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**United Nations Development Programme**  
Global Environment Facility - Regional Bureau for Africa

**FAX MESSAGE**

**Date:** 26 September, 1996

**Pages:** 14

**To:** Mr. Avani Vaish  
Global Environment Facility  
Secretariat  
The World Bank  
Washington, DC  
[Fax #: 201-522-3240]

**From:** Rosemary Kukunda  
GEF/RBA

*Rose Kukunda*

**Subject:** Climate Change Proposal for Review -  
Enabling Sierra Leone to Prepare its first  
Communication in Response to its Commit-  
ments to the UNFCCC

Dear Mr. Vaish,

Per your request, faxed herewith please find the Climate Change Enabling Activity proposal for Sierra Leone.

If you do not receive all the pages, please call me at 212-906-5078.

Thank you and regards.

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**PROPOSAL FOR REVIEW**

**Country:** SIERRA LEONE

**Project Title:** Enabling *Sierra Leone* to Prepare its first  
National Communication in Response to its  
Commitments to the UNFCCC

**GEF Focal Area:** Climate Change

**Country Eligibility:** Convention Ratified on June 22, 1995

**Total Project Costs:** US \$ 309,000.00

**GEF Financing:** US \$ 309,000.00

**Country Contribution:** US \$ 0

**Cofinancing/Parallel Financing:** US \$ 0

**Associated Project:** NA

**GEF Implementing Agency:** UNDP

**Executing Agency:** Sierra Leone Meteorological Department

**Local Counterpart Agencies:** Project Steering Committee

**Estimated Approval Date:** June 1996

**Project Duration:** 2 years

**GEF Preparation Costs:** NA

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## 1. COUNTRY/SECTOR BACKGROUND /CONTEXT

The main objective of this project is support Sierra Leone to fulfil its initial obligation to the United Nations Framework Convention on Climate Change (UNFCCC), through improved technical capacity, institutional strengthening and increased public awareness of climate change related issues. At the completion of the project, Sierra Leone will be able to prepare its first national communications to the Conference of Parties (COP) as stipulated by the convention.

### Country Background

Sierra Leone, a country in the west coast of Africa has a land area of 72,325 sq.km extending between latitudes 6°55' and 10°N and longitudes 10°14' and 13°17'W. It is bordered on the North and North-east by the Republic of Guinea, South and South-east by the Republic of Liberia and on the West by the North Atlantic Ocean. The Country comprises of three distinctive physical regions: Coastal Swamps, Interior Plains and Interior Plateau.

The population of the country was estimated at 4.2 millions in 1994 and the annual growth rate between 1985-90 as 2.6%. Women constitute 53% of the total population and 68% of the country's population live in rural villages. Among the 32% that live in the urban areas, major share are in the main urban centers, with the greatest concentration in Freetown, the capital city that housed over 7% of the total population. Only 8% of the total land area are cultivated and grazing and forests woodlands constitute 0.01% each.

The country's climate is dominated by the seasonal movement of the Inter-Tropical Discontinuity (ITD) which forms the boundary between the warm, dry, dusty continental mass from the Sahara region and the warm moist south westerly monsoon air mass. The country has two distinct seasons, the dry season lasting from December to April, and the wet season that last from May to November. Over 80% of the annual rainfall falls in this period. Rainfall is highest near the coast decreasing inland except where this pattern is disturbed by orographic effects as is experienced along the western peninsula Mountains. The temperature range during the year is between 18-35°C, with most of the year averaging around 25°C.

Sierra Leone's economy stagnated around the 1980s with average annual growth in GDP between 1980 to 1992 of 1.3%. The GDP as of 1992 was only \$634 million and the GNP per capita of \$160 (World Bank, 1994). In 1992, agriculture which utilizes over 70% the total work force accounted for 38% of the GDP, while industry including manufacturing accounted for 21%, and the services sector accounted for 46%. This poor economic picture has been a result of balance of payment problems, weak internal economic policies and management and high population growth rate. However, since 1992, the country has embarked on an IMF supported Structural Adjustment Programme (SAP) which has halted the economic slide and there are signs of economic improvement. The relative peace that has resulted in substantial reduction in armed rebel conflicts and the recent democratic

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government are all positive factors to the country's development.

The energy sector of Sierra Leone as in most African countries is dominated by the use of biomass energy sources with over 75% of the total consumption, mostly inefficiently use in households. Imported derivatives of crude oil forms the bulk of the 25% to satisfy the needs of the industrial and power sectors. Less than 3% of the total power supplies is from mini-hydro schemes. However, the Bumbuna hydro project, presently under construction will provide significant portion of the electricity supplies when completed in 1997/98.

### **Project Context**

The UNFCCC ratified by 140 countries worldwide and came into force on March 21, 1995 is a global effort to control the likely impacts of climate change through stabilizing the concentration of greenhouse gases (GHG) to levels that would prevent dangerous human interference with the global climate system while promoting sustainable development. This convention in article 4.1 commits all Parties to submit national communications within three years of entry into force for that party (Article 12.5).

Climate change awareness and proper understanding of the related involved issues in Sierra Leone is very low. Therefore, the country will require external assistance through training, capacity building and institution strengthening. This project will provide such assistance. The country can also benefit from the outputs of the project besides satisfying its convention obligations. The GHG inventories will provide the basis for the country's position in future global negotiations in controlling GHG emissions.

### **Past and On-Going Activities**

Sierra Leone has recognized the importance of the United Nations Framework Convention on Climate Change (The Convention), and acknowledged this by ratifying the Convention on June 22, 1995. However, as a result of past political instability, the country has been unable to conduct any activities in preparation for the first National Communication to the Conference of Parties. With a new democratically elected government, the country is in a good position to this now.

## **2. PROJECT OBJECTIVES**

The overall objective of this project is to support Sierra Leone to fulfil its initial obligation to the UNFCCC as required by article 12, through improved technical capacity, institutional strengthening and increased public awareness of climate change related issues.

The project aims at increasing public awareness and knowledge of climate related issues in the country involving the participation of different players in the country such as governmental, non-governmental, academic, private and the general public. This will facilitate the integration of such issues to the overall planning processes and strategy

formulation for different economic and technical sectors. It will further strengthen the dialogue and information change between these different groups.

### 3. PROJECT DESCRIPTION

The country will embark on a "country team" approach to undertake the project. This approach will utilize many actors from different sectors and solicit external assistance where found necessary to satisfy the different project objectives enumerated above.

This project being a national project will benefit all the inhabitants of the country and not a specific target group. However, different components of the project will be of benefit to specific groups. The GHG inventory exercise will benefit the local R&D and training institutions as well as the country negotiators on climate change. The mitigation analysis will benefit R&D and training institutions and national planners. The vulnerability assessment will address the needs of the poor and under-privileged that live in agriculturally marginal lands. Institutional capacity building will be useful to the institutions working on climate change issues and their personnel. The target group of the public awareness program will be the policy-makers and the general public.

The project which will involve many organizations including governmental, academic, industry and non-governmental will be coordinated from the Meteorology Division of the Ministry of Transport, Communication and the Environment.

#### Activities

The project will last for two years and the key activities are:

- \* Appointment of Project Coordinator and Project Consultant, setting up a steering committee and project expert teams. Preparation of a detailed workplan.
- \* Establish a comprehensive information mechanism with linkages to existing local and international information centers on climate change. It will involve the collection and organization of existing materials on climate change and establishing links with external sources.
- \* Holding a national seminar to raise public awareness of all the different actors of the project on climate change issues, its relevance and linkages with the overall development goals.
- \* Holding several training workshops for the different expert teams, at least three for each project team. One at the start of the exercise, the other at mid-term to ensure adherence to tasks, and the other at the end for critical appraisal of the work done.
- \* Undertake GHG inventory with 1994 as a baseline and using OECD methodology

modified to suit local conditions, mitigation analysis using primary and secondary data collected to develop scenarios using spreadsheet or simple models, vulnerability assessment using methodology currently developed. These studies will be carried out by the different expert groups with coordination and guidance from the project coordinator and consultant respectively.

- \* Attending regional and international workshops/seminars on climate change for specific training and exposure.
- \* Holding a seminar of competent and relevant professionals to disseminate the results and to solicit comments for improvement.
- \* Drafting of the first national communications for peer review and evaluation by national experts.

Capacity building will be given a priority in this project. Hence, training and exposure of the project staff will be of great importance. Training sessions on a one to one basis or small groups with the expert groups will be conducted using international consultants from the region or out of the continent depending on the skills required. The project will benefit from the information generated from on-going initiatives such as those of UNEP, UNDP, UNITAR and US country studies programme. These projects will also form the source for expertise when needed. Specific details of training and capacity building will be formulated during the preparation of the project document.

### **Project Outputs**

The immediate output of the project will be the first national communication to the COP. In the process of preparing the national communication, the project will also produce the following outputs:

- (a) A report that will contain different experiences and national experts on climate change activities and issues in Sierra Leone.
- (b) An effective information system for collection, organization, storage and dissemination of local and international climate change literature in the country.
- (c) Strengthened national institutions capable of undertaking inventory studies, mitigation analysis, impact studies, vulnerability assessment, and project formulation.
- (d) An inventory of sources and sinks of GHG in Sierra Leone based on IPCC methodology with localized emission factors.
- (e) More informed policy-makers and public on climate change issues.

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#### **4. SEQUENCING OF ACTIVITIES**

The activities will be carried out in sequence. Tasks building on the results of prior activities will only be undertaken if prior steps have been taken. The process of preparing the national communication will comprise the following four elements, which are carried out in turn:

- (a) Stocktaking and inventories (collection of background information);
- (b) Identification of options to meet the objectives of the Convention;
- (c) Preparation of a national plan (national implementation strategy);
- (d) Preparation of national communication.

#### **5. PROJECT ELIGIBILITY**

Given the high priority enabling activities has been given by COP and GEF, and the present economic situation in Sierra Leone, this project is timely because it will develop capacity in key areas of climate and national development. The results can provide direct inputs to the overall planning and policy formulation process currently underway in the country. Also, it can provide information and tools for international donor assistance in the country.

Though the outputs of this project will be of primary benefit to Sierra Leone but will also provide global benefit by increasing the international knowledge base. The project will be cost-effective because it will be using local experts and personnel extensively and will be building on existing knowledge base.

#### **National Level Support**

The Government of Sierra Leone fully supports the objectives of this project and gives a very high priority to it as indicated in attached letters from government authorities. Also, the country's ratification of the Convention demonstrates their commitment to its obligation. In financial terms, the Government will contribute adequately to cover cost of office space, the salaries of the part-time staff of the project, and other local logistical cost.

#### **6. SUSTAINABILITY AND PARTICIPATION**

After the proposed period of the project and the first communications being sent the Conference of the Parties, the Government will take responsibility using the different strengthened national institutions to update the inventory. Further, these institutions will be used to formulate climate change projects that also satisfy national development aspirations. The broad-based National Steering Committee and the expert team groups comprising of relevant decision-makers and experts in specific fields will ensure the wider participation of government and non-governmental organizations, research institutes, and industry. National seminars and some of the workshops will involve the general public, and other professionals. It is expected that after successful completion of the project, the Project Steering Committee

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will continue to deal with UNFCCC on related matters on a permanent basis. Specific provision will be made for the dissemination of available information to the public by increasing access to them.

## 7. LESSON LEARNED AND TECHNICAL REVIEW

The Project will benefit from lessons from various past and on-going projects in the continent especially in the area of capacity building and training. The project will establish communicating channels with on-going initiatives to ensure information sharing and networking with them. Also, by establishing links with several international organizations and programmes which have developed accumulated knowledge on climate change issues, the project will benefit from past experiences. Among the initiatives and organizations are the following:

- CC:FORUM** a meeting of interested donors and parties convened by UNFCCC Secretariat in Bonn, Germany
- CC:TRAIN** a system organizing training seminars to assist countries in meeting their obligation to the Convention.
- UNDP** the current African Capacity Building project and other initiatives on-going at their GEF unit.
- UNEP** the various country studies on-going and completed by the Climate Unit in Nairobi.
- ENDA** an international NGO based in Dakar, Senegal which have developed expertise by undertaking similar studies in several African countries
- SCEE** the Southern Centre on Energy and Environment located in Harare, Zimbabwe that has developed expertise in climate change issues.

## 8. INCREMENTAL COSTS AND COST EFFECTIVENESS

Apart from Sierra Leone being a relatively poor country with several competing demands for its scarce resources, it is just coming out of armed conflict that has been going on for the last five years. Therefore, without support for this project the country will not be able to satisfy its obligation to the UNFCCC as required. Further, it will take it longer to get out of the present economic dilemma because of the present weak capacities it has for effective project formulation and analysis. Hence, supporting the country for this project will help them to satisfy their obligation and contribute to reducing GHG in the atmosphere by using low emission paths to satisfy its development goals.

This project is cost effective because it will benefit from the experiences and lessons of past

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projects in the region. Also, most of the staff working on the project will be on half time and so minimizing resources. Utilizing networking and information sharing methods, resources will be maximized to benefit the project.

## **9. ISSUES, ACTIONS AND RISKS**

The main issue of this project is the selection of personnel working on the project to ensure their adequacy and suitability. This will be ascertained by having a broad-based steering committee with the necessary experience and expertise to ensure proper selection of the project leader and consultant. The role of the consultant who should well knowledgeable in global and regional climate change issues and activities is to ensure the proper selection of the project teams. Another issue is the assumption that the needed skills for the project such as computing skills will be available. The growing number of personnel with such skills will lessen the burden of the project.

The success of the project will depend on effective interaction, collaboration and participation by all the different actors especially, government, NGO's, academia and industry. If this is not assured, the project can run into difficulties. This problem can be minimized by exploiting the informal and formal links small countries like Sierra Leone do have. Also, well known research methods will be used to reduce such risks.

The strengthened institutions and other capacities, and the collaboration that will exist after this project will ensure that the results of the project are fully integrated into the development aspirations of the country.

## **10. INSTITUTIONAL FRAMEWORK AND PROJECT IMPLEMENTATION**

Climate change being a complex phenomenon, the institutional arrangements will involve different organizations and actors depending on the activities involved. Three main levels of operation will be involved in the project implementation. The overall policy guidance will be carried out by the project steering committee. The project coordinator assisted by the project consultant will provide the overall management of the project, while the execution will be undertaken by the project teams.

The Project Steering committee will be made of very senior representatives from the relevant Government ministries, the University, Sierra Leone Association of NGO's (SLANGO), Chamber of Industry and Commerce and the Project Coordinator and Project Consultant. SLANGO serves as a coordinating board for all NGOs. SLANGO serves as a coordinating board for all NGOs operating in Sierra Leone. It represents the interest of the non-governmental sector and has a full-time Executive Secretary. All NGOs in Sierra Leone must register with this body. The Chamber of Industry and Commerce is a body representing the interests of all industrial and commercial sectors in the country. The Government ministries will include Finance, Economic Development and Planning, Agriculture and Forestry, Energy and Power and Trade and Industry. This committee will

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provide the overall policy guidance to the project execution and completion. The committee will meet periodically but more regularly at the start and end of the project.

The Project Coordinator will be full-time to the project and be located in the Meteorological Department of the Ministry of Transport, Communications and the Environment. He/she will be responsible for the overall management of the project including selecting experts for approval by the Steering committee, recruiting staff, defining tasks, monitoring activities. He/She will be assisted by a Project Advisor/Consultant on a part-time basis. The Advisor/Consultant will provide expert advice in all the activities of the Coordinator. This is necessary to provide continuous expert advice to the project, hence the advisor, a Sierra Leonean, is well knowledgeable in climate change issues and processes especially at the international scene.

Four project teams will be used to undertake the different studies of the project. The first team, the Inventory Group will comprise of technical experts from the University, Meteorology Department, Land and Water Survey, Agriculture Research, Forestry, Energy and Power and Industry. The second team, Mitigation Analysis Group will comprise of technical experts from the University, Economic Planning and Finance and Central Statistics. The third team, the Impact Studies will comprise of technical experts from the University, Agriculture Research, Social Welfare, Women and Children Ministry and Industry. The fourth team, the Vulnerability and stage 1 Adaptation team will comprise of technical experts from the University, Agriculture Research, Social Welfare. The listing of these teams will have some flexibility to cope with issues as they arise. The University is included in all the teams because it is the only University in the country and the only organization with that reservoir of expertise in the country capable of tackling the activities of such research-oriented project.

Regular meetings of the Project Coordinator and Project Consultant and the teams will ensure effective links. Existing formal and informal links present in Sierra Leone will be fully utilized in this project to ensure effective coordination.

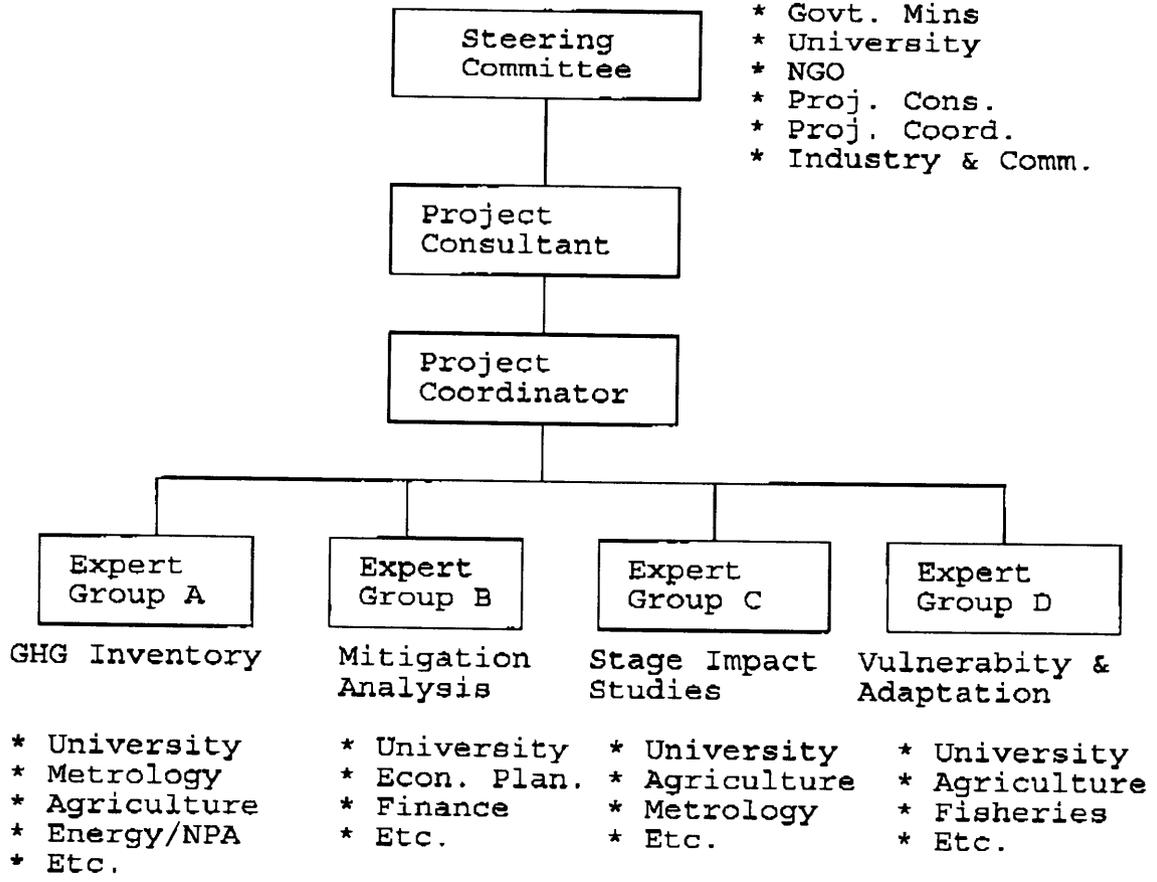
The institutional framework is depicted below.

The project will be monitored according to the guidelines stipulated by UNDP/GEF. The resources provided by the project will be internally regulated by the government internal accounting system and closely supervised by the steering committee. This will be a check on the daily activities of the project.

Provision is made for an external mid-term evaluation of the project after one year and at the end of the project.

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**PROPOSED INSTITUTIONAL STRUCTURE FOR CLIMATE STUDY: SIERRA LEONE**



- \*\* Government Ministries in Steering Committee include:
- \* Ministry of Transport, Communications & Environment
  - \* Ministry of Economic Development & Planning
  - \* Ministry of Finance
  - \* Ministry of Agriculture & Forestry
  - \* Ministry of Energy & Power

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## ANNEX I

## PROJECT BUDGET ACCORDING TO GEF ACTIVITY NORMS IN US DOLLARS

	Output (Plann- ing & Execu- tion.)	Inst. Streng- thening	Training	Techn. & Admin. Support	Total Cost
<u>Inventory/Stocktaking</u>					
-Greenhouse gas inventory	31,500	14,000	17,500	7,000	70,000
-Vulnerability assessment	15,750	7,000	8,750	3,500	35,000
<u>Identification of Options</u>					
-Mitigation options	13,500	6,000	7,500	3,000	30,000
-Stage I adaption	13,500	6,000	7,500	3,000	30,000
<u>Preparation of Strategic Action Plan</u>	13,500	6,000	7,500	3,000	30,000
<u>Preparation of National Communication</u>	9,000	4,000	5,000	2,000	20,000
<u>Fixed Project Costs</u>					
-Project management	31,500	14,000	17,500	7,000	70,000
-Monitoring/Evaluation	6,750	3,000	3,750	1,500	15,000
Total Cost	135,000	60,000	75,000	30,000	300,000
Percentage of total budget	45%	20%	25%	10%	100%
Support Costs	3%				9,000
Grand Total					309,000

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## ANNEX 2

## ACTIVITY MATRIX FOR CLIMATE CHANGE ENABLING ACTIVITIES IN SIERRA LEONE

Enabling Activity Commitment	Output- Planning, Execution and Research.	Capacity Building- Instit. Streng- thening.	Capacity Building- Training.
<u>Inventory and Stocktaking</u>			
Emission inventory			
-CO2 from energy sources	x	x	x
-Co2 from land use change	x	x	x
-Ch4 from energy sources	x	x	x
-CH4 from other sources	x	x	x
-N2O	x	x	x
-other sources and gases	x	x	x
Vulnerability assessment			
-agriculture	x	x	x
-forestry	x	x	x
-coastal zone	x	x	x
-water resources	x	x	x
-health impacts	x	x	x
-natural ecosystems	x	x	x
-other impacts	x	x	x
<u>Identification of Options to Meet the Objectives of the Convention</u>			
Mitigation options			
-energy related			
-industry	x	x	x
-transport	x	x	x
-energy supply	x	x	x
-residential	x	x	x
-non-energy sources			
-agriculture	x	x	x
-forestry	x	x	x
-waste management	x	x	x
-other	x	x	x
-sink enhancement	x	x	x
Adaption options (stage 1)			
	x	x	x

<b>Anabling Activity Commitment</b>	<b>Output- Planning, Execution and Research</b>	<b>Capacity Building- Institute Streng- thening</b>	<b>Capacity Building- Training</b>
<u>Preparation of a Plan to Fulfill Commitments</u>			
-national plan for mitigation			
-national plan for adaption	X	X	X
-public awareness building	X	X	X
	X	X	X
<u>Preparation of a National Communication</u>			
-inventory	X	X	X
-mitigation options	X	X	X
-vulnerability and adaptation	X	X	X
-other relevant information	X	X	X

Key to table.

<p><b>X</b> = Areas to be covered by the proposed project.</p> <p><b>'\$\$\$'</b> = Areas already covered by other projects or programs:</p> <p><b>X(\$\$\$)</b> = Some preliminary activities have already been undertaken, but completing activities presented in the proposed project are needed to finalize the task.</p> <p><b>0</b> = Remaining ability gaps for which additional funding from GEF or other sources might still be requested.</p> <p><b>0(\$\$\$)</b> = Some preliminary activities have already been but completing activities not undertaken by the proposed project might be needed to finalize the task.</p> <p><b>NA</b> = Non-applicable.</p>
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When replying, please quote:

Ref. No. CONF.D16/1/3 VOL.II



Ministry of Planning & Economic  
Development,  
Youyi Building, Brookfield  
SIERRA LEONE

Telephone:

Ext.

9th July, 19

The Resident Representative,  
UNDP.,  
UN House,  
Siaka Stevens Street,  
Freetown.

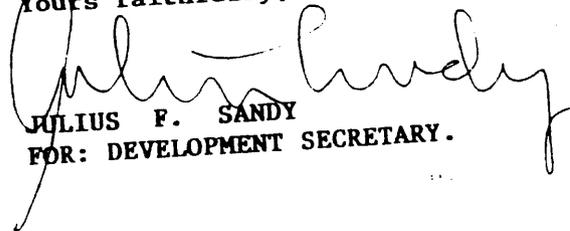
Dear Madam,

PROJECT PROPOSAL ON SIERRA LEONE -  
COUNTRY STUDY ON CLIMATE CHANGE

I am directed to forward attached hereto a Project Proposal in respect of the above matter submitted by the Director of the Meteorological Department.

I have been informed by the Director that the Global Environmental Facility (GEF) would consider funding deserving Projects that are submitted through your good Offices. This being the case, I request that you kindly transmit this Proposal to the GEF with your support for funding.

Yours faithfully,

  
JULIUS F. SANDY  
FOR: DEVELOPMENT SECRETARY.

ENCS.

MET/90<sup>C</sup>(59)

The Director, Meteorological Department, Freetown.

The Development Secretary.

1st July, 96.

Copy: The Resident Representative, U.N.D.P. ✓  
The Permanent Secretary, Ministry of Trans,  
Comms and The Environment.

PROJECT PROPOSALS ON "SIERRA LEONE -- COUNTRY  
STUDY ON CLIMATE CHANGE.

... I forward for your information a copy of a Project Proposal on "Sierra Leone - Country Study on Climate Change" this office submitted to the Global Environmental Facility (GEF) through UNDP for consideration.

For your information, Sierra Leone ratified the Convention on Climate Change in June 1995 and has since become party to the Convention. In accordance with Article 12 of the Convention, each Party is required to Communicate to the Conference of Parties a national inventory of anthropogenic emissions by sources, and removal by sinks, of all Greenhouse Gases not controlled by the Montreal Protocol.

Provision was made in the Convention for developing countries to submit project proposals for financial support. In September, 1994, I submitted through the then Department of Foreign Affairs and International Co-operation an application for the U.S.A. Federal Government Assistance and for Sierra Leone to be included in the Round 3 of the U.S.A. Country Studies Programme.

Unfortunately in January, 1996, I was informed through UNDP that Round 3 of the U.S.A. Country Studies Programme is unlikely to materialize and I was therefore advised to submit a project proposals for consideration by the GEF Enabling Activities Fund.

I have been reliably informed through UNDP that the Project Proposal is being favourably considered but GEF is still waiting for Government's letter of consent for the implementation of this project.

I am therefore asking kindly that you forward on our behalf to UNDP the letter of Government consent so that UNDP could inform the GEF authorities accordingly.

Your prompt action will be highly appreciated.

  
J. A. Clarkson,  
Director.

F. 18 Charlotte Street,  
FREETOWN.