

GEF-8 REQUEST FOR Climate Change enabling activity

Proposal for Funding Under the GET
Processing Type: Expedite

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SECTION 1: ENABLING ACTIVITY SUMMARY

Enabling Activity Title

Development of the First Biennial Transparency Report and the Fourth National Communication and Second Biennial Transparency Report as combined report under the UNFCCC (1BTR - 4NC/2BTR)

Country(ies)	GEF Enabling Activity ID
Guatemala	11646
GEF Agency(ies):	GEF Agency Enabling Activity ID
UNDP	9722
Submission Date	Expected Implementation Start
4/2/2024	6/1/2024
Project Executing Entity(s):	Executing Partner Type
Tropical Agricultural Research and Higher Education Center (CATIE)	CSO
GEF Focal Area (s)	Expected Duration (In Months)
Climate Change	48
Type of Report(s)	Expected Report Submission to Convention
UNFCCC Biennial Transparency Report (BTR)	12/31/2024
UNFCCC Biennial Transparency Report/ National Communication (BTR/NC)	12/31/2026

A. Funding Elements

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

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

If yes, please describe

N/A

B. Enabling Activity Summary

Enabling Activity Objective

The objective of this project is to assist the Government of Guatemala in the preparation and submission of its First Biennial Transparency Report and a combined Fourth National Communication Report and Second Biennial Transparency for the fulfillment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA).

Enabling Activity Summary

Enabling Activity Summary

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

Project Development Objective

The project will support Guatemala in achieving its global environment concerns and commitments to international conventions, and to integrate climate change considerations in national development planning and policy through ensuring continuity of the institutional and technical capacity building, partly initiated, and consequently sustained by reporting instruments under the United Nations Framework Convention on Climate Change (UNFCCC)

Project Immediate Objective:

The project will enable the government of Guatemala to prepare and submit its First Biennial Transparency Report (1BTR) and a combined Fourth National Communication Report and Second Biennial Transparency Report (4NC/2BTR) for the fulfillment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA), in line with the Modalities, procedures and guidelines (MPGs) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement ([Decision 18/CMA.1](#)) and the guidance on operationalizing the MPGs as per [Decision 5/CMA.3](#).

Article 13 of the Paris Agreement establishes an Enhanced Transparency Framework (ETF) for action and support designed to build trust and confidence that all countries are contributing their share to the global effort. The new transparency system under the Paris Agreement builds on and enhances the existing systems under the Convention. National Communications (NCs), Biennial Update Reports (BURs) and International Consultation and Analysis (ICA) have formed part of the experience drawn upon and contributed to the improvements of capacity constraints and continuous building of capacity and expertise in advance of the ETF.

The Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) decided that Parties shall submit their first BTR and national inventory report, if submitted as a stand-alone report, in accordance with the adopted modalities, procedures and guidelines, at the latest by 31 December 2024 and that LDCs and SIDS may submit this information at their discretion. The Modalities, Procedures, and Guidelines (MPGs) were adopted in the Katowice Climate Package through decision 18/CMA.1 sets the rules for the

implementation of the Enhanced Transparency Framework (ETF) under the Paris Agreement. At the COP26, the 'Paris Agreement rulebook'/MPGs was finalized. This set of rules lays out how countries are held accountable for delivering on their climate action promises and self-set targets under their Nationally Determined Contributions (NDCs) and enable the operationalization of the enhanced transparency framework. ^[21]

The project objective is the preparation of the 1BTR and 4NC/2BTR which will further strengthen institutional and technical capacities of Guatemala for implementing the Convention, Paris Agreement and reporting thereon to the UNFCCC. The project will provide the platform for furthering the development and implementation of the Measurement, Reporting and Verification (MRV) systems for tracking emissions, mitigation, adaptation, and support within the Enhanced Transparency Framework of the PA.

The project objective will be achieved through the outcomes and outputs as defined in the Project Framework table below. The 1BTR and 4NC/2BTR will be compiled according to the guidelines, requirements and formats set by the MPGs. Their final formats will follow the outline for Biennial Transparency Report and apply common reporting tables and tabular formats presented in Decision 5/CMA.3. Supplemental chapters on research and systemic observation and on education, training, and public awareness as part of the 4NC/2BTR will be compiled in accordance with applicable guidelines of Decision 17/CP.8.

The 1BTR is expected to be finalized and submitted to the UNFCCC by 31 December 2024, and the combined 4NC/2BTR is expected to be finalized and submitted to the UNFCCC by 31 December 2026.

Stakeholders' involvement

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

This project proposal has been developed in consultation with relevant experts, government staff, policymakers and NGOs who participated in the previous NC/BUR exercises. During the implementation of the Third National Communication and First Biennial Report (3NC/1BUR) gender and inclusion guidelines were developed to guarantee that these cross-cutting topics were included in the document and during project implementation. Sectoral Committees also were strengthened as meetings were held in a regular basis and technical advisors were

informed and learned about inventories, methodologies and requirements needed to comply to 2006 IPCC guidelines.

This project will additionally improve the sustainability for preparation of future NCs/BTRs/NDCs/National Adaptation Plans (NAPs) and will facilitate the reporting requirements to the UNFCCC. It will also promote an active participation by stakeholders in the formulation of mitigation and adaptation data, and monitoring of measures to ensure ownership and sustainability.

This project proposal has received feedback from key stakeholders by means of five meetings which took place from October 6th: 2023 (opening meeting of the design process) and continued a weekly basis to report progress, consultation, and review with MARN technical advisor and leader of the Science and Metrics department. Five more meetings were held with the UNDP team. Tropical Agricultural Research and Higher Education Center (CATIE) participated in one meeting to review and provide feedback to the documents, particularly related to the Capacity-Building Initiative for Transparency (CBIT) project and synergies. MARN, International Cooperation Unit also participated, and the drafted Project Document was presented.

A review meeting was developed on November 15th with technical personnel of the mitigation department, Gender and Multicultural Unit and Ecosystem Department of the Ministry of Agriculture, Livestock and Food (MARN). A revision has been made with national level institutions (November 21st) with private sector and academy entities responsible of generating and managing data related to National Green House Gasses inventory (NGHGI) and NDC.

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

Stakeholder	Role in the project	Means of Engagement
Governmental Institutions		
National Council of Climate Change (CNCC)	<ul style="list-style-type: none"> -Represents the highest authority on climate change in the country. -Defines the policies, actions, strategies, regulations, plans, and programs for mitigation and adaptation to climate change. -Approve the final documents, promote action among sectorial entities 	CNCC meetings
Ministry of Environment and Natural Resources (MARN)	-Comply as governing body with its mandate in environment and climate change; strengthen national capacities; complement the National GHG Inventory System of Guatemala (SNIGT); monitoring of actions that they contribute to the	<ul style="list-style-type: none"> Focal point Strategic guidance

Stakeholder	Role in the project	Means of Engagement
	<p>Nationally Determined Contribution (NDC) and its implementation; improve the quality of reports (inter)national; comply with the Paris Agreement and the UNFCCC commitments on issues of transparency.</p> <p>-The Beneficiary representative for this project</p>	
Ministry of Energy and Mines (MEM)	-Provides data to perform calculations for the Energy and Industrial Processes sectors for the National Green House Gases inventory (NGHGI), as well as adaptation and mitigation measures currently in progress.	<p>Inter-institutional meetings and workshops</p> <p>Sectoral Technical Commission meetings</p>
Ministry of Agriculture, Livestock and Food (MAGA)	-Develops and implements agriculture policies, implements adaptation and mitigation sectoral measures, and develop sectorial studies, provides relevant information and coordination with institutions, organizations, and the private sector, including Agriculture, Land use, Land Use Change and Forestry related information to develop the NGHGI.	<p>Inter-institutional meetings and workshops</p> <p>Sectoral Technical Commission meetings</p>
Ministry of Public Health and Social Welfare (MSPAS)	-Strategic partner on providing information relevant to determine the vulnerability of the population to climate change, principally in relation to health problems such as vector diseases.	Inter-institutional meetings and workshops
National Forest Institute (INAB)	-Provide technical guidelines to ensure the project's actions are in line with forestry policy, the institution's programs, and harmonization with the initiatives underway with regard to climate change. Together with National Council of Protected Areas (CONAP), they generate information on the progress of the sectoral goal on Forest resources, ecosystems and protected areas.	Inter-institutional meetings and workshops
National Council of Protected Areas (CONAP)	<p>-Management and coordination body of the Guatemalan System of Protected Areas.</p> <p>-Promotes and encourages the conservation of Guatemala's natural heritage; plans and disseminates national conservation and natural resource strategies; plans and coordinates the application of the provisions on related matters.</p> <p>-As part of the technical sectorial committees will provide information related to NDC progress and mitigation/adaptation measures implemented.</p>	Provide information relevant to determine the vulnerability of protected areas to climate change.
Ministry of Finance (MINFIN)	<p>-Contributes to the implementation of a fiscal policy sustainable, through the management of income, expenses and public debt, to strengthen social development and national economic growth.</p>	<p>Provide information about public expenditure and reimbursable international cooperation funding associated to mitigation and adaptation to Climate Change.</p>

Stakeholder	Role in the project	Means of Engagement
	- Will provide information related to Climate Change expenditure.	MINFIN will participate in the Technical Advisory Committee.
Secretariat for Planning and Programming of the Presidency (SEGEPLAN)	-Advises and technically assists public institutions and the Development Council System to link public policy, planning and programming processes with the National Development Plan and Policy, as well as their due monitoring and evaluation.	Guide the institutions involved in the project so that the project's actions are harmonized with the related public policies.
Institute of Seismology, Vulcanology, Meteorology, and Hydrology (INSIVUMEH)	-Provides climate and hydrological information for analysis of the vulnerability of the population and water resources to climate change.	Inter-institutional meetings and workshops
National Coordination for Disaster Reduction (CONRED)	-Coordinate disaster risk management, responding to climate emergencies but also in prevention, risk reduction, building capacities on technicians and citizens and providing information about territories and vulnerable populations, as well as knowledge and experience in adaptation measures.	Inter-institutional meetings and workshops
National Statistics Institute (INE)	- Entity in charge of collecting, preparing and publishing official statistics of Guatemala as well as carrying out census, surveys, and other studies to update national statistics.	Provide statistical information required for the development of National Green House Gasses inventory (NGHGI) and other indicators needed to monitor and report climate change adaptation and mitigation actions and facilitate the inclusion information related to the Agriculture, Land Use, Land Use Change and Forestry in future National Agricultural Surveys (NAS) that will contribute to future GHG inventories.
Ministry of Education (MINEDUC)	- Provides relevant information on education, training and public awareness of climate change and the environment .	Provide information related to how national education focuses on climate change and vulnerability, adaptation, and mitigation aspects, and what actions are developed to promote adaptation to climate change.
Presidential Secretariat for Women (SEPREM)	- Provides information on public policies, plans and projects for women's empowerment and gender equality and any other relevant information on women and climate change.	Provide relevant information on women, participate in interinstitutional meetings and workshops.
Ombudsman's Office for Indigenous Women (DEMI)	- Provides information on the differentiated impacts of climate change on indigenous women, and on existing policies and measures to promote their resilience.	Provide relevant information on indigenous women, participate in inter-institutional meetings and workshops.
Commission against Discrimination and Racism (CODISRA)	- Participates in consultations and implements initiatives to promote the inclusion of indigenous populations in climate change adaptation and mitigation measures	Inter-institutional meetings and workshops.
Indigenous Development Fund (FODIGUA)	- Participates in consultations and implements initiatives to promote the inclusion of indigenous populations in climate change adaptation and mitigation measures Support and strengthen the process of human, sustainable and self-managed development of Indigenous Peoples of Mayan descent, their communities, and organizations.	Inter-institutional meetings and workshops.
Academia		

Stakeholder	Role in the project	Means of Engagement
Research and Educational Sector	<p>-Plays a strategic role on research, training activities and capacity building, fostering science, technology, and innovation initiatives.</p> <p>-Universities and Research Centers, such as the Private Institute of Climate Change (ICC), the Center for Environmental Studies and Biodiversity of the University of the Valley of Guatemala (CEAB/UVG), the Sustainable Economic Observatory of the UVG, the Center for Conservation Studies of the University of San Carlos of Guatemala (CECON/USAC), the Institute for Research and Projection on the Natural Environment and Society of the Rafael Landívar University (IARNA/URL), the National Secretariat of Science and Technology (SENACYT).</p>	Workshops
Guatemalan System of Climate Change Sciences (SGCCC)	<p>-Generate and review scientific information and then transfer it to political decision-makers. This information is primarily in the areas of Climate Science, Adaptation and Vulnerability, and Mitigation and Greenhouse Gas (GHG) Inventories.</p> <p>-Helps to guide the policies, actions, strategies, regulations, plans, and programs for mitigation and adaptation to climate change.</p>	Revision of several documents of national importance, led by the Ministry of Environment and Natural Resources.
Inter-institutional Coordination Group (GCI)	<p>The GCI is comprised of the Ministry of Environment and Natural Resources (MARN), the National Forest Institute (INAB), the National Council of Protected Areas (CONAP), and the Ministry of Agriculture Institute (INAB), the National Council of Protected Areas (CONAP) and the Ministry of Agriculture, Livestock and Food (MAGA), Livestock and Food (MAGA).</p> <p>Steer, at a high level, the activities of the MRV system.</p> <p>Make decisions on system administration.</p> <p>Define the policies for its evolution and operation.</p>	Inter-institutional meetings and workshops.
Private sector		
Private Sector	<p>-Strategic partner participating in consultations, implements adaptation and mitigation measures in coherence with climate change national policies and the NDCs.</p> <p>-The link with private sector actors is mainly made through chambers or business associations (National Coffee Association (ANACAFE) Palm Grower Association of Guatemala (GREPALMA) Chamber of Agriculture of Guatemala (CAMAGRO), Private Institute for Climate</p>	Workshops, Surveys, focus group meetings

Stakeholder	Role in the project	Means of Engagement
	Change (ICC), Center for Action on Corporate Social Responsibility in Guatemala (CENTRARSE).	
NGOs, CSOs		
<p>Tropical Agricultural Research and Higher Education Center (CATIE)</p> <p>Non-governmental organizations</p>	<p>Executing agency, overall coordination</p> <p>-Participate in consultations, training activities and capacity building, develop local knowledge and climate actions, implement adaptation and mitigation measures as well as they have a crucial role related to dissemination.</p> <p>-Environmental and social NGOs such as Association of Forest Communities of Petén (ACOFOP), the Association of Peasant Women of Olopa (AMCO), the National Climate Change Table (MNCC), the Indigenous Roundtable on Climate Change of Guatemala (MICCG), Foundation for the Conservation of Natural Resources and Environment in Guatemala (FCG), the Nature Defenders Foundation (FDN) and the Foundation for Eco Development and Conservation (FUNDAECO) and other sectoral chambers and associations.</p>	<p>Overall coordination and execution of activities</p> <p>Workshops, Surveys, focused groups meetings, site visits, and other relevant means of engagement</p>

A preliminary Stakeholder engagement plan envisage the following meetings:

- Inception workshop to discuss conceptual framework and design for each report/area of work; and to highlight any prevailing challenges to data acquisition and sharing, monitoring assessment and reporting.
- Stakeholder consultations workshops to engage stakeholders and ensure their continuous involvement in the reporting process.
- Capacity building workshops on the thematic areas of the ETF, BTRs and NCs.
- Individual meetings of thematic working groups with sector representatives.
- Group discussions to solicit ideas, create synergies and opportunities for networking, knowledge sharing and joint actions.
- Validation workshops to discuss results and validate accuracy of the analyses and assure quality of the results.
- Final dissemination workshop to discuss findings, raise awareness and reinforce collaboration and networking.

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

Gender mainstreaming

Guatemala has established an institutional framework to achieve gender equality and the effective participation of women in aspects related to climate change. This includes the Framework Law to Regulate the Reduction of Vulnerability, Mandatory Adaptation to the Effects of Climate Change and the Mitigation of Greenhouse Gases; the National Climate Change Policy,^[31] and the National Development Plan Katún 2023.^[32]

In 2015, the Gender Unit was created within Ministry of Environment and Natural Resources (MARN) to coordinate and design actions and mechanisms to institutionalize gender environmental policy and provide technical assistance to the MARN dependencies. The exchange of specific information and the engagement of MARN's Gender Unit will be essential to deliver gender-inclusive and enhanced 1BTR and 4NC/2BTR.

In 2020, MARN updated the Environmental Gender Policy, renaming it as Institutional Policy of Gender Equity and its implementation plan 2022-2026, to continue strengthening the incorporation of gender considerations in the conservation and sustainable use of natural resources.

In 2020, the Strategy to incorporate gender considerations in climate change in support of the Nationally Determined Contribution (NDC) was developed with the aim of promoting inter-institutional coordination to join forces, in order to propose affirmative actions that strengthen climate transparency mechanisms aimed at women within the priorities of mitigation and adaptation to climate change for the implementation, evaluation and review of the NDC.

Furthermore, to strengthen gender institutions, there is support from the Presidential Secretariat for Women (SEPREM), within the framework of signing MARN-SEPREM Cooperation Agreement, whose objective is to incorporate gender considerations into climate related planning, the National Determined Contribution (NDC) and implementing the PNPDIM and the PEO and the MARN Environmental Gender Policy.

Likewise, participation, advocacy and decision-making by indigenous peoples on issues related to climate change have been notably promoted. A concrete example of this participation at a high political level is the Indigenous Climate Change Roundtable. These advances demonstrate the country's commitment to comprehensively and

responsibly addressing the challenges of climate change, recognizing the importance of aspects such as gender and the inclusive participation of indigenous peoples.

National reporting processes can be a meaningful entry point for training, awareness-raising, and capacity-building efforts to ensure women's equal engagement in and benefit from climate change action. Preparation of reports can also influence other, ongoing climate change planning and policymaking processes.

This project will apply the “Gender Responsive National Communications Toolkit^[4]” developed by the Global Support Program (GSP) through UNDP and in collaboration with UNEP and GEF and its updated version upon its availability. In line with [the GEF SEC's policy on gender equality^{\[5\]}](#) and [Guidance to advance gender equality in GEF projects and programs^{\[6\]}](#). The project will further develop and finalize [Gender Analysis and Action Plan^{\[7\]}](#) during its inception phase^[8].

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

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

Through this project Guatemala will continue working on the implementation of the Gender Strategy and Climate Change and the Gender Action Plan.

For all analysis included in the project, sex-disaggregated data^[9] from national statistical agency and international approved sources for the following topics: education level, employment by economy sectors and

other sectors identified as GHG emitters, gender pay gap (general and by sectors), economic empowerment, and health among others will be included, as available.

The Project will provide capacity-building in relation to NC/BTR purpose and content, gender issues in the environment and their role in the NC/BTR processes if necessary.

The project team will adopt a human rights-based approach and ensure that gender equality and women's empowerment concerns are prioritized throughout the project cycle management.

An inclusive approach will be reflected in recruitment policies, implementation of project activities, affirmative actions will be taken to promote gender balance within all committees, meetings, trainings and equal opportunities between men and women will be respected throughout recruitment and selection processes.

Gender balance will be considered in project management structures and capacity building actions (training and workshops). Budget permitting, measures can be put in place to facilitate women's participation in important, priority events, such as childcare assistance.

[1] CMA: The Conference of the Parties, the supreme body of the Convention, shall serve as the meeting of the Parties to the Paris Agreement. All States that are Parties to the Paris Agreement are represented at the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), while States that are not Parties participate as observers. The CMA oversees the implementation of the Paris Agreement and takes decisions to promote its effective implementation (source: UNFCCC, <https://unfccc.int/process/bodies/supreme-bodies/conference-of-the-parties-serving-as-the-meeting-of-the-parties-to-the-paris-agreement-cma>).

[2] (Decision 5/CMA.3: Guidance for operationalizing the modalities, procedures and guidelines for the enhanced transparency framework referred to in Article 13 of the Paris Agreement.)

[3] Available in: https://www.congreso.gob.gt/assets/uploads/info_legislativo/decretos/2013/07-2013.pdf

[4] https://www.un-gsp.org/sites/default/files/documentos/undp_gender_responsive_national_communications_toolkit_0.pdf

[5] http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.53.04_Gender_Policy.pdf

[6] http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.54.Inf_.05_Guidance_Gender_0.pdf

[7] Guide to Conducting a Participatory Gender Analysis and Developing a Gender Action Plan for projects supported by UNDP with GEF financing:

https://intranet.undp.org/unit/bpps/sdev/gef/_layouts/15/WopiFrame.aspx?sourcedoc=/unit/bpps/sdev/gef/Gender%20Library/UNDP%20GEF%20Guidance.%20How%20to%20conduct%20gender%20analysis%20and%20gender%20action%20plan.pdf&action=default

[8] The GEF Enabling Activities and policy/strategy work 33. Enabling Activity projects provide financing for the preparation of a plan, strategy, or national program to fulfill the commitments under the Conventions that the GEF serves, including national communication or reports to the Conventions. Similarly, many GEF-financed medium- and full-size projects include activities that focus on developing and preparing national policies or strategies and, as such, do not work directly with beneficiaries on the ground. These plans and strategies provide an essential opportunity to recognize, build capacity, and to develop actions to advance GEWE. Some possible actions to include in these national documents include the following:

- request that gender experts review draft plans and strategies;
- ensure that any background and stocktaking exercises associated with development of the plans and strategies adequately account for the different roles for women and men;

- ensure that women are effectively engaged as members of stakeholder groups consulted during development of the strategies and plans;
- consider including gender-disaggregated data collection and/or gender-specific indicators; and
- consider how national gender policies can be incorporated into sectoral strategies and action plans.

[9] Gender considerations and collection of gender sensitive data under this project is expected to be based on gender binary data, i.e., men/women.

ENABLING ACTIVITY COMPONENTS

1. Development of the First Biennial Transparency Report (1BTR)

GEF Enabling Activity Financing (\$): 378,000.00

Outcome:

1.1. 1BTR developed as a stand-alone report

Output:

1.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gasses updated (1990-2022), for the sectors of Energy, Industrial Processes and Product Use (IPPU), Agriculture, Land Use, Land Use Change and Forestry and Waste using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories.

1.1.2. Information necessary to track progress made in implementing and achieving Guatemala's Nationally Determined Contribution (NDC) provided, including estimates of emissions avoided **and gender considerations**.

1.1.3. Information related to climate change impacts, **including gender-differentiated impacts**, and adaptation compiled.

1.1.4. Information on financial, technology development and transfer and capacity-building support needed and received provided, **including sex-disaggregated data**.

1.1.5. Areas of improvement and other relevant information, including gender described and training program for technical experts related to the technical expert review and on the Facilitative, multilateral consideration of progress.

2. Development of the Fourth National Communication and Second Biennial Transparency Report (4NC/2BTR)

GEF Enabling Activity Financing (\$): 708,500.00

Outcome:

2.1. 4NC/2BTR developed as a combined report

Output:

2.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gasses updated (1990-2024) for the sectors of Energy, IPPU, Agriculture, Land Use, Land Use Change and Forestry, and Waste, using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories.

2.1.2. Information necessary to track progress made in implementing and achieving the NDC provided, including estimates of emissions avoided **and gender considerations**.

2.1.3. Information related to climate change impacts, **including gender-differentiated impacts**, and adaptation compiled as a component of the 4NC/2BTR.

2.1.4. Information on financial, technology development and transfer and capacity-building support needed and received provided, **including sex-disaggregated data**.

2.1.5. Information on research, systematic observation, education, training, public awareness, and gender provided, in accordance with applicable guidelines in 17/CP.8 and 6/CP.25.

3. Compilation and submission of the reports

GEF Enabling Activity Financing (\$): 29,500.00

Outcome:

3.1. 1BTR and 4NC/2BTR compiled, adopted by the Government, and submitted to UNFCCC

Output:

3.1.1. 1BTR compiled, adopted in a transparent and participatory process, and submitted to UNFCCC by December 2024.

3.1.2. 4NC/2BTR compiled, adopted in a transparent and participatory process, and submitted to UNFCCC by December 2026.

M&E

GEF Enabling Activity Financing (\$): 5,000.00

Outcome:

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

Output:

4.1.1. Inception workshop organized, and Inception Report compiled.

4.1.2. Project annual financial and progress reports, including Gender Action Plan monitoring, and Annual Status Surveys prepared.

4.1.3. End of Project report including lessons learnt compiled.

Component Balances

Project Components	GEF Enabling Activity Financing (\$)
1. Development of the First Biennial Transparency Report (1BTR)	378,000.00
2. Development of the Fourth National Communication and Second Biennial Transparency Report (4NC/2BTR)	708,500.00
3. Compilation and submission of the reports	29,500.00
M&E	5,000.00
Subtotal	1,121,000.00
Project Management Cost	112,000.00
Total Enabling Activity Cost	1,233,000.00

Please provide justification

N/A

SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION

C. Eligibility Criteria

Please provide eligibility information for this enabling activity.

Guatemala ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1995, Kyoto Protocol in 1999 and the Paris Agreement in 2017. As a Party to the Convention, Guatemala has the obligation to implement decisions of the Conference of the Parties (COP) regarding the implementation of policies and measures to adapt to, and mitigate climate change, thereby contributing to the attainment of the objective of the Convention.

Guatemala has prepared and submitted three [National Communications \(NCs\)](#): the Initial National Communication (NC1) in 2001; the Second National Communication (SNC) in 2016; the Third National Communication (TNC) in 2022. Guatemala has also prepared and submitted one [Biennial Update Reports \(BUR\)](#): First Biennial Update Report (1BUR), with a stand-alone [NIR \(National Inventory Report\)](#) in 2023. To this aim, Guatemala has received the assistance of the Global Environmental Facility (GEF).

The Ministry of Environment and Natural Resources (MARN) is the official governmental liaison for all climate-related matters. The ministry has four Vice Ministries, of which the Vice Ministry for Natural Resources and Climate change is the one relevant to this project. Under this Vice Ministry, there is a Directorate for Climate Change (DCC) and the Department of Science and Metrics.

The DCC is in charge of the National Greenhouse Gases Inventories (NGHGI) and responsible for the follow up on National Communications, Biennial Update Reports, and other information in adaptation and mitigation, to which the country is bound under the UNFCCC.

The National Council of Climate Change (CNCC) is an institutional arrangement for the cross-sectoral coordination of any action to be undertaken by public and private institutions in the field of mitigation and adaptation to the climate change and is constituted by some ministries, Chamber of Industry, National Association of Municipalities, Association of Mayors and Indigenous Authorities, Association of NGOs, San Carlos University, Representative of Private Universities.

Guatemala has a National Climate Change Policy (PNCC 2009), Law to regulate the reduction of vulnerability, mandatory adaptation to the effects of climate change and the mitigation of greenhouse gasses (LMCC 2013). This law led the establishment of the CNCC. Within the framework of the CNCC, the National Climate Change Action Plan (2016), the NDCs, the long-term strategy, and the programming and monitoring of other associated policies and programs are prepared.

The preparation process of previous Guatemala's NCs and BUR reports has led to the following achievements:

- Identify actors providing and using information about climate change.
 - Strengthen climate mainstreaming processes in the country and also supported informing the international community on the actions taken by the country to address climate change issues.
 - Improve the country's institutional and policy frameworks to address issues related to climate change, such as the institutional strengthening of the National Council on Climate Change (CNCC) and its secretariat chaired by the Ministry of Environment and Natural Resources (MARN).
 - Enhance the individual capacity of climate researchers from government and academia, including technical personnel from sectoral technical tables, and it has strengthened the organizational capacity of the UNFCCC focal point institution.
 - Improve Guatemala's transparency system.
 - Improve Guatemala's information in adaptation to climate change.

- GHG Inventories provided inputs for NDC mitigation scenarios.

Policy and Legislative Framework for Climate Change

Guatemala submitted its Intended [Nationally Determined Contribution \(INDC\)](#) in September 2015 to conform with decisions 1/CP.19 and 1/CP.20 of the COP, and its [revised NDC](#) in May 2022, which establishes separate goals focusing on the reduction of the three main GHGs emitted CO₂, CH₄ and N₂O by 2030. In this revised NDC, 19 adaptation goals were defined for the Agriculture and food security sectors; marine-coastal zones; Forest resources, ecosystems, and protected areas; Integrated water resources management; Human health; and Infrastructure. Guatemala included in its revised NDC two mitigation goals: 11.2% emissions reduction by 2030 compared to the Business as Usual (BaU) scenario (unconditional) and up to 22.6% emissions reduction by 2030 compared to the BaU scenario (conditional), prioritizing the Land Use, Land Use Change and Forestry (LULUCF), Agriculture, Energy and Waste sectors. Guatemala's [Long Term Climate Strategy](#) will allow the country to continue in its development path and at the same time reduce the intensity of its greenhouse gas emissions. It is estimated that in the period of 2019-2050, 2,454 million Tons of CO₂e would be reduced through reducing the use of fossil fuels, conservation of forests, improvements in agriculture and adequate management of waste.

Guatemala is in the process of an International Consultation and Analysis (ICA) of its 1BUR presented to the UNFCCC in June 2023, and this project will build on the findings and recommendations from this process for the preparation of the 1BTR and also 4NC/2BTR.

The project, which will support the preparation and submission of 1BTR and 4NC/2BTR, will provide Guatemala and the UNFCCC focal point with the continuity of the Team of Technical Experts involved in the elaboration of these reports. This project together with the Capacity Development Initiative for Transparency (CBIT) project will be decisive in the design and implementation of a national MRV system.

The execution of this project is expected to coincide with the execution of the CBIT project. The goal of the CBIT project is to assist the country in 'Implementing an MRV system in Guatemala that allows the country to monitor the implementation of its NDC and meet the requirements of Article 13 of the Paris Agreement,' with the aim that:

- (i) the NDC and climate change actions are appropriately tracked, contributing to strategic decision-making to drive programs, projects, and policies that contribute to achieving the Paris Agreement,
- (ii) the country has the capacity to fulfill the transparency mechanisms of the Paris Agreement,
- (iii) the country complies with national reporting requirements to the UNFCCC; and
- (iv) the quality of the reports submitted by the country improves.

The CBIT project's support is additional to the ongoing processes in the country. While progress has been made in various areas, without the active involvement of relevant institutions in designing, adopting, and implementing methodologies and tools to enhance transparency, the monitoring and reporting system, indicators, adaptation, and mitigation actions, as well as the evaluation of support provided and received, Guatemala will continue to develop a partial analysis and fail to integrate into a coherent and comprehensive monitoring system that ensures compliance with UNFCCC requirements. Therefore, the country must direct its efforts towards strengthening institutional capacities to institutionalize the inventory system and a National MRV system to assess NDC progress.

Through the Climate Action Enhancement Package (CAEP), MARN led the Nationally Determined Contributions NDC update in a participatory process during 2020. In 2021, the Climate Promise Initiative supported MARN designing its implementation roadmap as a key instrument for making progress towards the Paris Agreement targets.

The project can further coordinate with Capacity-Building Initiative for Transparency – Global Support Programme (GSP) considering that the programme provides additional technical support to the implementation of the BTR projects, through regional networks, various activities are provided through CBIT-GSP including in-person workshops and trainings, e.g., on NDC tracking, virtual knowledge sharing events among countries.

D. Institutional Framework

Describe the institutional arrangements for implementation of the enabling activity.

The project will be implemented under the non-governmental organization (NGO) modality with the Tropical Agricultural Research and Higher Education Center (CATIE) as the Executing Entity.

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

Project planning, coordination, management, monitoring, evaluation, and reporting. This includes providing all required information and data necessary for timely, comprehensive, and evidence-based project reporting, including results and financial data, as necessary. The Executing Entity will strive to ensure project-level M&E is undertaken by national institutes and is aligned with national systems so that the data used and generated by the project supports national systems.

- Overseeing the management of project risks as included in this project document and new risks that may emerge during project implementation.
- Procurement of goods and services, including human resources.
- Financial management, including overseeing financial expenditures against project budgets.
- Approving and signing the multiyear workplan.
- Approving and signing the combined delivery report at the end of the year; and,
- Signing the financial report or the funding authorization and certificate of expenditures.

The Project Implementation Unit, under the leadership of the Directorate for Climate Change of MARN, will be the operational unit that will coordinate and implement the project activities for the preparation of the Development of the First Biennial Transparency Report and the Fourth National Communication and Second Biennial Transparency Report as combined report under the UNFCCC (1BTR - 4NC/2BTR). The Government will provide support to the project through the use of equipment and premises for conferences and meetings.

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

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

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

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

2) Approval of strategic project execution decisions of the Executing Entity with a view to assess and manage risks, monitor, and ensure the overall achievement of projected results and impacts and ensure long term sustainability of project execution decisions of the Executing Entity (as explained in the "Manage Change" section of the UNDP Programme and Operations Policies and Procedures (POPP)).

Responsibilities of the Project Steering Committee:

➤ Consensus decision making:

- The PSC provides overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.
- Review project performance based on monitoring, evaluation, and reporting, including progress reports, risk logs and the combined delivery report.
- The project board is responsible for making management decisions by consensus.
- In order to ensure UNDP's ultimate accountability, the PSC decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency, and effective international competition.
- In case consensus cannot be reached within the PSC, the UNDP representative on the PSC will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.

➤ Oversee project execution:

- Agree on project team's responsibilities as required, within the parameters outlined in the project document, and provide direction and advice for exceptional situations when the project team's duties have exceeded.
 - Appraise annual work plans prepared by the Executing Entity for the Project; review combined delivery reports prior to certification by the Executing Entity.
 - Address any high-level project issues as raised by the project team and project assurance.
 - Advise on major and minor amendments to the project within the parameters set by UNDP and the donor and refer such proposed major and minor amendments to the UNDP Bureau for Policy and Programme Support (BPPS) Nature, Climate and Energy Executive Coordinator (and the GEF, as required by GEF policies).
 - Provide high-level direction and recommendations to the project team to ensure that the agreed deliverables are produced satisfactorily and according to plans.
 - Track and monitor co-financed activities and realisation of co-financing amounts of this project.
 - Approve the Inception Report, and if applicable, GEF annual project implementation reports, mid-term review and terminal evaluation reports.
 - Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.

➤ Risk Management:

- Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
- Review and update the project risk register and associated management plans based on the information prepared by the Executing Entity. This includes risks related that can be directly managed by this project, as well as contextual risks that may affect project delivery or continued UNDP compliance and reputation but are outside of the control of the project. For example, social and environmental risks associated with co-financed activities or activities taking place in the project's area of influence that have implications for the project.

- Address project-level grievances.
 - Coordination:
 - Ensure coordination between various donor and government-funded projects and programmes.
 - Ensure coordination with various government agencies and their participation in project activities.

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

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

The main existing institutional arrangement in Guatemala is comprised of the National Council on Climate Change (CNCC). This framework has strengthened the inter-institutional coordination on climate change, allowed deepening the integration of climate change into the national and sectoral policies and has contributed to the sustainability of the preparation processes of previous national communications and biennial update reports, and will be the foundation for the institutional arrangements needed for the preparation of the BTRs.

CNCC is an institutional arrangement for the cross-sectoral coordination of any action to be undertaken by public and private institutions in the field of mitigation and adaptation to the climate change and is constituted by Government, Chamber of Industry, National Association of Municipalities, Association of Indigenous Authorities, Association of NGOs, San Carlos University, Representative of Private Universities.

The CNCC is chaired by the President of Guatemala; the Council Secretary is represented by the Ministry of Environment and Natural Resources (MARN), with the support of the Presidential Secretariat of Planning and Programming (SEGEPLAN). The MARN is the official governmental liaison for all climate change related matters. There is a Directorate for Climate Change (DCC) which is the body responsible for designing plans, programs, and projects regarding mitigation and adaptation to climate change, in compliance with national and international regulations.

The country will make the necessary institutional arrangements to comply with the preparation of various components of the NC and BTR: (i) National Greenhouse Gas Inventory, (ii) Tracking the progress of NDC implementation and achievement, (iii) Climate Change Impacts and Adaptation, (iv) Support needed and received and other information. The working groups responsible for following up on each component will comprise of a number of experts drawing both from public and private sectors, communities, and NGOs, as appropriate.

Narrative Description of Project Activities:

COMPONENT 1: DEVELOPMENT OF THE FIRST BIENNIAL TRANSPARENCY REPORT (1BTR)

The objective of this component is to contribute to the country's compliance with its reporting obligations under the Paris Agreement, such as 1BTR, by providing a comprehensive and transparent report on the status of the country's greenhouse gas emissions, as well as the progress made in achieving its climate goals. This report will also provide a detailed analysis of the impacts of climate change on the country's ecosystems and vulnerable communities, as well as the measures being taken to adapt to the impacts and mitigate the Greenhouse gases emissions.

Outcome 1.1. 1BTR developed as a stand-alone report.

Output 1.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 1990- 2022 for the sectors Energy, Industrial Production & Other Product Use (IPPU), Agriculture, Land Use,

Land Use Change and Forestry and Waste, using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories

Under the NC3 and BUR1 project, Guatemala estimated their GHG emissions and removals for 2010, 2014 and 2016, and 1990-2018 respectively, using the 2006 IPCC Guidelines for National Greenhouse Gas Inventories for sectors Energy, Industrial Production & Other Product Use (IPPU), Agriculture, Land Use, Land Use Change and Forestry and Waste.

Each national GHG inventory process also implies a challenge to develop better quality and more accurate versions as it reveals the difficulties that exist when trying to make those progresses. The data gathered from sources of information that are not systematically reported by national statistics, or information that is not reported with adequate frequency, are always a challenge.

The main gaps and capacity building needs identified are:

Establishment and implementation of the relevant institutional arrangements for the preparation of national greenhouse gas inventories

There are insufficient expert capacities to estimate all the categories included in the NGHGI.

Lack of availability and timeliness of the required information, including statistical data, parametric data and, very importantly, judgment of the appropriate experts.

Lack of accurate and coherent statistics and activity data for some of the Greenhouse Gas (GHG) sectors.

Lack of human capacities in relevant institutions.

Lack of sustainable coordination between activity data (AD) providers.

There are gaps and obstacles to information on fluorinated gases.

Under this project output, the following activities will be undertaken:

Review, evaluation, and preparation of a roadmap, related to the implementation of the requirements related to national GHG inventories to be included in the BTRs.

Review, updating and improvements of the activity data, emission factors and other parameters for the key categories.

Review of methodologies for non-estimated categories and estimation of those categories, if possible.

The implementation of the GHG inventory Quality Assurance and Quality Control Plan supported.

Various methods and innovative tools used to introduce higher Tier.

In order to ensure consistency of the GHG inventory, recalculation of time series shall be performed, to the extent possible.

A comprehensive Training Plan developed for the project, ensuring all key national actors improve their specific capacity needs related to BTR development and transparency (such as data quality improvements, data sharing protocols, good practices from other countries etc.)

Institutional arrangements strengthened to resolve the lack of disaggregated information in various sectors by enhancing inter-sectoral cooperation and contributing to improved horizontal and vertical collaboration.

Progress in the effective implementation of the National GHG Inventory System of Guatemala, in close relationship with the MARN National Climate Change Reporting System, with a view to giving sustainability to the preparation of national GHG inventories.

National Inventory Report (NIR) developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1;

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

Output 1.1.2. Information necessary to track progress made in implementing and achieving Guatemala's NDC provided, including estimates of emissions avoided and gender considerations.

In line with MPG requirements, this Output will support the provision of information necessary to track progress made in implementing and achieving Nationally Determined Contributions under Article 4 of the Paris Agreement, including indicators for the reference points, methodologies, key parameters and assumptions, definitions, and data sources as applicable. Furthermore, under this Outcome, the impacts of mitigation actions will be quantified and additional GHG emission reduction opportunities will be identified in line with NDC targets.

The main gaps and capacity building needs identified are:

Establishment and implementation of the relevant institutional arrangements to identify and obtain the information to track progress made in implementing NDCs.

Operationalizing the NDC relevant data collection.

Not enough capacities and financial resources for estimating emission reductions for all the mitigation actions, policies and programs included in the NDC.

Guatemala has not developed GHG emissions projections.

Under this project output, the following activities will be undertaken:

National circumstances and institutional arrangements for NDC development and implementation described.;

Describe Guatemala's NDC under Article 4, against which progress will be tracked.

Assess the NDC's progress, including indicators, methodologies in line with MPG requirements and gender considerations.

MRV system developed under the CBIT project and indicators adopted to facilitate clarity, transparency and reporting of the NDC.

Monitoring and Evaluation of the NDC described.,

Describe information on actions, policies and measures, including those with collateral mitigation benefits arising from adaptation actions, in a tabular format: Name; Description; Objectives; Type of instrument (regulatory, economic instrument or other); Status (planned, adopted or implemented); Sector(s) affected (energy, transport, industrial processes and product use, agriculture, LULUCF, waste management or other); Gases affected; Start year of implementation; Implementing entity or entities. Estimates of GHG emission reductions achieved and expected by these policies.

Elaborate projections of GHG emissions and removals as indicative of the impact of mitigation policies and measures indicating the models, key assumptions and parameters used.

The common tabular formats presented in Annex II to decision 5/CMA.3 will be used for the electronic reporting of the information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement.

Output 1.1.3. Information related to climate change impacts, including gender-differentiated impacts, and adaptation compiled.

Adaptation is a strategic priority and to date Guatemala has regional adaptation plans which are in implementation and MARN has recently developed a proposal of vulnerability and adaptation indicators to support the measurement, evaluation and reporting of

sectors prioritized in the PANCC, and the Guidelines for Vulnerability Reduction. In this sense, this project will support the NAPs in process and the identification of other potential sectoral adaptation plans and actions in different sectors.

The main gaps and capacity building needs identified are:

Determination of co-benefits with mitigation measures.

Monitoring of the implementation of all the measures included in the NAPs.

Identification of nature-based solutions.

Determination of the actions carried out by other stakeholders (subnational government and private sector)

Further enhancing of the inter-sectoral cooperation and coordination is needed.

Capacity-building in technical and scientific research required to conduct vulnerability assessments is needed.

Involvement of civil society as well as the most vulnerable/risk-exposed needed in development, adoption, and implementation of climate policies.

Under this project output, the following activities will be undertaken:

National circumstances, institutional arrangements and legal frameworks relevant to Guatemala's adaptation actions described.

Strengthen institutional arrangement to facilitate the implementation of the adaptation activities, averting, minimizing, and addressing loss and damage.

Compilation and inclusion information on climate change impacts, risks and vulnerability, data on current and projected climate hazards, observed and potential impacts of climate change, including sectoral, economic, or social vulnerabilities **and gender-differentiated impacts**.

Describe the adaptation policies, strategies, plans, programmes, and actions that enable the integration of adaptation into national development policies, and how gender perspectives are integrated into adaptation.

Improve information necessary to track progress made in implementing and achieving the adaptation policies and measures provided.

Report on the progress on implementation of NDC adaptation actions.

The climate change impacts, and adaptation chapter will follow guidance on BTR outline presented in Annex IV of Dec 5/CMA.3 and MPG requirements as per section IV of Decision 18/CMA.1.

Output 1.1.4. Information on financial, technology development and transfer and capacity-building support needed and received provided, including sex-disaggregated data.

Guatemalan Government developed a Review of Public and Private Expenditure on Climate Change according to the adaptation and mitigation sectors prioritized in the PANCC, the existing financial gap for its implementation was estimated, and a Strategy for Mobilization and Optimization of Financial Resources to reduce the financial gap was also developed.

The main gaps and capacity building needs identified are:

Financial support needed and received not reported accurately and on time.

Information on technology support was not reported.

Quantifying financial needs for the implementation of NDC measures.

Under this project output, the following activities will be undertaken:

Information on financial, technology and capacity building needs , including sex-disaggregated data, assessed and included in the 1BTR.

Update information on financial resources, technology development and transfer, and capacity building support received for activities related to climate change.

Update information on support needed and received for the implementation of Article 13 of the Paris Agreement and transparency-related activities, including for transparency-related capacity-building.

The final report will include information on support needed and received by using the common tabular formats presented in Annex III to the Decision 5/CMA.3 for the electronic reporting of the information on financial, technology development and transfer and capacity-building support needed and received, under Articles 9–11 of the Paris Agreement.

Output 1.1.5. Areas of improvement and other relevant information including gender described and training program for technical experts related to the Technical expert review and on the Facilitative, multilateral consideration of progress.

Under the previous climate change enabling activity projects, Guatemala has achieved several improvements in previous NCs and BUR1 related to the information on GHG inventories, mitigation/mitigation actions and their effects, and technology needs assessment.

The main gaps and capacity building needs identified are:

Standardize reporting format for improvements is needed.

Under this project output, the following activities will be undertaken:

A self-assessment and stocktaking exercise for preparation of subsequent BTRs completed and used to feed development of the 4NC/2BTR.

Areas of improvement identified by Guatemala itself as well as those identified by the TTE team as part of the BUR1 technical review processes, accompanied with clear strategy how Guatemala is addressing or intends to address areas of improvement, as appropriate.

Support provided in strengthening the National Transparency Framework established within the CBIT project and improved coordination on all governance levels.

Gender Analysis and Action Plan for the project developed.

Training program for technical experts related to the process of BTR review systematized and available for the following processes.

COMPONENT 2: DEVELOPMENT OF GUATEMALA'S FOURTH NATIONAL COMMUNICATION AND SECOND BIENNIAL TRANSPARENCY REPORT (4NC/2BTR)

This component aims to support the development of Guatemala's Fourth National Communication (4NC) and Second Biennial Transparency Report (2BTR), which will provide updated information on the country's progress towards its climate change commitments under the UNFCCC. The 4NC/2BTR will include updated information on the country's GHG emissions and mitigation actions, progress towards achieving its NDCs, climate change impacts, vulnerability, and adaptation, as well as the implementation of change policies and measures. climate.

The process will build on the results of Component 1, which will focus on the development of the First Biennial Transparency Report (1BTR), to ensure consistency and coherence in the reporting process. The results of this component will contribute to the country's efforts to meet its transparency obligations under the UNFCCC and to monitor progress towards achieving its climate change commitments.

Outcome 2.1. Guatemala's 4NC/2BTR developed as combined report.

Output 2.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gasses updated to 1990-2024 for the sectors of Energy, IPPU, Agriculture, Land Use, Land Use Change and Forestry and Waste, using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories

Under the 2BTR, the national inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gasses will be updated to 2024 in line with MPG requirements and an Improvement Plan for subsequent inventories will be developed.

Under this project output, the following activities will be undertaken:

National circumstances and institutional arrangements in relation to the continued estimation, compilation and timely reporting of national inventory reports described.

Recalculate and complete the 1990-2024 period of the GHG inventory series for all sectors of the 1BTR GHG national inventory (1990-2022), to comply with the ETF requirements.

Implementation of the Quality Assurance and Quality Control Plan supported.

Higher Tier introduced to the extent possible depending on the available data.

Improvement Plan for subsequent inventories (developed within 1BTR) implemented, addressing the areas of improvement identified by Guatemala itself as well as those identified by the TER team as part of the 1BTR technical review process, as appropriate.

National Inventory Report (NIR) developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1;

Mechanisms for continued collection of GHG relevant data strengthened, including institutional, legal and procedural arrangements, for the continued assessment, compilation and timely reporting of national inventory reports and mechanisms with gender considerations in place to produce GHG inventories.

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

Output 2.1.2. Information necessary to track progress made in implementing and achieving the NDC provided, including estimates of emissions avoided and gender considerations.

Under the 2BTR, information on the progress made in implementing and achieving the NDC will be provided, and the mitigation scenarios will be revised.

Under this project output, the following activities will be undertaken:

National circumstances and institutional arrangements for NDC development and implementation described.

Describe Guatemala's NDC under Article 4, against which progress will be tracked.

Assessment of the NDC's progress, including indicators, methodologies in line with MPG requirements and gender considerations.

Identify additional policies, plans and mitigation measures, and update information on current ones.

Information necessary to track progress made in implementing and achieving the NDC provided (M&E schemes and indicators operationalized and enhanced to facilitate clarity, transparency and reporting of the NDC) and used to upscale the national MRV platform with new NDC MRV module.

Describe information on actions, policies and measures, including those with collateral mitigation benefits arising from adaptation actions, in a tabular format: Name; Description; Objectives; Type of instrument (regulatory, economic instrument or other); Status (planned, adopted or implemented); Sector(s) affected (energy, transport, industrial processes and product use, agriculture, LULUCF, waste management or other); Gases affected; Start year of implementation; Implementing entity or entities. Estimates of GHG emission reductions achieved and expected by these policies.

Operationalization of the MRV system for tracking NDCs and mainstreaming gender in the NDC supported.

Elaborate updated projections of GHG emissions and removals as indicative of the impact of mitigation policies and measures indicating the models, key assumptions and parameters used.

The project will use the common tabular formats presented in Annex II to decision 5/CMA.3 for the electronic reporting of the information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement.

Output 2.1.3. Information related to climate change impacts, including gender-differentiated impacts, and adaptation compiled as a component of the 4NC/2BTR.

During the development of the 2BTR, information on the impacts of climate change and adaptation will be updated, including the study of impacts, risk and vulnerability that considers a gender and intersectional approach, the identification, analysis and monitoring of progress in adaptation actions, the strengthening of institutional arrangements and the collection of initial information on loss and damage.

Under this project output, the following activities will be undertaken:

National circumstances, institutional arrangements and legal frameworks relevant to Guatemala's adaptation actions described.

- Strengthen institutional arrangement to facilitate the implementation of the adaptation activities, averting, minimizing, and addressing loss and damage.

Compilation and inclusion information on climate change impacts, risks and vulnerability, data on current and projected climate hazards, observed and potential impacts of climate change, including sectoral, economic, or social vulnerabilities and gender-differentiated impacts.

Describe the adaptation policies, strategies, plans, programmes, and actions that enable the integration of adaptation into national development policies, and how gender perspectives are integrated into adaptation.

Improve information necessary to track progress made in implementing and achieving the adaptation policies and measures provided.

Reporting of the progress on implementation of NDC adaptation actions updated.

New adaptation plan identified and described.

Adaptation Communication, in line with Decision 9/CMA.1, as a component of the 4NC/2BTR prepared.

The climate change impacts, and adaptation chapter will follow guidance on BTR outline presented in Annex IV of Dec 5/CMA.3 and MPG requirements as per section IV of Decision 18/CMA.1

The Directorate of Climate Change will develop the First Adaptation Communication and it is planned to be submitted as a component of the second BTR, during 2026, alongside the 4th National Communication. This Adaptation Communication will be developed with the support of the academy sector, The Center for Environmental and Biodiversity Studies (CEAB) of the Universidad del Valle de Guatemala (UVG). The First Adaptation Communication will be integrated to the document (4NC/2BTR).

Output 2.1.4. Information on financial, technology development and transfer and capacity-building support needed and received provided, including sex-disaggregated data.

Under the 2BTR, information on financial support needed and received under Articles 9, 10, 11 and 13 of the Paris Agreement updated will be provided. Recommendations for introducing climate finance monitoring in the MRV system shall also be provided.

Under this project output, the following activities will be undertaken:

Information on financial, technology and capacity building needs, including sex-disaggregated data, assessed and included in the 2BTR.

Update information on financial resources, technology development and transfer, and capacity building support received for activities related to climate change.

Update information on support needed and received for the implementation of Article 13 of the Paris Agreement and transparency-related activities, including for transparency-related capacity-building.

Most suitable data collection/compiling structure relevant for this chapter proposed, in order to ensure sustainable process of compilation in future BTRs/NCs.

Improve institutional arrangements and capacities of the implementing ministry in the country and stakeholders to assess existing technologies and identify financial, technological, and capacity-building needs.

The final report will include information on support needed and received by using the common tabular formats presented in Annex III to the Decision 5/CMA.3 for the electronic reporting of the information on financial, technology development and transfer and capacity-building support needed and received, under Articles 9–11 of the Paris Agreement.

Output 2.1.5. Information on research, systemic observation, education, training, public awareness and gender provided, in accordance with applicable guidelines in 17/CP.8 and 6/CP.25

During the development of previous climate change facilitation activity projects, Guatemala has collected information on research, systemic observation, education, training, public awareness and gender, in accordance with the applicable guidelines in 17/CP.8 and 6/CP. 25. Additionally, during the 1BTR project, information on vulnerability assessment, climate change impacts and adaptation measures was collected and communicated.

Under this project output, the following activities will be undertaken:

Development of research, systematic observation, education, training, public awareness, gender, networks, and capacity building promoted and supported.

Elaboration of diffusion materials

Dissemination and training on the NGHGI and national reports prepared and presented to the UNFCCC.

Activities and consultation workshops with the private sector.

Capacity-building trainings to be implemented, based on TER recommendation for 1BTR, using training of trainer's mode to the extent possible (in partnership with local universities or research institutes), including activities addressing gender aspects of climate change in Guatemala.

Develop study on how to introduce climate change in the curricula of all levels of formal education (with best practices from the neighboring countries) and recommend the best model for Guatemala.

Awareness and knowledge of the general population and vulnerable population groups raised about the impact of climate change on health.

Design and implement gender responsive public awareness campaign(s) to promote 1BTR-4NC/2BTR results.

COMPONENT 3: COMPILATION AND SUBMISSION OF THE REPORTS

Outcome 3.1. 1BTR and 4NC/2BTR compiled, adopted by the Government, and submitted to UNFCCC.

Output 3.1.1. 1BTR compiled, adopted in transparent and participatory process and submitted to UNFCCC by December 2024

Output 3.1.2. 4NC/2BTR compiled, adopted in transparent and participatory process and submitted to UNFCCC by December 2026

Following the completion of the above outputs and outcomes the First Biennial Transparency and Second Biennial Transparency Report and Fourth National Communication Report will be compiled according to the guidelines, requirements and formats set by the MPGs. In this respect, the final format will follow the outline for Biennial Transparency Report and apply common reporting tables and tabular formats presented in 5/CMA.3. Supplemental chapters on research and systemic observation and on education, training and public awareness will be compiled in accordance with applicable guidelines in 17/CP.8. The compilation and approval process of the 1BTR and 4NC/2BTR will be conducted in close consultation with all relevant national stakeholders. All sections of the BTRs and NCs will be cleared by the project gender specialist. And the project will ensure that results validation workshops are attended by women's representatives, specialists from the gender units of sectoral government institutions, the Inter-institutional Commission on Environment and Gender and the Presidential Secretariat for Women, as appropriate. Once finalized, the documents will be edited and submitted to the UNFCCC Secretariat for posting and dissemination. The 1BTR is expected to be finalized and submitted to the UNFCCC by December 2024 and the 4NC/2BTR is expected to be finalized and submitted to the UNFCCC by December 2026.

COMPONENT 4: MONITORING AND EVALUATION

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

Output 4.1.1. Inception Workshop and Report

Output 4.1.2. Project annual financial and progress reports, including Gender Action Plan monitoring, and Annual Status Surveys prepared.

Output 4.1.3. End of Project report including lessons learnt compiled.

M&E Plan is detailed in Section E.

E. Monitoring and Evaluation Plan

Describe the budgeted M&E plan.

The project monitoring and evaluation will be carried out according to UNDP and GEF programming policies and procedures. Sex-disaggregated data and gender considerations will be an integral part of the project's M&E plan and reporting.

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

Familiarize key stakeholders with the detailed project strategy and discuss any changes that may have taken place in the overall context since the project idea was initially conceptualized that may influence its strategy and implementation.

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

The Project Coordinator will prepare the inception report no later than one month after the inception workshop. The inception report will be prepared in English, duly signed by designated persons, cleared by the UNDP Country Office and the UNDP-Climate Regional Technical Adviser, and will be approved by the Project Board.

Annual progress:

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

Lessons learned and knowledge generation:

A validation workshop will be held prior to the finalization and submission of each report. A knowledge management strategy will be developed and results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyze and share lessons learned, particularly those that contribute to enhance gender equality and women's empowerment, that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

End of Project:

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

Monitoring and Evaluation Plan and Budget:		
GEF M&E Requirements	Indicative costs (US\$)	Time frame
Inception Workshop	3,000	Within 2 months from the date of First Disbursement
Inception Report	None	Within 30 days after Inception Workshop

Monitoring of indicators in project results framework	None	Annually
Supervision missions ^[10]	None	Annually
Workshop with key stakeholders	2,000	Within 2 months from the date of submission of 1BTR and 4NC/2BTR, respectively
End of project report	None	3 months before Operational Closure
TOTAL indicative COST	5,000	

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

SECTION 3: INFORMATION TABLES

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

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	GEF Enabling Activity Financing (\$)	Agency Fee (\$)	Total (\$)
UNDP	GET	Guatemala	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)
Lourdes Maria Fernandez Balconi	Coordinadora Unidad de Cooperacion Internacional	Ministerio de Ambiente y Recursos Naturales	4/25/2024

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).

N/A

ANNEX B: PROJECT BUDGET TABLE

Attach the project budget table.

Expenditure Category	Detailed Description	Component (USDeq.)						Total (USDeq.)	Responsible Entity				
		Component 1	Component 2	Component 3	Sub-Total	M&E	PMC		(Executing Entity receiving funds from the GEF Agency)				
Equipment	ICT Equipment : Costs associated with personal computer equipment (4) and accessories with a total cost of USD \$ 7,998.72 (individual cost USD \$1,999.68)	99	7,9	-	-	999	7,	-	-	99	7,9	CATIE	
Equipment	Software licenses. Teams, Zoom, Office 365. Teams (10 USD/month/user), Zoom (190 USD/year/user), Office 365 (20 USD/month/user), etc. for a total cost of USD \$6,250	-	-	-	-	-	-	-	50	6,2	50	6,2	CATIE
Contractual services- Individual	Partial Project coordinator's salary of 9 months in 2024. Project coordinator is in charge of technical tasks such as coordinate and analyze the technical quality of the products. Assuring the documents and databases comply with requirements related to reporting and review in BTR, provide technical assistance to MARN in the identification and report of relevant indicators related to NDC, review technical reports and substantively contribute to development of technical knowledge products and other deliverables obtained from consultants and contractors. With a total cost of USD \$ 34,426.28 (17.42% of total amount of Project coordinator salary USD: 197,625 for 48 months). Only 17.42% of the amount will be charged to Component 1.	26	34,4	-	-	426	34,	-	-	26	34,4	CATIE	
Contractual services- Individual	Contractual services - Imp Partner (USD \$ 137,705.10). Partial Project coordinator's salary of 9 months in 2024. Project coordinator is in charge of technical tasks such as coordinate and analyze the technical quality of the products. Assuring the documents and databases comply with requirements related to reporting and review in BTR, provide technical assistance to MARN in the identification and report of relevant indicators related to NDC, review technical reports and substantively contribute to development of technical knowledge products and other deliverables obtained from consultants and contractors. With a total cost of USD \$ 137,705.10 (69.68 % of total amount of Project coordinator salary USD: 197,625 for 48 months).	-	5	137,70	-	705	137,	-	-	05	137,7	CATIE	
Contractual services- Individual	Contractual services - Imp Partner (USD \$ 44,551.65). Individual services of the monitoring/technical Assistant. He/she will provide support to the Project Coordinator in the daily management and technical supervision of the project activities in monitoring and administrative tasks. With a total cost of USD \$ 44,551.65 (43.55 % of total amount of Project assistant salary USD: 102,300 for 48 months).	-	-	-	-	-	-	,552	44	-	52	44,5	CATIE
Contractual services- Individual	Contractual services - Imp Partner (USD \$ 83,241.98). Partial Project coordinator's salary (9 months in 2024). Project coordinator is in charge of technical tasks such as coordinate and analyze the technical quality of the products. Assuring the documents and databases comply with requirements related to reporting and review in BTR, provide technical assistance to MARN in the identification and report of relevant indicators related to NDC, review technical reports and substantively contribute to development of technical knowledge products and other deliverables obtained from consultants and contractors. With a total cost of USD \$ 25,493.63 (12.90 % of total amount of Project coordinator salary USD: 197,625 for 48 months). Individual services of the monitoring/technical Assistant. He/she will provide support to the Project Coordinator in the daily management and technical supervision of the project activities in monitoring and administrative tasks. With a total cost of USD \$ 57,748.35 (56.45 % of total amount of Project assistant salary USD: 102,300 for 48 months).	-	-	-	-	-	-	-	42	83,2	42	83,2	CATIE

International Consultants	<p>International consultants (USD 88,000). International consultant for the coordination of the elaboration of the NGHGI, compilation and estimation of transversal components with a total cost of USD \$ 40,000 (month cost of USD \$ 5,000/ month for 8 months). Consultancy includes a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>International consultant for the coordination and elaboration of trend and current scenarios for tracking NDC progress and GHG projections with the support of local sectoral experts (8 months with a total cost of USD \$ 40,000 and a monthly cost of USD \$ 5,000. All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>International consultant with experience in technical review of BTRs for training in the BTR review process (2 months with a total cost of USD\$8,000 and a monthly cost of USD\$4,000) All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders</p>	00	88,0	-	-	000	88,	-	-	00	88,0	CATIE
International Consultants	<p>International consultants (USD 95,500). International consultant to execute the plan to improve data collection procedures, systematic archiving and backup of all historical information of all sectors involved in the NGHGI (6 months during 2025, with a total cost of USD \$27,000 and a monthly cost of USD \$4,500.</p> <p>International consultant for the coordination of the elaboration of the NGHGI, compilation and estimation of transversal components (9 months during 2026, with a total cost of USD \$ 40,500 and a monthly cost of USD \$ 4,500). All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>international expert for assistance and collaboration in developing trend scenarios and developing training for tracking NDC progress and GHG projections (2 months with a total cost of USD \$ 8,000 and a monthly cost of USD \$ 4,000 . All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders</p> <p>International adaptation expert to coordinate the development of the adaptation component of the Biennial Transparency Report (BTR) in line with international standards and guidelines, including generation of information and training, (6 months with a total cost of USD \$ 20,000 and a monthly cost of USD \$ 3,333.333)</p>	-	0	95,50	-	500	95,	-	-	00	95,5	CATIE
Local Consultants	<p>Local consultants (USD 193,825) includes salaries of: Local consultant to improve and maintain the national inventory system (9 months with a total cost of USD \$ 18,000 and a monthly cost of USD \$ 2,000),</p> <p>5 sectorial consultants for the estimation of each sector emissions to elaborate the NGHGI (6 months with a total cost of USD \$ 66,425 and a monthly cost of USD \$ 2,214.166 per each consultant).</p> <p>Gender consultant for all the BTR activities with experience in gender to incorporate gender issues and develop trainings (9 months with a total cost of USD \$ 18,000 and a monthly cost of USD \$ 2,000)</p> <p>Consultant with experience in IT issues to develop improvements of IT platforms and their visualization (9 months with a total cost of USD \$ 18,000 and a monthly cost of USD \$ 2,000) .</p> <p>Consultant with experience in the Energy, IPPU and Waste sectors for monitoring of sectoral measures and scenarios (6 months with a total cost of USD \$ 15,798 and a monthly cost of USD \$ 2,633)</p> <p>Consultant with experience in the Agriculture and Livestock sectors for monitoring of sectoral measures and scenarios (6 months with a total cost of USD \$ 15,798 and a monthly cost of USD \$ 2,633)</p> <p>Consultant with experience in the LULUCF sector for monitoring of sectoral measures and scenarios (6 months with a total cost of USD \$ 15,804 and a monthly cost of USD \$ 2,634)</p> <p>Consultant for compilation on the progress in the adaptation measures that are being carried out in the country (4 months with a total cost of</p>	25	193,8	-	-	825	193,	-	-	25	193,8	CATIE

	<p>USD \$ 8,000 and a monthly cost of USD \$ 2,000). All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>Consultant for surveying, compiling and systematizing information on the support received (6 months with a total cost of USD \$ 9,000 and a monthly cost of USD \$ 1,500).</p> <p>Consultant for identification of needs and production of relevant information (6 months with a total cost of USD \$ 9,000 and a monthly cost of USD \$ 1,500)</p> <p>All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p>											
Local Consultants	<p>Local consultants (USD 416,000). Includes salaries of consultants: Consultant to improve and maintain the national inventory system (12 months during 2025 and 2026, with a total cost of USD \$ 48,000 and a monthly cost of USD \$ 2,000).</p> <p>Gender consultant for all the BTR activities with experience in gender to incorporate gender issues and develop trainings (12 months during 2025 and 2026 with a total cost of USD \$ 48,000 and a monthly cost of USD \$ 2,000).</p> <p>5 sectorial consultants (1 for each sector Of NGHGI (5 sectors: 1) Energy, 2) Industrial Production & Other Product Use (IPPU), 3) Agriculture, 4) Land Use, Land Use Change and Forestry (LULUCF) and 5) Waste)) for the estimation of each sector emissions to elaborate the NGHGI (5 months during 2025 and 9 months during 2026, with a total cost of USD \$ 140,000 and a monthly cost of USD \$ 2,000 per each consultant).</p> <p>Consultant with experience in the Energy, IPPU and Waste sectors for monitoring of sectoral measures and scenarios (4 months in 2025 with a total of USD \$ 10,680 and a monthly cost of USD \$2,670. And 8 months in 2026 with a total cost of USD \$ 21,320 and a monthly cost of USD \$ 2,665)</p> <p>Consultant with experience in the Agriculture and Livestock sectors for monitoring of sectoral measures and scenarios (4 months in 2025 with a total of USD \$ 10,680 and a monthly cost of USD \$2,670. And 8 months in 2026 with a total cost of USD \$ 21,320 and a monthly cost of USD \$ 2,665)</p> <p>Consultant with experience in the LULUCF sector for monitoring of sectoral measures and scenarios (4 months in 2025 with a total of USD \$ 10,680 and a monthly cost of USD \$2,670. And 8 months in 2026 with a total cost of USD \$ 21,320 and a monthly cost of USD \$ 2,665)</p> <p>2 adaptation consultants to collect information on adaptation, monitor measures and processes in this sector 4 months each consultant in 2025 and 8 months each consultant in 2026 with a total cost of USD \$48,000 and a monthly cost of USD \$2,000.</p> <p>Consultant for gathering and compiling information related to the support received with a total cost of USD \$11,000 and a monthly cost of USD \$2,200; and</p> <p>Consultant for identification and survey of needs with a total cost of USD \$11,000 and a monthly cost of USD \$2,200</p> <p>2 Consultants to generate, compile and systematize information about research, systematic observation, education, training, public awareness, and gender (4 months with a total cost of USD \$14,000 and a monthly cost of USD \$ 1750</p> <p>All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p>	-	0	416,00	-	000	416,	-	-	00	416,0	CATIE
Local Consultants	<p>Local consultants (USD 8,000). Includes salaries of consultants: Local consultant for revision and proofreading of the chapters that integrate the BTR 1 with a total cost of USD \$ 4,000</p> <p>Local consultant for 4NC/2BTR compilation, review and proofreading with a total cost of USD \$4,000.</p>	-	-	0	8,00	000	8,	-	-	00	8,0	CATIE
Training, Workshops, Meetings	<p>Training, Workshops and Conference (USD 41,000). Workshops (1 for each sector of NGHGI (5 sectors: 1) Energy, 2) Industrial Production & Other Product Use (IPPU), 3) Agriculture, 4) Land Use, Land Use Change and Forestry (LULUCF) and 5) Waste)) for data collection, technical consultation and</p>	00	41,0	-	-	000	41,	-	-	00	41,0	CATIE

	validation the information related with the elaboration of the NGHGI, the Agriculture and LULUCF workshop is held together; with a total cost of USD\$10,000 and cost per workshop of USD\$2,500. Workshops (4) for the collection and validation of information with sectors on the progress in the implementation of the NDC with a total cost of USD \$ 10,000 and a cost per workshop of USD \$ 2,500 Workshops (2) to collect information regarding the progress of adaptation measures in implementation with a total cost of USD \$ 5,000 and a cost per workshop of USD \$ 2,500. Workshops (3) for the collection and validation of information regarding the support received and needed with a total cost of USD \$ 6,000 and a cost per workshop of USD \$ 2,000. Gender training workshops (5) with a total cost of USD \$ 10,000 and a cost per workshop of USD \$ 2,000.												
Training, Workshops, Meetings	Workshops (27,494.90). Workshops (3) to consult and validate information needed to track progress made in the implementation and achievement of Guatemala's NDC, including estimates of avoided emissions, with a total cost of USD \$ 7,500 and a cost per workshop of USD \$ 2,500. Workshops (2 in 2025 and 2 in 2026) to consult and validate information related to climate change impacts and adaptation with a total cost of USD \$ 10,000 and a cost per workshop of USD \$ 2,500. Workshops (2) to consult and validate information on financial, technology development and transfer and capacity building support needed and received, with a total cost of USD \$ 5,000 and a cost per workshop of USD \$ 2,500. Workshops (3) to consult and validate information on research, systematic observation, education, training, public awareness, and gender information in accordance with the applicable guidelines in 17/CP.8 and 6/CP.25 with a total cost of USD \$ 4,994.90 (2 workshops for \$ 1,600 each, and 1 workshop for \$ 1,794.90)	-	5	27,49	-	495	27,	-	-	95	27,4	CATIE	
Training, Workshops, Meetings	Training, Workshops and Conference (USD 12,500). Operational budget for technical consultation and validation events related with the elaboration of the 1BTR. Workshops (3) for presentation and dissemination of the BTR with a total cost of USD \$ 7,500 and a cost per workshop of USD \$ 2,500. Operational budget for technical consultation and validation events related with the elaboration of the 4NC and 2BTR. Workshops (2) with a total cost of USD \$5,000 and a cost per workshop of USD \$2,500.	-	-	0	12,50	500	12,	-	-	00	12,5	CATIE	
Training, Workshops, Meetings	Training, Workshops and Conference (USD 4,998.35). Costs associated with the project inception workshop, annual Project board meetings, and other activities related to the dissemination of the documents with key stakeholders. Workshops with a total cost of USD \$4,998.35	-	-	-	-	-	-	4	,998	-	98	4,9	CATIE
Office Supplies	Operational supplies for data gathering and related activities with the different components with a total cost of USD \$ 8,508.02 distributed over the 4 years.	-	-	-	-	-	-	-	08	8,5	08	8,5	CATIE
Other Operating Costs	Audits with a total cost of USD \$14,000 and a unit price of USD \$3,500.	-	-	-	-	-	-	-	00	14,0	00	14,0	UNDP
Other Operating Costs	Audio Visual & Print Products Costs (USD 9000). Costs related to 1BTR report design, printing and publications, translations, and/or dissemination materials at a total cost of USD \$ 4,500. Costs related to 4NC/2BTR report design, printing and publications, translations, and/or dissemination materials for a total cost of USD \$ 4,500.'	-	-	0	9,00	000	9,	-	-	00	9,0	CATIE	
Grand Total		365,250.00	676,700.00	29,500.00	1,071,450.00	49,550.00	112,000.00	1,233,000.00					

Expenditure Category	Detailed Description	Component (USDeq.)						Total (USDeq.)	Responsible Entity
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		Component 1	Component 2	Component 3	Sub-Total	M&E	PMC		(Executing Entity receiving funds from the GEF Agency)[1]
Equipment	ICT Equipment : Costs associated with personal computer equipment (4) and accessories with a total cost of USD \$ 7,998.72 (individual cost USD \$1,999.68)	7,999	-	-	7,999	-	-	7,999	CATIE
Equipment	Software licenses. Teams, Zoom, Office 365. Teams (10 USD/month/user), Zoom (190 USD/year/user), Office 365 (20 USD/month/user), etc. for a total cost of USD \$6,250	-	-	-	-	-	6,250	6,250	CATIE
Contractual services- Individual	Partial Project coordinator's salary of 9 months in 2024. Project coordinator is in charge of technical tasks such as coordinate and analyze the technical quality of the products. Assuring the documents and databases comply with requirements related to reporting and review in BTR, provide technical assistance to MARN in the identification and report of relevant indicators related to NDC, review technical reports and substantively contribute to development of technical knowledge products and other deliverables obtained from consultants and contractors. With a total cost of USD \$ 34,426.28 (17.42% of total amount of Project coordinator salary USD: 197,625 for 48 months). Only 17.42% of the amount will be charged to Component 1.	34,426	-	-	34,426	-	-	34,426	CATIE
Contractual services- Individual	Contractual services - Imp Partner (USD \$ 137,705.10). Partial Project coordinator's salary of 9 months in 2024. Project coordinator is in charge of technical tasks such as coordinate and analyze the technical quality of the products. Assuring the documents and databases comply with requirements related to reporting and review in BTR, provide technical assistance to MARN in the identification and report of relevant indicators related to NDC, review technical reports and substantively contribute to development of technical knowledge products and other deliverables obtained from consultants and contractors. With a total cost of USD \$ 137,705.10 (69.68 % of total amount of Project coordinator salary USD: 197,625 for 48 months).	-	137,705	-	137,705	-	-	137,705	CATIE
Contractual services- Individual	Contractual services - Imp Partner (USD \$ 44,551.65). Individual services of the monitoring/technical Assistant. He/she will provide support to the Project Coordinator in the daily management and technical supervision of the project activities in monitoring and administrative tasks. With a total cost of USD \$ 44,551.65 (43.55 % of total amount of Project assistant salary USD: 102,300 for 48 months).	-	-	-	-	44,552	-	44,552	CATIE

Contractual services- Individual	<p>Contractual services - Imp Partner (USD \$ 83,241.98). Partial Project coordinator's salary (9 months in 2024). Project coordinator is in charge of technical tasks such as coordinate and analyze the technical quality of the products. Assuring the documents and databases comply with requirements related to reporting and review in BTR, provide technical assistance to MARN in the identification and report of relevant indicators related to NDC, review technical reports and substantively contribute to development of technical knowledge products and other deliverables obtained from consultants and contractors. With a total cost of USD \$ 25,493.63 (12.90 % of total amount of Project coordinator salary USD: 197,625 for 48 months).</p> <p>Individual services of the monitoring/technical Assistant. He/she will provide support to the Project Coordinator in the daily management and technical supervision of the project activities in monitoring and administrative tasks. With a total cost of USD \$ 57,748.35 (56.45 % of total amount of Project assistant salary USD: 102,300 for 48 months).</p>	-	-	-	-	-	83,242	83,242	CATIE
International Consultants	<p>International consultants (USD 88,000). International consultant for the coordination of the elaboration of the NGHGI, compilation and estimation of transversal components with a total cost of USD \$ 40,000 (month cost of USD \$ 5,000/ month for 8 months). Consultancy includes a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>International consultant for the coordination and elaboration of trend and current scenarios for tracking NDC progress and GHG projections with the support of local sectoral experts (8 months with a total cost of USD \$ 40,000 and a monthly cost of USD \$ 5,000. All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders. International consultant with experience in technical review of BTRs for training in the BTR review process (2 months with a total cost of USD\$8,000 and a monthly cost of USD\$4,000) All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders</p>	88,000	-	-	88,000	-	-	88,000	CATIE

International Consultants	<p>International consultants (USD 95,500). International consultant to execute the plan to improve data collection procedures, systematic archiving and backup of all historical information of all sectors involved in the NGHGI (6 months during 2025, with a total cost of USD \$27,000 and a monthly cost of USD \$4,500).</p> <p>International consultant for the coordination of the elaboration of the NGHGI, compilation and estimation of transversal components (9 months during 2026, with a total cost of USD \$ 40,500 and a monthly cost of USD \$ 4,500). All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>international expert for assistance and collaboration in developing trend scenarios and developing training for tracking NDC progress and GHG projections (2 months with a total cost of USD \$ 8,000 and a monthly cost of USD \$ 4,000 . All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders</p> <p>International adaptation expert to coordinate the development of the adaptation component of the Biennial Transparency Report (BTR) in line with international standards and guidelines, including generation of information and training, (6 months with a total cost of USD \$ 20,000 and a monthly cost of USD \$ 3,333.333)</p>	-	95,500	-	95,500	-	-	95,500	CATIE
Local Consultants	<p>Local consultants (USD 193,825) includes salaries of: Local consultant to improve and maintain the national inventory system (9 months with a total cost of USD \$ 18,000 and a monthly cost of USD \$ 2,000),</p> <p>5 sectorial consultants for the estimation of each sector emissions to elaborate the NGHGI (6 months with a total cost of USD \$ 66,425 and a monthly cost of USD \$ 2,214.166 per each consultant),</p> <p>Gender consultant for all the BTR activities with experience in gender to incorporate gender issues and develop trainings (9 months with a total cost of USD \$ 18,000 and a monthly cost of USD \$ 2,000)</p> <p>Consultant with experience in IT issues to develop improvements of IT platforms and their visualization (9 months with a total cost of USD \$ 18,000 and a monthly cost of USD \$ 2,000) .</p> <p>Consultant with experience in the Energy, IPPU and Waste sectors for monitoring of sectoral measures and scenarios (6 months with a total cost of USD \$ 15,798 and a monthly cost of USD \$ 2,633)</p> <p>Consultant with experience in the Agriculture and Livestock sectors for monitoring of sectoral measures and scenarios (6 months with a total cost of USD \$ 15,798 and a monthly cost of USD \$ 2,633)</p> <p>Consultant with experience in the LULUCF sector for monitoring of sectoral measures and scenarios (6 months with a total cost of USD \$</p>	193,825	-	-	193,825	-	-	193,825	CATIE

	<p>15,804 and a monthly cost of USD \$ 2,634)</p> <p>Consultant for compilation on the progress in the adaptation measures that are being carried out in the country (4 months with a total cost of USD \$ 8,000 and a monthly cost of USD \$ 2,000). All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p> <p>Consultant for surveying, compiling and systematizing information on the support received (6 months with a total cost of USD \$ 9,000 and a monthly cost of USD \$ 1,500).</p> <p>Consultant for identification of needs and production of relevant information (6 months with a total cost of USD \$ 9,000 and a monthly cost of USD \$ 1,500)</p> <p>All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p>								
Local Consultants	<p>Local consultants (USD 416,000). Includes salaries of consultants:</p> <p>Consultant to improve and maintain the national inventory system (12 months during 2025 and 2026, with a total cost of USD \$ 48,000 and a monthly cost of USD \$ 2,000),</p> <p>Gender consultant for all the BTR activities with experience in gender to incorporate gender issues and develop trainings (12 months during 2025 and 2026 with a total cost of USD \$ 48,000 and a monthly cost of USD \$ 2,000).</p> <p>5 sectorial consultants (1 for each sector Of NGHGI (5 sectors: 1) Energy, 2) Industrial Production & Other Product Use (IPPU), 3) Agriculture, 4) Land Use, Land Use Change and Forestry (LULUCF) and 5) Waste)) for the estimation of each sector emissions to elaborate the NGHGI (5 months during 2025 and 9 months during 2026, with a total cost of USD \$ 140,000 and a monthly cost of USD \$ 2,000 per each consultant),</p> <p>Consultant with experience in the Energy, IPPU and Waste sectors for monitoring of sectoral measures and scenarios (4 months in 2025 with a total of USD \$ 10,680 and a monthly cost of USD \$2,670. And 8 months in 2026 with a total cost of USD \$ 21,320 and a monthly cost of USD \$ 2,665)</p> <p>Consultant with experience in the Agriculture and Livestock sectors for monitoring of sectoral measures and scenarios (4 months in 2025 with a total of USD \$ 10,680 and a monthly cost of USD \$2,670. And 8 months in 2026 with a total cost of USD \$ 21,320 and a monthly cost of USD \$ 2,665)</p> <p>Consultant with experience in the LULUCF sector for monitoring of sectoral measures and scenarios (4 months in 2025 with a total of USD \$ 10,680 and a monthly cost of USD \$2,670. And 8 months in 2026 with a</p>	-	416,000	-	416,000	-	-	416,000	CATIE

	<p>total cost of USD \$ 21,320 and a monthly cost of USD \$ 2,665) 2 adaptation consultants to collect information on adaptation, monitor measures and processes in this sector 4 months each consultant in 2025 and 8 months each consultant in 2026 with a total cost of USD \$48,000 and a monthly cost of USD \$2,000. Consultant for gathering and compiling information related to the support received with a total cost of USD \$11,000 and a monthly cost of USD \$2,200; and Consultant for identification and survey of needs with a total cost of USD \$11,000 and a monthly cost of USD \$2,200 2 Consultants to generate, compile and systematize information about research, systematic observation, education, training, public awareness, and gender (4 months with a total cost of USD \$14,000 and a monthly cost of USD \$ 1750 All Consultancies will include a capacity building component for knowledge transfer to government officials and stakeholders.</p>								
Local Consultants	<p>Local consultants (USD 8,000). Includes salaries of consultants: Local consultant for revision and proofreading of the chapters that integrate the BTR 1 with a total cost of USD \$ 4,000 Local consultant for 4NC/2BTR compilation, review and proofreading with a total cost of USD \$4,000."</p>	-	-	8,000	8,000	-	-	8,000	CATIE
Training, Workshops, Meetings	<p>Training, Workshops and Conference (USD 41,000). Workshops (1 for each sector of NGHGI (5 sectors: 1) Energy, 2) Industrial Production & Other Product Use (IPPU), 3) Agriculture, 4) Land Use, Land Use Change and Forestry (LULUCF) and 5) Waste)) for data collection, technical consultation and validation the information related with the elaboration of the NGHGI, the Agriculture and LULUCF workshop is held together; with a total cost of USD\$10,000 and cost per workshop of USD\$2,500. Workshops (4) for the collection and validation of information with sectors on the progress in the implementation of the NDC with a total cost of USD \$ 10,000 and a cost per workshop of USD \$ 2,500 Workshops (2) to collect information regarding the progress of adaptation measures in implementation with a total cost of USD \$ 5,000 and a cost per workshop of USD \$ 2,500. Workshops (3) for the collection and validation of information regarding the support received and needed with a total cost of USD \$ 6,000 and a cost per workshop of USD \$ 2,000.</p>	41,000	-	-	41,000	-	-	41,000	CATIE

	Gender training workshops (5) with a total cost of USD \$ 10,000 and a cost per workshop of USD \$ 2,000.								
Training, Workshops, Meetings	Workshops (27,494.90). Workshops (3) to consult and validate information needed to track progress made in the implementation and achievement of Guatemala's NDC, including estimates of avoided emissions, with a total cost of USD \$ 7,500 and a cost per workshop of USD \$ 2,500. Workshops (2 in 2025 and 2 in 2026) to consult and validate information related to climate change impacts and adaptation with a total cost of USD \$ 10,000 and a cost per workshop of USD \$ 2,500. Workshops (2) to consult and validate information on financial, technology development and transfer and capacity building support needed and received, with a total cost of USD \$ 5,000 and a cost per workshop of USD \$ 2,500. Workshops (3) to consult and validate information on research, systematic observation, education, training, public awareness, and gender information in accordance with the applicable guidelines in 17/CP.8 and 6/CP.25 with a total cost of USD \$ 4,994.90 (2 workshops for \$ 1,600 each, and 1 workshop for \$ 1,794.90)	-	27,495	-	27,495	-	-	27,495	CATIE
Training, Workshops, Meetings	Training, Workshops and Conference (USD 12,500). Operational budget for technical consultation and validation events related with the elaboration of the 1BTR. Workshops (3) for presentation and dissemination of the BTR with a total cost of USD \$ 7,500 and a cost per workshop of USD \$ 2,500. Operational budget for technical consultation and validation events related with the elaboration of the 4NC and 2BTR. Workshops (2) with a total cost of USD \$5,000 and a cost per workshop of USD \$2,500.	-	-	12,500	12,500	-	-	12,500	CATIE
Training, Workshops, Meetings	Training, Workshops and Conference (USD 4,998.35). Costs associated with the project inception workshop, annual Project board meetings, and other activities related to the dissemination of the documents with key stakeholders. Workshops with a total cost of USD \$4,998.35	-	-	-	-	4,998	-	4,998	CATIE
Office Supplies	Operational supplies for data gathering and related activities with the different components with a total cost of USD \$ 8,508.02 distributed over the 4 years.	-	-	-	-	-	8,508	8,508	CATIE
Other Operating Costs	Audits with a total cost of USD \$14,000 and a unit price of USD \$3,500.	-	-	-	-	-	14,000	14,000	UNDP

Other Operating Costs	Audio Visual & Print Products Costs (USD 9000). Costs related to 1BTR report design, printing and publications, translations, and/or dissemination materials at a total cost of USD \$ 4,500. Costs related to 4NC/2BTR report design, printing and publications, translations, and/or dissemination materials for a total cost of USD \$ 4,500."	-	-	9,000	9,000	-	-	9,000	CATIE
Grand Total		365,250.00	676,700.00	29,500.00	1,071,450.00	49,550.00	112,000.00	1,233,000.00	

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

SESP