	<p>Provision of climate information and census data. - including fuel, logs, etc</p> <p>Represented in Technical Working Groups</p>

Solomon Islands Customs & Excise Division	Provision of import and export information and data. Represented in Technical Working Groups
Solomon Power Ltd	Provision of fuel, power generation & distribution information and data. Represented in Technical Working Groups
Solomon Islands Maritime Authority (SIMA)	Provision of fuel, vessel, investment information and data. Represented in Technical Working Groups
Ministry of Youth, Women and Children Affairs (MYWCA)	Provision of GEDSI information and data. Represented in Technical Working Groups
Guadalcanal Plains and Palm Oil (GPPOL)	Provision of fuel consumption data, waste, biomass and production volume of oil
Honiara City Council (HCC)	Provision of waste information and data Represented in the Technical Working Group
Solomon Breweries Ltd	Provision of fuel consumed, waste generate, volume of spirits & ethanol produced
Szetu Enterprises Ltd	Provision of fuel consumed, waste generate, volume of spirits & ethanol produced
Origins Gas Ltd	Provision of LNG imported, fuel consumed, etc
Live and Learn / Nakau (CSO)	Provision of information on adaptation measures and education, awareness-raising and training.
<b>South Africa</b>	
Ministry of Forestry Fisheries and the Environment	Lead Ministry responsible for the oversight, preparation and submission of the BTR; coordinating sectoral inputs and ensuring alignment with ETF Requirements; institutional location of the UNFCCC Gender and Climate Change Focal Point.
South African national Biodiversity Institute (SANBI)	Provides biodiversity data and supports adaptation reporting, including reporting on ecosystem-based adaptation.
South African Weather Service (SAWS)	Data provision
Statistics South Africa (Stats SA)	Assists with the development of national indicators and ensures consistency, quality, and standardization of data used in the BTR.
Treasury	Supports climate finance tracking, budget alignment with climate goals, and advises on MRV of finance (including domestic and international sources)
Government Ministries (Energy, Transport, Agriculture, Water):	Provision of sector-level data including emissions data, transport sector data, climate vulnerability, and adaptation data.
Presidential Climate Commission (PCC)	Ensure high-level coordination and policy coherence and alignment of the BTR process with just transition objectives and other national objectives/goals. Provides support with national BTR stakeholder consultation and inclusive dialogue.
Lead institutions for gender issues: Department of Women, Youth and Persons with Disabilities (DWYPD)	Information exchange, training and consultation to ensure that gender and equity considerations are integrated into the BTR reporting process.

Commission for Gender Equality (CGE)	
NGOs and Civil Society	Public consultation and Awareness raising/sensitization; engage in public consultations, contribute to tracking adaptation and community-based climate action
Academia and/or Technical Experts	Provide QA/QC and data and modelling support to the project team, peer reviews and vulnerability assessments.
National Research Institutions (e.g. the Council for Scientific and Industrial Research, or CSIR)	Support provision of emissions and climate data and modelling and development of MRV methodologies where required.
Private Sector through Industry Associations	Public consultations and provision of data through the South African GHG Emissions Reporting System (SAGERS)

### E. Monitoring and Evaluation Plan

Describe the budgeted M&E plan.

Project monitoring for all participating countries will be conducted through standard M&E procedures for UNEP-GEF Enabling Activities. Technical progress reports and the annual report to the GEF and the UNFCCC will be prepared, and final closure activities will be carried out as described in the table below. The table also includes consolidated budget for project inception workshops and mid-term review workshops for the participating countries, and the individual country budget for these workshops is provided in Annex B.

**TABLE 1:** Monitoring and Evaluation Workplan & Budget

Type of M&E activity	Responsible Parties	Budget	Time Frame
Project Inception Workshop (PIW)	National Project Management Unit, Technical Expert Groups and UNEP Task Manager to raise awareness, build stakeholder engagement and detailed work planning	US\$19,138	Within 2 months of project start-up
Project Inception Report	Project Manager (PM)/Project Technical Coordinator (PTC) & UNEP Task Manager	Covered by PM salary	Not more than 1 month after the Project Inception Workshop
Technical progress reports & expenditure statements	National Project Management Unit, Task Manager, Funds Management Officer	Covered by PM and project assistant salaries	Quarterly expenditure and technical progress reports for any given year, submitted by January 31, April 30, and July 31, October 31 and at the end of the project implementation. The tracking of gender-related deliverables is comprised in the progress reporting template and expenditure reporting template

Organize a mid-term review workshop for launch of subsequent report with key stakeholders	National Project Management Unit, Technical Expert Groups, Key Stakeholders	US\$ 19,137	At the midpoint of project implementation as planned by individual projects
Report to the GEF and COP of UNFCCC	National Project Management Unit, Task Manager, Funds Officer (FMO)	Covered by PM salary and IA fee	Annually, part of the reporting routine. The annual project status survey to the GEF will include questions on gender mainstreaming and the country's efforts to integrate marginalized or vulnerable groups into national reporting.
Project Implementation Review (PIR) report	UNEP Task Manager	Covered under IA fee	Annually, part of reporting routine
Annual Inventory of Non-expendable equipment	National Project Management Unit, Task Manager, FMO)	Covered by PM and project assistant salaries	Annually, as at 31 December of each year, to be submitted within 2 months
Project Monitoring	UNEP Task Manager	Covered under IA fee	Continuous
Final closure, including an Operational Completion Report (OCR)	National Project Management Unit, Task Manager, FMO, Consultant(s)	Covered under PM and project assistant salaries	Initiated no earlier than six months prior to the operational completion of project activities. The Operational Completion Report (OCR) will include gender-specific results/information on gender mainstreaming.
TOTAL		US\$ 38,275	

In line with the GEF Evaluation requirements, and the UNEP Programme Manual and Evaluation Policy, all GEF funded projects are subject to a performance assessment when they reach operational completion. Notably, GEF Enabling Activities are exempt, by both UNEP and the GEF, from any mid-point performance assessment.

In the case of Enabling Activity projects with total funding below USD 1.5 million, OR which are issuing grants of less than USD 1.5 million each to multiple implementing countries, albeit administered through a single GEF ID, an Operational Completion Report (OCR) meets both the UNEP and the GEF

performance assessment requirements. This project will be issuing grants of USD 1,233,000 to each country.

The OCR is a form of self-reporting that is led by the Task Manager of the project, and a quality check by the Evaluation Office is not required. The OCR template is available from the Policy and Programme Division. Upon its finalization, the OCR will be uploaded to the GEF Portal by the Task Manager.

### SECTION 3: INFORMATION TABLES

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

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	GEF Enabling Activity Financing (\$)	Agency Fee (\$)	Total (\$)
UNEP	GET	Ghana	Climate Change	CC Set-Aside	1,233,000.00	117,135.00	1,350,135.00
UNEP	GET	Kenya	Climate Change	CC Set-Aside	1,233,000.00	117,135.00	1,350,135.00
UNEP	GET	Solomon Islands	Climate Change	CC Set-Aside	1,233,000.00	117,135.00	1,350,135.00
UNEP	GET	South Africa	Climate Change	CC Set-Aside	1,233,000.00	117,135.00	1,350,135.00
<b>Total GEF Resources</b>					<b>4,932,000.00</b>	<b>468,540.00</b>	<b>5,400,540.00</b>

#### Sources of Funds for Country Star Allocation

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

#### G. Rio Markers

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

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

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

Name	Position	Ministry	Date (MM/DD/YYYY)
------	----------	----------	-------------------

Dr. Peter Dery (Esq)	Director, Environment	MINISTRY OF ENVIRONMENT, SCIENCE & TECHNOLOGY (GHANA)	5/22/2025
Dr. Eng. Festus K. Ng'eno	Principal Secretary, State Department for Environment and Climate Change	MINISTRY OF ENVIRONMENT, CLIMATE CHANGE, AND FORESTRY (KENYA)	5/8/2025
Mr. Thaddeus Siota	Director Climate Change Division	MINISTRY OF ENVIRONMENT, CLIMATE CHANGE, DISASTER MANAGEMENT, AND METEOROLOGY (SOLOMON ISLANDS)	9/1/2025
Mr. Stuart Mangold	Chief Policy Advisor, International Governance and Resource Mobilization	DEPARTMENT OF FORESTRY, FISHERIES, AND THE ENVIRONMENT (SOUTH AFRICA)	9/12/2025

#### ANNEX A: RESPONSES TO STAKEHOLDER COMMENTS

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

N/A

#### ANNEX B: PROJECT BUDGET TABLE

Attach the project budget table.

GEF - Expenditure Category	Description	Component 1			M&E	PMC	Total (USD)	Responsible Entity (Executing Entity receiving funds from the GEF Agency)
		Output 1	Output 2	Sub-Total				
02. Goods								
	Laptops and accessories for data archiving for project management and technical teams	22,910.00	-	22,910.00	-	17,258.00	40,168.00	EPA, MECDM, SSN
<i>Subtotal Goods</i>		22,910.00	-	22,910.00	-	17,258.00	40,168.00	
07. Contractual services (company)								

GEF - Expenditure Category	Description	Component 1			M&E	PMC	Total (USD)	Responsible Entity (Executing Entity receiving funds from the GEF Agency)
		Output 1	Output 2	Sub-Total				
	Publication of country reports	27,500.00	28,500.00	56,000.00	-	-	56,000.00	EPA, MECCF, MECDM, SSN
	Contractual services for sectoral data provision, compilation, and preparation.	436,500.00	267,500.00	704,000.00	-	-	704,000.00	MECDM, SSN
	<i>Subtotal Contractual services (company)</i>	<i>464,000.00</i>	<i>296,000.00</i>	<i>760,000.00</i>	<i>-</i>	<i>-</i>	<i>760,000.00</i>	
08.	Contractual services (individuals)							
	Project Technical Coordinator (PTC) for compilation of different BTR components and PMC functions	144,102.00	161,978.00	306,080.00	-	50,320.00	356,400.00	EPA, MECCF
	Project Technical Assistant (PTA)	61,000.00	41,000.00	102,000.00	-	2,000.00	104,000.00	EPA, MECCF
	National Technical Experts to support GHG, NDC, adaptation, and support components of the BTR	511,000.00	469,000.00	980,000.00	-	-	980,000.00	EPA, MECDM
	National Gender Specialist to focus on gender training and mainstreaming	43,000.00	37,000.00	80,000.00	-	-	80,000.00	EPA, MECDM, SSN
	National Consultant for Stocktaking exercise	9,586.00	32,289.00	41,875.00	-	-	41,875.00	EPA, MECDM, SSN
	Administrative and Finance Assistant (AFA)	-	-	-	-	143,332.00	143,332.00	EPA, MECCF, MECDM
	National Consultants to support mitigation and supplemental NC chapters	97,625.00	45,625.00	143,250.00	-	-	143,250.00	EPA, MECDM, SSN
	National Project Coordinator (NPC)	-	-	-	-	54,000.00	54,000.00	MECDM
	Programme Lead to provide strategic oversight, leadership, and coordination	-	-	-	-	16,215.00	16,215.00	SSN

GEF - Expenditure Category	Description	Component 1			M&E	PMC	Total (USD)	Responsible Entity (Executing Entity receiving funds from the GEF Agency)
		Output 1	Output 2	Sub-Total				
	Project Manager to provide project oversight	-	-	-	-	21,187.00	21,187.00	SSN
	Knowledge Management and Communication Support	-	-	-	-	1,688.00	1,688.00	SSN
	Finance and Director Oversight	-	-	-	-	36,095.00	36,095.00	SSN
	Contracts Compliance and Risk Management (CCRM) and Contracts Oversight	-	-	-	-	26,905.00	26,905.00	SSN
	Meeting Facilitators and interpreters.	8,400.00	4,200.00	12,600.00	-	-	12,600.00	MECDM
	Chief Technical Advisor to ensure government buy-in	73,508.00	64,000.00	137,508.00	-	-	137,508.00	SSN
	<i>Subtotal Contractual services (individuals)</i>	948,221.00	855,092.00	1,803,313.00	-	351,742.00	2,155,055.00	
	12. Training, Workshops, Meetings							
	Venue and catering - Stakeholder Engagement and Validation Workshops	135,758.00	125,562.00	261,320.00	-	-	261,320.00	EPA, MECCF, MECDM, SSN
	Venue and catering - Stakeholder Engagement Workshops (M&E)	-	-	-	38,275.00	-	38,275.00	EPA, MECCF, MECDM, SSN
	Venue and catering- Training Workshops	53,600.00	43,600.00	97,200.00	-	-	97,200.00	MECCF, MECDM, SSN
	Venue and catering - Technical Working Groups (TWGs) working sessions/write shops.	67,800.00	39,000.00	106,800.00	-	-	106,800.00	MECCF
	<i>Subtotal Training, Workshops, Meetings</i>	257,158.00	208,162.00	465,320.00	38,275.00	-	503,595.00	
	13. Travel							

GEF - Expenditure Category	Description	Component 1			M&E	PMC	Total (USD)	Responsible Entity (Executing Entity receiving funds from the GEF Agency)
		Output 1	Output 2	Sub-Total				
	Local travel expenses and DSA- Participation in stakeholder engagement and validation workshops	65,167.00	73,634.00	138,801.00	-	7,090.00	145,891.00	EPA, MECCF, MECDM, SSN
	International travel expenses and DSA- Participation of one national expert in the technical expert review process upon submission of BTRs	20,000.00	20,000.00	40,000.00	-	-	40,000.00	EPA, MECCF, MECDM, SSN
	Local travel expenses and DSA- Participation in Training Workshops	110,851.00	101,451.00	212,302.00	-	-	212,302.00	MECCF, MECDM, SSN
	International travel expenses and DSA- participation of national experts in regional/international training/peer to peer exchange	73,708.00	68,698.00	142,406.00	-	-	142,406.00	MECCF, MECDM, SSN
	Local travel expenses and DSA- Participation in Technical Working Groups (TWGs) working sessions/write shops	243,924.00	141,389.00	385,313.00	-	-	385,313.00	MECCF
	International Travel and DSA- International consultants	100,000.00	60,000.00	160,000.00	-	-	160,000.00	MECDM
	Local travel expenses and DSA- Local transport costs for data collection to six major islands and hundreds of smaller islands	10,000.00	5,000.00	15,000.00	-	-	15,000.00	MECDM
<i>Subtotal Travel</i>		623,650.00	470,172.00	1,093,822.00	-	7,090.00	1,100,912.00	
15. Other operating costs								
	Audits	-	-	-	-	58,000.00	58,000.00	EPA, MECCF, MECDM, SSN

GEF - Expenditure Category	Description	Component 1			M&E	PMC	Total (USD)	Responsible Entity (Executing Entity receiving funds from the GEF Agency)
		Output 1	Output 2	Sub-Total				
	Communication and bank charges	-	-	-	-	8,680.00	8,680.00	EPA, MECCF, MECDM
<i>Subtotal other operating costs</i>		-	-	-	-	66,680.00	66,680.00	
14. Office supplies								
	Office supplies	-	-	-	-	5,590.00	5,590.00	MECCF, MECDM
<i>Subtotal office supplies</i>		-	-	-	-	5,590.00	5,590.00	
09. International Consultants								
	International consultants for GHG, NDC, adaptation preparation and compilation	160,000.00	140,000.00	300,000.00	-	-	300,000.00	MECDM
<i>Subtotal International Consultants</i>		160,000.00	140,000.00	300,000.00	-	-	300,000.00	
<b>Grand Total</b>		<b>2,475,939.00</b>	<b>1,969,426.00</b>	<b>4,445,365.00</b>	<b>38,275.00</b>	<b>448,360.00</b>	<b>4,932,000.00</b>	

**Key: -**

EPA: Environmental Protection Agency

MECCF: Ministry of Environment, Climate Change, and Forestry

MECDM: Ministry of Environment, Climate Change, Disaster Management, and Meteorology (MECDM)

SSN: SouthSouthNorth

NB: - Budget breakdown per country is presented in Annex B excel file attached under the worksheets titled “GEF budget-country” and/or “UNEP budget” that provide specific details, with corresponding TORs in Annex E in the attached Agency project document for budgeted positions and Technical Working Group’s working sessions/write shops budgeted under “Trainings, Workshops, Meetings” and “Travel” expenditure categories.



**ANNEX C: ENVIRONMENTAL AND SOCIAL SAFEGUARDS**

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

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

---

Title

---

Annex C\_SRIF

---