



Development of Costa Rica's First Biennial Transparency Report to the UNFCCC

Part I: Project Information

GEF ID

10747

Project Type

EA

Type of Trust Fund

GET

CBIT

CBIT No

Project Title

Development of Costa Rica's First Biennial Transparency Report to the UNFCCC

Countries

Costa Rica

Agency(ies)

UNDP

Other Executing Partner(s)

Organization for Tropical Studies

Executing Partner Type

CSO

GEF Focal Area

Climate Change

Taxonomy

Focal Areas, Climate Change, Climate Change Mitigation, United Nations Framework Convention on Climate Change, Enabling Activities, Stakeholders, Type of Engagement, Consultation, Participation, Civil Society, Academia, Communications, Awareness Raising, Private Sector, Beneficiaries, Gender Equality, Gender results areas, Gender Mainstreaming, Sex-disaggregated indicators, Capacity, Knowledge and Research, Capacity Development, Knowledge Exchange, Paris Agreement

Sector

Enabling Activity

Rio Markers

Climate Change Mitigation

Climate Change Mitigation 2

Climate Change Adaptation

Climate Change Adaptation 1

Type of Reports	Submission Date	Expected Implementation Start	Expected Completion Date	Expected Report Submission to Convention
UNFCCC Biennial Transparency Report (BTR)	2/11/2022	6/1/2022	10/31/2024	12/31/2023

Duration

29in Months

Agency Fee(\$)

45,980.00

A. FOCAL/NON-FOCAL AREA ELEMENTS

Objectives/Programs	Trust Fund	GEF Amount(\$)	Co-Fin Amount(\$)
CCM-EA	GET	484,000.00	
		Total Project Cost(\$)	484,000.00
			0.00

B. Project description summary

Project Objective

To assist the Government of Costa Rica in the preparation and submission of its First Biennial Transparency Report for the fulfillment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC)

Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
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Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
1. The National Greenhouse Gases Inventory (GHG Inventory) report for the period 1990 ? 2021.	1. Updated NGHGI for 1990-2021 improved and available through the National Environmental Information System (SINAMECC)	<p>1.1 National inventory arrangements, including institutional, legal and procedural arrangements for the continued estimation, compilation and timely reporting of national inventory reports assessed.</p> <p>1.2 Collection of data for the key thematic sectors (Energy, Industrial Processes and product use, AFOLU and Waste).</p> <p>1.3 Analysis of Organic Soil Carbon.</p> <p>1.4 Analysis of SF6 emissions by use of this gas on medical equipment factories.</p> <p>1.5 Analysis of CO2 emissions by Settlement and other land uses and evaluation of land cover map of 2021.</p> <p>1.6 Studies about emission factor on wastewater treatment.</p>	160,000.00	

Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
<p>2. Information necessary to track progress made in implementing and achieving the nationally determined contribution</p>	<p>2. Updated NDC advances and progress report</p>	<p>2.1 Assessment of progress of the NDC, including updated description of NDC, indicators, methodologies and institutional arrangements for NDC tracking in line with MPG requirements.</p> <p>2.2 Mitigation policies and actions report at national and local levels in compliance with NDC targets.</p> <p>2.3 Projections for greenhouse gas emission and reduction paths updated, mapped out and set of policy frameworks and recommendations with gender-sensitive approach proposed in accordance with the NDC.</p> <p>2.4 Report assessing the integration of the intersectional gender perspective in the mitigation measures implemented at national and local levels and progress in compliance with</p>	<p>120,000.00</p>	

Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
3. Information related to climate change impacts and adaptation.	3. Updated Adaptation advances and progress report	<p data-bbox="662 327 850 646">3.1 Sectoral, economic, social and environmental vulnerabilities to the observed and potential impacts of climate change analyzed.</p> <p data-bbox="662 680 850 1108">3.2 Report on assessing adaptation priorities, policies and measures implemented at national and local levels and their progress in compliance with NDC targets.</p> <p data-bbox="662 1142 850 1682">3.3 Advances and progress in the achievement of gender commitments in the adaptation component of NDC 2020 and the prevailing gaps for the effective inclusion of women in their diversity assessed.</p> <p data-bbox="662 1715 850 2095">3.4 Policy frameworks for effective integration of adaptation measures through the promotion of gender equality into national sectoral strategies</p>	100,000.00	

Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
<p>4. Information on financial, technology development and transfer and capacity-building support needed and received and areas of improvement .</p>	<p>4. Updated information on financial, technology development and transfer and capacity-building support needed and received and areas of improvement</p>	<p>4.1 Assessment of technology development and transfer support needed and received.</p> <p>4.2 Assessment of financial support needed and received.</p> <p>4.3 Assessment of capacity building support needed and received.</p> <p>4.4 Assessment of the support needed and received for implementing Article 13 of the Paris Agreement and transparency-related activities.</p> <p>4.5 Assessment of the financial, technology development and transfer and capacity-building support received, that was dedicated to promoting the gender equality in each sector, and the support needed to achieve gender equality in each sector.</p> <p>4.6 Assessment to identify areas of improvement</p>	<p>30,000.00</p>	

Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
5. Publication and submission of report and knowledge management	5. The First BTR have been published and submitted to the UNFCCC, national stakeholders and decision makers.	<p>5.1 First BTR completed, produced, edited, reviewed and translated.</p> <p>5.2 Training and regular workshops with the participation of academia, civil society, women's groups and organizations, organized to discuss progress, exchange ideas and present findings of the BTR process.</p> <p>5.3 Lesson learned analyzed, shared and disseminated.</p>	25,000.00	

Project Component	Expected Outcomes	Expected Outputs	GEF Project Financing(\$)	Confirmed Co-Financing(\$)
6. M&E	6. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated	6.1 Inception workshop organized, and Inception Report compiled. 6.2 Project annual financial and progress reports and Annual Status Surveys prepared. 6.3 End of Project report including lessons learnt compiled.	5,000.00	
Sub Total (\$)			440,000.00	0.00
Project Management Cost (PMC)				
			44,000.00	
Sub Total(\$)			44,000.00	0.00
Total Project Cost(\$)			484,000.00	0.00

Please provide justification

C. Source of Co-Financing for the Project by Name and by Type

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Investment Mobilized	Amount(\$)
				Total Co-Financing(\$)

Describe how any "Investment Mobilized" was identified

N/A

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

Agency	Trust Fund	Country	Focal Area	Programming of Funds	Amount(\$)	Fee(\$)	Total(\$)
UNDP	GET	Costa Rica	Climate Change	CC Set-Aside	484,000	45,980	529,980.00
Total Gef Resources(\$)					484,000.00	45,980.00	529,980.00

Part II. Enabling Activity Justification

A. ENABLING ACTIVITY BACKGROUND AND CONTEXT

Provide brief information about projects implemented since a country became party to the convention and results achieved

Costa Rica ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1994; and the Kyoto Protocol in 2005.

The Ministry of Environment and Energy (MINAE) is the leading entity that has taken the responsibility to implement the Convention through the following institutions: the National Meteorological Institute (IMN) and Direction of Climate Change (DCC) of the Ministry of the Environment and Energy.

Costa Rica has developed four National Communications (NC) and two Biennial Update Reports (BUR) to the UNFCCC (First NC 2000, Second NC 2009, Third NC 2014, Fourth NC 2021; First BUR 2015; Second BUR 2019) and undertaken procedures and arrangements needed to provide continuity to the process.

To that aim, the country received the assistance of the Global Environmental Facility (GEF) through Enabling Activity projects executed by IMN and DCC, with the United Nations Development Program (UNDP) as the implementing agency.

According to the latest IPCC report on climate change, the increase in temperature due to the increasingly strong emission of greenhouse gases is producing severe effects on the planet. More intense hurricanes, which in turn produce devastating effects for the most vulnerable countries, rainfall patterns that affect and enhance the poverty conditions of populations at high risk of extreme hydrometeorological events, effects on agriculture, water resources and human health are examples of vast implications for the environment and society.

Global efforts to address climate change have been coordinated through the UNFCCC process, and the parties have submitted Nationally Determined Contribution (NDC) which expressed their potential contribution to compliance with the Paris Agreement.

Costa Rica ratified the Paris Agreement on November 3, 2016, and on December, submitted its Initial NDC in 2015 and its updated NDC in 2020, which establishes mitigation target to keep net greenhouse gas (GHG) emissions below 9.11 MtCO₂e emissions by 2030 including all emissions and all sectors included on the national greenhouse gas inventory. Moreover, the NDC has included an Adaptation to Climate Change component, where Costa Rica is committed to strengthening the country's social, economic and environmental resilience conditions to the effects of climate change, through the development of capacities and information for decision-making, the inclusion of adaptation criteria in

financing and planning instruments, the adaptation of public services, productive systems and infrastructure, and the implementation of nature-based solutions.

Costa Rica anticipates significant impacts from climate change on its society, economy, environment and human health and for this reason the current National Development Plan sets, very clearly climate change as cornerstone of every strategic action to be performed during the next four years. The Ministries of Environment and Energy, the Ministry of Agriculture and Livestock, the Ministry of Health and the National Emergency Commission are actively cooperating with United Nations agencies and international partners to assess the effects of climate change and develop appropriate plans through climate change adaptation and mitigation.

Costa Rica is looking to become a laboratory for the de-carbonization process of the world economy, working with civil society, the private sector, academia, and the international community in order to accomplish it. Costa Rica has a long standing tradition of innovation on hydroelectric generation, in conservation and specially, on matters of climate change. This tradition is well evidenced in the country's commitment towards the United Nations' Framework Convention for Climate Change (UNFCCC), to avoid dangerous anthropogenic interference in the climate system and the goal of 'Holding the increase in the global average temperature to well below 2 °C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5 °C above pre-industrial levels, recognizing that this would significantly reduce the risks and impacts of climate change'. To accomplish it, global emissions of Greenhouse Gases (GHG) need to stay below a total of 1000 Giga-tons of CO₂ from 2012.

The project is part of the National Development and Public Investment Plan of the Bicentennial 2019-2022 of Costa Rica, in the Environment, Energy and Seas sector, in its sectoral target on promoting action on global climate change, through citizen participation, technological change, innovation processes, research and knowledge to guarantee welfare, human security and competitiveness of the country. Also, to contribute to the achievement of the commitments acquired by the country, within UNFCCC, and to promote the different actions and guidelines for the tools that allow reducing the emissions of Greenhouse Gases (GEI). The project aims also to contribute to the achievement of Sustainable Development Goals, signed in 2016 by the Costa Rican government, private sector and civil society. In particular with regards to SDG 7d, "By 2030, enhance international cooperation to facilitate access to clean energy research and technology, including renewable energy, energy efficiency and advanced and cleaner fossil-fuel technology, and promote investment in energy infrastructure and clean energy technology; and SDG 13c, "Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning".

The NC / BUR process has improved analytical and technical capabilities in climate change transparency and reporting in Costa Rica. New processes and researches were incorporated into the GHG inventory. The technical staff has received training in the different topics of climate change to strengthen the institutionality of the process. The approaches of the National System of Metrics to Climate Change (SINAMECC) and the Monitoring System of Coverage and use of land and

ecosystems (SIMOCUTE) allow to strengthen the analytical, technical and institutional capacities in Costa Rica.

This project will build on findings and recommendations from previous NC and BUR work as well as recommendations resulting from the ICA process for BUR2. The TTE (Technical Team of Experts) report presented improvements in the reporting in the Party's second BUR compared with that in the previous BUR analyzed. These may be summarized as follows:

National circumstances and institutional arrangements: In its Second BUR, Costa Rica transparently reported an update on its institutional arrangements relevant to the preparation of its BURs and NCs on a continuous basis. The Report includes the description that covers key aspects of the institutional arrangements, including the legal status of the ratification of the Convention in 1992, the roll-out of the Carbon Neutrality Country Programme in 2007, the ratification of the Paris Agreement in 2016, and Costa Rica's NDC, wherein its target is to limit net annual emissions to 9,374.00 Gg CO₂ eq by 2030. Costa Rica demonstrated improvements for enhancing the transparency of its reporting in this regard.

National greenhouse gas emissions by sources and removals by sinks: Costa Rica reported information on its GHG inventory in its BUR mostly in accordance with the UNFCCC reporting guidelines on BURs. It was consistent with the requirements for the reporting time frame and transparently described the roles of stakeholders and the various steps involved in the compilation of the GHG inventory, including documentation and archiving methods. However, the country could enhance the transparency of the information reported on GHG inventories by addressing some areas noted in the evaluation of ICA. Some TTE recommendations to improve the inventory process has been: report the assumptions used for the uncertainty assessment, submitting the NIR at the same time as the BTR, solve confidentiality reasons related with certain data categories, clearly reporting in the BUR that a mix of country-specific and default EFs was used for some categories (diesel, gasoline and liquefied petroleum gas).

Mitigation actions and their effects, including associated methodologies and assumptions: Costa Rica reported a clear and comprehensive overview of the Party's mitigation actions and their effects. Costa Rica reported GHG emission projections: under the baseline scenario, emissions are projected to increase by 55.5 per cent between 2015 and 2050; while emissions are projected to decrease by 50.8 per cent between 2015 and 2050 under the "with measures" scenario. The transparency of the information reported on mitigation actions could be enhanced with respect to information on methodologies and assumptions, as well as on steps taken or envisaged to achieve the objectives of actions to facilitate a better understanding of the information reported on mitigation actions.

Constraints and gaps, and related, financial, technical and capacity-building needs, including a description of support needed and received: Costa Rica identified barriers to mitigation action, such as limited public financial resources for climate change projects, lack of knowledge of new technologies for infrastructure projects, weak coordination between the technical and political level, lack of long-term planning and barriers in the area of adaptation including lack of political commitment to increase the budget for adaptation measures, need for international cooperation, limited access to financial mechanisms for supporting research projects related to EFs.

In relation to national reporting, the needs identified are in the areas of strengthening national human capacity for preparing reports; improving review, consultation and assessment processes; improving communication channels and awareness among stakeholders; and acquiring technology for strengthening and consolidating SINAMECC. Furthermore, Costa Rica did not clearly report information on financial needs related to mitigation, adaptation, national reporting or international climate change negotiations in its BUR. Costa Rica did not report information on technology transfer or capacity-building support received in the BUR. The TTE noted that the transparency of the information reported on needs and support received could be further enhanced by addressing the recommendations made.

In summary, Costa Rica could address some needs for capacity-building to facilitate the preparation of BTRs as: coordinating stakeholders at the national and local level, defining roles and responsibilities in preparing NCs and BTRs, improving data quality, enhancing technical knowledge, capacity and tools for estimating the emission reduction potential of mitigation actions at cantonal level, building capacity for using the SINAMECC, developing registries for classifying and compiling technology needs for projects, among others.

SINAMECC has established a clear structure to follow up on plans, policies and actions, which can be adapted to monitor NDC commitments in the future, and this should be reflected in next BTRs and NCs.

The country has established an Official Registry of Mitigation Actions, which is articulated with the SINAMECC database through the 'Guide for the integration of mitigation actions into SINAMECC'. This Guide generates a clear structure, format and procedures to register all mitigation actions with the information requested in the MPGs, and this is supported by methodological sheets for the registration of indicators as well as tools for monitoring the indicators. The next BTR should use this registry.

The 'Guide for the integration of mitigation actions into SINAMECC' includes a section to identify financial flows; these may be cross-checked by using an existing link of SINAMECC database with the database of international cooperation projects registered in the Ministry of Planning and Political Economy (MIDEPLAN). The next BTR should use this cross referencing.

New Policies and Institutions related climate change in Costa Rica with normative instruments should be reviewed as part of the next BTR, such as the National Biodiversity Policy, Policies for the Agricultural Sector and the Development of Rural Territories 2015-2018, National Policy for Adaptation to Climate Change 2018-2030, Plan of Action of the National Climate Change Strategy (PAENCC), VII National Energy Plan 2015-2030, Strategy and action plan for the adaptation of the biodiversity sector of Costa Rica to climate change (2015-2025), among others.

Tools built with the Guide for the integration of mitigation actions of SINAMECC contain key functionalities to operate records with the required specifications in a short term. Costa Rica will adapt the Guide for the integration of mitigation actions of the SINAMECC to the reporting framework of

support in capacity building and will design mechanisms to estimate the impact of capacity building and to involve different social actors in the report.

The recommendations of first ICA process have been taken into account in preparation of 4NC and 2BUR. Likewise, conclusions and recommendations of second ICA process will be considered when implementing first BTR. All findings will be corrected in this new project.

B. ENABLING ACTIVITY GOALS, OBJECTIVES, AND ACTIVITIES

The proposal should briefly justify and describe the project framework. Identify also key stakeholders involved in the project including the private sector, civil society organizations, local and indigenous communities, and their respective roles, as applicable. Describe also how the gender equality and women's empowerment are considered in project design and implementation

As a party to the United Nations Framework Convention on Climate Change (UNFCCC), Costa Rica is keen to develop its First BTR to comply with the reporting requirements of the Paris Agreement and display commitment towards achieving the global goal towards abating climate change and associated impacts. The recently ratified Nationally Determined Contributions (NDC) and the submission of the Second BUR and Fourth National Communication (4NC), and some of the current initiatives such as development of Nationally Appropriate Mitigation Action (NAMA) for Livestock and Coffee are examples of that.

This project aims to assist Costa Rica in meeting reporting requirements under the UNFCCC Convention, in accordance with its commitments as a non-Annex 1 Party (in compliance with the Paris Agreement), and to strengthen the technical and institutional capacity of Costa Rica to prepare and submit its First Biennial Transparency Report to the UNFCCC in line with the Modalities, procedures and guidelines for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (MPGs) along with the guidance on operationalizing the MPGs as per Decision 5/CMA.3. The project will build on the inputs, tools and enhanced capacities achieved by the Capacity Building Initiative for Transparency (CBIT) Project in terms of improving transparency. The expected outcomes of the project are:

1. Updated NGHGI for 1990-2021 improved and available through the National Environmental Information System (SINAMECC).
2. Updated NDC advances and progress report.
3. Updated Adaptation advances and progress report.
4. Updated information on financial, technology development and transfer and capacity-building support needed and received and areas of improvement.
5. The First BTR have been published and submitted to the UNFCCC, national stakeholders and decision makers.

The long-term objective of the project is to improve reporting and transparency over time and to strengthen the technical capacity of Costa Rica in the development of actions that allow the integration

of climate change into national and sectorial development goals by giving continuity to the institutional and technical capacity strengthening process.

The Project outcomes will be achieved through a wide range of outputs and activities, which are in line with GEF7 climate change mitigation objective CCM3: Foster Enabling Conditions to Mainstream Mitigation Concerns into Sustainable Development Strategies.

Stakeholders involvement

The project proposal intends to strengthen stakeholder's engagement to collectively participate in addressing climate change issues and challenges in Costa Rica. 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 NGOs, mass-media, research institutions, private sector and international organizations, with particular emphasis on related sectors.

The integration of the different sectors strengthens the institutional and technical capacity of the different stakeholders and institutions, not limited to a reduced group of experts and decision makers from the governmental institution where lies the responsibility for the fulfillment of the national obligations to the Convention.

The Ministry of Environment and Energy performs a leadership and coordination role for the development of those actions needed to the application of the Convention and its formal communication to the international community, acting in coordination with other stakeholders, integrating climate change in the ongoing national planning for the achievement of results to be reported and communicated through the National Communications and Biennial Transparency Reports.

Relevant Ministries, such as the Ministry of Agriculture and Livestock, Ministry of Health, Ministry of Infrastructure and Transport, National Electricity Institute play a key role in the elaboration of the National GHG Inventories, as they support the estimation of the respective sectorial emissions.

In the development of the mitigation actions, an important role is played by the Ministry of Agriculture and Livestock, Costa Rican Coffee Institute, National Electricity Institute, in particular regarding assumptions related to sector specific mitigation plans and in updating the baseline scenarios, based on the newest available data (reference scenario), as well as for the NAMAs identification and preparation for its inclusion in the National Registry and its submission to the UNFCCC.

The National Meteorological Institute will take part in capacity building activities for identification, preparation and implementation of mitigation actions for GHG emissions in key economic sectors.

The Climate Change Inter-ministerial Committee plays an important role as a consultation committee, as it includes representatives from the Ministry of Environment and Energy (MINAE), Ministry of Planning and Economic Policy (MIDEPLAN), Ministry of Science, Technology and Telecommunications (MICITT) and Ministry of Agriculture and Livestock (MAG).

Climate change is a phenomenon that affects the entire population, however, children, the elderly and women are groups that are most affected. That is why organizations representing these groups, especially women and indigenous people, will be involved in the project, not only as beneficiaries but also in the decision-making process of climate change related activities. Understanding how the different social roles and economic status of men and women are affected differently by climate change will improve actions taken to adapt to and to mitigate climate change.

The main stakeholders and their roles are identified as following:

Stakeholder	Role
Governmental Institutions	
Secretary of Energy and Ecological Transition	MINAE's Secretary of Energy and Ecological Transition is the national office for climate change and will be the project's counterpart. It is the institution responsible to coordinate with the Executing Entity the initiatives that will be supporting the development of the first BTR. It will also coordinate the preparation of the GHG Inventory.
The Ministry of Environment and Energy of Costa Rica (MINAE)	MINAE is responsible for the management and implementation of the energy and environmental sector's politic and regulations in Costa. In the project, it will provide technical support the preparation of NDC tracking, climate change impacts and adaptation and support needed and received assessments.
Ministry of Science, Technology and Telecommunications (MICITT)	Alliance for coordination with citizens and institutions for the scientific management of issues such as climate change, adaptation and mitigation of climate change, resilience and environmental sustainability. It will provide technical support to the assessments on technology development and transfer support needed and received.
National Meteorological Institute	Activity data (AD) and emission factors on National Greenhouse Gas Inventory, data on climate scenarios and vulnerability and adaptation studies.
Directorate of Climate Change	AD and other information on energy, agriculture, farming, livestock among others.
Planning of the Energy Subsector Secretariat (SEPSE)	AD and other information on Energy.
Ministry of Agriculture and Livestock	AD and other information on agriculture, farming, livestock among others.
Ministry of Transport and Public Works	AD and other information related to the transport sector.
Ministry of Production	AD and other information related to the industrial sector.
Ministry of Health	AD and other information on waste Sector.

Costa Rican Institute of Aqueducts and Sewers (AyA)	AD and other information related to the water sector.
Costa Rica's National Service of Underground Water, Irrigation and Drainage (Senara)	Government department responsible for managing and protecting the country's water resources. AD and other information related to the water sector.
Ministry of Education	Work on dissemination of results.
Ministry of Culture	Work on dissemination of results.
National Institute for Women	Lead on gender equity in adaptation and mitigation activities, policy formulation and knowledge. In the project, it will support the integration of gender equity in the implementation of project activities and delivery of outcomes.
Ministry of National Planning and Economic Policy	As mitigation lead for the National Development and Public Investment Plan (Country development plan compatible with the objectives of economic growth and poverty reduction, sustainability parameters, economy decarbonization and resilience). In the project, it will support the analysis of economic policies related with climate change included in the BTR.
National Electricity Institute	Elaboration of the National GHG Inventories, as they support the estimation of the respective sectorial emissions.
The National Council for the Care of the Elderly (CONAPAM)	Elderly Protection National Institution. Elderly situation data provider.
The National Center for Children (PANI)	Children Protection National Institution. Children situation data provider.
Private Sector	
Chamber of Industries	They support the estimation of the respective sectorial emissions and mitigation actions.
Costa Rican Construction Chamber	They support the estimation of the respective sectorial emissions and mitigation actions.
Costa Rican Forest Chamber	They support the estimation of the respective sectorial emissions and mitigation actions.
National Forest Office	They support the estimation of the respective sectorial emissions and mitigation actions.
Banana Production Corporation	They support the estimation of the respective sectorial emissions and mitigation actions.
Academia / NGO	
Organization for Tropical Studies (OTS)	Executing Entity and overall coordination.

University of Costa Rica (UCR)	They support the research about emissions and reductions of GHG.
National University (UNA)	They support the research about emissions and reductions of GHG.
Costa Rica Technological Institute (TEC)	They support the research about emissions and reductions of GHG.
State Distance Learning University (UNED)	They support the research about emissions and reductions of GHG.
Civil Society/NGO	
Feminist Center for Information and Action (Cefemina)	Supporting the integration of gender equity in the implementation project activities and delivery of outcomes.
Small Costa Rican Agricultural Producers Union (UPANACIONAL)	It uses the project results to provide comprehensive technical training to farmers for development of productive activities, economic credits and legal regulations to improve their social conditions.
Coordination of Rural Women (CMC)	Supporting to integration of gender equity in the implementation of project activities and delivery of outcomes.
Ngobegue Guaimies Indigenous Cultural Association of Costa Rica	It uses the project results to give integral attention to Ngobegue Guaimies indigenous in the face of the environmental, economic, social, educational and social impacts that affect them.
MaleKu Association for the Rescue of Our Cultural Identity	Community organization that seeks to transmit the culture and traditions of the Maleku indigenous people, contribute to the improvement of living conditions, environmental education and promote activities in harmony with the environment. In the project, it will support the integration and consideration of indigenous people's concerns and context during the preparation of the BTR.
Association of Indigenous Women of Talamanca (ACOMUITA)	Women organization of the Bribris and Cabecar communities of Talamanca, heads of household. Its purpose is to recover the protagonism and active role of women in the economy and local politics. In the project, it will support the integration and consideration of indigenous people's concerns and context during the preparation of the BTR and contribute to a gender responsive national reporting process.
China Kich? Women's Group.(Cabecar People)	Community project that promotes the management of projects for the benefit of families, women, the community and the protection of the Cabecar culture in the territory. In the project, it will support gender equity and the integration and consideration of indigenous people's concerns and context during the preparation of the BTR and contribute to gender responsive national reporting process.

Ye Yamipa amipa Association (Bribri People)	The organization promotes the women empowerment in the Salitre territory, sources of employment, food security in harmony with the environment, contact with institutions and NGOs to support other women's groups in the territory. In the project, it will support the gender equity and integration and consideration of indigenous people's concerns and context during the preparation of the BTR and contribute to a gender responsive national reporting process.
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A preliminary Stakeholder engagement plan envisage the following meetings:

- Inception workshop to discuss conceptual framework and design for each chapter; and to highlight any prevailing challenges to data acquisition and sharing, monitoring assessment and reporting.
- Validation workshops to discuss results and validate accuracy of the analyses.
- Individual meetings with sector representatives.
- Group discussions to raise ideas, create synergies and networking opportunities, exchange of knowledge and joint actions.
- Final dissemination workshop to discuss findings, raise awareness and reinforce collaboration and networking.

Gender dimension

The consequences of the climate crisis have a greater and differentiated impact on women, especially those in conditions of greater vulnerability, who face this reality with a disproportionate burden of domestic work, higher rates of poverty, less access to employment, less access to health care and higher rates of gender-based violence. And although this reality is evident, the vast majority of the Costa Rican population considers that climate change affects men and women equally.

And despite these huge gaps, women are great agents of change for climate action. Unfortunately, however, women in Costa Rica are still not an effective part of the solutions needed to address the climate crisis. Although Costa Rica has made important advances in the inclusion of a gender perspective in climate policies, there are still important gender gaps in this field because the main sectors related to climate change continue to be male dominated. There are important gaps in access to data and analysis of how the climate crisis affects women in all their diversity and the solutions proposed to address this crisis do not address their differentiated needs.

Making the differentiated impact of climate change on men and women visible is essential to formulate gender-responsive mitigation and adaptation actions.

All previous NC/BURs have not conducted a comprehensive gender analysis as part of their core activities. All of the gender elements included in these reports have been drawn from the secondary sources. One example being the sixth State of Education Report (PEN 2017c). This document reveals gender disparities in enrollment and qualifications. Barriers persist for men and women to participate in areas with a traditional predominance of people of the opposite sex. Particularly, it points out the need to increase the presence of women in technological and scientific careers (PEN 2017c). Regarding job placement opportunities, a professional woman has twice the opportunity of those who only completed secondary education and 4.4 times more chances than those who finished primary school (PEN 2018).

Recently Costa Rica launched the National Policy for the Effective Equality between Women and Men (PIEG 2018-2020) in favor of a transformational gender approach. This Policy includes in Annex 3 a

specific result on climate change: More women strengthen their skills and abilities for mitigation and adaptation in cases of emergency or in the presence of disasters derived from natural phenomena and climate change, which means an important advance in public policy between gender and climate change. This requires compliance with all Cancun REDD Safeguards, and ensuring the free, prior, and informed consent of indigenous peoples. However, there are some important challenges: improving the gender and climate change capabilities and knowledge of decision makers and public servants, moving towards greater inter-institutional articulation on the issue, analyzing the future results of this report from a gender perspective and tracking progress in mitigation and adaptation actions based on differentiated data. The first BTR will comply with this policy.

There has been progress in the mainstreaming of the gender approach in policy instruments such as the National Policy of Risk Management, the National Policy of Adaptation to Climate Change, the National Plan of Decarbonization, and specific tools like the Plan of Action Gender of the REDD+ Strategy and the National Policy of Gender Equality and Social Inclusion for the Agriculture and Livestock and Rural Sector in Costa Rica, the 2020 NDC and Plan A. Noteworthy changes include:

- ? The inclusion of an intersectional gender perspective in the evaluation of the efforts that the country has made to address the climate crisis.
- ? The production of data and analysis that allow to know how women in their diversity face with the consequences of climate change.
- ? Consultation and attention to the needs of women in their diversity in the production of climate policies.
- ? Promoting the integration of women in their diversity in roadmaps for climate solutions in the main sectors related to climate change in the country.

The project will encourage the active participation of women and men in decision-making processes. Gender balance will be considered in project management structures and capacity building actions (trainings, workshops). The guidance on gender integration through the NCs and BURs developed by the Global Support Programme (GSP) through UNDP and in collaboration with UNEP and GEF will be applied. In addition in line with the GEF SEC's policy on gender equality and Guidance to advance gender equality in GEF projects and programs, project will prepare and finalize Gender analysis and Gender action plan (GAAP) during its inception phase. The GAAP will be included in the Inception Report.

Part of the GAAP, 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.

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

- Capacity building, knowledge sharing and communications
- Gender balance, participation and women's leadership
- Coherence

- Gender responsive implementation and means of implementation
- Monitoring and reporting.

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

For all analysis included in the project (national circumstances, mitigation actions and vulnerability assessment), gender-disaggregated data from national statistical agency and international approved sources for the following topics: education level, employment by economy sectors and other sectors identified as GHG emitters, gender pay gap (general and by sectors), economic empowerment, and health among others will be included.

Costa Rica has approximately 104,443 indigenous people present in 8 indigenous groups recognized by the Costa Rican state. Each of these indigenous peoples have their own language, cultural systems and other characteristics that make this country a multicultural and multiethnic place.

Within the framework of this BTR project, the following points would be considered: Formulation of the actions understanding the contextual difference of the indigenous peoples, their history and the cultural relevance when approaching and generating joint actions, breaking with a colonialist perspective and starting a collective construction that starts from this present interculturality; Paying attention to the reality of gender in indigenous territories, the diverse ways in which indigenous women as transmitters of ancestral knowledge contribute to the cultural, economic and social dynamization of the peoples; Highlighting the importance of emphasizing the indigenous peoples rights based on the legal instruments assumed by the country and involving indigenous peoples in issues related to the environment.

C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION

Discuss the work intended to be undertaken and the output expected from each activity as outlined in Table A

Institutional Framework

The project will be implemented under the NGO implementation modality through the Organization for Tropical Studies that will act 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 Implementing Partner 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 will be the executing and operational unit that will coordinate and implement the project activities for the preparation of the First BTR.

BTR preparation process will be closely coordinated by the UNFCCC National Focal Point. Day-to-day project management will be led by the project coordinator, who will be responsible for establishing the project team, while the national focal point will monitor and verify the project results.

The following thematic working groups will be formed to assist with the preparation of various components of the BTR (i) National Greenhouse Inventory, (ii) Nationally Determined Contribution; (iii) climate change impacts and adaptation; and (iv) information on financial, technology development and transfer and capacity-building support needed and received. Each thematic working group will comprise of a number of experts drawing both from public and private sectors, communities, and NGOs, as appropriate.

The Project Steering Committee (PSC) will be the highest policy-level body, which will provide first line oversight and strategic direction to the project and ensure that the project findings are disseminated to, and validated by, all relevant stakeholders in Costa Rica.

UNDP is accountable to the GEF for the implementation of this project. This includes overseeing project execution undertaken by the Implementing Partner to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures and the standards and provisions outlined in the Delegation of Authority (DOA) letter for this project. UNDP is responsible for the Project Assurance function in the project governance structure and presents to the Project Steering Committee and attends Project Steering Committee meetings as a non-voting member.

Narrative description of project activities:

Component 1: The National Greenhouse Gases Inventory (GHG Inventory) report for the period 1990 ? 2021

Costa Rica has developed six national inventories of greenhouse gases with reference years from 1990 up to 1996, 2005, 2010, 2012, 2015 and 2017. The latest GHG Inventory and National Inventory Report developed under the the Fourth National Communication was submitted to UNFCCC in December 2021 and provided an inventory for 2017 and revision of previous inventories and recalculations for the period of 1990-2016 using the methodology described in the 2006 Guidelines for National Greenhouse Gas Inventories of the Intergovernmental Panel on Climate Change (IPCC) and including the most appropriate tiers to our national circumstances.

Emissions of each GHG and units of carbon dioxide equivalent (CO₂ eq) were accounted and compared with each other in order to measure the contribution of each source to the national total of emissions. Five direct greenhouse gases were considered: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs) and sulphur hexafluoride (SF₆). Emissions of four indirect greenhouse gases were also included: carbon monoxide (CO), non-methane volatile organic compounds (NMVOC), nitrogen oxides (NO_x), sulphur oxides (SO_x) and black carbon (BC). Emissions were assessed for the four emission sectors defined by the IPCC: energy, industrial processes and product use (IPPU), agriculture, forestry and other land use (AFOLU) and waste.

As a result, in 2017 emissions were 14,477.6 Gg of CO₂ eq, excluding FOLU. The net estimates of FOLU are removals and are equivalent to 20.5% of total gross emissions. Thus, net emissions, including FOLU, were 11,509.2 Gg of CO₂ eq. The sector with the most emissions was energy, with 55.1%; while Agriculture, Waste and IPPU contributed with 20.5%, 14.8% and 9.6% respectively (excluding FOLU).

In accordance with the MPGs, this section of the BTR will provide a national inventory report containing information on the following: national circumstances and institutional arrangements, including legal and procedural arrangements for the continued estimation, compilation and timely reporting of national inventory reports; methodologies, parameters, data and assumptions applied, key category analysis, time series consistency and recalculations, uncertainty assessment, assessment of completeness, QA/QC procedures, metrics used.

The sectors of the national activity considered in the above-mentioned Guidelines, and consequently in the inventory, include Energy, Industrial Processes and Product Use (IPPU), Agriculture, forestry and other land use and Waste.

The inventory to be prepared in the framework of this first Biennial Transparency Report, will be under the responsibility and coordination of the Secretary of Energy and Ecological Transition.

The main activities to be undertaken for this component are:

- Renew and strengthen institutional arrangements with other institutions/Ministries for specific sectors (Energy/Agriculture, Forestry and Land Use, IPPU);
- Data collection/ interaction with data providers and other key stakeholders;
- Review of previous time-series to ensure consistency and the application of the same methods or each reported year;
- Preparation of working sheets and summary tables, uncertainty estimation and management;
- Preparation of graphics, tables and analysis of results;
- Carry out Quality Assurance and Quality Control procedures in accordance with the QA/QC plan developed under the CBIT project;
- Carry out Quality Assurance and Quality Control procedures in accordance with the QA/QC plan and procedures developed under the CBIT project;
- Publication of 2021 Inventory report.

Specific studies will be carried out by means of national consultants to improve the quality of the GHG Inventory such as the analysis of SF6 emissions by use on medical equipment factories, the studies about emission factor on wastewater treatment and other studies on biomass emission factors, while the data collection and inventory calculation will be done with personnel from the institutions involved.

Results obtained in QA/QC related activities of the national CBIT project will be utilized in the preparation of the new greenhouse gas inventory to improve its quality and accuracy. Some results are:

- The CBIT project has coordinated with different actors to identify QA/QC practices and gaps to develop solutions and tools for improving QA/QC processes. Training needs for SINAMECC users and technicians who are involved in the preparation of GHG Inventory were evaluated, obtaining as a result the scope of targeted capacity-building activities and an important need for updating QA/QC practices for the improvement of the data management related to the GHG inventory.
- Based on the above needs assessments, the CBIT project has been supporting the development of a QA/QC plan, procedures and verification systems to be applied during the preparation of the GHG Inventory of National Communications and Biennial Transparency Reports and the development of training materials on applying QA/QC procedures and the on operationalization of the QA/QC system. Furthermore, the CBIT project supports the institutionalization of data management system by the development of legal frameworks to coordinate data transmission from GHG emission sources to SINAMECC. The CBIT Project supports the signing of commitment agreements for the information transfer.

For the preparation of the inventory, the 2006 IPCC Guidelines on greenhouse gas inventories will be used, as well as the 2019 refinement of the 2006 Guidelines and the common reporting table as per Decision 5/CMA.3. More specifically, the project will use the common reporting tables presented in Annex I to decision 5/CMA.3 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.

Component 2: Information necessary to track progress made in implementing and achieving the Nationally Determined Contribution

Under the previous climate change enabling activity project (Development of Costa Rica's Fourth National Communication and Second Biennial Update Report to the UNFCCC), Costa Rica has included information on its mitigation actions and objective in the context of its NDC in the Second BUR and has provided an update of the NDC in the 4NC to the year 2020 in which a review of Costa Rica's commitments was made with identification of 13 action areas that comprehensively integrate the work on adaptation and in mitigation. Costa Rica commits to an absolute maximum of net emissions by 2030 of 9.11 million tons of carbon dioxide equivalent (CO₂e), including all emissions and all sectors covered by the corresponding National Emissions Inventory. This goal is consistent with the trajectory of the National Decarbonization Plan, the long-term strategy presented by Costa Rica in 2019 that seeks net zero emissions in 2050 and is consistent with the trajectory of 1.5 °C. The 4NC has also

reported on the different mitigation actions initiated or executed in the 2015-2020 periods and their scope.

The main capacity building needs identified by the TTE that will be considered and addressed during the preparation of the BTR in relation to mitigation actions and NDC tracking are:

- Strengthening capacity and tools for estimating the emission reduction potential of mitigation actions at cantonal level;
- Building capacity for using the SINAMECC platform as the national MRV system;
- Collecting information on methodologies and assumptions, as well as steps taken or envisaged to achieve the objective of the convention in a consistent manner and reporting all actions in the BTR at a similar level of detail.

The main activities to be undertaken for this component are:

- An assessment of progress of the NDC, including updated description of NDC, indicators, methodologies, and institutional arrangements for NDC tracking
- Analysis of mitigation policies and actions at national and local levels in compliance with NDC targets;
- Update of projections for greenhouse gas emission and reduction paths and providing recommendations for set of policy frameworks with gender-sensitive approach proposed in accordance with the NDC;
- Assessment of the integration of the intersectional gender perspective in the mitigation and adaptation measures implemented at national and local levels and progress in compliance with NDC targets;
- Organization of stakeholder consultation workshops and implementation of capacity-building and outreach activities with the participation of academia, civil society, women's groups and organizations, on policies and measures for the compliance with NDC targets and the use of the SINAMECC platform.

The CBIT project has developed a knowledge sharing platform for transparency that will support the implementation of the NDC tracking component. The platform is part of the knowledge management pillar of the SINAMECC that centralizes methodologies and models for data generation, processing, measurement and reporting, including a registration guide for climate actions with mitigation impacts. A registry has been established under the SINAMECC to support the identification and prioritization of data sets of mitigation actions with the people responsible for each mitigation action.

The above assessments will use the registry, tools and database of SINAMECC along with the guidance 'Guide for the integration of mitigation actions into SINAMECC' when registering and reporting on mitigations actions and NDC progress to ensure that all information requested by the MPGs are provided including methodologies and assumptions and that all action is reported at the same level of detail as recommended by the TTE. Furthermore, above assessments will be reported in the BTR according to the common tabular formats set by Decision 5/CMA.3. More specifically, 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.

Component 3: Information related to climate change impacts and adaptation

Under the previous climate change enabling activity project, Costa Rica has prepared detailed vulnerability assessments and risk analysis of climate change impacts in the country based on the examination of latest climate models, aridity and rainfall maps and the occurrence of Extreme Weather Events as part of the 4NC. The 4NC has also reported on adaptation actions initiated or implemented in the period of 2015-2020. Between 2015-2020, in Costa Rica, 184 actions were identified aimed at reducing vulnerability and risks to climate change, moderating and preventing damage, and taking advantage of opportunities to promote the resilience of economic, social and environmental systems to climate change. The actions took place in the six planning regions, in the 83 cantons of the country. Climate action measures in adaptation were classified into nine topics that included: farming and fisheries, environment, risk management, industry, infrastructure, territorial planning, health, services, and transversal. The cross-cutting measures were majority (79 initiatives), followed by environment, farming, and risk management.

The main capacity building needs identified during the preparation of the 4NC that will be considered and addressed during the preparation of BTR in relation to climate change impacts and adaptation are:

- Conducting climate change risk assessment with national coverage;
- Conducting sectoral risk assessments defined in the National Adaptation Policy.

The main activities to be undertaken for this component are:

- Risk assessments and analysis of sectoral, economic, social and environmental vulnerabilities to the observed and potential impacts of climate change;
- Assessment and reporting on adaptation priorities, policies and measures implemented at national and local levels and their progress in compliance with NDC targets;
- Assessment of the advances and progress in the achievement of gender commitments of the adaptation component of NDC 2020, and the prevailing gaps for the effective inclusion of women in their diversity;
- Identification of policy frameworks for effective integration of adaptation measures through the promotion of gender equality into national sectoral strategies;
- Assessment from the intersectional gender perspective about barriers, obstacles and gaps to adapt to the climate change, with special emphasis on the obstacles that limit the effective inclusion of historically excluded populations;
- Organization of stakeholder consultation workshops and implementation of outreach activities with the participation of academia, civil society, women's groups and organizations, to establish future policies and measures on climate change adaptation for the compliance with NDC targets.

Similarly, to the NDC component, the knowledge management pillar of the SINAMECC platform supported by the CBIT project includes a registration guide for adaptation actions and methodologies and guidance to collect information on risks and vulnerabilities to climate change. This component will

use the registry of climate actions of SINAMECC to support the risk and climate change impacts assessment and the identification and prioritization of data sets of adaptation actions to be included in the BTR.

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

Component 4: Information on financial, technology development and transfer and capacity-building support needed and received and areas of improvement.

Under the previous climate change enabling activity project, Costa Rica has reported information on finance, technology and capacity-building needs and broad evaluation of support received as part of 2BUR. Furthermore, the 4NC has compiled updated information on technology transfer and capacity building support on climate change that the country has obtained during the period of 2015-2020. In addition, the 4NC has raised challenges and shortcoming that persist in these areas, and in which support from international cooperation would be needed.

The main capacity building needs identified by the TTE that will be considered and addressed during the preparation of the BTR in relation to financial, technology development and transfer and capacity-building support needed and received are:

- Developing registries for classifying and compiling technology needs for projects;
- Establishing adequate markers and registries for identifying projects benefiting from technology transfer and capacity-building support;
- Quantifying financial needs on the basis of national studies.

The main activities to be undertaken for this component are:

- Assessment of technology development and transfer support needed and received;
- Assessment of financial support needed and received;
- Assessment of capacity building support needed and received;
- Assessment of the financial, technology development and transfer and capacity-building support received, that was dedicated to promoting the gender equality in each sector, and the support needed to achieve gender equality in each sector;
- Assessment of the support needed and received for implementing Article 13 of the Paris Agreement and transparency-related activities;
- Assessment to identify areas of improvement in GHG Inventory, assessing NDC Advances and adaptation advances and gender analysis.

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.

Component 5: Publication and submission of report and knowledge management

Following the completion of the above outputs and outcomes the First Biennial Transparency Report document 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 as per 5/CMA.3. The compilation and approval process of the BTR will be conducted in close consultation with all relevant national stakeholders. Once finalized, the document will be translated, edited and submitted to the UNFCCC Secretariat for posting and dissemination. The first BTR is expected to be finalized and submitted to the UNFCCC by December 2023.

The main activities to be undertaken for this component are:

- Organization of regular stakeholder workshops to discuss progress, exchange ideas and present findings of the BTR process;
- Inclusion of studies done for the BTR and compilation of the report;
- Review of the BTR by stakeholders;
- Translation of the BTR document into Spanish;
- Submission of the BTR to project steering committee for technical review;
- Publication of the BTR and submission to UNFCCC;
- Distribution of the BTR to stakeholders and public presentation;
- Organization of end of project workshop;
- Analyze lessons learned and disseminate thematic studies and project results.

D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT

The Project will identify synergies with other on-going projects to increase cost-effectiveness and enhance consistencies with various national development priorities, policies and programmes undertaken in Costa Rica, such as the National Development Plan and Public Investment of Costa Rica 2019-2022; the National Decarbonization Plan 2018-2050; National Adaptation Policy, Livestock and Coffee sector NAMAs, the National REDD Strategy and the UN Development Assistant Framework. The project will particularly liaise and coordinate with existing transparency related projects and initiatives such as:

- Costa Rica's Integrated Reporting and Transparency System project supported by the Global Environment Facility through the Capacity Building Initiative for Transparency (CBIT), implemented by UNEP. The project aims to support Costa Rica to build institutional and technical capacities to meet enhanced transparency requirements as defined in Article 13 of the Paris Agreement. Through the CBIT project, Costa Rica is building its domestic capacity by designing a transparency system to enable more efficient reporting processes. The foundation of Costa Rica's enhanced transparency system is the National System of Metrics to Climate Change (or SINAMECC). SINAMECC is an overarching and collaborative platform for transparency and accountability of Costa Rica's NDC, and it is designed to provide timely information on mitigation, adaptation, climate finance and co-benefits. The CBIT project is supporting the enhancement of the SINAMECC by strengthening QA/QC

procedures for GHG Inventory and mitigation actions, improving institutional capacities in climate change analysis and research and establishing a knowledge sharing platform for transparency, data and methodologies. These advances generated in terms of transparency and capacity building through the CBIT project will allow Costa Rica to improve its national reporting process and produce higher quality NCs and BTRs. Constraints and gaps in quality assurance and quality control identified during the CBIT project implementation have an operational-economic value for this project since this information will be used to strengthen actions for addressing these gaps following the QA/QC plan and guidance developed under the CBIT project. Likewise, advances of CBIT project in the establishment of a knowledge-sharing platform for supporting the measurement and the comprehensive analysis of the progress and the impact of climate policies will be valuable for the development of the BTR, since it provides new and better methodologies and guidelines to be applied during the preparation of thematic chapters, contributing to cost-effectiveness.

- UNDP's NDC Support Programme: The objective of Costa Rica's NDC is to focus its climate change actions on increasing society's resilience to the impact of climate change and strengthening the country's capacity for low-emission development in the long-term. This initiative also seeks to strengthen transparency considerations regarding means of implementation of the NDC, including integration into adaptation and mitigation modules and strengthen the climate finance transparency component of the national MRV system by tagging climate-related expenditures and integrating generated data into the SINAMECC.

This enabling activity will not produce GHG emission reductions directly but will contribute to better understanding and improved capacity for implementation of Costa Rica's climate change policy.

This project will use the overarching structure established by the national CBIT project across all sectors that ensured high quality in its transparency instruments; and improved the MRV for policy design inputs. Moreover, the project will build on the enhanced capacities in climate change analysis and data monitoring created by the CBIT project at an inter-institutional and inter-sectoral level to meet reporting requirements under the Enhanced Transparency Framework.

E. DESCRIBE, DESCRIBE THE BUDGETED M & E PLAN

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

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

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

b. Discuss the roles and responsibilities of the project team, including reporting lines, stakeholder engagement strategies and conflict resolution mechanisms.

- c. Review the results framework and monitoring plan.
- d. Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFP and other stakeholders in project-level M&E.
- e. Update and review responsibilities for monitoring project strategies, including the risk log; project grievance mechanisms; gender strategy; knowledge management strategy, and other relevant management strategies.
- f. Review financial reporting procedures and budget monitoring and other mandatory requirements and agree on the arrangements for the annual audit.
- g. Plan and schedule Project Board meetings and finalize the first-year annual work plan. Finalize the TOR of the Project Board.
- h. Formally launch the Project.

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

Project start

A Project Inception Workshop will be held within the first 2 months of the first disbursement date with those with assigned roles in the project organization structure, UNDP country office and where appropriate/feasible regional technical policy and program advisors as well as other stakeholders. The Inception Workshop is crucial to building ownership for the project results and to plan annual work plan.

The project will ensure broad participation at the national level and shared experience in the international level.

Annual progress:

Status Survey Questionnaires to indicate progress and identify bottlenecks as well as technical support needs will be carried out once a year, in line with GEF and UNFCCC reporting requirements for BTRs. Lessons learned and knowledge generation: Results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyze and share lessons learned that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

End of Project:

During the last three months, the project team will prepare the Project Terminal 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 Project Terminal Report shall be discussed with the Project Board during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

Monitoring and Evaluation Plan and Budget:			
GEF M&E requirements	Responsible Party	Indicative costs (US\$)	Time frame
Inception Workshop	Executing Entity Project Manager	5,000	Within 2 months from the first disbursement
TOTAL indicative COST		USD 5,000	

Under UNDP's Social and Environmental Standards (SES) policy, this project is exempted from the safeguards screening (SESP) requirement. The project is exempted based on the selected criteria below.

- ? Preparation and dissemination of reports, documents and communication materials
- ? Organization of an event, workshop, training

Even without screening, UNDP's Social and Environmental Standards remain relevant. The implementation of the project will not imply any stress or damage to the environment, marginalized groups, neither will cause deterioration of the social and/or environmental situation in Costa Rica. The design of the trainings and workshops will reflect application of human rights principles, gender equality and women's empowerment, and environmental sustainability in order to meet UNDP's Social and Environmental Standards.

F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE)

N/A

Part III: Approval/Endorsement By GEF Operational Focal Point(S) And GEF Agency(ies)

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

Focal Point Name	Focal Point Title	Ministry	Signed Date
Ms. Enid Chaverri-Tapia	Director of International Cooperation and GEF Operational Focal Point	Ministry of Environment and Energy	8/30/2021

B. Convention Participation

Convention	Date of Ratification/Accession	National Focal Point
UNCBD	8/26/1994	Ms. Eugenia Arguedas
UNFCCC	7/4/1994	Ms. Patricia Campos
UNCCD	1/5/1998	CADETI (Costa Rican Advisory Commission on Land Degradation)
Minamata Convention	10/10/2013	Ms. Shirley Soto

ANNEX A: Project Budget Table

Please attach a project budget table.

Expenditure Category	Detailed Description	Component (USDeq.)								Total (USD eq.)	Responsible Entity
		Component 1	Component 2	Component 3	Component 4	Component 5	Sub-total	M & E	PM C		(Executing Entity receiving funds from the GEF Agency)[1]
Equipment	GIS Software necessary to evaluate the cover map.	30,000					30,000			30,000	OET
Contractual services Individual	Project coordinator. Total 116 weeks. Rate: \$336.20/week.								39,000	39,000	OET

Contractual services Individual	Project Technical Advisor for these specific component activities and to provide general support to the GHG Inventory Report: Total 50 weeks. Rate: \$800/week.	40,000					40,000		40,000	OET
Contractual services Individual	Two MRV/Mitigation Experts to develop the technical inputs regarding mitigation measures. 24 weeks each expert. Total 48 weeks. Rate: \$625/week.		30,000				30,000		30,000	OET

<p>Contractual services Individual</p>	<p>Two Vulnerability and Adaptation Experts to support the report on assessing adaptation priorities, policies and measures implemented at national and local levels and their progress in compliance with NDC target. 24 weeks each expert. Total 48 weeks. Rate: \$729/week A Gender expert to support the climate change impacts and adaptation assessments from the intersectional gender perspective and to analyse the compliance with gender commitments in the NDC 2020 on adaptation . Total 48 weeks. Rate: \$520/week</p>		<p>75,000</p>		<p>75,000</p>		<p>75,000</p>	<p>OET</p>
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Contractual services Company	Company for data gathering and related activities to develop the technical inputs regarding mitigation measures. Total 24 weeks. Rate: \$1250/week.		30,000				30,000		30,000	OET
Contractual services Company	National GHGI expert company (for main sectors) to support the production of data and calculations for the GHGI. Total 20 weeks. Rate: \$500/week. Expert company in soil analysis with carbon to produce data and calculations for the GHGI. Total 20 weeks. Rate: \$500/week.	20,000					20,000		20,000	OET

Local Consultants	Local consultant to review and edit the GHG NIR. Total 72 weeks. Rate: \$694.44/week.	50,000					50,000		50,000	OET
Local Consultants	Local consultant to review, update and edit the information about the progress made in implementing and achieving the nationally determined contribution. Total 64 weeks. Rate: \$781.25/week.		50,000				50,000		50,000	OET

Local Consultants	<p>National consultant to review and update the information on financial, technology development and transfer and capacity-building support, support needed and received. Total 32 weeks. Rate: \$625/week .</p> <p>National consultant to review and update information on areas of improvement and gender; including support the assessment and identification of areas of improvement in GHG Inventory, NDC advances, adaptation advances and gender analysis. Total 20 weeks. Rate: \$500/week .</p>				30,000		30,000		30,000	OET
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Local Consultants	National consultant to review, update and edit the information about climate change impacts and adaptation. Total 25 weeks. Rate: \$800/week.			20,000			20,000			20,000	OET
Local Consultants	Translation of 1 BTR. Total 4 weeks. Rate: \$2,000/week. Edition of the 1 BTR. Total 12 weeks. Rate: \$1,000/week.					20,000	20,000			20,000	OET
Training, Workshops, Meetings	Inception workshop,							5,000		5,000	OET

<p>Training , Worksh ops, Meeting s</p>	<p>Operational budget for stakeholder consultation and other engagement events related with the development of the technical inputs for the assessment of adaptation measures.</p>			<p>5,000</p>			<p>5,000</p>		<p>5,000</p>	<p>OET</p>
<p>Training , Worksh ops, Meeting s</p>	<p>Operational budget for stakeholder consultation and other engagement events related with the development of the technical inputs for the evaluation progress made in implementing and achieving the nationally determined contribution.</p>		<p>5,000</p>				<p>5,000</p>		<p>5,000</p>	<p>OET</p>

Training , Worksh ops, Meeting s	Operational budget for stakeholder consultation workshops and other engagement events related with the development of the materials and activities for production of the BTR.						5,000	5,000			5,000	OET
Training , Worksh ops, Meeting s	Operational budget for technical consultation and validation events related with the development of the GHG Inventory.	5,000						5,000			5,000	OET
Office Supplies	Operational supplies for data gathering and related activities for the calculation of the GHGI.	10,000						10,000			10,000	OET

Other Operating Costs	Audit services for project evaluation . Over 1 month: Total 4 weeks. Rate: \$1250/week.								5,000	5,000	OET
Other Operating Costs	Printed and other material for the NDC assessment.		5,000				5,000			5,000	OET
Other Operating Costs	Printed and other promotional material for the GHGI.	5,000					5,000			5,000	OET
Grand Total		160,000	120,000	100,000	30,000	25,000	435,000	5,000	44,000	484,000	