

SUMMARY REPORT AND
FOLLOW-UP ACTIONS

EXPERIENCE – SHARING WORKSHOP FOR PILOT
CLIMATE CHANGE PROJECTS

2013

Sihanoukville
28 -30 January 2013





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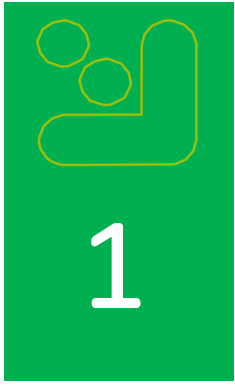
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BACKGROUND AND ORGANIZATION OF THE WORKSHOP

Rationale for the workshop

CCCA is a comprehensive and innovative approach to address climate change and disaster risks in Cambodia. It is a multi-donor initiative led by Ministry of Environment and funded by EU, Sweden, Denmark and UNDP. It is anchored on the Government's National Climate Change Committee (NCCC), a mandated Government coordinating and support entity for all aspects of climate change. The CCCA Trust Fund has been established within CCCA as a unified engagement point for development partners and a multi-donor financial facility to provide resources for climate change capacity development at national and local levels.

The CCCA Trust Fund has conducted two calls for proposals, in 2011 and 2012, resulting in the approval of 19 pilot projects, covering a wide range climate-change related issues, e.g. forestry, agriculture, fisheries, irrigation, coastal zone adaptation, ecosystem-based adaptation, livestock management, climate sensitive diseases, gender an climate change, local governments and climate change. In addition, the CCCA Trust Fund also supports two larger projects, focused respectively on climate change policy development and knowledge, and coastal zone adaptation. These projects are in most cases implemented through partnerships between NGOs and Government institutions.

The eight projects selected under the first call for proposals and the two larger projects have now been active for 15 months, and lessons are starting to emerge. It is crucial to ensure that knowledge generated by these pilot projects is shared broadly, analyzed and translated into concrete recommendations for climate change policies and programming in Cambodia.

The main objective of this workshop was to identify key lessons learnt in the various sectors/thematic areas of climate change response in Cambodia. This exercise relied primarily on experience gained from CCCA-funded projects, with participation from representatives of a few other key Climate Change-related initiatives.

An additional objective for the CCCA Trust Fund was

to collect recommendations on potential improvements to the grant management process.

Detailed objectives were as follows:

- For each sector/thematic area, identify a few key messages and lessons learnt;
- Identify prominent issues/recommendations for inclusion in 2 or 3 policy briefs, to be developed in the follow-up to the workshop;
- Identify best practices and/or areas where standards and guidance are required to guide implementation;
- Identify opportunities for collaboration or more in-depth experience sharing between specific projects;
- Collect recommendations on how to organize information-sharing and networking on Climate Change in the future, in a way that is useful to practitioners;
- Obtain feedback on the management of CCCA pilots to date, and recommendations to improve the process in the future.

Participants

Grant recipients from the first call for proposals and the coastal zone project sent two representatives each, including the project manager. Grant recipients from the second call for proposals were invited to send one representative. Representatives of the NAPA follow-up project, MRC-Climate Change Adaptation Initiative, and Cambodia Community-Based Adaptation Programme also attended. Representatives of the Pilot Programme for Climate Resilience were also invited but could not join.

In order to ensure linkages between practitioners and key staff working at policy level, key staff from the policy development and knowledge management project (Climate Change Department) also joined the workshop, together with CCCA Trust Fund Staff.

A full list of participants is presented in Annex 3.

Methodology

In line with the objectives of the workshop, the overall approach was to promote active participation



and knowledge-sharing. Formal presentations were kept to a minimum, and most of the sessions were dedicated to guided group discussions between practitioners, on selected topics, followed by discussions in plenary. Key messages and lessons learnt have been systematically identified and recorded.

The **first part** of the workshop (half day) was dedicated to management issues. The objective was to identify lessons learnt, best practices and recommendations to improve the management of future calls for proposals/pilot projects. The first group work session was organized around the following themes:

1. Administrative and financial management issues
2. Monitoring, evaluation and reporting
3. Strategies for sustainability and scaling-up

This group work was followed by a plenary session for reporting and identification of key messages and recommendations.

The **second part** of the workshop (one and a half day) focused on substantive lessons learnt in the various thematic areas covered by the pilots.

The following themes and sectors were discussed:

Sectoral themes:

1. Adaptation pilots in agriculture and/or irrigation
2. Adaptation pilots in water (except irrigation)/sanitation
3. Adaptation pilots in the coastal zone
4. Adaptation pilots in fisheries
5. Adaptation pilots in Disaster Risk Management
6. Adaptation pilots in ecosystem based approaches, livelihoods and/or forestry

Capacity Development and Awareness-Raising

7. CC awareness-raising at community level (2 groups)
8. Capacity development for CC planning/financing: local governments and provincial departments (2 groups);
9. Capacity development for CC planning/financing: national/ ministry level

Two group sessions were organized (one for sectoral themes and one for cross-cutting themes), followed by reporting and discussion in plenary.

CCCA designated a facilitator for each group. Each group will include a representative of MoE/CCD, to ensure linkage between pilots and the work being done at policy level.

In preparation for the group work, all grantees from the 1st CFP and DHI (and representatives of non-CCCA projects) received ahead of the workshop a series of questions to guide a self-reflection to identify lessons learned. Group discussions were kicked off by short presentations of selected projects.

A plenary session was held at the end of the workshop to discuss future knowledge-sharing and networking arrangements. A market place of climate change awareness-raising materials was also organized. The detailed workshop schedule is available in Annex 2.

The workshop was held mostly in Khmer, with simultaneous interpretation in English.



Session 1: Management



Dr. TIN Ponlok, Head of CCCA-Trust Fund Secretariat

“...the feedback and recommendations regarding lessons learnt, experiences, from the 1st Call Grant Projects to the 2nd Call Grant Projects, made during the workshop are considered very important, especially the network between grantees and Climate Change Department. All recommendations and suggestions will be integrated into the CCCSP...”

- A number of useful suggestions and feedback on CCCA Trust Fund management procedures were received from 1st Call for Proposal grantees. Some of these recommendations have already been included in the new Grant Implementation Guidelines, which have been introduced for the 2nd Call for Proposals. These guidelines include improved Monitoring & Evaluation procedures, templates, and a more systematic capacity assessment process. All project staff from 2nd CFP are strongly encouraged to familiarize themselves with these guidelines (not only project managers). The remaining pending issues will be considered, for example on project duration or some of financial procedures, and CCCA guidelines will be updated where possible.
- Some issues (e.g. the incentives issue for Government staff) are bigger than CCCA, but the CCCA team will keep monitoring any opportunities to improve this incentive structure.
- Recommendations made to ensure sustainability include:
 - Ensuring successful pilots and suggestions for scaling-up are integrated with the policy process on Climate Change (CCCSP), NSDP process, and the Public Investment Program (also including investment plans and budgets at local level). This is crucial for Government institutions to mobilize domestic and external resources. Project staff should ensure cooperation with concerned planning officials and Climate Change focal points in their respective ministries.
 - Involving communities and local authorities is essential to improve relevance and sustainability of the interventions. Building partnerships is also key for sustainability and effectiveness.
 - When equipment is required for scaling-up of demonstrations, projects should establish linkages with mechanisms which will provide this type of support over the long-term, such as revolving funds or microfinance schemes.
 - Financial mechanisms should be identified to support the extension of well-functioning pilot projects. Extended piloting over several years and in various geographic locations would provide very useful additional information on the potential for scaling-up and adaptation effectiveness of the proposed approaches.

Session 2: Sectoral and thematic aspects

- Some promising adaptation techniques and approaches are emerging such as System of Rice Intensification (SRI) for Agriculture, bio-digesters and associated benefits for livelihoods improvement, community based fishery management for fisheries and disaster recovery. Water filters, wells, solar pumps, rain water catchment and community ponds have been identified as available options to adapt for the areas which lack water. The establishment of a maintenance group should be considered to ensure sustainability.



“...Climate Change adaptation is a relatively new field, and CCCA-funded projects play a crucial role in demonstrating what works and what doesn’t work in the specific context of Cambodia. Learning from your experiences will be key to shape Cambodia’s Climate change response, and we are happy to provide this forum for interaction between practitioners and staff working on national policies and programmes ...”

way that better yields could be obtained by selecting appropriate varieties, lower seeding rates and lower use of fertilizer.

- Disaster management is a cross-cutting effort, and it is often difficult to obtain full cooperation/coordination from all concerned line departments. Local NCDM structures face difficulties to coordinate the response. Preparedness activities usually fall under the mandate of line departments. Standard communication tools should be agreed from national to local level, e.g. a red sign/flag meaning that a disaster is going to happen. On the coast, the fishing boats would know that they should not be going off-shore or they should try to find a safe place.
- There was agreement among the participants that adaptation is a long-term process and that 15 months are not sufficient for implementing and evaluating field projects. It was suggested that the duration of projects be increased and a long term monitoring system is established.
- Mechanisms should be put in place to facilitate replication if the pilot is successful. For example, seed producer groups could be put in place to provide seeds to farmers who would like to adopt demonstrated varieties of crops. Otherwise, these may be too difficult for farmers to access at a reasonable price.
- Dissemination of results and proposed technologies is required through visual means including pictures, videos, and flipchart. However, field demonstrations remain the most powerful tool for promotion of new practices. For example, farmers traditionally don’t take into account costs and economic analysis in their utilization of chemical fertilizers and seeding rate. High seeding rates and high usage of chemical fertilizers are traditionally assumed to produce better yields. Field demonstrations have shown in a concrete way that better yields could be obtained by selecting appropriate varieties, lower seeding rates and lower use of fertilizer.
- Changing behaviors of communities is challenging but possible if the appropriate drivers of change are used. Field pilots, community champions, and exchange demonstration visits can be effective in promoting change and adoption of good practices. There is consensus that if training is not coupled with practice, it is very hard to achieve results at community level.
- Adaptation is highly context specific. Before up-scaling and replicating techniques in other areas, assessments will have to be conducted to determine if the application contexts are similar.
- There is a need to establish a national knowledge base of adaptation techniques to document approaches and pilots implemented throughout the country. This will be essential to inform future intervention and improve the understanding of what works and what does not work in adapting to climate change.
- The need for an interdisciplinary approach and a systems perspective to address climate change is clearly emerging. This includes assessing vulnerabilities from a systems point of view (e.g. food security and water security) and developing adaptation responses involving all relevant sectors. This workshop where multiple sectors have been collaborating and learning from each other is an initial step in this direction.

Session 3: Capacity development and awareness raising

- Climate change is a relatively new challenge, and stakeholders at all levels still have limited understanding of the concept, its expected impacts in Cambodia, and potential response strategies.

Plenary discussion on knowledge-sharing tools and networking

- There is lack of tools/standard training modules and guidelines for capacity development and awareness-raising on Climate Change. A number of approaches have been piloted and lessons are emerging (on use of visual techniques, language barriers, effectiveness of action-learning approaches), which could be combined into standard guidelines on key climate change concepts, for the various target audiences.
- Quality control procedures could also be put in place before dissemination of Climate Change information, but current capacity constraints in the Climate Change Department do not allow CCD to fully play this role.

- Participants expressed strong support to hold such learning and experience-sharing events on a regular basis.
- For projects with pilots looking at similar issues (such as rice varieties /farming practices for RUA, DHI, Mlup Baitong, or the various projects working on fishery issues), it may be useful to meet in smaller groups and exchange experiences, so that the pilots can complement and learn from each other.
- Projects are encouraged to proactively identify potential case studies and stories, and contact the Climate Change

Mr. Phan Kamnap, FA project coordinator, MAFF

"...appropriate IEC needs to be developed to broaden knowledge of climate change at national and sub-national level...", "...CCCA has an important role to play in strengthening management mechanisms and sharing existing knowledge of climate change..."



Department/Trust Fund Secretariat to develop these products and disseminate them to a larger audience.

- The integration of Climate Change into curriculums at primary/secondary school level (for awareness-raising) and university level (to develop research capacity / national expertise) should be a priority. For civil servants, basic training on Climate Change issues could be included in the curriculum of relevant national schools such as the Royal School of Administration.
- In terms of institutional capacity development on the Government side, the advantages and drawbacks of having dedicated climate change structures at local level was discussed, but it was recommended in the end to empower existing institutions instead of creating new ones. Support mechanisms (capacity development) should be put in place to incentivize the full participation of existing institutions (line ministries and local departments/governments) in the climate change response.

- Participants emphasized the key role of the media in building awareness of climate change issues and encouraged CCD to target the media in their outreach efforts. This is already planned and a media training programme is scheduled to begin shortly, in cooperation with Ministry of Information.



"...climate change adaption should be integrated into local commune development plans, and the community people need to be well informed about that plan..." Mr. SAR Kosal, National Technical Specialist, NCDD-S, Mol



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EVALUATION OF THE WORKSHOP AND ORGANIZATIONAL RECOMMENDATIONS FOR FUTURE EVENTS

Evaluation of the workshop

An evaluation survey was distributed to participants at the end of the workshop, including a set of questions and an opportunity to comment and offer suggestions for future events. 40 participants replied, and a detailed analysis of their answers is presented in Annex 5. The overall appreciation of the workshop was very high, with an average score of 4.07 out of a maximum 5. Specific lessons learnt and recommendations for future events, also including observations from the CCCA Trust Fund Secretariat, are outlined in the section below.

Recommendations for future events

A pre-invitation should be sent a month in advance (indicating proposed dates) to ensure full participation and avoid the scheduling of competing events. The invitation should specify the required profile of participants. A full invitation including guidance on any preparatory work should be sent at least two weeks in advance. The overall design of the workshop was appropriate for the proposed objectives, with a lot of emphasis on group work and interaction between participants, and very few presentations in plenary.

Starting in the afternoon of the first day and finishing by noon on the final day helps to ensure full participation, as this provides time for travel from and back to Phnom Penh. Participants are not tempted to leave the workshop early to avoid staying an additional night.

In relation to group work, the following arrangements seem to provide the best results:

- An allocation of 90 minutes for each group work session, for a group size of around 10 to 12 participants;
- Kick-starting discussions with a few (ideally 3-4) short, prepared project presentations on the topic (5 minutes each);
- Roundtable arrangement to facilitate interaction.

A good way of having people talk about their projects could be to have projects prepare a couple posters/materials about their key project activities and lessons learnt, and have the room to interact with project representatives participants move around. This could provide a break from the “routine” of group work and plenary sessions, and encourage informal interaction. Goals could be set for these sessions (for example, identifying projects with which one might want to collaborate/share experiences in the future).

“...Climate change impacts are cross-sectoral. To make the climate change response effective, a systematic approach will have to be applied including a number of technical skills from different sectors ...”

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CONCLUSION AND PROPOSED FOLLOW – UP ACTIONS

While pilot CCCA projects have only been implemented for about 15 months, and despite the fact that the results produced are uneven, there are indications that some of the adaptation techniques and approaches have potential to be included in Cambodia’s strategies for Climate Change response. Follow-up assessments during final evaluations of the projects, and the establishment of long term monitoring mechanisms will be essential to draw solid conclusions and generate evidence that can be

used for policy-making. Mechanisms and obstacles for sustainability and up-scaling will have to be studied as well, starting with those projects that will be completed in 2013.

The development of appropriate knowledge tools and exchange mechanisms between projects will also be key to ensure joint learning, and help focus and deepen future pilots on the basis of lessons learnt from initial demonstration projects.

Action	Responsible entity	Proposed deadline
Develop a glossary of key Climate Change terms in Khmer and English, to be published on the web site.	CCCA – Communications team	TBC, in 2013
After the evaluation of the 1 st call projects, discuss with interested grantees to produce briefs and (2 to 4 pages) technical papers for dissemination of lessons. Promising areas are: CC awareness-raising, CC-related change processes, rice varieties/seeding rate/fertilizer use; and potentially fisheries pilots	CCCA Trust Fund Secretariat, in coordination with the policy team and concerned grantees	Identification to start in April 2013 for 1 st Call for Proposal projects, and throughout CCCA implementation. At least 2 knowledge products to be finalized by end 2013.
A potential case study could be developed on the Forestry Administration project to illustrate a livelihoods/cross-cutting approach to CC adaptation	CCCA Trust Fund Secretariat, in coordination with Forestry Administration	2 nd quarter of 2013
Share widely this report through CCCA web site, national and international fora.	CCCA – All teams	From March 2013

1ST SESSION: MANAGEMENT ASPECTS

This group work session focused on administrative and financial management issues, monitoring and evaluation, and strategies for project sustainability and scaling-up

The following key challenges and issues were identified by participants:

- The relatively low threshold for use of cheques (from 50 USD) can result in approval delays or reluctance from some suppliers (especially in provinces) to accept payment.
- The administrative process related to payment often requires two to three weeks to be completed.
- Procurement process also takes time and can delay project activities. For the Commune/Sangkat fund, it sometimes difficult to attract bidders for small procurement.
- The initial fund transfer from the CCCA-TF took time after project approval.
- There was insufficient explanation prior to the project implementation on M&E guidance, tools and forms. As a result, some projects did not have the budget to conduct M&E to the required standards.
- Appointment of government staff to work on the project is complex because of time constraints and lack of incentives. Capacity is also limited.
- Due to different reporting formats and financial management systems between CCCA-TF and grantees, it took time to be familiar with CCCA-TF requirements.
- Project duration (15 to 18 months) is too short to conduct full pilots or assess outcomes/impact. A longer duration should be considered for future calls.
- An adequate balance should be found between clarifying reporting requirements and reducing the amount of paperwork. The recently approved Grant Implementation Guidelines provide more detailed guidance to the new grantees (2nd Call for Proposals). The potential to amend some rules (such as the threshold for payments by cheque) or streamline reporting requirements should be assessed after a few months, based on experience.
- Timely and detailed guidance on M&E requirements shall be provided. This is now included in the new Grant Implementation guidelines and new grantees have received an orientation. All grantees shall ensure that all concerned project staff have read and understood the Grant Implementation Guidelines.
- The incentive framework for government staff remains an issue. Travel allowances need to be maintained at an acceptable level, and CCCA should monitor any opportunities to reintroduce performance-based incentives, if Government and donors can agree on a successor framework to the POC scheme.
- Capacity development and improvement of management procedures at sub-national government level will be required to ensure better understanding of Climate Change and a more efficient/timely delivery of projects.
- For sustainability purposes, it is important to advocate with local and central Government for the allocation adequate budget, on the basis of experience gained through the pilots. Local authorities should be involved from the start. Involvement of community organizations is also essential.
- Behavior change and scaling up is better achieved through a mix of training and field demonstrations. People are more likely to adopt new practices if they have seen the results themselves (as opposed to training only).

Following group and plenary discussions, the participants made the following main recommendations:

2ND SESSION: SECTORAL AND THEMATIC ASPECTS

This session was organized around 6 sectoral / thematic groups:

Agriculture and irrigation:

Challenges

- Farmer behavior change is a difficult process, which requires long-term engagement.
- Basic farmer knowledge is limited, and even more so for Climate Change, as it is a new concept.
- Although agriculture is a very important element for local food security, there is a trend for rural population and workers (especially the youth) to go seek employment in urban areas. This is a constraint for the adoption of new practices.

Lessons learnt and Recommendations

- Mechanisms should be put in place to facilitate replication if the pilot is successful. For example, seed producer groups could be put in place to provide seeds to farmers who would like to adopt demonstrated varieties of crops. Otherwise, these may be too difficult for farmers to access at a reasonable price.
- Dissemination of results and proposed technologies is required through visual means including pictures, videos, and flipchart. However, field demonstrations remain the most powerful tool for promotion of new practices. For example, farmers traditionally don't take into account costs and economic analysis in their utilization of chemical fertilizers and seeding rate. High seeding rates and high usage of chemical fertilizers are traditionally assumed to produce better yields. Field demonstrations have shown in a concrete way that better yields could be obtained by selecting appropriate varieties, lower seeding rates and lower use of fertilizer.
- Before deciding on the application of some technology, the profile of the target zone should be carefully assessed (vulnerability to drought, floods etc.), including assessment of irrigation systems.
- Initial capacity has been built in Prey Veng for local people to monitor weather information through sub-weather stations (at district level) and rain gauges (at commune level).
- It is important to build confidence between the project implementers and beneficiary

farmers, and projects should have a dedicated strategy for this, including long term engagement and technical support.

Water (except irrigation) and sanitation:

Challenges

- Capacities/understanding of local people on water and sanitation remains low.
- Without beneficiary contributions to the activities, there is a lack of ownership of water and sanitation services/structures. Two approaches of locating sanitation facilities at household level or community level (pagodas, schools...) need to be further piloted to see where ownership/sustainability is better achieved.

Lessons Learnt and Recommendations

- Proper water testing on chemistry and biology should be conducted.
- Rural women have a key role to play and their knowledge on water and sanitation should be improved.
- Water filtering is an adaptation technology in case of drought or flood, which affect the quality of water.
- Cost effectiveness aspects need to be considered to ensure sustainability.
- Water filters, wells, solar pumps, rain water catchment and community ponds have been identified as available options to adapt for the areas which lack water. The establishment of a maintenance group should be considered to ensure sustainability.

Coastal zone:

Challenges

- Waste management issues, due to high waste collection fee in the target area (Tomnop Rolok, Sihanoukville).

Lessons Learnt and Recommendations

- Behavioral change on waste management at community level is key but difficult to achieve.
- Climate change impacts are being mainstreamed in the master plan of Sihanoukville Provincial Hall.
- Adaptation measures will be piloted by the in Prey Nup/Sihanoukville and Koh Kong in 2013, but have not yet started

Fisheries:

Challenges

- Climate change is a new concept for project staff and communities, not always easy to grasp and differentiate Climate Change from other factors impacting fisheries.
- A climate change strategy for the fisheries sector has been drafted but more time is required in order to review and adopt it.
- The size of fishery communities over 500 households proved difficult to manage. It may be necessary to split into two groups when communities are big. Management capacity at community level is limited.

Lessons learnt and recommendations

- The selection of fish varieties that can resist to the climate change, in shallow water during the dry season (e.g. catfish) has been successfully tested.
- Placing concrete pipes on the lake bed for fish to grow and prevent them from being caught has been successful strategy in Prey Veng (WOMEN project), resulting in increasing fish and bird populations.
- Continuous engagement of all concerned local departments /authorities has been a key success factor.
- Discussion at commune/sangkat level is important point to solve problems (one commune can have more than one fisheries community).
- The linkage between the practice (pilots) and study/research is important to document lessons learnt.
- Climate change awareness efforts should be scaled-up both at community level and at the national/ policy level, to clearly mainstream climate change in the mandate/plans of national and local authorities.
- The quality of trainings can be improved based on experience.
- A detailed study should be conducted to identify vulnerable areas for fishery communities on a regular basis

Disaster Management

Challenges

- Information regarding weather forecast (early warning system) is still limited and not always accurate. For example, the community was informed by MOWRAM through the project that there would be a

storm but it did not happen. This has an impact on beneficiaries' confidence in the project.

- Disaster management is a cross-cutting effort, and it is often difficult to obtain full cooperation/coordination from all concerned line departments. Local NCDM structures face difficulties to coordinate the response. Preparedness activities usually fall under the mandate of line departments.
- Some mechanisms, such as volunteer networks, tend to disappear once project support is over. It can be useful to build on established structures/mechanism to avoid this.

Lessons learnt and recommendations:

- Weather forecasting and broadcasting services should be significantly improved.
- Standard communication tools should be agreed from national to local level, e.g. a red sign/flag meaning that a disaster is going to happen. On the coast, the fishing boats would know that they should not be going off-shore or they should try to find a safe place.

Ecosystem-based approaches, Forestry and Livelihoods

Challenges

- It has proven hard to change local people's habits on crops planting, and community forestry activities are considered less important than their rice planting. During the harvest periods, local people are quite busy with rice harvesting, which makes it difficult for them to participate.
- Community Forestry members and management committee did not initially trust each other, and support from the project team was required to clarify management practices and build trust among the various stakeholders.
- Capacities to do data analysis and report writing, especially in relation to the community forestry management plan, are limited.

Lessons learnt and recommendations

- A stove linked to a bio-digester can help reduce 50% of tree-cutting by the concerned household.
- The waste from bio-digesters can be used as natural fertilizer for home gardening. It can reduce the use of chemical fertilizer, and be used to feed the fish. This generates varied sources of income

for concerned households and reduces dependence on forest products. This interdisciplinary approach is particularly relevant for Climate Change adaptation

- Market access is important to ensure that new products (such as vegetables from home gardening) can be sold if not consumed.
- Micro-credit schemes can be a good way of ensuring the sustainability of the project, by allowing interested households to make the minimal investments required to adopt new technologies.
- IEC materials should be visual at community, and illustrate potential impacts of climate change.
- Intensive follow-up with selected farmers (for demonstrations) is essential to ensure that demonstrations are conducted properly.

3RD SESSION: CAPACITY DEVELOPMENT AND AWARENESS-RAISING

Challenges

- Local government officials' and community's knowledge of climate change is still limited.
- Government officials at local and national levels still have a limited understanding of their respective mandates with regard to climate change.
- Government officials at technical level require more in-depth training on the impacts of climate change in their sector (ToT), and adaptation strategies. In many sectors, such as in-depth, tailored training does not exist and needs to be developed (e.g. Fisheries). There should also be incentives for trainers to go and conduct training activities.
- Most climate change documents are in English, and have not yet been translated in Khmer language.
- There is a lack of visual climate change awareness tools including video clip, and other IEC materials. Various approaches are currently being used and issuing standard guidelines based on experience so far would be useful.
- The finalized CCCSP should provide key guidance on these aspects of capacity development and awareness-raising. There is a key role for CCCA to play.
- Need some proven, standard tools to capture what people are facing. Vulnerability Reduction Assessments (VRA) may be one way of doing this.

- Doing awareness and capacity development in such a new field is challenging, because the exact impacts and adaptations strategies are not yet known, and all stakeholders including the Climate Change Department are learning and experimenting through pilots.
- At the national level, capacities to understand and fully engage in complex international negotiations such as COP are still insufficient for Cambodia to fully play a role, even though this improved recently.
- Capacity development for Climate Change adaptation (and mitigation) is difficult to measure.

Lessons learnt and recommendations

- Adequate policy support, incentives and benefits are necessary to ensure people's participation.
- Participatory approaches are needed to define and implement Climate Change response at local level.
- Appropriate national mechanisms and network with NGOs and academia should be established as they each have different skills, which are necessary for the design and regular review of the Climate Change response.
- Appropriate IEC (and corresponding standards) needs to be developed to broaden knowledge of climate change at national and sub-national level.
- Dialogue among stakeholders and partnership building should be promoted, as climate change is a cross-cutting issue.
- Promote climate change research on the impacts on communities and feed this information back into the policy process.
- A plan on CC education and capacity development should be developed and integrated into the CCCSP
- At local level, efforts to integrate Climate Change in local Government's budgets should be prioritized and scaled-up.
- The national M&E framework for Climate Change should include indicators of capacity development, building on experience from pilot projects.
- Training packages tailored to the needs of key audiences (local officials, ministry officials, communities, etc.) should be developed and disseminated.



Annex 2: WORKSHOP SCHEDULE

Time	Session	Facilitator/ Speaker
Monday 28 January 2013:		
Morning	Travel from Phnom Penh	
12:30-13:30	Lunch	
13.30-13:45	Registration	CCCA TFS Team
13.45-14.00	Opening	H.E. Thuk Kroen Vutha, SoS, MoE
14:00-14:10	General overview of the workshop	Dr. TIN Ponlok, Head of CCCA TFS
14:10-14:20	Presentation of the group session on management issues	Mr. Julien Chevillard, Trust Fund Administrator
14:20-15:50	Group work Session 1 (3 groups) <ul style="list-style-type: none"> - <i>Administrative and financial management issues</i> - <i>M&E and reporting</i> - <i>Strategies for sustainability and scaling up</i> 	Group facilitators
15:50-16:00	Coffee break	
16:00-17:00	Report back and plenary discussion Session 1	Group rapporteurs
17:00-17:10	Summary of recommendations and wrap-up for the day	Mr. Julien Chevillard, Trust Fund Administrator
18:30-20:00	Dinner hosted by CCCA	
Tuesday 29 January 2013:		
8:30-8:45	Presentation of the group work – Session 2	Emanuele Cuccillato, M&E Adviser, CCCA TFS
8:45-10:45	Group work session 2 (6 groups) Sectoral thematic group discussions	Group facilitators
10:45-11:00	Coffee break	
11:00-12:30	Report back and plenary discussion – Session 2 Groups 1, 2 and 3	Group rapporteurs
12:30-13:30	Lunch	
13:30-15:00	Report back and plenary discussion – Session 2 Groups 4, 5 and 6	Group rapporteurs
15:00-15:15	Coffee Break	
15:15-17:15	Group work Session 3 (3 groups) Capacity development and awareness-raising	Group facilitators

No	Name	Institution	Position
1.	H.E. Thuk Kroeun Vutha	Ministry of Environment (MoE)	Secretary of State
2.	Dr. Tin Ponlok	CCCA Trust Fund Secretariat (CCCA-TFS)	Head of the CCCA Trust Fund Secretariat
3.	Dr. Heng Chan Thoeun	CCCA Trust Fund Secretariat	Deputy Head of the CCCA Trust Fund Secretariat
4.	Mr. Ma Chan Sethea	CCCA Trust Fund Secretariat	Financial Team Leader
5.	Ms. Neth Baroda	CCCA Trust Fund Secretariat	Monitoring and Evaluation Team Leader
6.	Mr. Moy Vathana	CCCA Trust Fund Secretariat	Finance and Admin Officer
7.	Mr. Julien Chevillard	CCCA Trust Fund Secretariat	Trust Fund Administrator
8.	Mr. Emanuele Cuccillato	CCCA Trust Fund Secretariat	Monitoring and Evaluation Advisor
9.	Mr. Men Marina	CCCA Trust Fund Secretariat	Grant Management Office
10.	Mr. Ros Kheng	CCCA Trust Fund Secretariat	Financial Management Specialist
11.	Mr. El Chuon	CCCA Trust Fund Secretariat	Information Management Officer
12.	Mr. Youn Daravuth	CCCA Trust Fund Secretariat	Admin Assistant
13.	Mr. Sim Touch	Climate Change Department (CCD)	Chief of Officer
14.	Mr. Sum Thy	CCCA Climate Change Policy Development and Knowledge Management (CCCA-CCPKD)	Director of Climate Change Department
15.	Mr. So Puthea	CCCA-CCPKD	Deputy Director of Department
16.	Mr. Ou Chanthearith	CCCA-CCPKD	Deputy Director of Department
17.	Mr. Tang Kruey	CCCA-CCPKD	Deputy Director of Department
18.	Mr. Uy Kamal	CCCA-CCPKD	Head of Office
19.	Mr. Jancloes Cedric	UNDP	
20.	Mr. Nkem Johnson	CCCA-CCPKD	Technical Specialist

No	Name	Institution	Position
21.	Mr. Long Sona	CCCA-CCPDK	Deputy National Project Coordinator
22.	Ms. Sem Tola	CCCA-CCPDK	Communication Officer
23.	Mr. Va Vuthy	CCCA-CCPDK	Policy Officer
24.	Mr. Loeung Kesaro	Mekong River Commission (MRC-CCAI)	
25.	Mr. Sreng Sophal	DHI	
26.	Mr. Meas Rithy	Coastal Zone	
27.	Mr Pinreak Suos	UNDP, NAPA Follow Up Project	National Advisor
28.	Mr. Hou Sereyvathana	UNDP, Small Grants Programme (SGP)	CCBAP Project Manager
29.	Mr. Ouk Oeurn	Women Organization for Modern Economy and Nursing (WOMEN)	Project Manager
30.	Mr. Kong Udom	Women Organization for Modern Economy and Nursing (WOMEN)	Technical Advisor
31.	Mr. Kim Soben	Royal University of Agriculture (RUA)	Project Coordinator
32.	Ms. Ly Kalyan	Royal University of Agriculture (RUA)	Project Manager
33.	Mr. Ouk Navann	Ministry of Environment, Department of Research and Community Protected Area Development (RCPAD)	Project Coordinator
34.	Mr. Meas Sithun Vathanak	Ministry of Environment, Department of Research and Community Protected Area Development (RCPAD)	Chief officer
35.	Mr. Prak Visal	Provincial Hall of Preah Sihanouk Province	Project Manager
36.	Mr Nay Sally	Provincial Hall of Preah Sihanouk Province	Project Management Support Advisor
37.	Mr. Nuon Piseth	Centre D'Etude et de Developpement Agricole Cambodgien (CEDAC)	M&E Officer for the climate change project
38.	Mr. Chhum Angkearith	Centre D'Etude et de Developpement Agricole Cambodgien (CEDAC)	M&E Officer for the climate change project
39.	Mr. Kao Sovityea	Ministry of Agriculture Forestry and Fisheries, Fisheries Administration (FiA)	Project officer
40.	Ms. Tun Ketputhearith	Ministry of Agriculture Forestry and Fisheries, Fisheries Administration (FiA)	Project officer
41.	Mr. Phan Kamnap	Forestry Administration, Community Forestry Office (FA-CFO)	Project Coordinator
42.	Mr. Seng Kimsay	Forestry Administration, Community Forestry Office (FA-CFO)	Officer
43.	Mr. Kong Chanthan	National Committee for Sub-National Democratic Development Secretariat (NCDD-S)	National Project Coordinator

No	Name	Institution	Position
44.	Mr. Sar Kosal	National Committee for Sub-National Democratic Development Secretariat (NCDD-S)	National Technical Specialist
45.	Mr. Seng Bandith	Department of Environmental Science, Royal University of Phnom Penh (DES/RUPP)	Project staff
46.	Mr. Long Phorn	Provincial Department of Agriculture (PDA), Battambang	Deputy of Agriculture Department
47.	Ms. Oeung Soratha	Mlup Baitong (MB)	Program Coordinator
48.	Ms. Kim Sokanry	Ministry of Women's Affairs (MoWA)	Chief of Office, Women and Education Department
49.	Mr. Suy Thea	Department of Environment of Kampot Province (DoE – Kampot)	Director
50.	Mr. Suy Chanras	Department of Environment of Kampot Province (DoE – Kampot)	Officer
51.	Mr. Chan Vibol	National Centre for Parasitology, Entomology and Malaria Control, Ministry of Health (MoH)	
52.	Mr. Mey Thearith	The World Wide Fund for Nature (WWF)	
53.	Ms. Kea Ratha	Preak Leap National School of Agriculture	
54.	Mr. Tum Vira	Help Age International – Cambodia Country Office (HAI)	Finance Manager
55.	Mr. Sokrith Heng	Conservation International (CI)	Project coordinator
56.	Mr. Kong Reatrey	Department of Animal Health and Production (DAHP), MAFF	Provincial partner for Pursat province



Annex 4: OPENING SPEECH FROM H.E. THUK KROEUN VUTHA, SECRETARY OF STATE, MINISTRY OF ENVIRONMENT

Excellences, Ladies and Gentlemen

Today, I am really honored and delighted to be here with your Excellences, Ladies and Gentlemen to attend this “**Experience Sharing Workshop for Climate Change Pilot Projects of Cambodia Climate Change Alliance (CCCA)**”. On behalf of his Excellency Senior Minister, Minister for Environment and Chair of the National Climate Change Committee (NCCC), and on my behalf, I would like to warmly welcome and greatly thank all of you for your participation in this important event.

As your Excellences, Ladies and Gentlemen already know, climate change is one of the most threatening challenges that the world as well as Cambodia are facing. The Royal Government of Cambodia (RGC), under the wise leadership by **Samdech Akka Moha Sena Padei Techo HUN SEN**, Prime Minister of the Kingdom of Cambodia, has prioritized climate change as one of the main issues in the national development process and has actively mainstreamed climate change into policy and the national socio-economic development plan, through technical and institutional capacity strengthening, promotion of awareness and implementing projects to address climate change in various prioritized sectors in order to ensure economic growth, poverty reduction, and sustainable development under the climate change framework. In this respect, the Cambodia Climate Change Alliance (CCCA), which is a comprehensive and innovative approach, has coordinated and supported RGC’s efforts for all aspects of climate change through the formulation of a national strategic plan to address climate change, awareness-raising and providing funds for implementing various adaptation projects.

In fact, the effectiveness of addressing climate change is a challenging issue due to the uncertainty of climate change that evolves from time to time and from location to location, generating uncertainty on impacts and effectiveness of

responding measures. Even though Cambodia has previously conducted climate change impacts assessments and identified some response measures, we still have a knowledge gap and we have to compile all related information: the impacts of climate change at community level, the pilot implementation of response measures to strengthen climate change resilience, the integration of successful experiments into national and sub-national policies, and the publication of implementation on successful responding measures.

In this context, the implementation of climate change pilot projects funded by Cambodia Climate Change Alliance (CCCA) under the first call for proposals in the prioritized sectors in the past 15 months has truly contributed to generating lessons learnt on how to successfully address climate change as well as contributing guidance for addressing climate change in Cambodia for the future. I am glad and would like to warmly welcome all representatives from the 10 on-going projects who are here and I hope that the coming two-days of workshop will provide more lessons learnt about the experience that each project has gained.

In the meantime, I am also glad and would like to warmly welcome all new 11 projects that have been recently selected under the second call for proposals. These new projects will help to expand the scope of pilot project implementation in different geographical areas and in other sectors in Cambodia such as health, gender, ecosystem-based adaptation, irrigation, water and sanitation, integrated agriculture and livestock. I hope this Experience Sharing Workshop will benefit to all new grantees for the start of their projects.

I would like to take this opportunity to remind that the main role of CCCA is to link the lessons learnt gained from project practitioners with the policies

and programmes in both national and sub-national levels for ensuring that all successful lessons learnt and experiences have been replicated for further implementation in order to address climate change more wisely. This workshop will also give an opportunity to the participants to share their knowledge and practical recommendations for future activities, which is also a good time as the Ministry of Environment is facilitating preparations for the national strategic plan in response to climate change, together with 9 ministries/institutions. I expect that all key recommendations that will be provided in this workshop will be fully integrated in the national strategic plan for addressing climate change.

The CCCA programme is playing an important role as the focal point for all stakeholders in their work to address climate change. Therefore, we have invited representatives from other climate change pilot projects and development partners to participate in sharing their experiences. In this regard, we will discuss on how to collaborate with each other in order to

compile good quality knowledge documents based on our experience of climate change issues for policy makers, practitioners, the wider public and international community.

I understand that this is an important event for CCCA stakeholders because we noted that some lessons learnt from the current pilot projects have already started being shared; and we believe that with this workshop we will compile a number of key recommendations for the benefit of addressing climate change in Cambodia for the future.

In conclusion, I would like to wish all Excellencies, Ladies and Gentlemen the four gems of Buddha's blessings and wish the best process for this workshop, with fruitful outcomes. I would like to declare this Experience Sharing Workshop for Climate Change Pilot Projects open.

Thank you.



Annex 5: WORKSHOP EVALUATION REPORT

Participant Information

Participants	Number	Percentage (%)
1 ST CFP	13	33
2 ND CFP	11	30
CCD	5	10
CCCA TFS	7	17
Others	4	10
Total	40	100

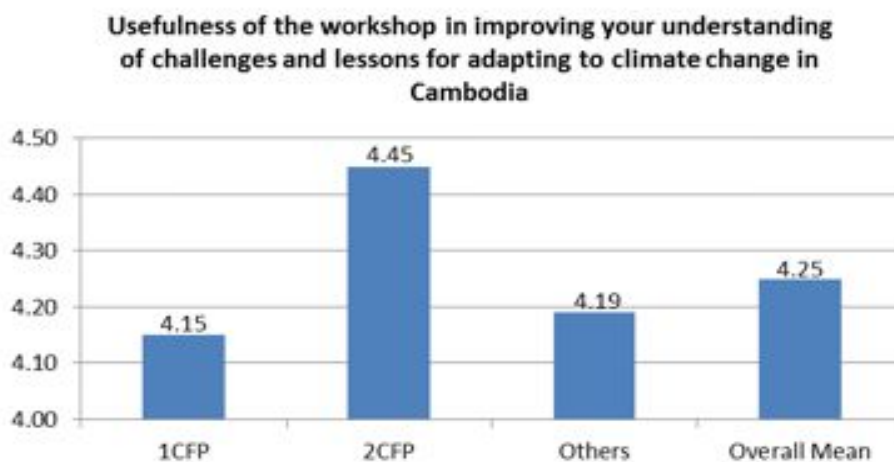
The evaluation form was distributed at the end of the workshop to assess its overall performance and effectiveness. Participants from grant projects under the 1st Call For Proposals, 2nd Call For Proposals and Climate Change Department represented 33%, 30% and 10% respectively, while the participants from the CCCA Trust Fund Secretariat represented 17% and from other initiatives 10%. 40 participants out of a total 56

participated in this assessment exercise (staff from CCD and CCCA TFS who were involved in the organization were excluded).

Participants were asked to rate each question on a scale of 1 (lowest score) to 5 (highest score). The overall rating for the workshop was very high, with a score of 4.07.

Analysis of survey answers

1. Was the workshop useful in improving your understanding of challenges and lessons for adapting to climate change in Cambodia?



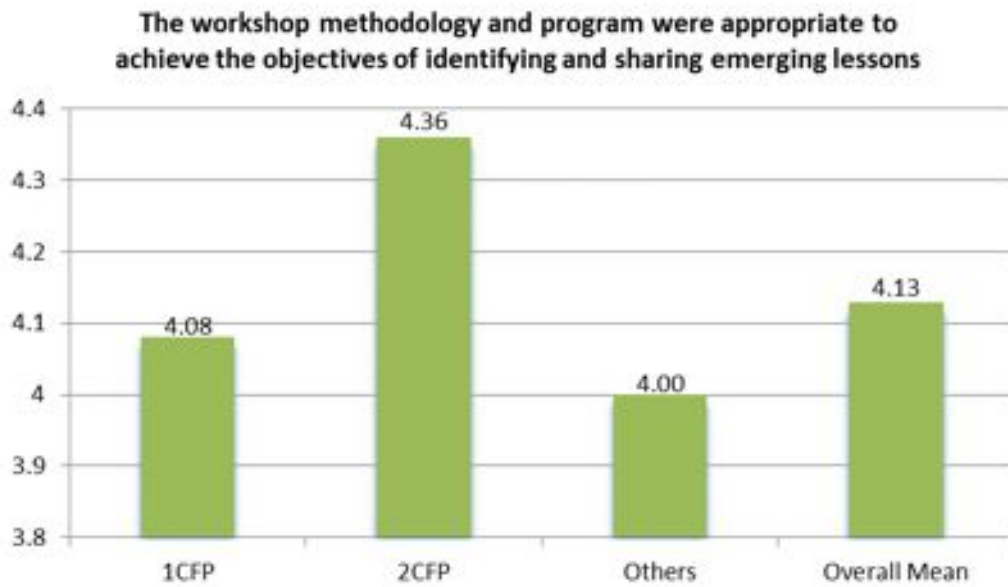
As shown by the bar chart above, participants overall responded positively to this question, with an average

score of 4.25 out of a maximum 5. Representatives of the most recent project (2CFP) scored the usefulness of

the workshop even higher, with an average score of 4.45. A number of participants suggested organizing

this workshop more frequently.

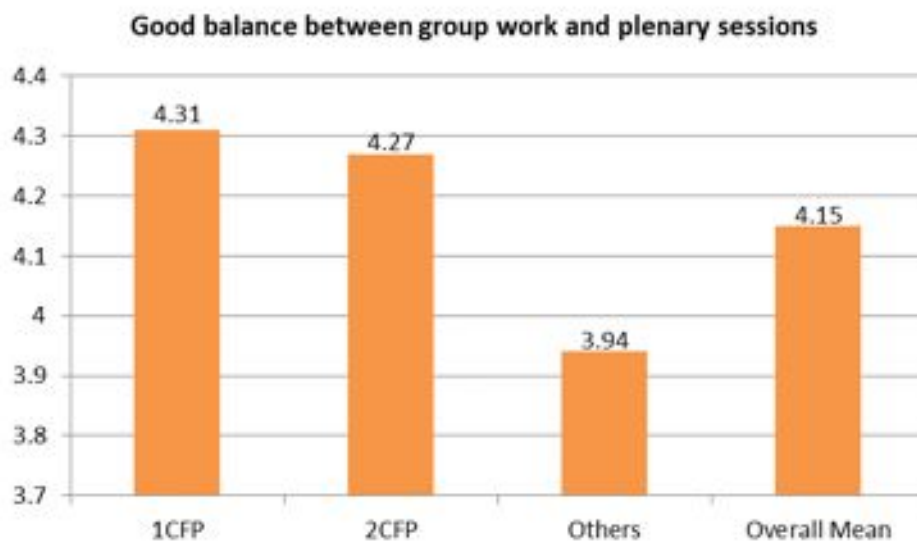
- 2. Do you think that the workshop methodology and program were appropriate to achieve the objectives of identifying and sharing emerging lessons?



The overall appreciation of the workshop methodology was also high, with an average score of 4.13. Recent grantees (2CFP) were particularly supportive of the

methodology (4.36). Participants noted that there were too many group members in some groups and recommended smaller groups for future events.

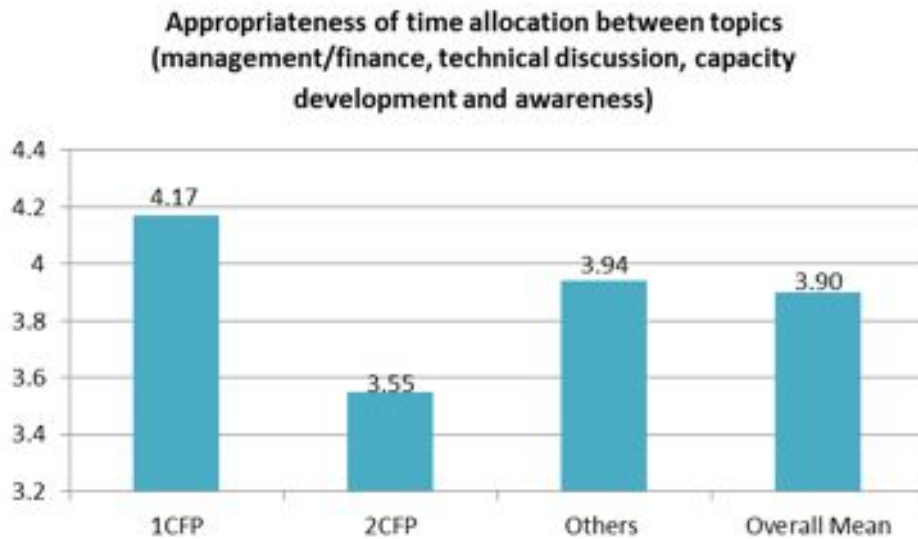
- 3. Do you think that there was a good balance between group work and plenary sessions?



The right balance seems to have been achieved between group work and plenaries, with a high score attributed by all grantees. Representatives from other initiatives rated this question slightly lower, but still with a good score (3.94). It should be noted that the

workshop intentionally put the emphasis on group work to facilitate active interaction around key themes and sectors.

4. Do you think that the allocation of time between topics (management/finance, technical discussion, capacity development and awareness) was appropriate?

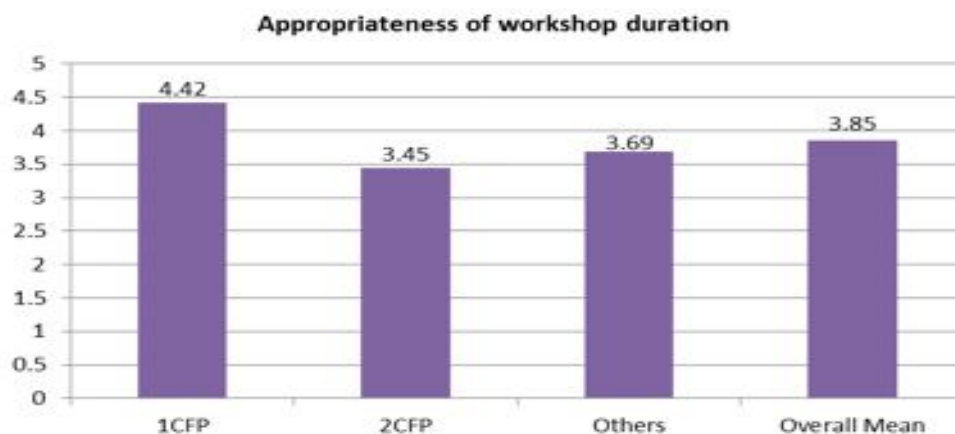


The overall score for this question is satisfactory, but recent grantees rated it significantly lower than other participants. No clear explanation for this is provided in the comments, but this may reflect a need for more guidance on administrative and financial matters, while more advanced projects appreciate the additional time

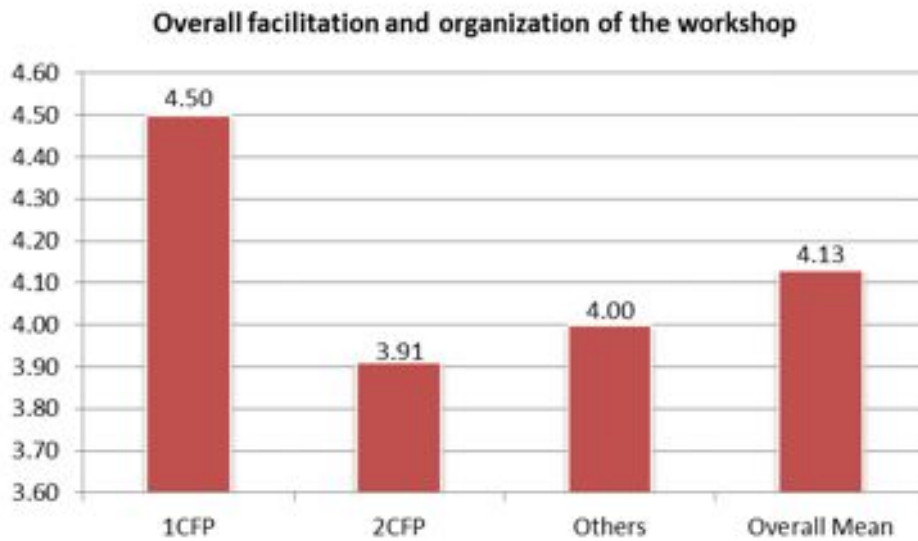
spend on technical and capacity development aspects. New grantees have benefitted from specific trainings on management, administrative and finance issues, but this effort probably needs to continue throughout the first few months of implementation.

5. Was the duration of the workshop appropriate?

The overall score is satisfactory, with some grantees commenting that the workshop could have been slightly extended.

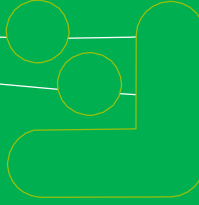


6. What is your rating of the overall facilitation and organization of the workshop?



The overall rating for facilitation is very satisfactory (4.13), with some participants commenting that some sessions were too tight. Recent grantees provided a lower (but still high) score of 3.91, which might be due to the fact that they had a smaller role in the workshop if compared to

established projects (1 CFP), who were able to share their experiences with project implementation over the past 15 months. A bigger role for recent grantees (maybe based on their earlier, non-CCCA funded projects) could be considered for future events.



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