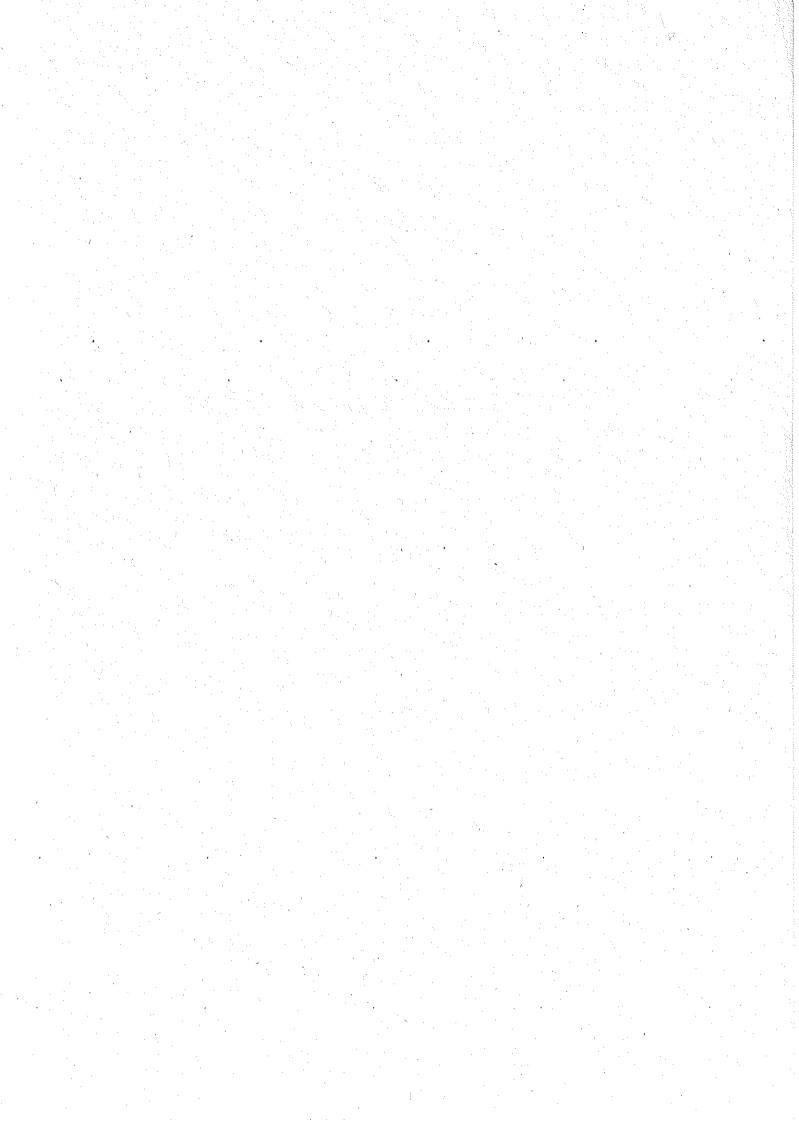
### Anexo 1

### Proposta do Programa PT04







REDUCING DISPARITIES | STRENGTHENING COOPERATION

ADENCIA
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### AdaPT Programme Proposal PT04

EEA and Norwegian Financial Mechanisms 2009 - 2014

for Lhude

EEA and Norwegian Financial Mechanisms 2009-14 / Programme proposal AdaPT/PT04

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### 1 Programme proposal

### 1.1 Executive summary

Programme AdaPT was designed to support the start-up of supported projects on "Adaptation to Climate Change" in Portugal. Its development was guided by the terms established in the Memorandum of Understanding between Portugal, Norway, Iceland and Liechtenstein and follows the template, instructions and regulation of the EEA Grants 2009-2014. Finally, the programme was informed by the needs and contributions of the coordinating group of ENAAC, the National Strategy for Adaptation to Climate Change.

Programme AdaPT's strategy is to intervene through four axes:

- The pre-defined project "Local Warming Website" will prepare and disseminate information
  on past trends, develop local level climate change information, using the latest IPCC climate
  scenarios, and develop climate indicators for specific sectors in Portugal. This project will
  produce information to be used by all other projects in the programme.
- The call "Local Adaptation Strategies" will select one large project to address the training of Municipality officers, create a network of Municipal officers dealing with adaptation and develop a set of local action plans for adapting to climate change, or mainstreaming adaptation into municipal plans.
- The call "Climate Change Education and Award" will select one large project to address public education on climate change at school level, focusing on training of teachers, production of educational materials and a competition for climate change measures at school level.
- 4. The call for small grants scheme "Sectoral Projects" will select a series of projects to support the work of ENAAC at sectoral level, focusing on vulnerability assessments and cost-benefit analysis of adaptation.

These four areas of work will strongly contribute to the two expected outcomes of the programme: to increase capacity to assess vulnerability to climate change (axis 2 and 4); and to increase awareness of and education on climate change (axis 1 and 3). This strategy will also ultimately create a solid ground for further adaptation work in Portugal upon conclusion of the Programme.

The programme operator is Agência Portuguesa do Ambiente, as manager of the Fundo Português de Carbono and the donor programme partner is Direktoratet for Samfunnssikkerhet og Beredskap. The total budget of AdaPT is 3,529,412€ (3,000,000€ EEA + 529,412€ FPC).

### 1.2 Basic information

The programme name is: **Adaptar Portugal** (Adapting Portugal to Climate Change). The acronym is **AdaPT**.

It contributes to the implementation of the objectives set out for the EEA Financial Mechanism 2009-2014, in the Priority Sector "Climate Change and Renewable Energy" and its Programme Area 07 "Adaptation to Climate Change". The code assigned to the programme by the EEA FMC was PT04.

The Programme Operator is Agência Portuguesa do Ambiente (APA)<sup>1</sup>, as manager of the Fundo Português de Carbono (FPC)<sup>2</sup>. APA is an agency under the Ministério da Agricultura, do Mar, do Ambiente e do Ordenamento do Território (MAMAOT)<sup>3</sup> and its mission is to "propose, develop and monitor the integrated and participatory environmental policies and sustainable development, in coordination with other sectoral policies and in collaboration with public and private entities that compete for the same purpose, aiming at a high level of protection and valuation of the environment and provide high quality services to citizens". APA is also the entity that coordinates the Estratégia Nacional de Adaptação às Alterações Climáticas (ENAAC)<sup>4</sup>.

The programme was developed and will be implemented with the Donor Programme Partner Direktoratet for Samfunnssikkerhet og Beredskap (DSB)<sup>5</sup> from Norway.

The total budget of programme AdaPT is 3,529,412€ (three million, five hundred and twenty nine thousand, four hundred and twelve euros). As specified in Annex B of the MoU between Iceland, the Principality of Liechtenstein, the Kingdom of Norway and the Republic of Portugal, the programme grant allocated to this programme area is 3,000,000€ (three million Euros), corresponding to 85% of total costs. FPC will contribute with the additional 15%, i.e. 529,412€ (five hundred and twenty nine thousand, four hundred and twelve euros).

### 1.3 Relevance of the Programme

Programme AdaPT fully contributes to the overall objectives of EEA Financial Mechanism, namely the reduction of economic and social disparities in the EEA area, by supporting adaptation to climate change, including awareness and capacity building, and specifically targeting local communities, through municipalities, and finally teachers and students, through schools. Public institutions presently face severe budget constraints and private agents have very restricted credit access. Under these conditions, support from the AdaPT programme will be even more instrumental in promoting action on climate change adaptation, which otherwise would most probably not happen.

Programme AdaPT fits the priority area *Climate Change and Renewable Energy* (art. 1.2 (b) of EEA Regulation) — and it is in line with Portugal's National Strategy for Adaptation to Climate Change (ENAAC).

### 1.4 Programme motivation and justification

### 1.4.1 Challenges and needs analysis

A structured approach to Adaptation to Climate Change is relatively recent in Portugal. Although the first comprehensive studies on vulnerability to climate change in different sectors date back to 2001, the actual incorporation of adaptation considerations into sector policies and practices has been, so far, very limited.

<sup>&</sup>lt;sup>1</sup> APA – the Portuguese Environment Agency

<sup>&</sup>lt;sup>2</sup> FPC – the Portuguese Carbon Fund, the financial instrument created by the Portuguese Government to support Climate Policy development in Portugal. As determined by article 4, no. 2 of Decree-law no. 56/2012, FPC is managed by APA. Additionally, the regulation of the Fund determines (article 2, no. 1b) of Ordinance no. 1202/2006) that APA represents the Fund in all institutional relations related to its activity.

<sup>&</sup>lt;sup>3</sup> MAMAOT – the Ministry of Agriculture, Sea, Environment and Spatial Planning

<sup>&</sup>lt;sup>4</sup> ENAAC ~ National Strategy for Adaptation to Climate Change

<sup>&</sup>lt;sup>5</sup> DSB – the Norwegian Directorate for Civil Protection

In April 2010, the ENAAC was adopted through a Resolution by the Council of Ministers (RCM 24/2010). Under this strategy, a coordination group and nine sectoral groups were established to implement the strategy's four objectives:

- 1. Increase the information and knowledge base on climate change
- 2. Reduce vulnerability and increase response capacity
- 3. Enhance participation, awareness raising and knowledge dissemination
- 4. Promote international cooperation in adaptation

Although the sectoral groups have only recently begun their activities, it has been reported by their respective coordinators that most of the main stakeholders of each sector are interested in the topic and are actively engaging with ENAAC. However, practical difficulties are being felt both from sectoral ministries themselves and involved stakeholders on how to deal with climate scenarios and the inherent uncertainties, perform risk analysis, identify vulnerabilities and — most importantly — design adaptation measures and perform their cost-benefit analysis. Another important difficulty felt at sectoral level is the differentiation of business-as-usual measures and risk management at sector level and the design and implementation of specific adaptation measures, particularly in a country that has been exposed to large inter-annual fluctuations in weather for a long time.

Therefore, the main challenges/needs in this policy field and at this initial stage are to develop and disseminate practical tools to support the adaptation process, to increase awareness and capacity and mobilize actors for action on climate change adaptation, and to fill in the information and knowledge gaps in all sectors. It has been also identified by ENAAC as an important challenge and need, particularly in the current economic circumstances, to identify and mobilise predictable and sufficient adaptation financing.

It has been further recognised, that although local/municipal actors are involved in the coordination group, the involvement of Municipalities and other local agents in ENAAC has been so far limited and their relevance in taking adaptation action needs to be enhanced.

### 1.4.2 Public and private structures relevant to the Programme area

ENAAC is implemented through a Coordination Group involving representatives of nine sectorial public organisations, the two Autonomous Regions, the National Association of Municipalities, the Foreign Affairs Ministry and APA (as chair). The sectorial groups are chaired by the relevant public organization and involve all major stakeholders of the respective sector, i.a., environmental NGOs, universities and research agencies and/or business representatives.

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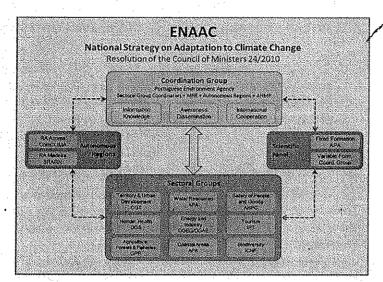


Figure 1: Implementation Structure of ENAAC

The programme will be coordinated by APA and FPC<sup>5</sup>, but ENAAC's coordinating group has participated in developing the priorities and outcomes for this programme and will be called to assist APA in further defining the specifications for the calls for projects, in order to ensure the relevance and adequacy of the supported projects to the objectives of both ENAAC and the programme.

Following a recent restructuring of public administration in Portugal, APA now has a Climate Change Department, under which an Adaptation and Monitoring Division was also created. Its capacity in this policy field has thus been reinforced. APA is also the entity responsible for the management of several environmental funds, including the FPC, which will co-finance Programme AdaPT. Further details on the management structure of the programme and the share of responsibilities and competences are provided in Annex 5.

### 1.4.3 Legislation relevant to the Programme area

At EU level, adaptation policy is coordinated via the application of COM(2009) 147 final, the White Paper Adapting to Climate Change: Towards a European Framework for Action, which foresees a phase 1, running from 2009 to 2012, laying the ground for a future comprehensive European Strategy, to be implemented during phase 2, commencing in 2013. APA is the Portuguese Representative in the Impact and Adaptation Steering Group, a consultative forum created by the European Commission to promote cooperation between Member States on adaptation. APA has also been actively involved in the preparation work of the Climate-Adapt Platform released in 2012 and in the preparation of the European Adaptation Strategy that is expected to be released in March 2013.

At the national level, the most relevant policy is ENAAC, the National Strategy on Adaptation to Climate Change, which Portugal has adopted via a Resolution of the Council of Ministers RCM 24/2010, in April 2010. This strategy also foresees an exploratory phase of two years, leading to a revised strategy in 2013, building on reports and lessons learned of the work carried

<sup>&</sup>lt;sup>6</sup> The reference "APA and FPC" is used to represent all of APA's staff involved in the management of the Programme, i.e., the FPC team and the teams from other APA Departments.

out in 2010-2012, as well as on the contents and guidance of the future European Adaptation Strategy.

Adaptation to climate change is a relevant task in almost all sectors in society and in ecosystems. The mainstreaming of adaptation to climate change into sectorial legislation is probably the most efficient way to address this issue and to engage different sectors of activity in better preparing for climate-related risks. The listing of relevant legislation is this context is very extensive and should cover almost every sector, but in the Portuguese context one would have to highlight:

- 1. Water and water planning legislation: deriving from the application of the Water Framework Directive (directive 2000/60/EC) and its related directives/guidance on floods (directive 2007/60/GE), water scarcity and drought (COM (207)414 final), water quality (directives 2006/44/CE; 80/68/CEE; 91/676/CEE) and from the application of coastal areas national legislation (RCM nº 82/2009)
- 2. Urban and Spatial Development national legislation: Act N.58/2007 of 4<sup>th</sup> September and Law N.46/2009 of 20<sup>th</sup> February.
- 3. Biodiversity legislation: deriving from the implementation of the birds (79/409/CEE) and habitats (92/43/CEE) directives
- 4. Agriculture and forestry legislation: in particular the support given through the application of the Common Agriculture Policy and its Rural Development Plans (COM (2010) 672/5 final)
- 5. Civil protection national legislation: Law N.27/2006 of 3<sup>rd</sup> July

Programme AdaPT addresses priorities also considered in both National and European Adaptation legislation/recommendations. In particular, the programme is expected to motivate municipal and sectoral stakeholders to address adaptation in their decision making process, thus contributing to mainstreaming adaptation into sectoral action and policies.

### 1.4.4 State aid and public procurement

EU legislation on State Aid will be applied in Programme AdaPT. Based on case law and practice of the European Commission on the matter, the preliminary legal analysis by APA of the programme proposal indicates that the support given under this programme does not constitute State Aid as defined in article 107 of the Treaty on the Functioning of the European Union. The support, as foreseen in the programme does not "distort or threaten to distort competition by favouring certain undertakings or the production of certain goods" in the main domains addressed by the programme: capacity building and increased awareness in adaptation to climate change. This issue will be kept under scrutiny during programme implementation and, if necessary, a request of information to the European Commission will be made.

Public procurement in Portugal is regulated through the CCP (Código dos Contratos Públicos<sup>7</sup>). CCP transposes to national law the Directive of the European Parliament and the Council No. 2004/17/EC<sup>8</sup> and the Directive of the European Parliament and the Council No. 2004/18/EC<sup>9</sup>.

<sup>&</sup>lt;sup>7</sup> CCP - Code of Public Contracts, Decree-Law number 18/2008 of 29th January

<sup>&</sup>lt;sup>8</sup> On coordinating the procurement procedures of entities operating in the water, energy, transport and postal services sectors

On the coordination of procedures for the award of public works contracts, public supply contracts and public service contracts. Last consolidated version available at <a href="http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:2004L0018:20120101:EN:PDF">http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:2004L0018:20120101:EN:PDF</a>

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The CCP is applicable to all public entities (article 2), including, inter alia, the state; the autonomous regions; the municipalities; public institutes; public foundations; public associations; all entities that were created specifically for the provision of general interest needs and with no industrial or commercial interest; any collective person dependent on the previous.

CCP defines different thresholds, depending on the total amount of the contract:

- Simplified regime (Article 128) for acquisition of services of value lower than 5,000€
- Direct contracting (Article 19) for public works of value lower than 150,000€
- Direct contracting (Article 20) for acquisition of services of value lower than 75,000€
- Public tender without notification to the OJEU<sup>10</sup> (article 19) for public works of value lower than 5,000,000€
- Public tender without notification to the OJEU (article 20) for acquisition of services of value lower than 130,000€ (when contracted by the state) or 200,000€ (when contracted by another entity)
- Public tender with notification to the OJEU for all other cases (articles 19 and 20)

The procedures for all the contracting types are defined in CCP, namely Articles 128 and 129 for the simplified regime, Articles 112 to 127 for direct contracting and Articles 130 to 161 for public tenders.

All public project promoters and all public project partners are required by law to follow the procedures of CCP when contracting services or public works that are needed for the development of any projects under this programme. Private entities, even if not covered in Articles 2 and 275, will be required to follow equivalent procedures when contracting such services or works.

### 1.4.5 Justification for the Programme strategy

Studies published by the IPCC and the EU, as well as existing national studies, show that Portugal is very vulnerable to the impacts of climate change, mostly due to issues related to extreme temperatures (mostly heat waves and frost conditions) and water scarcity. The following map is presented as an example of those assessments and was produced by Project ESPON<sup>11</sup>.

10 OJEU – Official Journal of the European Union

<sup>11</sup> http://www.espon.eu/main/Menu Projects/Menu AppliedResearch/climate.html

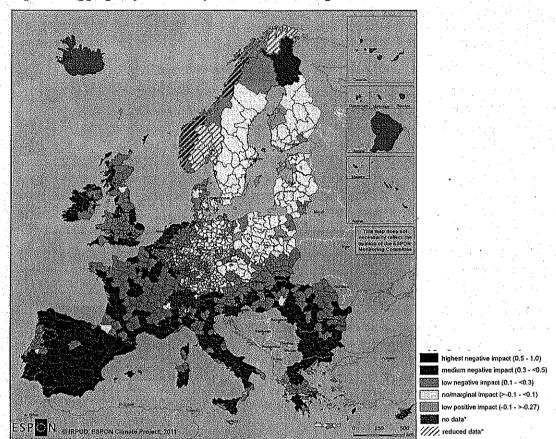


Figure 2: Aggregate potential impact of climate change 12

The programme addresses the foundations for coherent policy and action in Portugal regarding adaptation to a changing climate:

- On the "demand side", focusing on public education and enabling access to information and environmental education at school level. This aims at citizens' awareness and intervention capacity, demanding public authorities and enterprises at all levels to minimize risk exposure and increase response capacity to climate change. This awareness is also fundamental to inform consumers' choices and business policies on the risks and opportunities of climate change.
- On the "supply side", focusing on public authorities, notably at local and sectoral levels. This
  aims at creating a community of actors, relevant across sectors, with enough awareness,
  information, tools and capacity to include adaptation to climate change in the usual
  planning and decision making processes they are involved with.

<sup>&</sup>lt;sup>12</sup> © ESPON, 2013. Texts and maps stemming from research projects under the ESPON programme presented in this document do not necessarily reflect the opinion of the ESPON Monitoring Committee. Source: <a href="http://www.espon.eu/export/sites/default/Documents/Projects/AppliedResearch/CLIMATE/ESPON Climate Final Report-Part A-ExecutiveSummary.pdf">http://www.espon.eu/export/sites/default/Documents/Projects/AppliedResearch/CLIMATE/ESPON Climate Final Report-Part A-ExecutiveSummary.pdf</a>

The need for public education and access to information is also very well illustrated in the results of the Special Eurobarometer 313 on European's Attitudes Towards Climate Change<sup>13</sup> (2009). One could highlight some aspects from that survey,

- 67% of Portuguese consider climate change to be "a very serious problem", a value in line with the EU27 average, and only 6% consider that it is "not a serious problem"
- When asked about "the causes of climate change", only 30% of Portuguese feel they are well informed, the lowest value in the EU and much below EU average (56%)
- When asked about "how to fight climate change", only 28% of Portuguese feel they are well
  informed, the 3<sup>rd</sup> lowest value in the EU and much below EU average (52%)
- When asked about "the consequences of climate change", only 29% of Portuguese feel they
  are well informed, the lowest value in the EU and almost half the EU average (56%)
- Only 20% consider that the "seriousness of climate change has not been exaggerated", while 60% consider that it has been exaggerated and another 20% (the 2<sup>nd</sup> highest figure in EU27) replied that they don't know whether the seriousness of climate change has been exaggerated.
- 32% don't know if fighting climate change will have a positive impact in the economy (EU average 17%) and only 54% are convinced that fighting climate change will be positive to the economy (EU27 average 62%)

In the run-up to the Copenhagen UNFCCC Conference of the Parties in 2009, 59 Portuguese Municipalities contributed to a national declaration calling for a "Local Government Climate Roadmap" where they committed to define local mitigation and adaptation strategies, to communicate their results and to set an example by promoting adaptation measures in their territories. The "Covenant of the Mayors" brings together municipalities committed to local sustainable energy with a strong focus on climate change mitigation action. The Portuguese municipalities are well represented (73 municipalities), although only 35 have submitted Action Plans (9 were submitted in 2012; 27 are pending approval and 8 have already been accepted), but none have so far reported implementation Results.

Another example of limited national local level involvement in adaptation is given through ICLEI, an association of over 1220 local government members who are committed to sustainable development. Portugal is represented in this network with only 5 municipalities<sup>16</sup>. In the context of adaptation work in Europe, ICLEI has also identified the need for capacity building and assistance for European cities in developing and implementing an adaptation strategy and will soon start a training programme called "EU Cities Adapt" designed to assist the development of adaptation strategies for European cities.

In conclusion, there seems to be sufficient interest from municipalities in climate change in Portugal, but involvement of local (municipal) level in concrete adaptation to climate change processes and action has been, up to now, very limited. Two barriers to such involvement are the availability of climate related information at local level and the lack of capacity to deal with such information and design and implement meaningful adaptation measures.

17 http://eucities-adapt.eu/cms/

http://ec.europa.eu/public\_opinion/archives/ebs/ebs\_313\_en.pdf

<sup>&</sup>lt;sup>14</sup> http://www.roteirolocalclimaticas.org/EN/downloads/Portuguese LGClimateRoadmap2009 ENG final .pdf

http://www.eumayors.eu/actions/sustainable-energy-action-plans\_en.html

<sup>16</sup> http://www.iclei.org/index.php?id=11454

Building on the justification above, Programme AdaPT's strategy is to intervene through four axes:

- 1. The pre-defined project "Local Warming Website" will prepare and disseminate information on past trends, develop local level climate change information, using the latest IPCC climate scenarios, and develop climate indicators for specific sectors in Portugal. This project will produce information to be used by all other projects in the programme and will be conducted by the Portuguese Institute of Sea and Atmosphere, IPMA (former Meteorology Institute).
- The call "Local Adaptation Strategies" will select one large project to address the training of Municipality officers, create a network of Municipal officers dealing with adaptation and develop a set of local adaptation to climate change action plans, or mainstreaming climate change into municipal plans.
- 3. The call "Climate change Education and Award" will select one large project to address public education on climate change at school level, focusing on training of teachers, production of dissemination materials and a competition for adaptation to climate change related measures at school level.
- 4. The call for small grants scheme "Sectoral Projects" will select a series of projects to support the work of ENAAC at sectorial level, focusing on vulnerability assessments and cost-benefit analysis of adaptation.

These four areas of work will strongly contribute to the two expected outcomes of the programme: to increase capacity to assess vulnerability to climate change (axis 2 and 4); and to increase awareness of and education on climate change (axis 1 and 3). This strategy will also ultimately create a solid ground for further adaptation work in Portugal upon conclusion of the Programme.

## 1.5 Programme objectives and indicators

## 1.5.1 Objective of Programme (expected impact)

Programme AdaPT was created through Annex B of the MoU-PT (Memorandum of Understanding between the Republic of Portugal, Iceland, the Principality of Liechtenstein and the Kingdom of Norway, signed in Sintra on the 28<sup>th</sup> of March 2012). It addresses the Priority Sector 02b (Climate Change and Renewable Energy) and Programme Area 07 (Adaptation to Climate Change). The Programme Objective, as stated in the MoU-PT, is to reduce human and ecosystem vulnerability to climate change. This objective is fully in ine with ENAAC's four objectives and adaptation policy in Portugal. The programme will contribute to this general objective by increasing capacity to assess and act on vulnerabilities to climate change, with a special focus on local authorities, and by increasing awareness and education in climate change.

### 1.5.2 Programme expected outcome

Programme AdaPT is structured around two expected outcomes, as listed in the following table:

					٠						1		A BOOK SO	ا	
Source of verification	Copies of submitted risk and vulnerability	assessments including climate change	adaptation	Copies of the submitted strategies	Minutes of Municipal Council discussions of	the ctrategy	Document of the second	Reports of public consultation processes	Reports and other material produced,	depending on projects					
indicator value	Target				92				Target			4 to 6	sectors		
Indicat	Baseline				0				Baseline				0		
Description	Adaptation action can only be developed	by Municipalities that have the capacity	to go through the process of evaluating	their climate change vulnerabilities,	discussing them with relevant	stakeholders and defining the most	relevant adaptation measures at local	level.	Mainstreaming adaptation into sectorial	policies is one of the most efficient ways	to progress on better adapting to climate	change. Programme AdaPT will help	sectors to address their specific concern	on climate change adaptation, which will	enhance further action.
Indicator	Number of Municipal	Adaptation Action	Strategies and/or Number	of Municipal Action	Strategies that include	vulnerability and risk	assessments to climate	change	Number of sectors with	improved capacity to	assess vulnerability to	climate change	-		
Outcome	Increased capacity to	assess vulnerability to	climate change									-		•	
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Source of verification	Independent survey at Pilot schools		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \								Users Survey (placed on website)	Website use statistics	•							
Indicator value	Target			*.	٠. :	15 schools					Target				%99	approval				
Indicat	Baseline					0					Baseline					0				
Description	Schools are the preferential vectors to	disseminate information and knowledge	to young people. The project will prepare	materials for awareness of climate	change and help to prepare students to	the need for intervention/adaptation	related to climate change. However the	impact of the project will be achieved	only if those materials / activities are	incorporated beyond the pilot phase.	Access to information, processed to be	user friendly and meaningful to the	administration and the general public is	considered essential for increasing	awareness on climate change. A website	will be specifically designed for this	purpose, and its use – measured through	number of hits, session duration, etc	will be a good indicator of the interest it	generated and the type of public using it.
Indicator	Number of schools that	included the materials	produced through AdaPT	in their normal activities	-						Users satisfaction with	website information	Number of website users	and hits						
Dutcome	Increased awareness of	and education in	climate change																	
#	7													-						

1.5.3 Programme outputs

Source of venification	A copy of materials produced	Presence confirmation (signature sheets) of Officers on sessions and Sessions survey (questionnaire/classification	by officers)			User registration and user survey and Record on helpdesk	nsage 1			
Indicator value	Target	1 set	20	municipaiities	40 officers	Target	1 helpdesk			
Indic	Baseline	0				Baseline	0			
Output Indicator	Materials produced to support	the training course  Number of Municipalities	involved in training	Number of Municipal Officers	involved in training	Establishment of a helpdesk to	development of Municipal	Adaptation Action Plans	Use of helpdesk by potential	users
Output	Training course on	duaptation to cumate change for Municipal	Officers			Helpdesk on adaptation	to intuiting of the is			
Outcome	Increased capacity	vulnerability to	climate change	÷						

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Saute of verification	Copies of the strategies submitted	Reports of meetings and workshops	The approved projects under the small grants scheme will	provide the information for this indicator.		Copy of the materials produced and Presence	Confirmation (signature sheets/ e-learning registration) of	Sessions survey	Short reports issued by participating teachers	Copy of the materials produced	Survey among students of the Pilot schools	survey among teachers of the Pilot schools			Copy of contest procedure and Questionnaire to the	awarded students			Website usage statistics	User survey			
Indicator Value	Target	20 strategies	Target	4 to 6 sectors	4 to 10 projects	Target	1 set	5 NUT2	100 teachers	Target	1 set	20 schools	1500 students		Target	20 schools	3 awards /	implemented	Target	1 website	NUT3	30 indicators	Past and future trends
ipu	Baseline	0	Baseline	0		Baseline	0			Baseline	0				Baseline	0			Baseline	0			
Output indicator	Number of Municipal Adaptation	support of the programme	Number of sectors 18 with	unproved capacity to assess vulnerability to climate change 19.	Number of sectoral projects	Materials produced to support	the training course. Number of teachers involved in	training		Materials produced to support	ure cuucation activities Number of schools directiv	involved in the project	Number of students directly	involved in the project	Number of schools competing for	Number of assigned climate	awards		Creation of a user friendly	website on climate indicators	climate change monitoring	indicators	Number of climate indicators Information on trends
Output	Municipal Adaptation		Sectorial Studies and	Adaptation to Climate	Change	Training course on	teachers			Climate Change	ממנוסו ווי ממנוסו				Climate change awards for hest practices at	····			Varming"	Website			
Outcome						Increased	education in	climate change				-		,	-								

\*\*Sectors" as identified in ENAAC
19 As projects will be selected on "merit basis" through an open call, it is impossible to determine at this stage which sectors and projects will be approved by Programme AdaPT.
Additional indicators will be developed for each of the selected studies/projects.

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## 1.6 Target groups of the Programme

# Outcome 1-Increased capacity to assess vulnerability to climate change

Outcome 1 is targeted towards the local administration officers who have the capacity / responsibility to mainstream and implement adaptation measures on legislation and on the ground. A strong focus on Municipal Officers 20 working in the fields of spatial planning, civil protection or the environment is demonstrated by the priority given to a call specifically designed for this purpose. The General-Directorate for Territorial Development and the Portuguese Association of Municipalities were consulted and participated actively in planning of this call, as described in this programme proposal. They will be further called upon to develop the call's terms of reference to make sure that the objectives of the call are both implementable and meaningful for climate change adaptation. The coordination group of ENAAC was also consulted and agreed to this priority. The target groups for the Small Grants scheme are generically the sectors involved in the structure of ENAAC. The sectorial priorities have not yet been thoroughly developed, but each of the sectors will be involved in the preparation of the terms of reference for projects in their specific sector. The coordination group of ENAAC was consulted and agreed to this procedure.

## Outcome 2 - Increased awareness of and education in climate change

Sutcome 2, by the nature of the projects foreseen, has a wide range of target groups.

The call on climate change education will target the school communities - teachers, students and (indirectly) parents. The design of this call has so far involved only the Communication Department of APA. This department is responsible for the support to environmental education projects in Portugal and has a vast experience in this type of actions<sup>21</sup>. For the terms of reference for this particular call other organizations and agencies will be involved, in particular the Ministry of Educations and Teachers Associations. Linkages with other initiatives will also be explored, as a way to maximise the impact of the initiative. The pre-defined project will produce and disseminate climate relevant information on a user-friendly format. This information will be available to the public in general through a website, but it is designed to address the needs of the target groups and calls mentioned above. The project has seen discussed with ENAAC's coordination group and in detail with the IPMA.

<sup>&</sup>lt;sup>20</sup> These will include Officers from Municipalities, but may also include officers from Regional Municipal Associations, the Autonomous Regions of Azores and Madeira and utility and municipal companies working at local level.

APA / Communication Department were also the Programme Operator for the NGO Fund under EEA Grants 2004-2009

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### 1.7 Risk and uncertainty

management strategy (including the complete scoring of all risks) will be elaborated and updated at the early stages of programme mplementation. The focus at this stage, and has requested in the PO Manual, has been on identifying risk factors that are likely to fappen and The EEA Grants "Risk Management Strategy"<sup>22</sup> has been considered, in particular the list of programme level risks. A defailed and 66mplete that will have an influence in programme preparation and programme implementation. Programme AdaPT faces some overall risks, which are mostly related to the present economic and financial situation of Portugal. Credit is very estricted for both private and public entities and public institutions are facing severe budget cuts. This might reduce the number of potential project promoters. Following the establishment of the Financial Assistance Programme for Portugal, the rules and bureaucratic processes for public expenditure have been revised. Previous approval by Ministry of Finance is needed for most public expenditure, and it can take quite a long time in some cases to get the needed approvals for public spending. If the project promoter is a public entity, it may lead to considerable delays in project execution. A mitigation plan for this situation includes financing all projects at 100% rate (85% EEA-Grants; 15% FPC), thus eliminating the constraint on access to financing from own sources.

acquiring know-how in adaptation to climate change. Their motivations may range from showing leadership in this particular area, increasing Through the projects proposed, programme AdaPT expects to attract project promoters interested in increasing their skills and capacities and their risk analysis and risk mitigation capacities, anticipating future legal requirements or acquiring capacities that can be replicated in their own activities or in future projects. Therefore, commitment to project is considered assured and was not identified as major risk at this stage

The specific risks for each specific outcome are detailed in the table below.

<sup>&</sup>lt;sup>22</sup> Risk Management Strategy. EEA & Norway Grants 2009-2014. Adopted by the Financial Mechanism Committee on 26 June 2012.

	Ourcome	Description of risk Given particular budget restrictions and the present financial and nollirical situation princity action does	Likelihood (low,medium/high)	ment Impact Now,medium highl	Risk mitigation plan  Preparation of calls and communication plan with strong involvement of
١.,		not include Adaptation to Climate Change in Municipalities. Municipal elections in autumn 2013 – many			National Association of Municipalities. Projects grants at 100% (85% EEA- Grants + 15% FPC)
		municipalities may change ruling party, which may make it difficult to establish compromises from their side before that date.	Medium/high	High	The programme may have to accept changes to the municipality list due to changes in local government.
	increased capacity to assess vulnerability to climate change	Given the unfinished restructuring process of public administration, responses from entities responsible for sectoral work of ENAAC have been scarce.			Reinforcement of ENAAC soon after end of restructuring process in public administration (Autumn 2012)
		Some municipalities are small and have very limited human resources. That situation may limit the		•	To maintain the diversity of municipalities within the project, the
		allocation of time to perform the activities foreseen in this project. Those municipalities are often on	Medium	Medium	training strategies may have to be diversified, possibly including different
		depressed rural areas and it is important to involve them in the project.			training locations, e-learning modules, and reducing the duration of each in session training session.
		School curricula are being reformed. New orientations from Min. Education include elimination of disciplines and concentration of subjects in large curricula areas.	Medium/high	High	Assure involvement of Min. Education in programme management (calls preparation, selection and execution)
		Teachers' structures and schools boards are also in restructuring processes, aiming further autonomy.		•	
	Increased awareness of	The restructuring process in the Min. of Education is leading to low motivation of teachers who may be less available for innovative activities			The coordination of the activities and materials with school curricula and the attractiveness of the materials should
	change	: 1	Medium	Non	be enough to reduce any "extra burden" on teachers.
	,				Additionally, the award was designed also to attract school boards attention
					to the activities of the project.
		The existence and processing possibilities of data for the local warming website may not correspond to	Medium	Medium	The expectation of data users will have to be managed by setting an interest
<u></u>		the needs and expectations of sectoral users.  The availability of future climate scenarios data at		•	group where data needs and calculation possibilities are discussed.

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7774	Risk mitigation plan		The website may provide different levels of information, including basic climate data for the general public in a very user friendly format, and a set of more detailed data for mostly for professional users.
osal AdaPT/PT04	Assessment		Medium
4 / Programme prop	Asses: Likelihood Ilow medium/high]		Medium
EEA and Norwegian Financial Mechanisms 2009-14 / Programme proposal AdaPT/PT04	Description of risk	regional level may be limited to a small number of climate variables.	Due to its contents and nature the local warming website may be perceived as "too scientific" for the general public, thus reducing its attractiveness and use.
	Outcome		,
	Out- come nr		

### 1.8 Bilateral relations

Programme AdaPT is being developed and will be implemented under the concept of a "Donor Partnership Programme"<sup>23</sup>, where a strong emphasis on cooperation between organisations from Portugal and Norway is foreseen in all phases of the programme. Bilateral relations will, therefore, be focused on two main types of activities:

- cooperation at APA/DSB level (which also forms the cooperation committee);
- active search for potential partners for the projects to be financed under programme AdaPT

The cooperation committee will be formed, from the Portuguese side, by representatives of both FPC and the Climate Department of APA and, from the donor countries side, by representatives from DSB. The activities at this level will include all issues related to the programme itself (from programme proposal, through calls, selection of projects and monitoring of projects) but also, building on the adaptation to climate change coordination competences of both organizations at national level, on broader issues related to adaptation and the sharing of experiences based on the respective national strategies.

The selection of possible calls was made bearing in mind possible areas of confluence between the strategic priorities identified at national level by ENAAC and areas in which possible cooperation opportunities might arise with Norwegian entities or projects. As the terms of reference for each call are further elaborated these efforts will be increased in an attempt to find possible project partners in each of the calls.

Other activities for bilateral relations might include the organization of meetings, seminars and study trips on topics of shared interest between the programme activities and projects beneficiaries and initiatives / organisations / individuals of donor countries.

[Although not directly included in this programme's activities, APA is organising, together with the FMO a European conference on adaptation to climate change in 2013, which will also be an opportunity for bilateral cooperation between Portuguese and donor country organisations.]

### 1.8.1 Donor programme partner(s)

The donor programme partner for Programme AdaPT is DSB. DSB is responsible for the national adaptation programme in Norway.

DSB has so far been involved in all steps of the process, from the early brainstorming exercises to the actual drafting of the Programme Proposal. Alongside other more informal communication between APA and DSB the following meetings were held:

- MoU preparatory meeting. Lisbon, 11<sup>th</sup> November 2011
- MoU Signature. Sintra, 27-28<sup>th</sup> of March 2012
- Programme preparatory meeting and ENAAC Meeting. Lisbon, 3<sup>rd</sup> of May 2012
- 1st formal Cooperation Committee Meeting, Lisbon, 24th July 2012
- Programme preparation working meeting, Lisbon 25-27<sup>th</sup> July 2012

### 1.8.2 Donor partnership projects

The work between APA and DSB has already allowed the identification of potential partners for the projects that will be subject to calls (see Appendix 1 to Annex 4 "Communication Plan").

<sup>&</sup>lt;sup>23</sup> As described in Article 3.2 of the EEA Grants Regulation

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The inclusion of project partners from donor countries will be facilitated through the following initiatives:

- 1. Through the scoring chart associated with each call, make a positive discrimination of project proponents that include project partner from EEA Grants donor countries;
- 2. Publish a non-binding list of possible EEA Grants donor country partners for each call
- 3. Include a negotiation phase in each call, where project promoters will be exposed to possible EEA Grants donor country partners. The fund for bilateral relations will mostly be used to facilitate this process.

### 1.9 Pre-defined projects

In accordance with Article 5.5, paragraph 1, a pre-defined project has been identified by APA and FPC, following the signing of MoU-PT, and its details are presented in Annex II.

The project "Local Warming Website" will create a systematised collection of data and information for Programme AdaPT, as it will compile, produce and disseminate valuable past and future climatic information that will support all other projects within the Programme. The Portuguese Met Office (IPMA) will be in charge of this project and it will allow public dissemination of past and on-going work in climate trends and scenarios, particularly in Portuguese Territory.

This project contributes to the outcome 2 "increased awareness of and education in climate change".

The total maximum budget for this call is 400,000€, co-financed by EEA (85%) and FPC (15%). The proposed grant rate for this call is 100%, justified by the absence of investment capacity by public entities<sup>24</sup>. All cost categories identified in Article 7.3 will be considered eligible. Indirect costs will also be eligible in the terms described in Article 7.4§1b). The purchase of real estate and land, as described in Article 7.5, and the cost categories indicated in Article 7.6 will not be accepted.

The terms of reference for this project will include minimum publicity requirements, including the mandatory use of the EEA Grants, APA and FPC logos in all project materials and initiatives and the public indication of the amount of financing received from these entities. All materials and reports will be publically available.

The timing for the project is presented in section 1.14.2 Timeline below.

### 1.10 Small grant schemes

ENAAC will produce sectoral reports by the end of 2012. Although the content of such reports cannot be known at this point in time, it is the expectation of APA, as ENAAC coordinator, that information and knowledge gaps will be identified, namely on vulnerability assessments for particular sectors and on cost-benefit analysis of adaptation measures.

Once priorities for future action are identified by each ENAAC sector, the small grants scheme can be a powerful tool to address those information gaps. The sectoral criteria will be developed in cooperation with the relevant stakeholders of each sector, under the ENAAC framework. To increase the impact and usefulness of the small grants, the selection of projects will be carried out following a set of common selection criteria plus a set of sectoral criteria.

<sup>&</sup>lt;sup>24</sup> Budget cuts in all public entities are forcing many entities to cut expenses down to the core of their activities and competences. "Extra" tasks or projects are being cut, due to lack of investment capacity. Additionally, both public and private entities are having extreme problems in receiving financing from the national financial institutions or are only capable of getting such credit at very high interest rates. Grant rates lower than 100% may seriously limit the response capacity of IPMA.

Priority shall be given to projects that address cross-sectoral issues, notably on water issues, and to projects that foresee cost-benefit analysis and/or actual implementation of adaptation measures.

The small grants scheme is also very well suited for demonstration or pilot projects in implementing concrete adaptation measures. The small grants scheme will also consider project proposals and applications in this domain. An indicative target for adaptation hard measures is 50% of the small grants allocated budget.

### 1.11 Cross cutting issues

### 1.11.1 Good governance

All 8 principles of good governance<sup>25</sup> will be taken into account in the implementation of Programme AdaPT.

- 1) <u>Participation:</u> participation in AdaPT will be open to both men and women. Representatives of interested stakeholders will be involved in the definition of the terms of reference for the calls, mostly through the use of ENAAC network of stakeholders (representatives from the sectors identified in ENAAC as priority, including public and private associations, as well as NGOs).
- 2) Rule of Law: the implementation of the programme will be based on strict compliance with applicable law. Special attention will be given to minimising the risks of corruption<sup>26</sup>, through clear separation of functions between APA and project promoters; guaranteeing the independence and transparency of the selection committee composition and activities; by selecting and defining clear criteria for scoring project proposals.
- 3) <u>Transparency:</u> All efforts will be made to ensure the transparency of the process, including the timely publicity of calls and their related documentation; providing easy access to all documentation and information; giving public notice of project selection procedures and criteria; the selection committee will be open to respond to questions on why a particular project proposal was accepted or refused; publicising the selected projects.
- 4) Responsiveness: All project proposals for the same call will be evaluated and scored at the same time. All responses to projects within a call will be provided at the same time. Efforts will be made to keep evaluation periods as short as possible, while not compromising the quality of project assessment. A complaint mechanism will be created.
- 5) <u>Consensus oriented:</u> The terms of reference for the calls will try to accommodate as many different views as possible (see participation). All efforts will be made to reach consensus at project selection between members of the selection committee.
- 6) Equity and Inclusiveness: Calls will be open to all types of entities, public and private, commercial and non-commercial and non-governmental organisations. Specifically, by focusing on schools and education, this programme also seeks to establish long-term opportunities for well-being and better facing present and future challenges, by raising awareness of young generations.
- 7) <u>Effectiveness and Efficiency:</u> Programme outcomes will be reflected on their positive impacts on the general population and society as a whole, and specifically at local level and schools. Awareness and capacity building in local communities and younger generations are therefore basis for relevant action.
- 8) Accountability: Accountability and transparency presume open and balanced communication between the affected public and decision-makers and will be assured in all levels of programme management, through communication plan established and control levels.

<sup>25</sup> As defined by UNESCAP http://www.unescap.org/pdd/prs/ProjectActivities/Ongoing/gg/governance.asp

<sup>&</sup>lt;sup>26</sup> APA has a Management Plan for Corruption Risks and Related Offences. This plan contains measures that will be followed.

At project level, the Programme Operator shall establish procedures to ensure implementation of the principles of good governance. All applicants will have to include a proposal of measures to ensure implementation of the principles of good governance into their grant application. APA and FPC will establish a monitoring plan for the project level and make every effort to prevent, detect, and nullify the effect of any cases of irregularities and ensure reporting all suspected and actual cases of irregularities to the FMC, as specified in the EEA Grants Regulation.

### 1.11.2 Environmental considerations

The whole of programme AdaPT is motivated by environmental considerations. Climate change is one of the most recognised environmental problems in Portugal, given the particular vulnerability of the country to its effects. Main studies, such as the IPCC AR4 and supporting work for EU from EEA and JRC on climate change, identify the Mediterranean region as one of most affected by climate change impacts (see example in Figure 2). These include higher temperatures, both in summer and winter, increasing drought periods, heat waves, extreme events and increasing forest fire risk, among several others.

Since mitigation action will only be effective if globally conducted, which is not fully ensured at present, and inevitable climate change impacts are evident, adaptation is becoming a focus at all community levels. Local impacts are different from one another, because (even in a small country like Portugal) climate profiles and trends are very different from region to region.

Local awareness and capacity building are most necessary to face communities' adjustments to new realities. Schools are privileged knowledge basis instruments to promote awareness for younger generations and better deal with environmental challenges, such as climate change. Mitigation is already included in some school curricula, which must be enhanced and complemented with adaptation knowledge.

At both programme and project level, efforts will be taken to reduce the environmental, resources and energy footprint of the programme and project operations. Travelling and energy consumption activities will be kept to a minimum and resources will be used efficiently, e.g., by reducing printing of materials to the minimum possible.

### 1.11.3 Economic sustainability

Economic impacts of climate change are not sufficiently known, and many studies across Europe assume lack of base information, providing only rough estimates. The existing main study done for Portuguese Territory (SIAM I and II) gives some projections, but quantified economic estimates are not available and it only covered some sectors and areas, which data used needs actualization. Cost effectiveness of action and inaction costs in climate change adaptation is an area which knowledge is needed.

Programme AdaPT will provide tools for increasing knowledge base in this particular field, mostly through axis 2 and 4, reinforcing the importance of adaptation at both private and public management to ensure economical sustainability in future, by reducing vulnerability and preventing losses ad damages from climate events.

The nature of the projects foreseen in Programme AdaPT does not anticipate a direct generation of economic profits. However, by producing tools for better risk management and for better land-use planning, the programme will contribute to avoid climate change losses in the future and thus contribute to the economic welfare of Portuguese society.

### 1.11.4 Social sustainability

Social sustainability will be assured on most demographic levels. Focus on the younger generation is the key to promote sustainable development of any society. This is assured by the important part of the programme dealing with education. The project of teachers' training and mainstream climate change in schools curricula and activities is a positive investment into a social capital. Additionally, we hope this project can result in a more permanent school curriculum teaching the up-to-date knowledge on climate change and can be reproduced in other schools, namely the contest for good practices and demonstration projects.

Promoting action at local level, through the project with municipalities, will embrace very different social circumstances (urban/rural; coastal/inland; north/south; mainland/islands, mountains/floodplains) as the project aims has a strong component of social sustainability, given overall target groups of the population are envisaged.

### 1.11.5 Gender equality

Under the terms of article 13 of the Portuguese Constitution, setting out the principle of equality, all citizens have the same social dignity and are equal before the law. No. 2 of the same article states "no one may be privileged, advantaged, disadvantaged, deprived of any right or exempt from any duty on the grounds of ascendance, gender, race, language, country of origin, religion, political or ideological beliefs, education, economic or social condition and sexual orientation".

Equality between men and women and non-discrimination in Programme will be fulfilled, by ensuring that no gender inequalities exist at the design, implementation, monitoring and evaluation stages.

The implementation of AdaPT, as any other public policy, acknowledges the importance of reducing gender inequalities as a structuring factor of social development. The reduction of inequalities between men and women concerns translated into the following:

- Ensuring that information about Programme AdaPT is clear and accessible to all people concerned, by providing the conditions to foster their participation;
- In the calls definition, conditions will be established to an active citizenship, regardless of gender.

  Applications from women and minorities will be encouraged;
- · Promote an equitable participation in the monitoring committee as well as in calls evaluation.

### 1.12 Project monitoring by the Programme Operator

The implementation of the projects approved in each call will be monitored by FPC and APA departments (as described on management structure - see 1.14.1 and Annex V), through periodic follow-up and review meetings with project promoters and through project reports.

The follow-up and review meetings will focus on:

- 1. verification of project progress and results, by comparison to the original project activity plan and deliverables
- 2. identification and analysis of operational aspects that could be potentially improved or corrected
- 3. identification of needs for modification in the original project proposal, namely in proposed activities, timing of activities or budget allocation
- 4. verification of financial execution of the project, including verification of the observance of the terms specified in the EEA Regulation and in the project promoter's contract.

For this purpose project promoters will be asked to present to the FPC every 4 months an interim report containing a description of the status of implementation of the project following a report template

previously defined on reference terms, including the definition of indicators and targets for different stages of project implementation. Whenever needed, APA and FPC will invite external experts to provide technical assistance.

The on-site monitoring visits will be another important tool not only to support accompanying project meetings with results and information in-situ but also to prevent or detect any case of suspected or actual irregularity. Therefore the level of complexity or risk significance will be the main criteria to select the projects for annual monitoring. The monitoring visits will be carried out by the relevant APA/FPC departments (see structure management chart) and/or by external experts.

A more detailed monitoring plan is provided in Annex III.

### 1.13 Information and publicity

Programme AdaPT establishes great important to communication of its efforts, and the financial contribution of EEA Grants and FPC, in the promotion of adaptation to climate change.

Several initiatives have been designed to ensure this objective throughout the duration of the programme. The Communication Plan, in accordance with the Article 4.7.2 of the Regulation, and the Regulations' Annex 4 'Information and Publicity Requirements' are presented in Annex IV.

### 1.14 Management

### 1.14.1 Management structure

The Programme manager is Agência Portuguesa do Ambiente, as manager of the Fundo Português de Carbono. The Fund's management team will be responsible for all financial aspects of the programme and for the coordination of project management: execution, control and project audit. FPC will also coordinate elaboration and submission of reports. An external team will be responsible for payments validation. This structure ensures the separation of functions foreseen in Article 4.7§(1)i) of the EEA Grants Regulation.

APA will provide technical support for programme AdaPT, mostly through the Climate Department and its Adaptation Division which will be in charge of the general technical assistance in all programme steps. The Financial and General Administration Department will assist mostly in payments accountability. Legal department of APA will be responsible for all legal support of Programme, in close articulation with NFP. The Communication Plan will be assured by APA's Communication Department.

Where needed to complement APA's structure and internal competences or to ensure the independence of certain procedures, outsourcing of certain tasks to external experts will be carried out.

A management committee for programme AdaPT will be created by APA's Board, including the representatives of the mentioned departments, which will be assisted by APA experts in all key areas, according to programme needs.

The Management Structure chart, including key functions and personnel involved in each department, is presented in Annex V.

### 1.14.2 Timeline

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### 1.14.3 Calls

The Programme will prepare 3 calls as listed and described below.

### **Local Adaptation Strategies**

This call will select a single project to address adaptation at local level. The aim is to improve capacity of municipal officers and to initiate the incorporation of adaptation considerations into the planning process at municipal level. The project will contribute to outcome 1 "Increased capacity to assess vulnerability to climate change" and will include the following components:

- Development and production of training materials on adaptation to climate change;
- Delivering and testing the training to environmental, spatial planning and civil protection officers in municipal and local services;
- Creation of assistance services to support the municipalities in the development of local strategies, including the creation of a network of involved officers for data and information sharing and the creation of a helpdesk to whom the officers can address questions about the development of their respective strategies;
- Development of Municipal Adaptation Strategies in pilot municipalities, covering a representative set of municipality types and local circumstances (urban and rural, costal and mainland, mountain and floodplains, etc.);
- Developing guidelines for Municipal Adaptation Strategies or for the mainstreaming of climate change adaptation into municipal spatial plans.

The total maximum budget for this call is 1,500,000€, co-financed by EEA (85%) and FPC (15%). The proposed grant rate for this call is 100%, justified by the absence of investment capacity by both public and private entities<sup>27</sup>. All cost categories identified in Article 7.3 will be considered eligible. Indirect costs will also be eligible in the terms described in Article 7.4§1b). The purchase of real estate and land, as described in Article 7.5, and the cost categories indicated in Article 7.6 will not be accepted.

<sup>&</sup>lt;sup>27</sup> Budget cuts in all public entities are forcing many entities to cut expenses down to the core of their activities and competences. "Extra" tasks or projects are being cut, due to lack of investment capacity. Additionally, both public and private entities are having extreme problems in receiving financing from the national financial institutions or are only capable of getting such credit at very high interest rates. Grant rates lower than 100% may seriously limit the response of potential project promoters to the calls.

Any of the eligible applicants foreseen in Article 6.2§1 of the EEA Grants Regulation can apply to this call.

Project proposals including one or more project partners from EEA Donor Countries will be positively discriminated.

The terms of reference for this call will include minimum publicity requirements, including the mandatory use of the EEA Grants, APA and FPC logos in all project materials and initiatives and the public indication of the amount of financing received from these entities. All materials and reports will be publically available.

The timing for all the calls is the same and is presented in section 1.14.2 Timeline above.

### Climate change education and award

This call will select a single project to address a better inclusion of climate change into the school curricula and extra-curricular activities. The project will contribute to outcome 2 "increase awareness of and education on climate change" and will include the following components:

- Development and production of one set of school education materials on climate change (mitigation and adaptation) for use by teachers and another for use by students (aged 13 to 17 years);
- Initial implementation phase in 20 pilot schools covering a representative set of municipality types and local circumstances (urban and rural, costal and mainland, mountain and floodplains, etc.), including delivering and testing the training to teachers and assisting teachers in their work with students;
- Creation and animation of a website / social network page for project experience sharing between participating schools;
- Feed-back and critical analysis of pilot phase and (as appropriate) make a proposal for national scale implementation
- Organisation of a climate change award. Participant schools will work with students and propose a
  concrete climate change measure for implementation in the school premises. A Climate Change Prize
  of 40,000€, an Adaptation Prize of 30,000€ and a Mitigation Prize of 30,000€, respectively to the best
  climate change proposal (adaptation and mitigation), the best proposal in the domain of adaptation
  and the best proposal in the domain of mitigation. Winning schools will use the award to implement
  the proposed measure in their respective school<sup>28</sup>.

The total maximum budget for this call will be 490,000€, co-financed by EEA (85%) and FPC (15%). The proposed grant rate for this call is 100%, justified by the absence of investment capacity by both public and private entities. All cost categories identified in Article 7.3 will be considered eligible. Indirect costs will also be eligible in the terms described in Article 7.4§1b). The purchase of real estate and land, as described in Article 7.5, and the cost categories indicated in Article 7.6 will not be accepted.

Any of the eligible applicants foreseen in Article 6.2§1 of the EEA Grants Regulation can apply to this call. Project proposals including one or more project partners from EEA Donor Countries will be positively discriminated.

The terms of reference for this call will include minimum publicity requirements, including the mandatory use of the EEA Grants, APA and FPC logos in all project materials and initiatives and the public indication of the amount of financing received from these entities. All materials and reports will be publically available.

The timing for all the calls is the same and is presented in section 1.14.2 Timeline above.

<sup>&</sup>lt;sup>28</sup> The implementation of the activities foreseen in the award will be done preferably as part of the project implementation. This possibility will have to be evaluated depending on project initiation and the conclusion date for the programme.

### Sectoral projects

This call runs under a small grants scheme and will select 4 to 10 projects (depending on budget of the approved projects) to support the development of studies or implementation of adaptation measures (demonstration projects or pilot activities) identified as relevant to improve capacity of sectoral groups of ENAAC.

The selection of projects under the small-grants scheme will be carried out following a set of common criteria and a set of sectoral criteria to be developed with the respective sectors. This process should ensure that the approved projects are closer to the real needs of the country and the implementation of ENAAC. In all cases, priority will be given to proposals that focus on vulnerability assessments and cost-benefit analysis and that address more than one sector.

The total maximum budget for this call will be 700,000€, co-financed by EEA (85%) and FPC (15%). The proposed grant rate for this call is 100%, justified by the absence of investment capacity by both public and private entities. All cost categories identified in Article 7.3 will be considered eligible. Indirect costs will also be eligible in the terms described in Article 7.4§1b). The purchase of real estate and land, as described in Article 7.5, and the cost categories indicated in Article 7.6 will not be accepted.

Any of the eligible applicants foreseen in Article 6.2§1 of the EEA Grants Regulation can apply to this call. Project proposals including one or more project partners from EEA Donor Countries will be positively discriminated.

The terms of reference for this call will include minimum publicity requirements, including the mandatory use of the EEA Grants, APA and FPC logos in all project materials and initiatives and the public indication of the amount of financing received from these entities. All materials and reports will be publically available.

The timing for all the calls is the same and is presented in section 1.14.2 Timeline above.

### 1.14.4 Project selection

### Selection process

The selection process will be carried out by a selection committee nominated by the Board of APA. The process will be carried out in 4 stages:

### Stage 1 – administrative and financial checking;

In this stage a verification of forms and the compliance with basic administrative and eligibility criteria will be carried out. All the applications that do not fulfil the requirements shall be rejected and applicants shall receive notice of that. All other proposals proceed for stage 2.

### Stage 2 - technical evaluation of projects;

In this stage projects will be scored based on their quality, according to predefined and published call selection criteria.

### Stage 3 – communication with project proponents and appeal process;

All the communications with applicants, will be in respect with the national law, namely CPA<sup>29</sup> including the cases where they can submit missing information after the closure of the call.

A preliminary decision will be communicated to all project proponents, including the score for each project. An appeal process will be created, following the applicable national law.

<sup>&</sup>lt;sup>29</sup> Code of Administrative Procedure, Decree-Law number 442/91 of 15th November

the the

EEA and Norwegian Financial Mechanisms 2009-14 / Programme proposal AdaPT/PT04

### Stage 4 - final decision

Projects will be selected and approved according to their final score and available budget to each call. In this stage a final ranked list of all approved and rejected project(s) will be made public, including the score of the winning project(s).

### Selection Criteria

As mentioned above, the selection process is based on a two stage approach. The selection criteria will be clearly defined on the terms of reference for each call, namely which and how the aspects will be scored and weighted in detail on the evaluation of applications. Below is an outline of such criteria, which will be further elaborated and adapted for each call.

### Stage 1 - administrative and financial checking

- 1. Administrative criteria all projects should be complete in terms of the documentation required and have used the project templates and procedures made available as call documentation.
- 2. Financial due diligence all project promoters and partners shall demonstrate to comply with basic financial criteria and to have the financial capacity to carry out the project. This includes, *inter alia*, a demonstration that no project partner has any debts to the state (taxes and/or social security).

The result of this stage is Boolean: projects are either refused or proceed to technical evaluation.

### Stage 2 – technical evaluation of projects

- 1. Technical Capacity (C) project promoters and project partners will be evaluated in terms of their experience and curricula, and existence of project partners from donor countries, scored from 0 (min) to 100 points (max).
- 2. Technical Quality (Q) project proposals will be evaluated based on a detailed grid of specific criteria, scored from 0 (min) to 100 points (max). This includes, *inter alia*, the respect for the terms of reference of the call, the quality of the proposal, the approach followed for each of the proposed actions.
- 3. Grant requested (G) based on the adequacy of the budget proposed to the proposed activities, scored from 0 (min) to 100 points (max).

The final score for each project will be calculated as a weighted sum of the above indicators, according to the equation:

$$Score = C \times 20\% + Q \times 70\% + G \times 10\%$$

In accordance of article 6.5, paragraph 3, the score of eligible proposals (stage two) will be done by at least two experts of the team separately. Where the scores differ by more than 20 points, a third expert will evaluate the proposal. The project score will be determined as the average of the two closest scores.

All eligible project applications for each call will be listed and ranked in accordance with their final score.

### **Selection Committee**

A selection committee will be established for each call, through a nomination by the President of APA.

FPC will carry out the administrative and financial checking foreseen in stage 1, while for stage 2 the selection committee will, as a minimum, be composed of:

- One expert of FPC, who presides
- One expert of APA/Climate Department
- One expert of DSB
- Three external experts

- One with recognized general expertise on adaptation
- One from the public administration with competences on the matters under evaluation on each call
- One from the civil society (e.g. University, NGO) with competences on the matters under evaluation on each call

At this point in time we foresee the use of one external expert to assist the whole selection process and another external expert for each call. For the call "Local adaptation Strategies" the external expert may come from the General-Directorate of Territorial Development (DGT), a public administration body responsible for national territorial development policy. For the call "Climate change education and award" the external expert may come from Ministry Education and/or from a Public Teachers Association. For the call on "Sectoral projects", we foresee that more experts may be needed, as the number and spectrum of sectors will be larger. In this case the choice of the external experts will depend on the sectorial projects proposed on the call, but the presence of relevant expertize will be assured in all cases.

The choice of experts for the selection committee will, in all cases, ensure the impartiality and independence of internal and external experts in relation to any of the project promoters or project partners.

The National Focal Point and the Financial Mechanism Office will also be invited to participate on selection committee meetings as observers, in accordance of article 6.4§2 of the EEA Grants Regulation.

### 1.14.5 Financial management

FPC will prepare a procedures manual, designed to comply with the EEA Grants Regulation and any subsequent guidance by the NFP, covering namely:

- the verification that the expenditure declared by the Project Promoters has actually been incurred and complies with the regulation, the programme agreement as well as applicable national and European Union law;
- the verification that the financial contribution is used exclusively for the purpose of the programme;
- establishing requirements of transparency and availability of documents;
- ensuring that the Certifying Authority receives all necessary information on the procedures and verifications carried out in relation to expenditure for the purpose of certification;
- drawing up and submitting the interim financial reports, the annual program report, the final program report and reports on interests;
- submitting to the Certifying Authority a forecast of likely payment applications necessary for the Certifying Authority to fulfil its obligations;
- ensuring that the FMC and the National Focal Point is upon request, and within reasonable time, provided with all documents and information related to the implementation of the program and its projects;
- defining rules on the eligibility of in-kind contribution, according to the EEA Regulation.

Regarding payments to the project promoter, the following rules will apply:

- FPC will set a deadline after the reception and verification of the invoice to make the respective payment, as well as a maximum deadline for the verification of the invoices;
- FPC will sub contract the service of verification of payment claims to an independent entity in order to guarantee the independence of this process.

Concerning monitoring systems, the program operator will develop a system for recording and storing all accounting records for each project and to ensure that the relevant data on project implementation

required for financial management, reporting, monitoring, verifications, audits and evaluation are collected. Moreover, the contracts with project promoters will require that the project promoters maintain either a separate accounting system or an adequate accounting code for all transactions relating to the project.

Finally, FPC will ensure the establishment and maintenance of a separate bank account dedicated to Programme AdaPT. According to national rules this account can only be established in IGCP (Portuguese Treasury and Government Debt Agency)<sup>30</sup>.

Regarding interest, the only vehicle available in national law applicable to Public Administration entities are "CEDIC applications". However this mechanism is only available for specific uses of the funds and is not viable for application in this programme. Therefore, FPC foresees that no interest will be generated from these funds.

### 1.14.6 Modification of projects

Changes to the approved proposals and contracted projects will be kept to the minimum. However, changes to activities and or on the timing for specific activities may need to be adjusted during project development. Following current practice of APA and FPC with other projects, any modifications shall be duly justified and analysed on case-by-case basis. Modifications can only be implemented if previously accepted by APA and FPC and recorded as an annex.

As a general rule no modification is possible if it compromises the main project outputs or objectives or doesn't respect budget limits adopted in the original contract. These conditions shall be included in the contracts signed between the project promoter and FPC.

### 1.15 Budget

### 1.15.1 Budget headings

		Eligible exp	enditure			4
	EEA FM (a)	National co- financing (b)	exper	eligible diture a)+(b)	Non-eligible expenditure (d)	Total expenditure (e) = (c) + (d)
	€	€	E	% of total	€	€
Programme management	300,000	52,941	352,941	10,0%	0	352,941
Increased capacity to assess vulnerability to climate change	1,870,000	330,000	2,200,000	62,3%	0	2,200,000
Increased awareness of and education in climate change	756,500	133,500	890,000	25,2%	o	890,000
Funds for bilateral relations	58,500	10,324	68,824	2,0%	0	68,824
Complementary action	0	.0	0	0,0%	0	0
Preparation of Programme proposal	15,000	2,647	17,647	0,5%	. 0	17,647
Reserve for exchange rate losses	0	. 0	0	0,0%	0	0
TOTAL	3,000,000	529,412	3,529,412	100,0%	. 0	3,529,412

<sup>&</sup>lt;sup>30</sup> The public entity responsible for the cash and direct debt management of the Portuguese Central Government, in accordance with Decree-Law no.273/2007, of 30 July

### Annual breakdown of the EEA Financial Mechanism contribution

Budget heading	2012	2013	2014	2015	2016	2017	Total
Programme management	0	100,888	62,263	62,262	74,588	0	300,000
0703 – Increased capacity to assess vulnerability to climate change	0	187,000	748,000	748,000	187,000	0	1,870,000
0704 – Increased awareness of and education in climate change	0	75,650	302,600	302,600	75,650	0	756,500
Funds for bilateral relations	0	32,175	20,475	5,850	. 0	0	58,500
Complementary action	0	0	0	0	0	0	0
Preparation of Programme proposal	15,000	0	0	0	0	0	15,000
Reserve for exchange rate losses	0	0	. 0	0	0	0	O
TOTAL	15,000	395,713	1,133,338	1,118,713	337,238	0	3,000,000

### Detailed budget for the management costs of the Programme Operator

Cost category 20	12 2013	2014	2015	2016	2017 Total
Preparation of Programme implementation	51,691		77 1. FF		51,691
Project appraisal and selection	25,000			N 255 54	25,000
Payment claim verification, transfer of payments	1,500	29,250	29,250	9,750	69,750
Monitoring of projects	3,000	16,000	16,000	13,000	48,000
Audits and on-the-spot verification of projects		14,000	14,000	10,000	38,000
Promotion and information	27,500	4,000	4,000	35,000	70,500
Reporting to donors and national authorities	9,000	9,000	9,000	19,000	46,000
Establishment and operation of bank accounts	1,000	1,000	1,000	1,000	4,000
Overheads					
Total	118,691	73,250	73,250	87,750	352,941

### **Detailed budget for preparation of Programme proposal**

Cost category	Units	Unit cost	- Amount (€)
Consultancy (adaptation expert)	1	17,000	17,000
Total			17.000

### 1.15.2 Advance payment

Budget heading	Advance requested (£)
Programme management	51,691
0703 - Increased capacity to assess vulnerability to climate change	0
0704 – Increased awareness of and education in climate change	0
Funds for bilateral relations	0
Complementary action	0
Preparation of Programme proposal	17,647
Reserve for exchange rate losses	0
TOTAL	69,338

### 1.16 Overview of annexes to the Programme proposal

- I. List of abbreviations
- II. Information on pre-defined project
- III. Monitoring plan
- IV. Communication Plan
- V. Management structure chart
- VI. CVs of key personnel

### 1.17 Signatures

### For the Programme Operator

I certify that I am duly authorised to sign this proposal on behalf of the Programme Operator, that I have thoroughly reviewed all statements and information provided in this proposal and that they are correct and accurate. I confirm that this Programme will be carried out as described in this proposal and that the grant requested reflects correctly what is reasonably needed as a minimum for the Programme to proceed and to be completed.

I accept that the FMO may publish a summary of this Programme proposal on its website and that the proposal may be subject to disclosure under the Freedom of Information Acts of the EEA EFTA states.

Name	Nuno Lacasta			
Position	President of APA / Manager of FPC			
Organisation	Agência Portuguesa do Ambiente / Fundo Português de Carbono			
Signature		S		
	Day Mo		Year	
Date	24	October	2012	

### For the Programme Partner

I certify that I am duly authorised to sign this proposal on behalf of my organisation, and that this organisation agrees to participate in the implementation of this Programme. I have thoroughly reviewed all statements and information provided in this proposal, and they correctly and accurately describe my organisation's roles and responsibilities towards this Programme.

Name	Karl Kerner					Elisabeth Longva			
Position	Senior Adviser/EEA-Grants Coordinator  Norwegian Directorate for Civil Protection			ts Head of Section, Regional and L Management			na ang katama kenggaran basa Malaha, ika basah na katama kana basah ang kanana kanana kanana kanana kanana kan		
Organisation					Norwegian Directorate for Civil Protection				
Signature	Z	1 %			R)X	بولامي	Mensi		
	Daγ	Month	Year		Day	Month	Year		
Date	24	October	2012		24	October	2012		

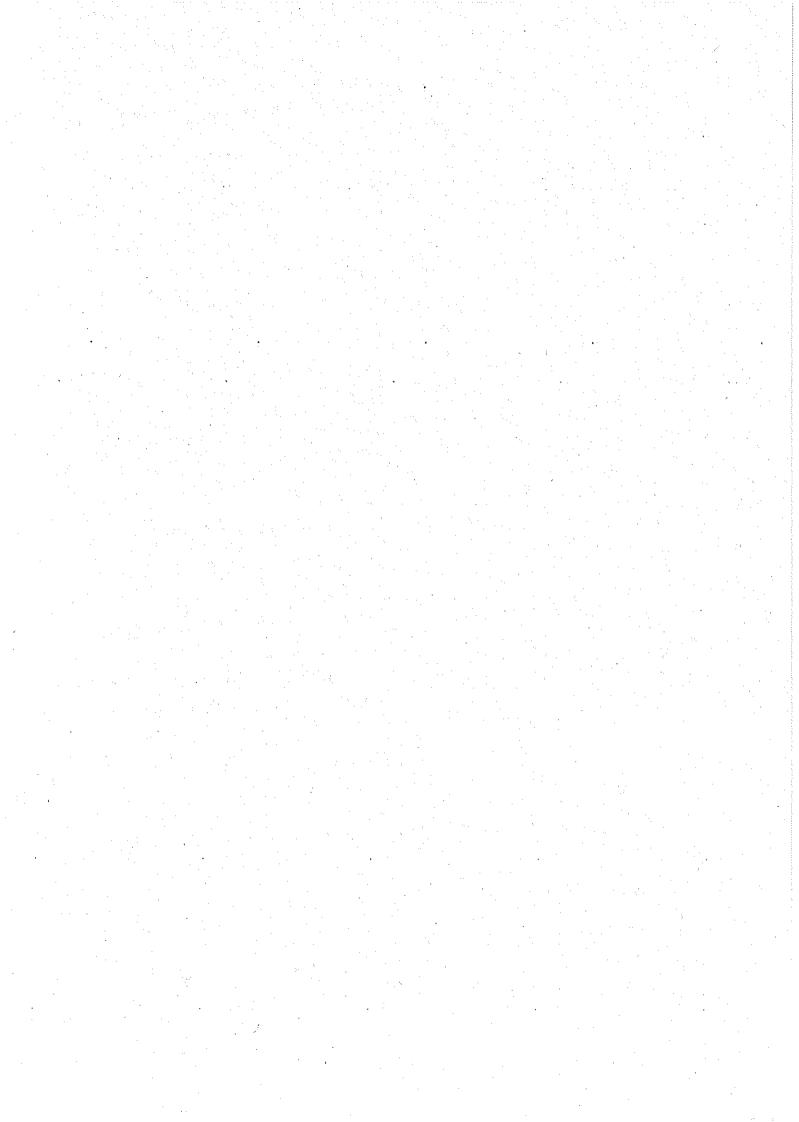
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#### For the National Focal Point

I certify that I am duly authorised to sign this Programme proposal on behalf of the National Focal Point, that I have reviewed all statements and information provided in this proposal and that I confirm that it is in accord with the Memorandum of Understanding.

				Opt	ional second s	ignature
Name	•				,	
Position						
Organisation		•		,		
Signature		,				· ·
	Day	Month	Year	Day	Month	Year
Date						



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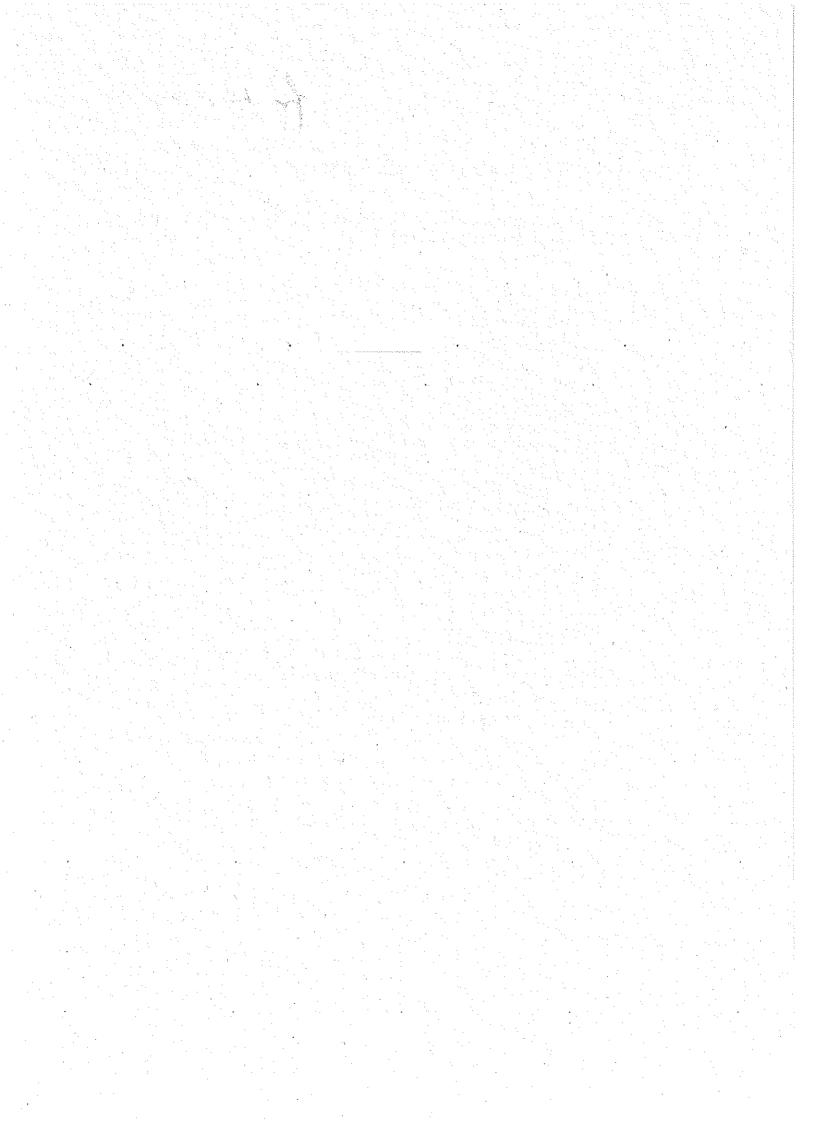
# Annex I – List of Abbreviations and Acronyms

Official Journal of the European Union

OJEU.

The abbreviations and acronyms listed below have been used in this Programme Proposal. Where relevant, a legal reference is also presented.

	실험하는 사람들은 그는 것이 없었다. 현실 사람들이 있었다. 현실 사람들이 되었다.
APA	Agência Portuguesa do Ambiente (Portuguese Environment Agency) Decreto-Lei № 56/2012 de 12 de Março
ССР	Código de Contratação Pública (Code of Public Contracts) Decreto-Lei № 18/2008 de 29 de Janeiro
СРА	Código de Procedimento Administrativo (Code of Administrative Procedure) Decreto-Lei Nº 442/91 de 15 de Novembro (actualizado)
DGT	Direção-Geral do Território (General-Directorate for Territorial Planning)
DSB	Direktoratet for Samfunnssikkerhet og Beredskap (Norwegian Directorate for Civil Protection)
ENAAC	Estratégia Nacional de Adaptação às Alterações Climáticas (National Strategy for Adaptation to Climate Change) Resolução do Conselho de Ministros № 24/2010 de 1 de Abril
FPC	Fundo Português de Carbono (Portuguese Carbon Fund)
IGCP	Instituto de Gestão da Tesouraria e do Crédito Público (Portuguese Treasury and Government Debt Agency)
IPMA	Instituto Português do Mar e da Atmosfera (Portuguese Institute for the Sea and the Atmosphere)
MAMAOT	Ministério da Agricultura, do Mar, do Ambiente e do Ordenamento do Território (Ministry of Agriculture, Sea, Environment and Spatial Planning)
MoU-PT	Memorandum of Understanding between the Republic of Portugal, Iceland, the Principality of Liechtenstein and the Kingdom of Norway, for the implementation of the EEA Financial Mechanism 2009-2014 in Portugal Signed in Sintra on the 28 <sup>th</sup> of March 2012
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# Annex II - Pre-defined Project "Local Warming" website

Following the adoption of the MoU-PT a pre-defined project has been identified by FPC in accordance with Article 5.5, paragraph 1<sup>1</sup>, which will have an important contribution to all the activities developed under Programme AdaPT.

As specified in Article 5.5, paragraph 2, the information on this pre-defined project is provided below.

# 1.1 Background and Justification

The IPCC 5<sup>th</sup> Assessment Report (AR5) is in its final stages of preparation, with the 2<sup>nd</sup> review, final approval and publication planned for 2013. Climate change scientific publications since 2006, with findings likely to be included in AR5, reveal a new generation of climate models, based on a better representation of physical processes, increased spatial resolution (compared with AR4), a larger number of models with an improved representation of biogeophysical cycles, more sophisticated validation of results against in-situ and remote sensing observations, and generally more accurate results. The diversity of models and representation of physical processes has increased. In addition, many model groups (e.g., Hadley Centre, Max Planck Hamburg, EC-EARTH, and NCAR CCM5) were able to collect much larger ensembles of single models, with a better sampling of internal variability, a better signal to noise ratio, therefore increased detectability of climate change. Super-ensembling, i.e., ensembles of ensembles, will combine several hundred simulations, with better characterization of uncertainty when compared to AR4. A higher level of coordination of regional climate models, especially with the WMO sponsored CORDEX project, facilitates the collection of a larger group of regional scenarios for any given region. CMIP5 archives (storing results of the global simulations) and other regional counterparts will benefit of much better metadata, with a more detailed description of simulations characteristics.

The set of simulations coordinated by CMIP5 is much wider, addressing newer policy relevant issues. In particular, there is a special set of simulations designed to assess decadal and 30-year predictability, of topical importance for policy decisions affecting the next generation.

In parallel to the above mentioned science, modelling and model coordination initiatives, the impacts and adaptation initiatives in the last 6 years have grown exponentially. We have seen greater awareness of climate change and increased number of examples of the use of realistic and higher resolution scenarios on sector specific impacts (energy, floods, drought, water resources, agriculture, biodiversity, health, tourism, etc.). Such activities involve the scientists and key players in each sector in order to find relevant indicators, allowing the planning of adaptation measures. There are several large EU funded consortia, with European wide projects (e.g. FP7 EUPORIAS) devoted to demonstrate the usefulness and application of results of climate simulations and its impacts. At a national level, there are detailed national efforts (e.g., ENAAC for Portugal), with a focus gradually moving towards addressing the next decade and the period 2010-2040.

<sup>&</sup>lt;sup>1</sup> Of Regulation on the Implementation of the European Economic Area (EEA) Financial Mechanism 2009-2014

Finally, the geographical position of Mainland Portugal, its climate, and economic activities makes society particularly exposed to specific vulnerabilities: (a) Drought and interannual variability, (b) Water quality and interannual variability; (c) Change in precipitation and temperatures and their impact on agriculture, with specific sectors, like wine and orchards; (d) Changes in precipitation/temperatures and impacts on forest production, with potential large impacts on the paper mill industry; (e) Atmospheric humidity, soil and vegetation water, and its impacts on the occurrence of fires; (f) Changes in wind prevalent regimes, on cloudiness, or on streamflow and impacts on the energy sector. These are just a few examples of relevant sectors.

#### 1.2 Objective and Expected Outcomes

The project "Local Warming" aims to create an easy gateway to a systematised collection of data and information for use by all projects under Programme AdaPT and for adaptation practitioners in Portugal. It will compile, produce and disseminate valuable and scientific past and future climatic information and indicators, processed in a user friendly way and made available to the public.

This project contributes to outcome 2 of Programme Adapt "increased awareness of and education in climate change".

No project partners from EEA donor countries have been identified so far. However, it is IPMA's intention to try and find suitable project partners during the project's early phases.

The following phases and expected outcomes are foreseen:

 Review of adaptation and climate national sites. The objective of this phase is to learn from other websites with similar concerns and objectives and establish a benchmark on which to develop the project.

Expected outcomes: (1) Report on the review of websites (A1).

Identification of user needs. Sectoral representatives of ENAAC will be consulted to identify
the type and format of the information required for their particular needs. The compilation
and analysis of this information will determine the climatic indicators that will be made
available during the project.

Expected outcomes: (1) List of indicators identified by users (B1); (2) List of indicators to be made available by the project (B2).

3. **Prototype website**. This phase will include the design of a user-friendly interface; the creation of a minimal dataset for testing the website; and a test with selected beta-users.

Expected outcomes: (1) Prototype website (C1); (2) Report containing user comments (C2).

4. Final website design. Correction of the prototype design (addressing bugs and concerns expressed by the beta-users).

Expected outcomes: (1) Final website (D1).

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5. Production and preparation of the scientific information. This phase addresses the processing of past climatic data and IPCC AR5 climate projections data for dissemination via the web site. It will involve all the calculations necessary for the disaggregation of data at NUTS3 level and at different time periods, and the estimation (where relevant) of aggregated indicators (e.g. drought, fire weather risk, etc.). When possible, temperature and precipitation from each current climate simulation will be compared against IPMA climate datasets, to evaluate model quality.

Expected outcomes: (1) 1<sup>st</sup> interim report and beta version of a subset of indicators including user feedback (E1); 2) 2<sup>nd</sup> interim report and beta version of a subset of indicators, including user feedback (E2); 3) Report on data treatment and final indicator values (E3).

6. Release of "Local Warming" website. Finally, the website will be made available to the general public.

Expected outcomes: (1) Website; (2) Press release; (3) Website release seminar/press conference; (4) Project leaflet.

 Monitoring of project impact and success. The project success and website usage will be monitored (using tools like Google analytics or similar) and the quality of the site through user surveys.

Expected outcomes: (1) Report on website use and user assessment.

Throughout the project implementation, the use of the EEA Grants and FPC logos in all project materials and initiatives and the public indication of the amount of financing received from these entities will be ensured. All materials and reports will be publically available. The website will be available in the Portuguese and English versions.

#### 1.3 Information on Project Promoter

The work described here will be performed by IPMA, in collaboration with Instituto Dom Luiz (IDL, an Associated Laboratory of the University of Lisbon).

IPMA, is a State Laboratory whose mission is to promote R&D activities in science and technology in the following areas: marine natural resources, aquaculture, marine biology, geophysics and marine geology, meteorology, and climate. IPMA is the Portuguese National meteorological Service (NMS) and took over the role and responsibilities from the former Meteorological Institute. In the field of atmospheric sciences, IPMA has the following goals: Monitor weather and climate in Portugal, including weather forecasts and warning systems, operate and maintain the network of national meteorological stations, and develop R&D in the fields of meteorology, climate and climate services. IPMA has about 500 workers, including 110 researcher scientists. IPMA holds the portuguese climate records; and recently assembled AR4 climate simulations' results over the Iberian Peninsula. IPMA researchers contributed to the detailed assessments of climate change in Portugal, with involvement in the production of two reports - SIAM (2002) and SIAM II (2005). IPMA is involved in project ECEARTH, in partnership with the University of Lisbon, and contributed to model development and production of scenarios for CMIP5. IPMA was also involved in a project to characterise changes in the Iberian climate, financed by the Portuguese Science and Technology Foundation and the former Portuguese Committee for Climate Change. IPMA regularly meets with public and private users to establish needs for climate services and is associated with AEMET in the Iberian Centre for Climate Change Services (CISCLIMA). IPMA is a member of the coordination group of ENAAC. Fátima Espírito Santo, Head of Climate Division at IPMA is the IPCC focal point. She has attended most of the UNFCCC meetings since Rio, as part of the Portuguese delegation. Pedro Viterbo was part of the Portuguese delegation at the Bali UNFCCC meeting, 2007, representing the Ministry for Science and Technology.

Relevant projects in the area of climate change include recently:

- FP6 WATCH, led by CEH, Wallingford,
- FP7 EUPORIAS, led by Hadley Centre, 2012-2015
- Project leader of AMIC, financed by FCT
- ECEARTH (led by KNMI)
- GMES (geoland and geoland-2, for GMES land global; MACC-II for GMES atmosphere)
- ECEARTH-PT (financed by FPC to support production of global and regional scenarios)

IPMA will coordinate the project, design and host the portal, host the database, collect and process the relevant data, and be responsible for the definition of a subset of indicators.

IDL is a research centre that quantitatively studies most of the important components of the Earth System. It combines analytical studies, data analysis, observational activities and modelling focusing on a wide range of processes including the structure of the deep Earth, surface processes, atmospheric processes and natural hazards at or near the Earth surface. UL-IDL aims to be a national nucleus of scientific activities and an educational platform of high-level research and teaching, providing a stable base for European partnership in major research initiatives in these areas. UL-IDL organization relies on a Scientific Council, grouping all researchers, which are organized into 10 research groups, each one led by a senior researcher. The ultimate goal of UL-IDL is to develop physics based tools to study Earth processes. These tools combine theoretical approaches, numerical and physical modelling, and a range of applications that go from the global scale earth processes to local scale environmental problems. UL-IDL research activity is combined with an active commitment to conduct post-graduate and graduate teaching. UL-IDL maintains a number of laboratory facilities at Lisbon University, including a cluster for numerical modelling, an experimental tectonics lab, a rock magnetic lab, mobile arrays of seismic sensors and a series of high quality instruments.

**IDL** will collaborate with IPMA in the collection and processing of relevant data, in the definition of the design of the portal, and will define a subset of indicators.

#### Short profile of key personnel

Dr. Pedro Viterbo (IPMA): Head of the Meteorology and Geophysics Department, which includes a team of more than 25 researchers working on remote sensing of land surface parameters, climate change, paleoclimate, and limited area ensemble prediction. Between 1986 and 2005 he was a researcher at ECMWF, where he acquired substantial experience in Numerical Weather Prediction, land surface modelling and surface data assimilation, reanalysis, and applications of remote sensed data in hydrology. He has the following experience: Project Officer at ECMWF for the EU FP5 projects ELDAS and GEOLAND; Project Officer at University of Lisbon for EU FP6 project WATCH, 2006-2011; Project Leader of the Portuguese Science Foundation projects BRIEF, on Ensemble Forecasting, and AMIC, on climate modelling and climate scenarios production; Project Officer at IM for the European consortium EC-EARTH, for the development of a climate system model; Project Manager at IM, for the LSA SAF. Dr. Viterbo is also affiliated with the University of Lisbon where he has taught post-graduate students and

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regularly supervises MSc and PhD students. He has co-authored 75 widely effed papers in leading scientific journals. Review Editor of Chaper 2 (Observations) of the IPCC AR5 projects.

**Dr. Mariana Bernardino (IPMA):** Currently working on climate modelling, dealing with IPMA CMIP5 simulations performed with EC-EARTH consortium. Between 2003 and 2009 she was a research scientist in an ocean wave modellers group at Instituto Superior Técnico, Lisbon, where she participated in several national and EU research projects. She joined IM (currently IPMA) in 2010, starting to work on climate modelling. Dr. Bernardino teaches undergraduate meteorology at a Technical Institute in Lisbon. She has co-authored 4 scientific papers in scientific journals.

**Prof. Pedro Miranda (IDL):** Head of the Atmospheric and Climate Modelling group at UL-IDL, and head of Department at the University of Lisbon. He has led the climate team in the two Portuguese climate change assessments (SIAM, 2001, and SIAM2, 2006), interacting with a multidisciplinary team in many areas of climate impacts. He has participated in three European Projects (GITEC, GITECTWO, EUROCS), and leads one of the Portuguese groups in the European EC-Earth climate modelling consortium. He has coordinated several Portuguese research projects in the area of Meteorology and Climate. He has co-authored 50 papers in leading scientific journals.

#### 1.4 Results of Feasibility Studies

Not applicable.

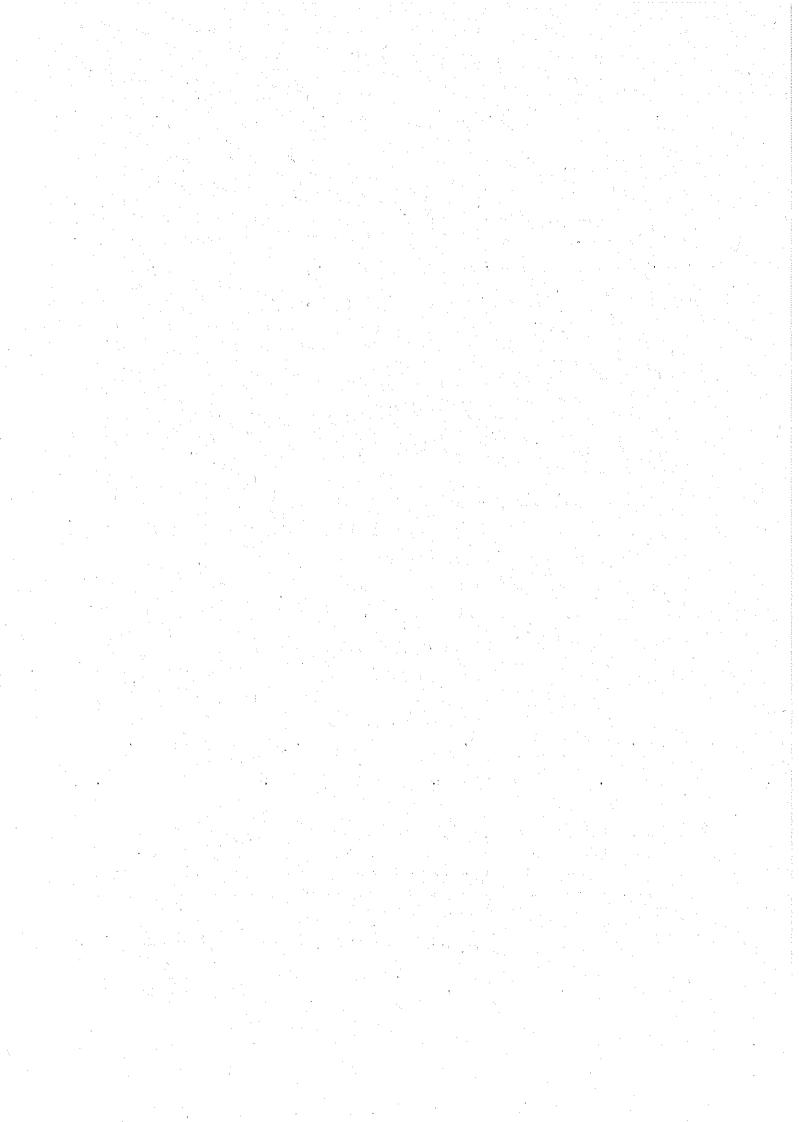
# 1.5 Timetable for Implementing the Project

The timeline for the implementation of the project is presented in the table below.

Twefa   Dinominação   Pesson/més   Pesson   Pe	2015 2015 2015 2015 12 1 2 3 4 3 6 7 8 8 10 11 12 1 2 9 4 21 22 24 25 26 27 28 29 30 31 31 31 34 35 36 37 32
Verefa	
WP2 Another of deligitation and elimite 2.00 Aria PD1 Another light and elimite 2.00 Aria PD1 WP2 Identification of view needs 3.00 PV PO1, Mill, PAX	23 24 25 26 27 28 29 30 31 31 33 34 15 36 37 38
WP1 Andrew of Adaptation and chimate 2.00 Mat PD1  WP2	
Control Was	
WF3 Prototype website 4.00 M8 F03, P02, P03	
82/02/2007/200	
WP4 (us) who see design 180 Ps4 8PD3	
WPS Preduction and preparation of the TBC MB PD1, PD2, PD2, PM, PV (sheatfle Information)	
WP6 Anicase of "Local Warming" website TEC PV A48, PA4, PO2	
WFF7 Maniforing of project Impact and TBC Aria BPD1	

## 1.6 Financing Plan

	Human Resources Hardware		/are	Services					
	Description	Duration	Percent time	Cost	Description	Costs	Description	Costs	
	PD1	36	100%	69,653 €	Storage	46,800 € Si	te design, database and graphics	30,000 €	1
IPMA	PD2	24	100%	34,826 €	Controller	9,660 € Tr	aining of IPMA personnel	1,500 €	i
	Researcher	36	50%	52,028 €			•		<b>!</b> `
IDŁ.	PD3	36	100%	69,653 €	Storage	36,000 €			1
1556	<b>L</b>				Controller	9,600 €			ı
EEA	1				······································				1
partner*	EE1	4	100%	40,000 €					1
Total				266,159.92 €		102,000.00 €		31,500.00 €	399,659.92



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# Annex III - Monitoring Plan

This annex provides the details about the monitoring plan foreseen at Programme Operator (PO) level to accomplish its responsibilities as described in article 4.7, paragraph 1, subparagraph c), f) and e) of the Regulation on the Implementation of the European Economic Area Financial Mechanism 2009-2014.

It follows the Annex 9 of the Regulation, the Programme Operator Manual (POM).

The implementation of the projects approved in each call will be monitored by FPC and APA departments (as described on management structure - see 1.14.1 and Annex V), through: project reports; project reviews; and project visits.

- 1. The **project reports** will be produced by the project promoters and will focus on:
  - describing the current status of progress of the project including, as appropriate, information on project indicators, targets and deliverables produced, and on communication and publicity requirements
  - o identification of deviations from the original project proposal, including timelines and budget, and suggestion (if needed) of project contract amendments
  - o submission of payment claims and proof of expenditure
- 2. The **project reviews** will be conducted as meetings between FPC/APA and project promoters and will focus on:
  - o verification of project progress and results, by comparison to the original project activity plan and deliverables
  - identification and analysis of operational aspects that could be potentially improved or corrected
  - o confirmation that public procurement requirements are being followed
  - o identification and decision of needs for modifications in the original project proposal, namely in proposed activities, timing of activities or budget allocation within the project
  - o verification of financial execution of the project, including verification of the observance of the terms specified in the EEA Regulation and in the project promoter's contract.
- 3. The **project visits** aim to prevent or detect any case of suspected or actual irregularity. Project visits will be conducted on the site(s) of the project and will focus on all or some of the following activities:
  - o observation of project activities (e.g. training session, school activities)
  - observation that communication and publicity requirements are being correctly implemented
  - o confirmation, as appropriate, of the existence of the works, equipment, materials produced by the project, their quantities and use
  - o financial audits

Specific project indicators, outputs and deliverables will be detailed in each project contract, including the timing for their delivery, to facilitate progress monitoring and reporting by project promoters and by FPC and APA. Therefore and as foreseen in the Programme Operators' Manual, the monitoring plan will have to be further elaborated and revised every year.

The frequency of monitoring activities will be adjusted to the complexity of the project(s), the size of the financial contribution of the programme to the project(s) and the risks and eventual problems identified following contract signature and during project implementation.

A minimum frequency is identified in Table 1.

Table 1: Expended frequency of monitoring activities and number of reports, reviews and visits foreseen in programme AdaPT

	Minimum frequency	2013	2014	2015	2016
Project Reports	3 / year	2	27-39	27-39	9-13
Project Reviews	2 / year <sup>1</sup>	. 1	6	6	3
	1/year²	Q	6-10	6-10	6-10
Project Visits	3 / project <sup>1</sup>	0	3	3	3
	1 / project <sup>2</sup>	0	2-4	2-4	1-2

<sup>&</sup>lt;sup>1</sup> "Local Warming Website"; "Local Adaptation Strategies"; "Climate Change Education and Award"

<sup>2</sup> "Sectoral projects". It is assumed that the programme will finance from 6 to 10 projects under the small grants call.

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#### Annex IV - Communication Plan

This annex provides the details for the application of the communication plan as foreseen in article 4.7, paragraph 2, of the EEA Grants Regulation and follows the format and structure provided in the guidance "Developing a communication plan for programmes under the EEA Grants / Norway Grants 2009-2014".

# 1 Strategic overview

The communication plan for Programme AdaPT was developed to ensure the widest possible dissemination of the Programme objectives and the contribution of EEA Grants to that end. It is designed to evolve as the programme is implemented. The Department of Communication of APA will be responsible for its implementation, building on their significant experience in organising and implementing the type of events and actions foreseen below.

The communication plan at programme level was developed to guarantee the highest possible quality of project promoters; to facilitate and establish the cooperation channels for maximising the possibilities for projects run under partnership agreements; and to maximise impact of the projects financed. The plan was designed to be carried out in combination with the publicity requirements of project promoters and will target mostly the potential or actual project promoters relevant to each call; the potential or actual partners from Donor Countries and the General public and adaptation practitioners.

# 2 Situation analysis

The following table presents an overview of our self-assessment of the proposed communication plan.

Table 1: SWOT analysis of the communication plan

Strengths	Opportunities
Strong Internal Know How:  APA's communication department experience in the organisation of events, seminars and conferences.  Experience of APA in information sharing via web and media.  Experience of FPC in financing projects on climate change.	Links between climate change and natural disasters (e.g drought, fires) are being made more frequently in the media. This creates opportunities for adaptation communication.  Exposure to weather risk is easy to understand and people easily relate to those messages.  Positive stories and examples can create public support of adaptation projects at national level that can be replicated and expanded in the future.
Weaknesses	Threats
Bureaucratic difficulties due to the reform process APA is going through.	Low coverage of media on environmental issues in general (especially on "positive stories"); There may be limited use of the information provided by the programme.
	Current economic and financial circumstances of the country that may limit the interest/attention of the public for these issues.

# 3 Objectives

The communication plan at programme level was designed bearing the following objectives in mind:

- 1. Guarantee the highest possible quality of project promoters, through extensive outreach to the largest possible number of potential applicants for each of the calls
- 2. Establish the cooperation channels for maximising the possibilities for projects run under partnership agreements
- 3. Maximise impact of the projects financed by giving them as much visibility as possible and by making their outputs available to the public and interested stakeholders

The communication actions at programme level should be carried out in combination with the publicity and communication requirements of project promoters, which contribute mostly to our third objective.

Table 2 (see chapter 6 "Tactics" below) presents an overview of the main information and communication initiatives that programme AdaPT will implement.

#### 4 Audiences

Programme AdaPT's communication strategy is targeted at 3 different groups. The involvement of each of these groups and the communications initiatives designed for each of them is described below in Table 2.

#### Group 1 - potential or actual project promoters relevant to each call

The success of the programme ultimately depends on its capacity to attract high quality project promoters that are able to deliver on the calls objectives and expected outcomes.

As foreseen in Article 6.2 of the regulation, the calls under Programme AdaPT will be open to any entity, public or private, commercial or non-commercial and non-governmental organisations established in Portugal that provide good guarantees to have the competences required for each call.

#### Group 2 - potential or actual partners from Donor Countries

The bilateral relation and cooperation with DSB has been very helpful on preparation of the programme proposal and on giving information of potential partners from donor countries. At this stage we think that it will be possible to facilitate partnerships at project level.

An appendix to this annex provides an initial list of the potential partners for each of the programme areas / calls that have already been identified.

#### Group 3 - General public and adaptation practitioners

In the long run, the need to implement adaptation measures will have to be understood by all citizens, in particular those who are in better position to make decisions that affect large numbers of people.

An important target group for Programme AdaPT's communication plan is therefore all potential adaptation practitioners, including municipality officers and planners and the business community. At citizen level, students and teachers' families, all citizens interested and NGO's will be particularly targeted.

# 5 Messages

The following key messages constitute the basis of our communication and implementation strategy for Programme AdaPT:

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Message 1: Climate Change is happening today and will get worse tomorrow.

Providing accessible data and communication materials for the public and decision makers on the observed and projected trends of climate change is fundamental in raising awareness and building capacity to act on climate change.

The programme gives high priority to this need through the website "Local Warming" (pre-defined project), the education on climate change call and the training programme for municipalities.

#### Message 2: Adaptation to climate change is inevitable.

Climate Change will have strong impacts on Portugal and on most sectors and activities. Although a lot can and will be done to mitigate climate change (reduce emissions), adaptation to the effects of climate change is inevitable.

Exposure to climate and weather risks is not as widely understood by citizens and decision makers as it should be. The vulnerabilities and exposure to climate change need to be better understood, including the consideration that the territorial diversity of the country implies differences in vulnerability and exposure, and the diversity of answers adapted to local conditions and the available information needs to be shared and disseminated.

The small grants scheme will contribute to this aim, by providing opportunities to close important information gaps in several sectors.

Message 3: Municipal spatial planning and municipal actions are pivotal in adaptation success Central government can and should create the enabling conditions for climate change adaptation to be better understood across sectors. However, most of the "hands-on" work on adaptation involves spatial planning at local level. Bringing the municipal level to a high level of knowledge and intervention capacity on adaptation is fundamental for success in adaptation efforts. Programme AdaPT dedicates its largest project to this aim.

#### 6 Tactics

The communication plan for Programme AdaPT is developed to ensure the widest possible dissemination of the Programme objectives and the contribution of EEA Grants to that end. It is designed to evolve as the programme is implemented.

In its early stages, the programme will aim mostly at making itself known to potential users, both in Portugal and in EEA Donor Countries. As projects are approved and implemented, a stronger emphasis will be given to publicise the financed projects and their results.

Throughout programme implementation information to the general public and adaptation practitioners will also be provided.

A final conference/seminar will bring together all supported projects and make their results better known to the public. This conference will complement, add value, and provide programme level coherence to the communication efforts of the projects themselves.

The Department of Communication of APA will be responsible for the implementation of Programme AdaPT Communication Plan, building on their significant experience in organising and implementing the type of events and actions described in Table 2.

Annually or whenever needed, the communication plan will be evaluated and updated. Any changes to the communication plan will be discussed within the Cooperation Committee and communicated to the NFP and FMO. Table 2 presents an overview of the actions currently foreseen.

Table 2: Overview of the actions under the communication plan

Initiative	Type of information	Target group	Timing
	General information about programme AdaPT and EEA Grants	All groups	Always available
	General information, procedures and reference documents about calls	Mostly groups 1 and 2	Before and during call periods Available for reference following that period
Dedicated webpage on	Information on supported projects including reports and deliverables	Mostly group 3	After contracts have been signed
APA website	Information concerning the project and programme results	Mostly group 3	As soon as deliverables from projects are available  More intense towards the end of the programme
	Links to relevant web pages (International and National EEA Grants websites, project websites and others)	All groups	Always available
Information sessions	General information, procedures and reference documents about calls Questions and answers session	Mostly group 1 (Also group 2)	One per call. Session to take place during the period when the call is open
Project promoters / EEA donor country partner meetings	Bilateral meetings with selected project promoters and EEA donor country organisations	Mostly groups 1 and 2	Before and during call periods and before contract signature
	General information, procedures and reference documents about calls	Mostly groups 1 and 2	Before and during call periods
Use of ENAAC network of contacts (sectoral groups)	Information concerning the project and programme results	Mostly group 3	As soon as deliverables from projects are available More intense towards the
		•	end of the programme Programme agreement signature
	Canaral information on		Call opening .
Press releases	General information on the progress of the	Mostly group 3	Selected projects
	programme		Completion of major project deliverables
			Final conference
	Open calls announcement	Mostly group 1	Before call opening
Paid advertising	Final conference announcement	Mostly group 3	Before final conference
Printed materials	General information about Programme AdaPT and EEA Grants	All groups	After programme agreement signature
	Information on supported projects	Mostly group 3	After all contracts have been signed

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20.55%	Initiative	Type of information	Target group	Timing
		Information concerning the project and programme results	All groups	To be presented at final conference
	Closing conference	Overview of project and programme results	All groups	End of programme implementation

#### 7 Media

Media relations will be concentrated on critical moments for the programme development and implementation. We envisage press releases at least in the following situations: announcing programme agreement signature; announcing each call; announcing the list of approved projects; announcing the closing conference. If adequate (to be evaluated during programme implementation) some milestones of particular projects supported by the programme may also produce specific press releases. Appendix 2 lists some of the media which APA uses in its press relations that might be of interest to the programme.

Paid advertising will be used only for the announcement of calls and will be limited to a maximum of two adds per call (one in a daily national paper and one in a weekly national paper).

A "press book" containing all press releases and copies of the published articles related to projects/programme will be carried out.

# 8 Being on brand

EEA Grants contribution to Programme AdaPT will be ensured at all levels of programme implementation. This includes using the EEA Grants and FPC logo in all communication materials produced by FPC. The graphical treatment and use of the EEA Grants logo will follow the requirements set out in its Communication and Design Manual<sup>1</sup>.

The reference terms of each open call will contain the communication obligations that project promoters have to fulfil which include communicate EEA Grants in a correct manner. The Communication and Design Manual will be part of the documentation for all calls.

Finally, project promoters will be required by contract to respect minimum levels of communication requirements, including EEA and FPC logo use and the acknowledgment of the financing received in all materials and communications of the project.

The fulfilling of those obligations will be evaluated during control of project implementation.

#### 9 Timeline

The communication activities are linked to various phases of programme implementation (e.g. formal approval of the proposal, call procedures, projects progress and final results). So, at this stage, the following timeline is just an indicative one.

<sup>&</sup>lt;sup>1</sup> http://eeagrants.org/asset/4383/1/4383 1.pdf

Table 3: Timeline for Communication Initiatives

Initiative	2012	2013	2014	2015	2016	2017
	Page creation General EEA info	Programme AdaPT approval	Disseminati	ject websites on of project	Conference announcement	
Dedicated webpage on APA	MoU PT			news / reports / les / results	Final project reports	. :-
website		Documents			reports	
		Calí procedures	•		Final programme	
	•	Approved projects			report	
Information sessions		Information sessions for potential project promoters				:
Project promoters / EEA donor country partner meetings		Meetings				
Use of ENAAC network of contacts (sectoral groups)		Calls	information / r	on of project news / reports / es / results	Closing conference	
		Programme approval	information / r	on of project news / reports /	Closing conference	
Press releases		Calls		es / results ss relevant)		
		Approved projects	,			
Paid advertising		Calls				
Printed materials		General info on programme AdaPT			Final results brochure	
		Approved projects				
Closing conference					Closing conference	

# 10 Budget

Table 4 presents the indicative budget for the actions foreseen in the communication plan.

Table 4: Indicative budget for the communication plan

Initiative	Indicative budget
Dedicated webpage on APA website	19,000.00€
Information sessions	1,000.00€
Project promoters / EEA donor country partner meetings.	NA <sup>2</sup>
Use of ENAAC network of contacts (sectoral groups)	0.00€
Press releases	0.00€
Paid advertising	15,000.00€
Printed materials :	12,000.00€
Closing conference	23,500.00€
TOTAL	70,500:00 €

 $<sup>^{2}</sup>$  Activity to be financed through the use of the Fund for Bilateral Relations at programme level

11 Evaluating success

The success of the communication plan will be evaluated the such the indicator line.

The success of the communication plan will be evaluated through the indicators listed in Table 5.

Table 5: Success indicators of the communication plan

Initiative	Suggested indicators	Source of Verification
Dedicated webpage on APA website	Website statistics	Use of Google analytics or similar software
	1 session per call	Session minutes
Information sessions	Number of participants per session	Session minutes
	Session satisfaction	Session satisfaction surveys
	Number of meetings	Meeting minutes
Project promoters / EEA donor country partner meetings	Number of participants and participant organizations per meeting	Meeting minutes
8-	Number of successful project partnerships	Project contracts
Use of ENAAC network of contacts (sectoral groups)	Number of communications to ENAAC	Copies of communications
Press releases	Number of press releases	Press book
F1C53 Teleases	Number of published news	Press book
Paid advertising	Adds	Copies of published advertising
Printed materials	Leaflets / brochure	Copies of published materials
Clasing conformer	Number of participants	Conference minutes
Closing conference	Conference satisfaction	Conference satisfaction survey

# 12 Responsible people

As shown in detail in Annex 05 – Management Structure Charts, the implementation of the Communication Plan will be coordinated by the Department of Communication of APA, directed by Francisco Teixeira. The development of all communication materials and messages will be carried out in close cooperation with the Climate Department and the Portuguese Carbon Fund.

The contact details are as follows:

#### Francisco Teixeira

Phone number:

Email: francisco.teixeira@apambiente.pt

Address: Rua da Murgueira 9/9A | Zambujal | 2611-865 Amadora | Portugal

# Appendix 1 - Potential project partners for programme AdaPT

The following list is provisional and is presented only to highlight the efforts made to date by the Cooperation Committee to try and identify the existence potential project partners in each of the areas for which there are calls foreseen in Programme AdatPT. This list will be further elaborated in the run up to the calls and will be publicised as part of the call documentation.

#### Pre-defined project - Local Warming Website

The Meteorological Institute (www.met.no) and the Water Resources and Energy Directorate (www.nve.no) have recently established a joint project called the "Norwegian Climate Service Center". Its goals seem related to the Portuguese "Local warming website" idea. They have expressed interest in international contacts.

#### Call "Local Adaptation Strategies"

The Association of Local and Regional Authorities (KS) (<u>www.ks.no</u>), has been extensively involved in developing training courses and materials for municipalities. DSB has close contacts with KS.

Direct partnerships between specific regional (county) or local (municipality) governments could be facilitated, especially via the Pilot-Programme "Cities of the future" (www.regjeringen.no/en/sub/framtidensbyer/cities-of-the-future-2.html?id=551422).

Online guidelines aimed at the regional/municipal sector (www.regjeringen.no/en/dep/md/kampanjer/engelsk-forside-for-klimatilpasning/guide-climate-adaptation.html?id=614277).

Besides these agencies, several other institutions/agencies have considerable online GIS tools that are relevant for adaptation work, such as the Forest & Landscape Institute (<a href="www.skogoglandskap.no">www.skogoglandskap.no</a>); the University of Life Sciences (<a href="www.umb.no">www.umb.no</a>) and the Institute for Agricultural and Environmental Research (<a href="www.bioforsk.no">www.bioforsk.no</a>), have extensive mapping expertise in many land-use related issues; the Directorate for Nature Management (<a href="www.dirnat.no">www.dirnat.no</a>).

#### Call "Climate Change Education and Award"

The University of Bergen is planning a module on climate adaptation (www.sustain.no)

DSB is not aware of any primary or middle school curriculum development on Climate change Adaptation in Norway. Thus, such a focus would have considerable bilateral interest.

#### Call for small grants - "Sectoral Projects"

Most major sectors have completed climate change impact & vulnerability assessments on Norway. Depending on the focus of the selected projects, DSB can make the relevant links.

For an overview, see the Norwegian Green Paper on Climate Change Adaptation 2010 (www.regjeringen.no/pages/36782608/PDFS/NOU201020100010000EN PDFS.pdf)

#### Others

Norwegian Coastal Authority (<u>www.kystverket.no/en/</u>); Norwegian Mapping Authority (<u>www.statkart.no/eng/Norwegian Mapping Authority/</u>)

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# Appendix 2 – List of potential media to be contacted

**National News Agency** 

**LUSA** 

http://www.lusa.pt/default.aspx?page=home

http://www.dn.pt/inicio/default.aspx

http://www.publico.pt/

**National Daily Press** 

Diário de Notícias

Público

Correio da Manhã http://www.cmjornal.xl.pt/

**National Weekly Press** 

Expresso http://expresso.sapo.pt/

**Regional Press** 

To be elaborated, priority to press and other regional media where municipalities and/or schools have been selected to participate in Programme AdaPT projects.

Specialised Environmental Press / Newsletters / Blogs

Água e Ambiente <a href="http://aguaeambiente.ambienteonline.pt/noticias/">http://aguaeambiente.ambienteonline.pt/noticias/</a>

Greensavers http://greensavers.sapo.pt/

Naturlink <a href="http://naturlink.sapo.pt/">http://naturlink.sapo.pt/</a>

Boletim APEA <a href="http://www.apea.pt/scid/webapea/default.asp">http://www.apea.pt/scid/webapea/default.asp</a>

TV & Radio

RTP – Rádio e Televisão de Portugal <a href="http://www.rtp.pt/homepage/">http://www.rtp.pt/homepage/</a>

SIC Televisão <a href="http://sic.sapo.pt/">http://sic.sapo.pt/</a>

TVI – Televisão Independente <a href="http://www.tvi.iol.pt/">http://www.tvi.iol.pt/</a>

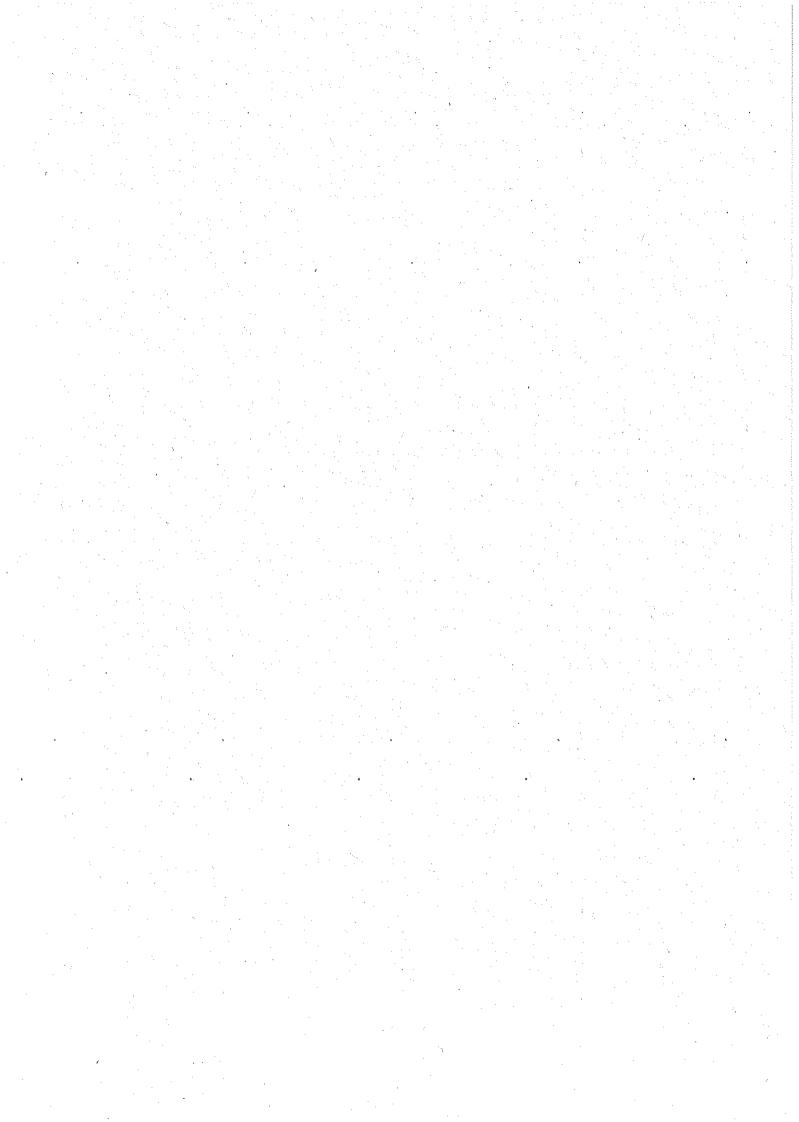
**International Networks** 

Green Spiders Network <a href="http://ec.europa.eu/environment/networks/greenspider/index-en.htm">http://ec.europa.eu/environment/networks/greenspider/index-en.htm</a>

EIONET-EEA <a href="http://www.eionet.europa.eu/">http://www.eionet.europa.eu/</a>

Circle <a href="http://www.circle-era.eu/np4/home.html">http://www.circle-era.eu/np4/home.html</a>

Climate-Adapt <a href="http://climate-adapt.eea.europa.eu/">http://climate-adapt.eea.europa.eu/</a>



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# Annex V - PT04 AdaPT Management Structure

The Programme Operator for AdaPT is the Portuguese Carbon Fund. FPC works are supported at technical level by APA. Therefore, the management of the programme will shared across FPC and APA, with different departments involved. The functions and main staff of each of the involved departments are described in the figure below.

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#### Main Responsibilities

- Overall Programme AdaPT Coordination
- Financial Coordination of the Programme, includings
  - Call preparation (financial criteria);
  - · Project due diligence:
  - Management of Contracts;
  - Project monitoring and evaluation.
  - Management of payment claims:
- Cooperation committee.
- Briateral Relations:
- Reporting

#### Key personnel involved

Sandra Enteiriço
 FPC Manager

#### External Assistante

#### Main Areas

- Programme preparation and management (consultant)
- · Project selection (experts)
- Eligibility of costs and payments validation (consultants)

#### Key personnel involved

- Paulo Canaveira
   Senior consultant on adaptation
- Project selection experts
   To be identified
- Accounting consultant(s)
   To be identified

#### APA / Climite Department

#### MainiResponsibilities

- Technical Coordination of the Programme, including:
  - Call preparation (technical criteria)
  - Project selection:
  - Project monitoring and evaluation;
- Cooperation committee;
- Bilateral Relations
- Reporting

#### Key personnel involved

- Ana Teresa Perez
   Head of Department
- José Paulino
   Head of Division

# APA / Eingheit and General Administration Department

#### Main Responsibilities:

- Payments;
- Project monitoring (public procurement procedures).
- Reporting

# APA filogal Dopument

#### Main Responsibilities

- Legal advice on programme preparation;
- Contracts with NFP and project promoters

# APA/Communication Decrement

#### Main Responsibilities

- Implementation of the Communication Plan
- Regording



Annex VI – Biographical notes on key personnel involved in Programme AdaPT

#### Ana Teresa Perez

APA / Head of Climate Change Department

Graduated in Environmental Engineering in 1991 at Faculdade de Ciências e Tecnologia da Universidade Nova de Lisboa, Portugal.

Since May 2012 is responsible for Climate Change Department at Portuguese Environment Agency (APA, I.P.)\*. Main responsibilities include promotion, development and coordination of national climate change policies and international climate change negotiations.

From May 2007 to 2012 was head of Unit of Air Pollution and Climate Change, which included as main tasks the implementation and managing of ETS and coordination of national systems and inventories of air pollutants, as well as legal implementation of international and EU rules on Climate Change.

In June 2004 was designated Head of Unit of Strategies for Air and Noise in Environment Institute (former APA).

Previous experience as officer in services related to air and noise included technical support and coordination of prevention and control of air emissions.

Began working in Civil Administration 1993 at National Meteorological Institute as meteorologist.

#### José Paulino

# APA / Head of Adaptation and Monitoring Unit

Graduated in Zootechnical Engineering in 1992 at Universidade de Trás-os-Montes e Alto Douro, Vila Real, Portugal.

Post-graduated in European Studies in 1995 at Universidade Lusíada, Lisboa, Portugal.

Since June 2012 is responsible for Adaptation and Monitoring Unit of Climate Change Department at Portuguese Environment Agency (APA, I.P.)\*.

From March 2007 worked at the Bureau of Policies and Planning of Ministry of Agriculture (GPP) on Climate Change issues related to agriculture namely LULUCF/art. 3.4 KP in respective working groups, on design of agri-environmental measures within Portuguese Rural Development Program 2007-13 and on National Strategy for Adaptation to Climate Change. On July 2009 was designated head of Unit of Climate Change and Biodiversity of Environment Department.

Previous experience at GPP included Environment Focal Point from July 2005 to March 2007, and before was head of Unit of Arable Crops, dealing mainly with CAP regimes and relevant EU negotiations (1999-2005).

Career began in 1992 at the Paying Agency for Agriculture Funds (ex-INGA, actual IFAP), managing several support measures in CAP context.

#### Karl Kerner

# DSB / Designated Programme Partner

Graduated from the Norwegian University of Life Sciences (UMB) with an MSc degree in microbiology and soil science.

Has been employed at the Norwegian Directorate for Civil Protection (DSB) since January 2011. He is part of the team of the national climate adaptation programme, and coordinator of DSB's EEA-Grant's activities in the field of climate adaptation (PA7).

Previously he worked in agricultural research (1989-93), as head of UMB's International Student Office (1993-97) and as a self-employed international & language consultant in the life sciences.

#### Paulo Canaveira

# APA consultant / focal point for Programme AdaPT

Graduated in Forest Engineering (Natural Resources Management) in 1997 at the Technical University of Lisbon / Higher Institute of Agronomy.

From April 2009 he works as senior consultant for the Climate Change Commission and, more recently, to the Portuguese Environment Agency providing support to the development of climate change policy, particularly in the fields of Land Use and Forestry and Adaptation to Climate Change. He is the coordinator for the National Strategy for Adaptation to Climate Change. He has been a member of the Portuguese Delegation to the international negotiations under the UNFCCC and the Kyoto Protocol since 2003 and he is the negotiator for the EU on KP/Land use related issues.

Previously worked (from July 2001 to March 2009) as Environment and Energy Director at the Portuguese Pulp and Paper Industries Association, (from 1998-2001) as forestry expert in the General Directorate of Forests and (from 1996-1998) as a Member of the Task Force for the Preparation of the third Ministerial Conference on the Protection of Forests in Europe in the Minister of Agriculture Cabinet.

## Sandra Enteiriço

# FPC / Environmental Funds Manager

Graduated in Economics in 1995 at the Portuguese Catholic University. Graduated in the Advanced Training Programme in Finance for Executives in 1998 at the Portuguese Catholic University.

From February 2012 she works as Environmental Funds Manager, which includes the coordination of activities and financial management of the Portuguese Carbon Fund, the Hydric Resources Protection Fund and the Environmental Intervention Fund, after having had (from October 2008 to January 2012) the functions of chief economist at the Climate Change Commission, where she was responsible for preparing investments in the carbon markets, budget and financial control of the Climate Change Commission and managing the portfolio of carbon investments of the Portuguese Government.

Previously worked (from 2002 to 2008) as Senior Economist at Empresa Geral do Fomento, (from January 2001 to February 2002) as adviser to the Secretary of State of Planning and (from November 1995 to January 2001) as economist at Empresa Geral do Fomento. She is also a non-executive member of the board of ValeParaíso SGPS and ValeParaíso SA.

<sup>\*</sup> Awaiting formal designation



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EEA and Norwegian Financial Mechanisms 2009-14 Programme proposal template – Statistical attachment

PT04 - Adaptation to Climate Change

#### 1 Executive summary

Programme AdaPT was designed to support the start-up of supported projects on "Adaptationto Climate Change" in Portugal. Its development was guided by the terms established in the MoU between Portugal, Norway, Iceland and Liechtenstein and follows the template, instructions and regulation of the EEA Grants 2009-2014. Finally, the programme was informed by the needs and contributions of the coordinating group of ENAAC, the National Strategy for Adaptation to Climate Change. Programme AdaPT's strategy is to intervene through four axes:

- 1. The pre-defined project "LocalWarming Website" will prepare and disseminate information on past trends, develop local level climate change information, using the latest IPCC climatescenarios, and develop climate indicators for specific sectors in Portugal. This project will produce information to be used by all other projects in the programme.
- 2. The call "Local AdaptationStrategies" will select one large project to address the training ofMunicipality officers, create a network of Municipal officers dealing withadaptation and develop a set of local action plans for adapting to climate change, or mainstreaming adaptation into municipal plans.
- 3. The call "Climate Change Educationand Award" will select one large project to address public education on climate change at school level, focusing on training of teachers, production of educationalmaterials and a competition for climate change measures at school level.
- 4. The call for small grants scheme "Sectoral Projects" will select a series of projects to support the work of ENAAC at sectoral level, focusing on vulnerability assessments and cost-benefit analysis of adaptation.

These four areas of work will strongly contribute to the two expected outcomes of theprogramme: to increase capacity to assess vulnerability to climate change (axis 2 and 4); and to increase awareness of and education on climate change (axis 1 and 3). This strategy will also ultimately create a solid ground for further adaptation work in Portugal upon conclusion of the Programme.

The programme operator is Agência Portuguesa do Ambiente, as manager of the Fundo Português de Carbono and the donor programme partner is Direktoratet for Samfunnssikkerhet og Beredskap. The total budget of AdaPT is 3,529,412€ (3,000,000€ EEA + 529,412€ FPC).

#### 2 Basic Information

**Beneficiary State** 

Portugal

Title of the programme as stated in the MoU Adaptation to Climate Change

#### 3 Programme Objectives and Indicators

#### 3.1 Programme Objectives (Expected Impact)

- Reduced human and ecosystem vulnerability to climate change

#### 3.2 Programme Area Addressed and Expected Outcome(s)

The Programme's expected outcome(s) represents the most important result level in Results based management methodology (RBM). The expected outcome(s) are the likely or achieved short-term and medium-term effects of the Programme. It is formulated to describe the positive situation that is expected to occur at the completion of the Programme. The expected outcome remains fixed over the Programme period.

Programme Area	Expected Outcome .
Adaptation to climate change	Increased capacity to assess wilnerability to climate change
Adaptation to climate change	Increased awareness of and education in climate change adaptation

#### 3.3 Indicators, Verification and Baselines for Programme Expected Outcomes

Expected Outcome Increased capacity to assess winerability to climate change

Optional Indicator	Baseline	Target	Source of Verification
Number of Municipal Adaptation Action Strategies	0	20	Copies of the submitted strategies
Number of sectors with improved capacity to assess vulnerability to climate change	0	4	Reports and other material produced, depending on projects

	NK		1	LLLL
Output	Indicator	Baseline	arget	Source of Verification
Training course on adaptation to climate change for Municipal Officers	Materials produced to support the training course	0	1	A copy of materials produced
Training course on adaptation to climate change for Municipal Officers	Number of Municipalities involved in training	0	20	Presence confirmation (signature sheets) of Officers on sessions and Sessions survey (questionnaire/ classification by officers)
Training course on adaptation to climate change for Municipal Officers	Number of Municipal Officers involved in training	0	40	Presence confirmation (signature sheets) of Officers on sessions and Sessions survey (questionnaire/ classification by officers)
Helpdesk on adaptation to Municipal Officers	Establishment of a helpdesk to support Municipal Officers in the development of Municipal Adaptation Action Plans	0	1	User registration and user survey and Record on helpdesk usage
Municipal Adaptation Strategies	Number of Municipal Adaptation Strategies produced with the support of the programme	0	20	Copies of the strategies submitted
Sectorial Studies and other work on Adaptation to Climate Change	Number of sectors with improved capacity to assess winerability to climate change	0	4	The approved projects under the small grants scheme will provide the information for this indicator
Sectorial Studies and other work on Adaptation to Climate Change	Number of sectoral projects supported through AdaPT	0	6	The approved projects under the small grants scheme will provide the information for this indicator

## Expected Outcome Increased awareness of and education in climate change adaptation

Optional Indicator	Baseline	Target	Source of Verification
Number of schools that included the materials produced through AdaPT in their normal activities	0	15	Independent survey at Pilot schools
Users satisfaction with website information	0		% based on Users Survey (placed on website) and website statistics

Output	Indicator	Baseline	Target	Source of Verification
Training course on climate change for teachers	Materials produced to support the training course	0	1	Copy of the materials produced
Training course on climate change for teachers	Number of teachers involved in training	0 Presence confirmation (signature sheets/ e-lear registration) of Teachers on sessions		Presence confirmation (signature sheets/ e-learning registration) of Teachers on sessions
Climate Change education in schools	Materials produced to support the education activities	0	1	Copy of the materials produced
Climate Change education in schools	Number of schools directly involved in the project	0.	20	Survey among students and teachers of the Pilot schools
Climate Change education in schools	Number of students directly involved in the project	0	1500	Survey among students and teachers of the Pilot schools
Climate change awards for best practices at school level	Number of schools competing for climate award	0	20	Copy of contest procedure
Climate change awards for best practices at school level	Number of assigned climate awards	0	3	Copy of contest procedure and Questionnaire to the awarded students
"Local Warming" website	Number of climate indicators	0	30	public website
"Local Warming" website	Number of website users	ρ	200	website statistics and user survey

# **4 Target Groups of the Programme**

Outcome	Target Group	
Increased capacity to assess vulnerability to climate change	Civil servants/Public administration staff	
ncreased capacity to assess wilnerability to climate change Researchers or scientists		
Increased awareness of and education in climate change adaptation Civil servants/Public administr		
Increased awareness of and education in climate change adaptation	Students	
Increased capacity to assess vulnerability to climate change	Sectors as specified in ENAAC	
Increased awareness of and education in climate change adaptation	Teachers	
Increased awareness of and education in climate change adaptation	ptation General public	

## 5 Management

# 5.1 Management Structure

Title	Name	Sumame	ne Institution Body represented		Function	
Ms	Sandra	Enteiriço	FPC	Computas.lrs.Codes.BodyRepresentedCode	Member	
Mr	Paulo	Canaveira	APA	Computas.lrs.Codes.BodyRepresentedCode Chai		
Мг	José	Paulino	APA	Computas.lrs.Codes.BodyRepresentedCode	ode Member	
Mr	Karl	Kemer	DSB	Computas.irs.Codes.BodyRepresentedCode	je Member	
Mr	Ottar	Gislason	FMO	Computas.irs.Codes.BodyRepresentedCode	Code Observer	
Mrs .	Madalena	Lucas	MAMAOT	Computas.irs.Codes.BodyRepresentedCode	Observer	

#### 5.2 Timeline

Planned Start:	April 2013
Planned End:	June 2016

## 5.3 Calls

-					
	No.	<b>Publication Period</b>	Outcome .	Amount	Selection Period

# 5.4 Project Characteristics

Outcome	Increased capacity to assess wilnerability to climate change
Outcome	Increased awareness of and education in climate change adaptation

# 6 Budget

# 6.1 Programme Budget

#### 6.1.1 Detailed budget

Total eligible expenditures available €3,529,412

Total grant amount available

€3,000,000

Requested grant rate in %

85.0000%

Budget heading	EEA/Norway	National Co- financing	Eigible Expenditure	Non-eligible Expenditure	Total Expenditure
Programme management	€300,000	€52,941	€352,941	€0	€352,941
Increased capacity to assess vulnerability to climate change	€1,870,000	€330,000	€2,200,000	€0	€2,200,000
Increased awareness of and education in climate change adaptation	€756,500	€133,500	€890,000	€	€890,000
Fund for bilateral relations	€58,500	€10,324	€68,824	€0	€68,824
Complementary action	€0	€0	€0	€0	€0
Preparation of programme proposal	€15,000	€2,647	€17,647	€0	€17,647
Reserve for exchange rate losses	€0	<u>.</u> €0	€0	€0	€0
Total	€3,000,000	€529,412	€3,529,412	€0	€3,529,412

#### 6.1.2 Annual Breakdown

Budget heading	2011	2012	2013	2014	2015	2016	2017	Total
Programme management	€0	, €0	€100,888	€62,262	€62,262	€74,588	€0	€300,000
Increased capacity to assess vulnerability to climate change	€0	€0	€187,000	€748,000	€748,000	€187,000	€0	€1,870,000
Increased awareness of and education in climate change adaptation	€0	€0	€75,650	€302,600	€302,600	€75,650	€0	€756,500
Fund for bilateral relations	€0	€0	€32,175	€20,475	€5,850	€0	€0	€58,500
Complementary action	€0	€0	€0	€0	- €0	€0	€0	€0
Preparation of programme proposal	€0	€15,000	€0	. €0	. €0	€0	€0	€15,000
Reserve for exchange rate losses	€0	€0	€0	€0	€0	€0	€0	€0
Total	€0	€15,000	€395,713	€1,133,337	€1,118,712	€337,238	€0	€3,000,000

# 6.2 Advance Payment

Budget heading	Advance requested
Programme management	€51,691
Increased capacity to assess vulnerability to climate change	€0
Increased awareness of and education in climate change adaptation	€0
Fund for bilateral relations	€0
Complementary action	. €0
Preparation of programme proposal	€17,647
Reserve for exchange rate losses	€0
Total	€69,338

EEA / Norway share €58,937 (85.00%) National co-financing share €10,401 (15.00%) frhh.

