CIRCULAR

FILE:	**AP 3/2/43/1**	**TO:**	SPREP PICs Focal Points SPREP Climate Change Focal Points
DATE:	15 August 2014		CROP Organisations
CIRCULAR:	**14/76**		SPREP Partner Organisations

SUBJECT: **Joint Training Workshops for Pacific Island Countries on Developing Funding Proposals for the Kyoto Protocol Adaptation Fund and Strengthening the Capacities of National Designated Entities of the Climate Technology Center and Network (CTCN)**

Dear Focal Points,

It is with great pleasure that I would like to announce that SPREP, in collaboration with the United Nations Environment Programme – UNEP, will be hosting a joint workshop Pacific Island Country members, on Developing Funding Proposals for the Kyoto Protocol Adaptation Fund and Strengthening the Capacities of National Designated Entities of the Climate Technology Center and Network (CTCN).

This workshop will be held in two parts, focusing on two main objectives:

- Enhancing the capacity of PIC's who are eligible to do so (i.e. are signatories to the UNFCCC and KP) to develop proposals for the Kyoto Protocol Adaptation Fund, and
- Enhance the capacity of Pacific Island National Designated Entities (NDE's) of the Climate Technology Center and Network (CTCN).

The workshops will provide participants with the opportunity to work first hand with technical experts from Pacific regional agencies, as well as the Adaptation Fund Secretariat and the CTCN to:

- Develop hands on experience with developing key components expected in an AF proposal
- Become more Familiar with the AF requirements, and on line resources, and Secretariat
- Enhance their understanding of the role of countries, and support roles of SPREP as an RIE, as well as role of MIE's in the region in accessing the AF
- Become acquainted with the CTCN and its services including processes for processing and responding to country requests and the CTCN Knowledge Management System.
- Receive information on roles and responsibilities of National Designated Entities (NDE's) as climate technology champions at the national level fostering (i) collaboration and strengthening networks and partnerships, (ii) information and knowledge sharing and capacity building, and (iii) developing, selecting and submitting country requests to the CTCN.

The workshop will be held from **Monday 15th of September to Saturday 20th of September** (half day only), at the SPREP Campus, in **Apia, Samoa**.

This workshop will be hosted by SPREP, in collaboration with the Asia Pacific Adaptation Network (APAN); the Secretariat of the Pacific Community (SPC) EU funded GCCA Small Islands States Project; the United Nations Environment Programme (UNEP), the United Nations Industrial Development Organization (UNIDO); the Pacific Islands Forum Secretariat, and the Secretariat of the Adaptation Fund.

SPREP would like to invite each eligible Pacific Island Country (i.e. those who are signatories to the UNFCCC and its Kyoto Protocol) to nominate up to two attendees to participate in this workshop.

We would like to invite one each from:

a) National Climate Change Focal Points, and
b) Representatives from national Finance Ministries

Additionally, **for Fiji, Solomon Islands, Vanuatu and Nauru only** (i.e. those countries have already nominated their National Designated Entity for the CTCN), we will be providing funding for your NDE to attend the second part of this workshop.

SPREP will be covering the costs of air travel, and a daily subsistence allowance for all nominated participants.

Please send in your nominations to both Joyce Tulua (joycet@sprep.org) and Diane McFadzien (dianem@sprep.org) **no later than August 22nd.**

Additional details of this workshop (agenda and logistical information) will be sent out close to the workshop date.

Yours sincerely,

David Sheppard
Director General

Cc: Mr. Jukka Uosukainen
Director
Climate Technology Centre and Network (CTCN)