



GEF-8 REQUEST FOR Climate Change enabling activity

Proposal for Funding Under the GET
Processing Type: Expedite

TABLE OF CONTENTS

SECTION 1: ENABLING ACTIVITY SUMMARY	3
A. Funding Elements	4
B. Enabling Activity Summary	5
ENABLING ACTIVITY COMPONENTS	6
SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION	9
C. Eligibility Criteria	9
D. Institutional Framework	10
E. Monitoring and Evaluation Plan	13
SECTION 3: INFORMATION TABLES.....	15
F. GEF Financing Resources Requested by Agency, Country and Programming of Funds.....	15
G. Rio Markers.....	15
H. Record of Endorsement of GEF Operational Focal Point(s) on Behalf of the Government(s):.....	15
ANNEX A: RESPONSES TO STAKEHOLDER COMMENTS	16
ANNEX B: PROJECT BUDGET TABLE	16
ANNEX C: ENVIRONMENTAL AND SOCIAL SAFEGUARDS.....	17



SECTION 1: ENABLING ACTIVITY SUMMARY

Enabling Activity Title

Enabling Timor-Leste to prepare its First Biennial Transparency Report with a combined Third National Communication (BTR1/NC3) and Second Biennial Transparency Report (BTR2)

Country(ies)	GEF Enabling Activity ID
Timor Leste	11959
GEF Agency(ies):	GEF Agency Enabling Activity ID
FAO	755957
Submission Date	Expected Implementation Start
6/20/2025	8/1/2025
Project Executing Entity(s):	Executing Partner Type
National Directorate for Climate Change (NDCC) under the Ministry of Tourism and Environment (MoTE) Food and Agriculture Organization of the United Nations (FAO) United Nations Office for Project Services (UNOPS)	Government GEF Agency Others
GEF Focal Area (s)	Expected Duration (In Months)
Climate Change	42
Type of Report(s)	Expected Report Submission to Convention
UNFCCC Biennial Transparency Report/ National Communication (BTR/NC)	7/1/2026 7/1/2028
UNFCCC Biennial Transparency Report (BTR)	



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 support Timor -Leste prepare and submit to the UNFCCC the First Biennial Transparency Report (BTR1) with a combined Third National Communication (BTR1/NC3) and Second Biennial Transparency Report (BTR2) all in compliance with the UNFCCC Convention and Paris Agreement’s reporting obligations.

Enabling Activity Summary

The Paris Agreement empowers countries to act towards limiting global average temperature increases to as close to 1.5C as possible above pre-industrial levels, to strengthen climate resilience and to make financial flows consistent with these overall objectives.

Regular reporting by countries on transparent information on the implementation and achievement of their national objectives, provides a snapshot of global progress in relation to the objectives of the Paris Agreement, helping to enable a global assessment of collective progress. In turn, the reported information undergoes peer assessment, which helps to build mutual trust and confidence among countries, provide a better understanding of current climate actions and levels of support needed and provided. Through this process countries gain the opportunity to learn from each other by sharing achievements, best practices, and experiences.

Starting no later than 2024, as part of the enhanced transparency framework (ETF), all countries who have ratified the Paris Agreement will follow a single, universal transparency process. The information gathered under the ETF will provide a clear understanding of climate change actions and support and ultimately contribute to the global stocktake process that will periodically take stock of the implementation of the Paris Agreement.

The Project “Enabling Timor-Leste to prepare its First Biennial Transparency Report with a combined Third National Communication (BTR1/NC3) and Second Biennial Transparency Report (BTR2)” aims to assist Timor-Leste in responding to the reporting requirements under the Convention and the Paris Agreement to address climate change and its impacts and to take part in review processes that consider the information Parties provide.

The first biennial transparency reports (BTRs) are due at the latest by 31 December 2024. Small Islands Developing States (SIDS) and Least Developed Countries (LDCs) may submit the information required for the BTR at their discretion while other Parties, will submit their BTRs with “no less frequently than on a biennial basis”. For non-Annex I Parties to the Convention and the Paris Agreement (developing countries), the BTRs will supersede the requirements to submit biennial update reports (BUR), while all Parties will have to continue reporting NCs.

Under this project, BTR and BTR+NC reports will be prepared in close coordination with any other climate-related ongoing project and activity in the country, funded by the GEF and/or other donors.

The expected results are: 1) Institutional arrangements for improved transparency activities are in place and effective; 2) The national team and main stakeholders obtain a common understanding of the key elements of the Enhanced Transparency Framework (ETF) and the benefits to the country that arise from it; and 3) High quality reports (BTR and BTR + NC) are produced with information reported in narrative and tabular formats in a way that facilitates the tracking of progress in the implementation and achievement of the National Determined Contribution (NDC).

Stakeholders’ involvement and consultation processes are critical to the success of this project. An effective engagement of key stakeholders is envisaged during project preparation, implementation, monitoring and

evaluation. This aims to enhance ownership of the reporting process bringing it more in line with national needs and international requirements.

ENABLING ACTIVITY COMPONENTS

Component 1: National consultations and plan for BTR1/NC3 + BTR2

GEF Enabling Activity Financing (\$): 128,461.00

Outcome:

Outcome 1.1: Enhanced coordination for BTR preparation

Output:

Output.1.1.1 Mechanisms for stakeholders' involvement and coordination identified and improved including roles and responsibilities and considering gender dimension

Output 1.1.2 Gender-sensitive capacity building plan and trainings delivered

Output 1.1.3 Gender-sensitive plan for regular preparation of BTRs and NC delivered

Component 2: Preparation of BTR1/NC3 + BTR2

GEF Enabling Activity Financing (\$): 946,839.00

Outcome:

Outcome 2.1 National GHG inventory reported

Outcome 2.2 Information on tracking NDC progress reported

Outcome 2.3 Information on climate change impacts and adaptation reported

Outcome 2.4 Information on financial, technology development and transfer and capacity building support (FTC) needed and received reported

Outcome 2.5 BTRs and NC finalized and submitted

Output:

Output 2.1.1 GHG emissions and removals estimated and common reporting tables compiled for the established time series

Output 2.1.2 National inventory document (NID) prepared

Output 2.2.1 Progress of mitigation policies and actions assessed considering gender disaggregated data and reported using common tabular formats

Output 2.2.2 GHG emissions projections elaborated

Output 2.3.1 Information on climate change impacts, vulnerability and risks of human and natural systems, considering gender-disaggregated data, gathered and reported

Output 2.3.2 Information on losses and damages associated with the adverse effects of climate change, considering gender-disaggregated data, gathered and reported

Output 2.4.1 Information on FTC needed and received gathered considering gender disaggregated data and reported using common tabular formats

Output 2.5.1 Combined first BTR and NC3 including additional and non-compulsory information finalized and submitted to government

Output 2.5.2 Second BTR including additional and non-compulsory information finalized and submitted to government

Output 2.5.3 Support on the BTR technical expert reviews (TER) and subsequent facilitative multilateral consideration of progress (FMCP) provided

M&E

GEF Enabling Activity Financing (\$): 46,550.00

Outcome:

Outcome 3.1 Project monitored and closed

Output:

Output 3.1 Project monitored to support results-based management and learning as well as the gender dimension

Output 3.2 Final evaluation performed

Component Balances

Project Components	GEF Enabling Activity Financing (\$)
Component 1: National consultations and plan for BTR1/NC3 + BTR2	128,461.00
Component 2: Preparation of BTR1/NC3 + BTR2	946,839.00
M&E	46,550.00

Subtotal	1,121,850.00
Project Management Cost	111,150.00
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.

Timor-Leste ratified the UNFCCC in 2006, became part of the Kyoto Protocol in 2008, and ratified the Paris Agreement in 2017. As a Party to the Convention and the Paris Agreement, Timor-Leste is eligible to receive financing for the preparation of climate national reports.

Timor-Leste has demonstrated its dedication to transparency, submitting its Second National Communication (SNC) in November 2020, despite facing capacity constraints and limited resources. The SNC plays a crucial role in supporting the nation's contribution to global stocktaking processes and fulfilling its obligations under the Enhanced Transparency Framework (ETF). It also provides valuable insights into the gaps and challenges that need to be addressed in the country's reporting systems.

In 2022, Timor-Leste communicated an updated National Determined Contribution (NDC) for the period 2022-2030, which elaborates the country's mitigation measures and targets, based on national needs and priorities, circumstances and capacities, with a focus on transparency. The NDC paves the way for Timor-Leste pursuing a low emissions development pathway towards the national objectives for sustainable development while meeting the obligations of the Paris Agreement (PA). Specifically on reporting, the NDC expresses clearly the intention of the country to strengthen its ETF system for reporting focusing on enhancing national capacities for greenhouse gas (GHG) inventory management and improving transparency in emissions reporting.

In support of transparency requirements and NDC implementation, Timor-Leste will also embark on a Capacity-Building Initiative for Transparency (CBIT) project, implemented also by FAO which aims to provide adequate institutional and technical capacity to prepare reports consistent with the requirements of the Paris Agreement's Enhanced Transparency Framework (ETF), including more up-to-date inventories of emission sources and sinks using advanced IPCC guidance (IPCC 2006 Guidelines, 2013 supplement and 2019 refinements) and information necessary to track progress against priority actions identified in Timor-Leste's NDC.

The enabling activity project hereby proposed will ensure uptake of lessons learnt as well as coordination with any recent or ongoing ETF project in the country and will be interconnected with the CBIT project. It will therefore represent further opportunity for the country to gear up the national reporting processes and institutional arrangements and eventually integrate findings, recommendations and needs identified, and building in-country capacity to produce high quality reports to be submitted to UNFCCC, starting from the first Biennial Transparency Report (BTR1). A list of potential ongoing or recently closed ETF-related activities the project will connect with is to be found in Table 1 below.

Table 1: relevant ETF-related activities in the country

Denomination	Timeframe	Short Description
Strengthening capacity for enhanced transparency in implementation and monitoring of Timor-Leste's Nationally Determined Contribution (NDC)	2025-2027	Develop and implement a capacity building program that will draw upon the GEF CBIT fund to ensure that Timor-Leste is preparing NDC reports consistent with the requirements of the ETF

EU Through Alenia International Supported Land-based MRV Design	Not specified	Workshops to design Timor-Leste's National Land Sector MRV System. Final document pending government approval.
EU Through Alenia International Supported Carbon Policy and Guidelines, Climate Change Law	Not specified	Development of carbon policy and guidelines. Final document pending government approval.
ADB Support for Article 6 Carbon Market Framework	Ongoing	Support for the development of a carbon market framework under Article 6 of the Paris Agreement.
TREEO2 MRV by NGOs (With One seed and Rai Matak Foundation)	Ongoing	Community forest programme focused on MRV systems, certified under the Gold Standard Marketplace.
Timor-Leste's National REDD+ Forest Reference Level (FREL)	Submission in 2023	FAO-supported development under GCF Readiness. Submitted to UNFCCC for Technical Assessment in 2023.
ILO Project: 'Preparing Timor-Leste's Workers and Policymakers for Just Transition and the Formal Economy'	Ongoing	ILO project supporting just transitions for workers and policymakers, focusing on the formal economy.

D. Institutional Framework

Describe the institutional arrangements for implementation of the enabling activity.

Timor-Leste has established an institutional framework for national reporting to the UNFCCC, led by the Ministry of Tourism and Environment (MoTE) through its National Directorate of Climate Change (NDCC). The key body responsible for coordinating climate change-related activities is the Working Group on Climate Change (WG-CC), officially recognized in 2017. This group, chaired by the NDCC, includes representatives from various line ministries, non-governmental organizations, donors, universities, and civil society.

The WG-CC's primary roles include supporting collective learning, facilitating the efficient implementation of climate projects, and assisting the NDCC and the Centre for Climate Change and Biodiversity (CCCB) in collecting data on climate adaptation and mitigation. It also helps organize awareness-raising events on climate resilience and vulnerability reduction for Timor-Leste.

For the First National Communication (NC1), technical working groups (TWGs) were established for each major element of the report. However, for the Second National Communication (NC2), these were consolidated into a single working group to address cross-cutting issues and reduce redundancy, as many members were relevant to multiple working groups. This combined structure, involving members from nine key ministries, also supports the development of the National GHG Inventory (NGHGI) under the Office of the Directorate General of Environment of the Ministry of Tourism and Environment.

Building on this institutional foundation, the project execution will involve a third-party entity (UNOPS) in managing the Project Management Unit (PMU). This third-party organization will be specifically responsible for the recruitment of international consultants, management of related international travel, and the hiring of other technical national experts. This arrangement is intended to facilitate a smooth and rapid start to project implementation, which is crucial for meeting the tight timeline for submitting the first BTR.

In parallel, NDCC-MoTE will manage funds under this EA project for the recruitment of the project coordinator and an administrative and financial assistant. Additionally, NDCC will oversee selected national-level contracts related to the organization of workshops, domestic travel logistics, and targeted capacity-building initiatives.

As the GEF Implementing Agency, FAO will oversee, monitor, and support the implementation of project activities in alignment with GEF and FAO standard procedures. FAO will also be responsible for reporting, monitoring, and evaluating the project for GEF. Importantly, FAO will play a key role in supporting the production of the reports, particularly for the first BTR, to ensure quality and adherence to the required ETF standards.

This project will run in parallel with the CBIT project, which is also implemented by FAO and executed by NDCC-MoTE. Both projects will share the same PMU but will operate under separate budget lines. Clear and distinct roles and responsibilities will be defined for each project to ensure smooth execution and avoid overlap. While this project will prioritize the reporting process and deliverables, the CBIT project will focus on strengthening capacity on transparency systems over the longer term to ensure the sustainability of the reporting process in the country.

To comply with the ETF and its reporting requirements in a successful way, stakeholders' engagement of a wide range of sectors, including line ministries and agencies, local communities, local authorities and NGOs, mass-media, academia, private sector, and international organizations will be ensured as much as possible through individual meeting and coordination among all relevant ongoing national activities. The MoTE will engage the following stakeholders, based on their roles in the project, to ensure a whole-of-society implementation of the ETF. The list in the following table may be extended as needed:

Table 2: prospective stakeholders to be engaged in the projects

Stakeholders	Roles	Responsibilities
Ministry of Tourism and Environment (MoTE) through its National Directorate of Climate Change (NDCC).	Leads and coordinates the formulation of NDC and the elaboration of GHGI. Disseminates up-to-date information on climate change, advocates for the advancement of technical assessments for climate initiatives and oversees the execution of adaptation and mitigation measures.	Focal point, project execution.
Ministry of Agriculture, Livestock, Fishery and Forestry <ul style="list-style-type: none"> • DG of Agriculture • DG of Forestry • DG of Livestock 	Actively engaged in the formulation and execution of comprehensive agriculture policies, aimed at fostering sustainable practices of the agricultural sector. It plays a pivotal role in implementing a wide array of adaptation and mitigation measures specifically tailored to address the unique challenges within the sector.	Participation in technical meetings and workshops; preparation of the GHGI for the AFOLU sector as well as participation in other important reporting documents to the UNFCCC
Ministry of Tourism and Environment. <ul style="list-style-type: none"> • National Authority for Environmental Licensing (ANLA, I.P) • National Designated Authority for Combating Climate Change (AND, I.P.) 	ANLA, I.P. is responsible for Environmental Licensing. AND, I.P. is responsible for Carbon trading and in the future can act as regulatory authority for industrial carbon emission.	Participation in technical meetings and workshops; possible consideration for GHGI for industrial sector.

<p>Ministry of Telecommunication and Transport</p> <ul style="list-style-type: none"> • National Directorate for Land Transport (DNLT) • Administration of Ports of Timor-Leste (APORTIL, I.P) • Timor – Leste Civil Aviation Authority (TLCCA) • National Authority of Airport Management (ANATL) • National Directorate for Meteorology and Geophysics (DNMG) 	<p>Lead Ministry for transport (land, air & maritime) and Telecommunication (weather Forecasting). By combining policy formulation, mitigation and adaptation measures, and the development of accurate GHGI, the ministry plays a central role in clean energy in transportation sector in the future.</p>	<p>Participation in technical meetings and workshops; contribution to GHGI for the Energy sector</p>
<p>Ministry of Public Works</p> <ul style="list-style-type: none"> • General Directorate for regulating Electricity, Water and Sanitation (DGREAS) • Timor-Leste State owned Company for Electricit (EDTL, E.P.) • Timor – Leste State Owned Company for Water (BTL, E.P.) 	<p>Key role in the water and energy regulation.</p>	<p>Participation in technical meetings and workshops; contribution to GHGI for the Energy sector,</p>
<p>Ministry of Commerce and Industry (MCI) via DG of Industry</p> <ul style="list-style-type: none"> • Chamber of Commerce and Industry Timor – Leste (CCITL) 	<p>Key role in the exchanging information and data for the industrial sector</p>	<p>Participation in technical meetings and workshops; contribution to GHGI for the IPPU sector.</p>
<p>Ministry of State Administration (MSA)</p> <ul style="list-style-type: none"> • Directorate of Hygiene and Public Order • Dili Municipal Authority 	<p>Responsible for waste management together with Municipal Authorities.</p>	<p>Participation in technical meetings and workshops; contribution to GHGI for the Waste sector</p>
<p>Ministry of Finance (MoF)</p> <ul style="list-style-type: none"> • National Directorate for External Resource Mobilisation 	<p>It plays an important role in climate finance, ensuring fiscal policies align with climate finance goals.</p>	<p>Participation in technical meetings and workshops</p>
<p>National Institute of Statistics Timor-Leste. (INETL, I.P.)</p> <ul style="list-style-type: none"> • National Directorate for Economic and Statistic (NDES) 	<p>Support to collect comprehensive, relevant, and up-to-date activity data and to improve the quality of data through QA/QC and verification processes.</p>	<p>Participation in technical meetings and workshops; supporting and strengthening the development of the GHGI</p>
<p>Ministry of Petroleum and natural Resources</p> <ul style="list-style-type: none"> • National Petroleum Authority (ANP) • National Mining Authority (ANM) • Timor GAP, E.P. (state-own Oil Company) 	<p>Key partners in the GHGI particularly for emissions coming from petroleum and mining sectors</p>	<p>Participation in technical meetings and workshops; contribution to GHGI for the Energy sector</p>

<ul style="list-style-type: none"> • Murak Rai Timor, E.P. (state-own Mining Company) 		
National University of Timor – Leste (UNTL)	Potential role on improving the MRV system and the reporting processes by providing expertise, conducting research, and contributing to capacity building and policy formulation	Participation in technical meetings and workshops; Potential role on improving the MRV system and the reporting processes
Private sector <ul style="list-style-type: none"> • Esperanca Timor Oan (ETO) Private Oil Company • Ecosecurities • Pertamina International SA, • Heineken Timor - Leste 	Supports adaptation and mitigation efforts under national climate policies and NDCs, oversees carbon trading.	Participation in technical meetings and workshops
NGOs Rai Matak, With One Seed, FCOTI, OXFAM, CI, NETIL, Haburas, HASATIL, LSS (Lori Solusaun Sustantavel), AMKTL, PERMATIL	Contribute to the development of GHGI and NDCs by providing technical expertise, engaging communities, advocating for effective policies, and fostering collaboration among various stakeholders.	Participation in technical meetings and workshops
UN Agencies & Bilateral Agencies UNDP, UNEP, FAO, ILO, WHO, UNICEF, WFP, EU, JICA, KOICA, Mercy Corps,	Contribute to the development of GHGI and NDCs by providing technical expertise, engaging communities, advocating for effective policies, and fostering collaboration among various stakeholders.	Participation in technical meetings and workshops; contribution to the preparation of UNFCCC reports
SEPI or SEII (the Secretary of State for the Promotion of Equality); and UNTL Gender Studies Centre.	National authority responsible for mainstreaming gender in public policies; Academic institution specializing in gender research	Support integration of gender considerations and inclusive participation in CBIT activities Support the gender analysis and stakeholder engagement with women’s groups

Clear roles and mandates during the project preparation, implementation, monitoring and evaluation will be revised and consolidated to ensure that the capacity developed is maintained within the relevant stakeholders and ultimately that the reports reflect more the national needs and circumstances.

For more information, please refer to Annex G: Stakeholder engagement matrix included in the attached project document.

E. Monitoring and Evaluation Plan

Describe the budgeted M&E plan.

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

Project Inception Report

After project approval, a national project Inception Workshop will be held. After the workshop, the Project Coordinator will prepare a project Inception Report in consultation with the Project Steering Committee (PSC) and the FAO Country Office. The report will include a description of the institutional functions and responsibilities and the action for coordination of the project stakeholders, the progress made in its establishment and start-up activities, as well as an update of any changes in external conditions that may affect the execution of the project. It will also include a detailed Annual Work Plan/Budget (AWBP) for the first year and the Monitoring matrix. The draft Inception Report will be submitted to FAO and PSC for their review and comments prior to completion, no later than three months after project start-up. The report must be approved by the Budget Holder (BH), the Lead Technical Officer (LTO) and the FAO-GEF Coordination Unit. The BH will upload the report to FPMIS.

Project Progress Reports (PPR)

The PPRs will be prepared based on the systematic monitoring of the output and outcome indicators identified in the Project Results Framework, the AWBP, and the Monitoring Plan. Each semester, the Project Coordinator will prepare a draft PPR and collect and consolidate FAO Project Task Force (PTF) comments. The report covering the July-December period must be accompanied by the updated AWBP for the following year for its review and no objection by the FAO PTF. The BH is responsible for coordinating the preparation and finalization of the PPR, in consultation with the Project Management Unit, LTO, and GEF Technical Officer (GTO). Following LTO, BH, and GTO approval, the GTO will ensure that project progress reports are uploaded to FPMIS in a timely manner.

Annual progress

NC/BUR and BTR Status Survey Questionnaires will be filled in once a year to gather information on progress and identify bottlenecks as well as technical support needs, in line with GEF and UNFCCC reporting requirements for BTR.

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, analyse 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.

Terminal evaluation

FAO will conduct the terminal evaluation of this project. An allocation of USD 40,000 has been set aside to cover evaluation costs. At a minimum, the independent Office of Evaluation (OED) will validate the evaluation report in compliance with GEF requirements.

The evaluation will provide a comprehensive and systematic assessment of project execution, performance, and factors that affect execution and performance. Evaluations will seek to provide learning and accountability, promote transparency, and enable evidence-based decision making through knowledge sharing across stakeholders (such as FAO as the implementing agency, partner executing agencies, governments, other national partners, and the donor) to improve the performance of future projects.

Terminal report

Within two months prior to the project completion date, the Project Coordinator will submit a draft Terminal Report to the PSC and the FAO Country Office. Such a report will consist of a summary of the main project deliverables, results, conclusions, and recommendations. The report will be aimed at people who are not necessarily technical specialists and who must understand the policy implications of the findings and technical needs to ensure the sustainability of the project results. The Terminal Report will evaluate the activities, summarize the lessons, and express possible recommendations in terms of future projects execution.

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 (\$)
FAO	GET	Timor Leste	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)
Mr.Joao Carlos Soares	Director	Secretariat of State for Environment	10/30/2024

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.

FAO Cost Categories	Component 1	Component 2	Component 3 (M&E)	PMC	Total	Executing Entity
5013 Consultants						
Enhanced Transparency Framework experts (international consultants)	9,157	82,417			91,754	UNOPS
Subtotal international Consultants	9,157	82,417			91,754	
Project Coordinator				69,210	69,210	NDCC-MoTE
Administrative and financial assistant				41,940	41,940	NDCC-MoTE
Technical experts						UNOPS
Institutional Processes and Gender Specialist	5,186	46,672			51,858	UNOPS
Greenhouse gas inventory specialists	31,086	279,774			310,860	UNOPS
Mitigation specialists	22,632	203,688			226,320	UNOPS
Adaptation specialists	22,640	203,760			226,400	UNOPS
Financial, technology and capacity support specialists	3,760	33,386			37,596	UNOPS
Subtotal national Consultants	85,303	767,731		111,150	964,184	
5013 Subtotal consultants	94,461	850,147		111,150	1,055,758	
5650 Contract						
Reports layout design		6,942			6,942	NDCC-MoTE
Workshop inception	5,000				5,000	NDCC-MoTE
Consultation/advancement workshop	5,000	5,000			10,000	NDCC-MoTE
Workshop validation for BTR and BTR2/NC		10,000			10,000	NDCC-MoTE
Final evaluation			40,000		40,000	FAO

FAO Cost Categories	Component 1	Component 2	Component 3 (M&E)	PMC	Total	Executing Entity
Terminal report			6,550		6,550	FAO
5650 Subtotal Contracts	10,000	21,492	46,550		78,042	
5021 Travel						
International travel		46,200			46,200	UNOPS
Domestic travel		5,000			5,000	NDCC-MoTE
5021 Subtotal travel		51,200			47,000	
5023 Training						
Ad hoc capacity building sessions on ETF matters (including CTF and CRT tables)	24,000	24,000			48,000	NDCC-MoTE
5023 Subtotal training	24,000	24,000			48,000	
TOTAL	128,461	946,839	46,550	111,150	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

Stakeholder Engagement Matrix
Full ES Screening Checklist