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Forestry and Environmental Action

Enabling Activity:

Support to Montenegro for the Development of National
Action Program aligned to the UNCCD 10 Year
Strategy and Reporting Process under UNCCD

INCEPTION REPORT

Sarajevo, December 2013



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

Project Information Sheet:

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GEF Implementing Agency	United Nations Environment Programme - UNEP		
GEF Operational Focal Point for Montenegro	Andro Drecun, Ministry of Sustainable Development and Tourism of Montenegro		
UNCCD National Focal Point	Ana Pavicevic		
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Document Information Sheet:

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Reporting Period	October – December 2013		
Document Version	Final		
Purpose of the Document	This Inception Report summarizes the Project management arrangements, methodology and outputs for implementing, and provides a detailed Work Plan including designed activities and timelines throughout the Project cycle, and overview on the Inception Meeting and the Project Steering Committee Meeting		
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Support to Montenegro for development of National Action Program aligned to the UNCCD
10 Year Strategy and Reporting Process under UNCCD

UNEP

Vienna Office

Sarajevo, 30 December 2013

Dear Sir / Madame,

On behalf of fea – Forestry and Environmental Action we are submitting our Inception Report for the technical support to organization of the project “Support to Montenegro for Development of National Action Programme Aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD”.

Respectfully,

A handwritten signature in black ink, appearing to read "Vanesa P.", is written on a light-colored rectangular background.

Vanesa Prodanovic

President



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

Table of Contents

Acronyms and Abbreviations	5
I. EXECUTIVE SUMMARY	6
II. PROJECT INCEPTION ACTIVITIES.....	7
III. PROJECT OVERVIEW.....	12
IV. UPDATED WORK PLAN	15
Annex 1. Agenda for the Inception Meeting	16
Annex 2. List of Inception Meeting participants.....	17
Annex 3. Agenda for the Steering Committee Meeting	18
Annex 4. List of participants on the PSC Meeting	19
Annex 5. Minutes of the Project Steering Committee Meeting.....	20
Annex 6. Updated Work Plan	28



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

Acronyms and Abbreviations

BiH – Bosnia and Herzegovina

COP – Conference of Parties

CST – Committee for Science and Technology

DEPI - Division of Environmental Policy Implementation

DLDD – Desertification, Land Degradation and Drought

GEF - Global Environmental Facility

IFS – Integrated Financial Strategy

M&E – monitoring and evaluation

MNAP – Montenegro NAP

NAP – National Action Program

NCB – National Coordination Board

PSC – Project Steering Committee

SMART - Specific, Measurable, Attainable, Relevant and Time-sensitive

UNCCD – United Nations Convention to Combat Desertification

UNEP – United Nations Environment Programme



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

I. EXECUTIVE SUMMARY

The project "Support to Montenegro for development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD" aims at facilitating access to GEF funding by Montenegro for Enabling Activities to meet its obligations under the UNCCD: a) NAP development in line with 10-Year Strategy and b) Reporting and review process.

Funded by the GEF and implemented by UNEP/GEF Implementing Agency, the Montenegro, Ministry of Sustainable Development and Tourism as the UNCCD Political Focal Point shall take responsibility for the execution of the Project in accordance with the objectives, activities and budget and deliver the outputs and demonstrate its best efforts in achieving the Project outcomes. It shall also coordinate activities through the National UNCCD Focal Point.

The project aims to assist Montenegro in formulating the its first NAP which would be in line with the UNCCD 10-Year Strategy resulting in improved planning and monitoring of UNCCD implementation at the national level for better decision making on DLDD and sustainable land management issues.

The purpose of the Inception Report is to update and finalize Project implementation arrangements, based on the framework described in the Project Identification Form. The Report supplements and updates, but is not intended to replace these documents.

This Inception Report summarizes the Project start-up activities, which include a nomination of Steering Committee members and the agreement on the planned activities.

Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

II. PROJECT INCEPTION ACTIVITIES

a. PROJECT INCEPTION MEETING

The Inception Meeting was held on 7 October 2013 in Podgorica. The main purpose of the Meeting was to present key information about the project, to propose the methodology for project implementation, and also to give a short presentation on UNCCD COP 11 and NAP Alignment Training provided by the UNCCD Secretariat. Representatives from relevant Ministries, UNEP and the civil society attended the Meeting.

After the introduction to the main points of the Meeting, key project information was provided. It was also pointed out that Montenegro with countries in region should establish regional cooperation with other countries implementing NAP through joint meetings or in a similar way.

Please find the agenda and the list of participants on the Inception Meeting in Annex 1 and 2.



Figure 1. Inception Meeting, 7 October 2013, Podgorica

b. PROJECT STEERING COMMITTEE

The nominations for the PSC have been suggested. The proposition consisted of representatives from the following bodies:

- Ministry of Sustainable Development and Tourism of Montenegro



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

- Ministry of Agriculture and Rural Development of Montenegro
- GEF Focal Point for Montenegro
- NFP for UNCCD in Montenegro
- UNEP representative

The PSC will provide assistance in planning and implementation of all Project activities. Moreover, the Committee will guide the work of the Project team throughout the Project, review and approve the developed work plan, monitor milestones and the time lines of Project deliverables, provide input for the planning and execution of workshops ensure that extensive consultation with all relevant stakeholders (governmental and non-governmental) takes place during the development of the NAP.

The first PSC Meeting was held in Podgorica on 23 October 2013. Topics for the attention of the Steering Committee were: Work Plan, proposed list of experts and stakeholders and the next meeting of the PSC. Key MNAP project information was presented in order to agree on several subjects, including the organization of the joint NAP training for Montenegro and Macedonia and Project implementation methodology.

Agenda for the Meeting of the Steering Committee is provided in the Annex 3, together with the meeting participants list in Annex 4. Full Minutes of the Meeting are provided in Annex 5.

c. METHODOLOGY OF THE DOCUMENT

According to the necessities of the Project, it was agreed on the Project Steering Committee Meeting that the methodology used for the drafting of the document would require relevant experts that will actively work on the document. The engaging experts will cover different relevant sectors necessary for NAP development. In coordination with the experts, a general NAP content was designed, which will be elaborated further during the project implementation. The content is provided in the Annex 6.

The methodology for the development of the NAP will include 5 phases:

- 1 **Inception** - organization of the administrative, management and advisory arrangements for the Project and preparation of a work plan
- 2 **Stocktaking** - complete analysis of the situation, "inventory" of existing data and completed activities
- 3 **Thematic Assessments** - evaluation and analysis of obligations arising out of international agreement, and the performance achieved in Montenegro so far under the Convention
- 4 **Cross-Cutting Analysis** - capacity assessment, needs and opportunities in relation to the duties of defined priority thematic areas
- 5 **Action Plan** - relies on estimates given by thematic assessments and cross-analysis for the purpose of identification of capacity development plans and activities that are necessary

In the **Inception phase**, apart from designing the Work Plan and engagement of experts, the project team will develop the content for the NAP according to the needs of the country.

In **Stocktaking phase**, the expert will write an Introductory Paper on land degradation in Montenegro and design a Gap analysis.



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

Thematic assessments will include identification, collection and analysis of data on mechanisms and activities related with the UNCCD implementation.

National land degradation monitoring and vulnerability assessment will be conducted as part of phase **Cross-Cutting Analysis**.

Action Plan will be based on all information gathered during previous phases and will prioritize necessary actions.

The Action Plan will be prepared by the experts engaged and it will be reviewed through stakeholder meetings and by the established PSC.

d. ENGAGEMENT OF EXPERTS

During the Project Steering Committee Meeting it was suggested to engage two to three experts in the field of land management and forestry. The experts will be directly engaged by the project and will be responsible for drafting the NAP and development of the NAP content according to the needs of the country. The NAP itself should be developed through several different sections, which will be undertaken by the relevant engaged experts. Apart from the experts from forestry and land management, another expert in economic issues will be engaged in order to take over the development of the IFS for Montenegrin NAP.

e. NAP TRAINING

A regional NAP training was organized for engaging experts in FYR Macedonia and Montenegro that are in parallel implementing the NAP projects, and experts from Serbia that are implementing the Umbrella project. The NAP training was held on 4 December 2013 in BiH by the two land degradation experts from BiH, experienced in contributing to NAP projects in the region and the coordinators of development of the NAP in BiH, and was attended by a representative from the UNCCD Secretariat. The NAP training was based on information and knowledge from the NAP training organized by the UNCCD Secretariat and that preceded the COP11 in Namibia in September 2013. Detailed agenda of the training is attached in Annex 7.

Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD



Figure 2. Regional NAP Training, 4 December 2013, Teslic, BiH

f. STAKEHOLDER MEETINGS

The Project will secure the participation and active involvement of stakeholders at different levels e.g., governmental authorities involved in decision making process, scientists, as well as natural resources management and nature conservation professionals, private sector, and NGOs active in the field of land management.

Stakeholder consultations will be conducted through 3 workshops during Project implementation.

PROJECT IMPLEMENTATION ARRANGEMENT

UNEP/GEF

UNEP/GEF is the Implementing Agency for this GEF project. UNEP/GEF shall in its role as GEF Implementing Agency provide project oversight to ensure that GEF policies and criteria are adhered to and that the project meets its objectives and achieves expected outcomes in an efficient and effective manner. Project supervision is entrusted to the Director of UNEP/DEPI who discharges this responsibility through the assigned Task Manager who represents the Director on the project steering committee. Project supervision missions if any, by the Task Manager and/or Fund Management Officer shall constitute part of the project supervision plan. UNEP/GEF would perform the liaison function between UNEP and the GEF Secretariat and report on the progress against milestones outlined in the CEO approval letter to the GEF Secretariat. UNEP shall inform the GEF Secretariat whenever there is a potentially substantive co-financing change (i.e. one affecting the project objectives, the underlying concept, scale, scope, strategic priority, conformity with GEF criteria, likelihood of project success, or outcome of the project). It shall rate, on a periodic basis, progress in meeting project objectives, project implementation progress, risk, and



Support to Montenegro for development of National Action Program aligned to the UNCCD 10 Year Strategy and Reporting Process under UNCCD

quality of project monitoring and evaluation. In order to ensure overall coherence with the Convention process and taking into consideration the fact that this project is meant to increase capacities of Montenegro vis-a-vis the Convention, UNEP/DEPI through the EA, will also work in close consultation with the UNCCD secretariat and GM through the National Focal Point on all issues relating to deadlines and deliverables under the project.

The Ministry of Sustainable Development and Tourism will take responsibility for the execution of the project in accordance with the objectives, activities and budget and deliver the outputs and demonstrate its best efforts in achieving the project outcomes. It shall also coordinate activities through the National UNCCD Focal Point and address and rectify any issues raised by UNEP with respect to project execution in a timely manner. It shall also support the project adaptive management tool and develop a management response to any review. The Ex.A shall host a coordinating committee of experts and specialists and provide high-level technical inputs and organize the tasks at national level as well as securing capacity building of the national team. The project team also serves as secretariat to the National Coordination Body (NCB). While devising a knowledge management system for national UNCCD reporting, Ex.A will liaise with the National UNCCD Focal Point in order to ensure that COP and CST guidance are reflected in the overall system to be devised for the national UNCCD implementation knowledge management tool.



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

III. PROJECT OVERVIEW

PROJECT BACKGROUND AND CONTEXT

Montenegro ratified the United Nations Convention to Combat Desertification (UNCCD) on March 2007. Since then, several important efforts were made in the country towards the implementation of the Convention. However, the country still lacks a National Action Program (NAP) under the UNCCD.

Being a country in transition, Montenegro is faced in the post-independence period with numerous social, economic and environmental problems, among which the issue of land degradation stands out as one of the most crucial.

Present issues relevant for sustainable use of natural resources (including land use) in Montenegro, along with challenges connected to the efficient land use are given in the National Strategy of Sustainable Development (NSSD) of Montenegro which is harmonized with the Mediterranean and EU Sustainable Strategy. For the land management, primary goals defined in the NSSD are the improvement of soil management and the prevention of the causes of land degradation and damages. According to the NSSD, one of the first measures for achieving these goals is the ratification of the UNCCD and implementation of measures envisaged by the Convention. However, Montenegro still lacks a National Action Plan in line with the Convention 10 Year's Strategy.

Due to the recent ratification of the Convention, Montenegro has submitted the First National Report to UNCCD in 2012. Nevertheless, the collection of data for reporting purposes lacks homogeneity and collaboration among relevant institutions needs to be strengthened by introducing a framework system of data collection and sharing.

The development of NAP to combat land degradation and its integration into the National Development Strategy, PRSP and other relevant national strategies and documents in Montenegro was highlighted in the First National Report on the implementation of the UNCCD, as one of the urgent measures in addressing the problem of land degradation. The project will put an emphasis on the activities aimed at supporting mainstreaming NAP recommendations into relevant national strategic documents and donors' cooperation programs. Due to the specificity of the country morphology, the NAP will be divided in three sub-clusters for the developments of specific measures to combat land degradation in the coastal areas, in the mountains as well as in the plateau in the central part of Montenegro.

PROJECT GOALS AND OBJECTIVES

The preparations of the First National Action Plan will require the setting-up of an NCB as part of this process. The NCB will coordinate interdisciplinary and inter-ministerial efforts to run the forthcoming implementation UNCCD activities under the National Strategies of Montenegro and the obligations deriving from it. The NCB should include representatives from a variety of stakeholders ranging from government and non-governmental institutions, from civil society representatives to grassroots resource users, academia, and the private sector, in line with the complex and interdisciplinary nature of desertification and other forms of land degradation and their diverse impacts.



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

In establishing the NCB, full integration of human rights based approaches will be assured by addressing all crosscutting issues in the planning and organization process (primarily gender sensitivity). It is desirable to create at least three Technical Working Groups within the NCB framework, each focusing on the primary needs as follows: a) monitoring of DLDDD, b) impact and vulnerability assessment, and c) mitigation and response to ensure Sustainable Land Management.

The project aims to assist Montenegro in formulating the its first NAP which would be in line with the UNCCD 10-Year Strategy resulting in improved planning and monitoring of UNCCD implementation at the national level for better decision making on DLDD and sustainable land management issues.

Based on Decision 3/COP 8, parties to the UNCCD adopted the 10-year strategy (2008-2018) to enhance the implementation of the Convention. The Decision urged Parties to implement the Strategy in accordance with their national priorities, including the alignment of their action programs and other relevant implementation activities relating to the Convention with the Strategy.

The Strategy's Operational Objective 2 (OO2) urges affected Country Parties to revise their NAPs into strategic documents supported by biophysical and socio-economic baseline information and include them in integrated investment frameworks. The OO2 also encourages affected Country parties to integrate their NAPs as well as SLM and land degradation issues into their national development plans and relevant sectorial and investment plans and policies.

PROJECT ACTIVITIES

The objective of this project is to support Montenegro for the development of National Action Programs aligned to the UNCCD 10-Year Strategy and Report process under UNCCD.

The project will have 2 components as follows:

- A. Preparation of NAP in line with the 10-year strategy
- B. Reporting and review processes

The project will support:

Component	Expected Outputs
A. Preparation of NAP in line with the 10-year strategy and national development policies	Output A.1 Framework and supporting tools/document (Assessment of DLDDD, Guidelines for CSO and Project website for advocacy, awareness raising, education and capacity building (OO1) and addressing DLDD developed
	Output A.2 Reports of socioeconomic, policies and institutional assessment that will build the foundation for participative first NAP development and Policy framework to support national efforts on DLDD established (OO2)
	Output A.3

Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

	<p>Scientific assessment, technology and knowledge gaps baseline information reports to support efforts on DLDD are available, including national monitoring and vulnerability assessment, and other relevant biophysical and socio-economic data, and are used to develop NAP.</p>
	<p>Output A.4 Financial Mechanism and technology need for NAP implementation established</p>
	<p>Output A.5 NAP validated by national bodies, regional and provincial technical and administrative institutions and its provisions mainstreamed in other national, local strategic state-level documents and/or plans</p>
<p>B. Reporting and review process</p>	<p>Output B.1 Inter-ministerial Agreement on procedures and guidelines on a long-term data collection protocol / mechanism, the validation of data and reporting to UNCCD</p>
	<p>Output B.2 Establishment of the National Coordination Body (NCB) that will coordinate interdisciplinary and inter-ministerial efforts to run the forthcoming implementation UNCCD activities under the National Strategies of Montenegro and the obligations deriving from it</p>

Monitoring and evaluation plan

The project will follow UNEP standard monitoring, reporting and evaluation processes and procedures. Reporting requirements and templates are an integral part of the UNEP legal instrument to be signed by the executing agency and UNEP. The project M&E plan for the costed M&E and the plan is consistent with the GEF Monitoring and Evaluation policy. The Project Results Framework presented includes SMART indicators for each expected outcome as well as end-of-project targets. These indicators along with the key deliverables and benchmarks will be the main tools for assessing project implementation progress and whether project results are being achieved.

The UNCCD National Focal Point will chair the NCB, ensure daily supervision of the project, and consultants, ensure necessary involvement of stakeholders, hired in the project implementation, coordinate the preparation of the report also participating as a an active member of the drafting team. He will receive periodic reports on progress and will make recommendations to UNEP concerning the need to revise any aspects of the Results Framework or the M&E plan. Project oversight to ensure that the project meets UNEP and GEF policies and procedures is the responsibility of the Task Manager in UNEP/DEPI. The Task Manager will also review the quality of draft project outputs, provide feedback to the project partners, and establish peer review procedures to ensure adequate quality of scientific and technical outputs and publications.



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

IV. UPDATED WORK PLAN

Series of work group meetings planned for the Component A. (Preparation of the NAP) in accordance with the identified real needs of the project after the initial assessment and arrangement of operations, will be replaced with 3 stakeholder meetings with stronger participation in order to accomplish more profound participatory process.

Updated Work Plan is provided in Annex 8.



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Annex 1. Agenda for the Inception Meeting

AGENDA

Inception Meeting

Support to Montenegro for Development of National Action Programs Aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Ministry of Sustainable Development and Tourism, Podgorica, 7 October 2013,

13:30-17:00h

- **Welcome address**
Ivana Vojinovic, General Director Ministry of Sustainable Development and Tourism
- **Introduction to the main points of the Meeting**
Pier Carlo Sandei, UNEP Vienna
- **Key MNAP project information**
Djordjije Vulikic, UNEP project coordinator
- **Presentation of the Project implementation methodology**
Fethi Silajdzic, UNEP Consultant for NAP alignment processes
- **Follow up to UNCCD COP 11 and NAP Alignment Training provided by the UNCCD Secretariat**
Sonja Malicevic, fea – Forestry and Environmental Action
- **Q&A session**
- **Conclusions and Closing of the Meeting**
Pier Carlo Sandei



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Annex 2. List of Inception Meeting participants

1. Daliborka Lekic, Biotechnical faculty
2. Mira Drljevic, Agency for hydrometeorology and seismology
3. Chiara Farinea, DFS – D'Appolonia
4. Momcilo Blagojevic, Ministry of Agriculture and Rural Development of Montenegro
5. Srdjan Pejovic, Ministry of Agriculture and Rural Development
6. Jelena Bojanic, Agency for Environmental Protection
7. Vesna Novakovic, Agency for Environmental Protection
8. Ervin Spahic, Agency for Environmental Protection
9. Ana Pavicevic, Ministry of Sustainable Development and Tourism of Montenegro
10. Ivana Vojinovic, Ministry of Sustainable Development and Tourism of Montenegro
11. Pier Carlo Sandei, UNEP Vienna
12. Djordjije Vulikic, UNEP Project Coordinator
13. Sonja Malicevic, fea



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Annex 3. Agenda for the Steering Committee Meeting

AGENDA

Meeting of the Steering Committee

Support to Montenegro for Development of National Action Programs Aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Ministry of Sustainable Development and Tourism, Conference room on 1st floor

Podgorica 23 October 2013

12:00-13:30h

- **Welcome address and adoption of the agenda**

Ivana Vojinović, General Director for environment and climate change, Ministry of Sustainable Development and Tourism

- **Topics for the attention of the Steering Committee**

- Work Plan
- Proposed list of experts and stakeholders
- Next meeting of the SC

- **Discussion**

Members of the Steering Committee

- **Conclusions and Closing of the Meeting**

Pier Carlo Sandei

- **Lunch**



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Annex 4. List of participants on the PSC Meeting

1. Ivana Vojinovic, Director General for Environment and Climate Change, Ministry of Sustainable Development and Tourism of Montenegro
2. Pier Carlo Sandei, Project Manager, UNEP Vienna
3. Andro Drecun, GEF Operational Focal Point for Montenegro
4. Ana Pavicevic, UNCCD Focal Point for Montenegro
5. Nina Ljesevic, Representative of the Ministry of Agriculture and Rural Development of Montenegro
6. Djordjije Vulikic, UNEP Project Coordinator
7. Elmedina Krilasevic, fea - Forestry and Environmental Action
8. Sonja Malicevic, fea - Forestry and Environmental Action



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Annex 5. Minutes of the Project Steering Committee Meeting

Minutes of the Discussion

23 October 2013

From the Project Steering Committee Meeting in the framework of the project "Support to Montenegro for Development of National Action Programs aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD"

Members of the Project Steering Committee (PSC) attending the Meeting:

- Ivana Vojinovic, Director General for Environment and Climate Change, Ministry of Sustainable Development and Tourism of Montenegro
- Pier Carlo Sandei, Project Manager, UNEP Vienna
- Andro Drecun, GEF Operational Focal Point for Montenegro
- Ana Pavicevic, UNCCD Focal Point for Montenegro
- Nina Ljesevic, Representative of the Ministry of Agriculture and Rural Development of Montenegro

As well as

- Djordjije Vulikic, UNEP Project Coordinator
- Elmedina Krilasevic, fea - Forestry and Environmental Action
- Sonja Malicevic, fea - Forestry and Environmental Action

The Meeting started at 12.00h in the Ministry of Sustainable Development and Tourism of Montenegro.

After the welcoming word by Ms. Vojinovic, the Director General for Environment and Climate Change, Ministry of Sustainable Development and Tourism of Montenegro, Mr. Pier Carlo Sandei, from the UNEP Vienna made an introduction on the purpose of the Meeting and together with representatives from fea – Forestry and Environmental Action presented the Project Work Plan.

The Meeting was closed at 13.30h.

During the Meeting the following main conclusions were reached:

- PSC through email communication will define maximum 2-3 key experts by the end of week 28 October – 1 November 2013
- A joint NAP Alignment training for Macedonia and Montenegro could take place in Montenegro in second half of November
- The Project web page will be designed as part of the web page of the Ministry
- Project team is requested to prepare a short analysis with several options for validation of the reports and documents, and on basis of these options decide on the best
- Establish regional cooperation with other countries implementing NAP through joint meetings or in a similar way
- Project team should provide PSC with an overview of fund allocations for the experts



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

- Check whether according to national rules there might be an issue to have public institution employees working as key experts - If not, obtain approval from the institutions which the elected experts represent
- The PSC will meet every 6 months, in the meantime; all urgent things can be discussed online. The next meeting is planned for April 2014
- The Minutes of the Meeting should be approved and signed by the PSC members
- Along with the Minutes, the PSC member will receive project Work Plan and methodology in electronic form
- The financial reports will be co-signed, in addition to UNEP Vienna project manager, by the GEF focal point and the UNCCD focal point
- E-mail is agreed to be the official mean of communication
- The Minutes will be disseminated both in Montenegrin and English

The detailed Minutes of the Meeting are presented below.

Ivana Vojinovic

Ms. Vojinovic welcomed everyone and said that she believes that this project is very important. She thanked Mr. Sandei and Mr. Vulicic for all the activities that have been established so far.

Ms. Vojinovic suggested to postpone the discussion on the suggested experts and to continue the communication on the matter via e-mail.

(All agreed)

Pier Carlo Sandei

The next point is the project implementation methodology.

Mr. Sandei discussed all stakeholders involved in the implementation and stated that fea participated in the training for the NAP alignment in Namibia.

On that occasion he noted that it would be good to hold a similar training in Montenegro.

He had put the emphasis that it is necessary to immediately define the experts, in order to be able to organize the training and start the project. It would be the best to implement it before the New Years.

He suggested that Macedonia and Montenegro could organize a joint training for experts, which could be held in Montenegro.

He suggested also that the training could be held by professors Custovic and Markovic from BiH who are already very familiar with the process, as they were both National Focal Points for UNCCD Convention, and Professor Custovic also participated in the training in Namibia.

(Project Work Plan was presented.)

Ivana Vojinovic

It should be taken into consideration that the work group will not be too large and that maybe it is possible to hold the training for all members. Her suggestion was to avoid December and to conduct the training in late November.



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

As a very important activity, she has emphasized the cooperation with the University and the development of the research paper (*as it was presented in the Work Plan*).

Pier Carlo Sandei

It is a very important activity, since by this a possibility for younger generations to acquire the knowledge and skills from the more experienced professors is provided.

Ivana Vojinovic

The financial strategy is also very important.

Pier Carlo Sandei

This was highly emphasized on the training in Namibia, but this is an activity that will be implemented in the second part of the project.

It is suggested to save the discussion on this matter for later, as this is very important, not only because of the Document itself, but is also politically important.

The development of the web page is another activity that will be arranged in cooperation between fea and Mr. Vulikic, but the coordination of the content will be made by fea.

Ivana Vojinovic

It is suggested that this page should be part of the web page of the Ministry.

(All agreed)

Pier Carlo Sandei

What are the options for the organization of the meetings? Should these be organized all in the Capital or other cities are also an option?

Ivana Vojinovic

If it is planned ahead, it is considered entirely possible to arrange meetings also outside of Podgorica.

(All agreed)

Pier Carlo Sandei

How are the reports validated? Does the Minister need to approve them?

Ivana Vojinovic

They definitely need to be validated by a higher government institution. It is assumed that the National Council for Sustainable Development and Climate Change will be also included. This body is run by the President of Montenegro.

Pier Carlo Sandei



Support to Montenegro for the Development of National Action Program aligned to the UNCCD 10-Year Strategy and Reporting Process under UNCCD

Is it possible to prepare a short document with several options, and on basis of these options it can be decided on the best option for the adoption of the documents? This can be also used for future reference, not only for this Convention.

What lacks in this Work Plan is the idea of a possible cooperation between Balkan countries that work on the same project. Would this be considered plausible? Certain funds can be allocated for transboundary cooperation that could be established through meetings or something similar.

Andro Drecun

Maybe the RCC to present can be invited to present how do they see the investment framework. Maybe an invitation could be sent to Goran Svilanovic or someone else from the organization that would be great.

Ivana Vojinovic

What kind of experts is needed?

Djordjije Vulikic

A task has been assigned during the Kick-Off Meeting to make a list of potential experts to be included in the project implementation. The type of experts is actually determined by the needs of the document, i.e. land degradation, forestry and coastal area.

We have been searching for experts that have been previously included in similar activities. We made a list of two main names, Mr. Mirko Knezevic and Mr. Ranko Kankaras.

Both of the experts have worked on similar projects, and Mr. Kankaras has also worked on the activities for the UNCCD and NCSA. The third option is Mr. Darko Dubak who has worked on coastal area issues.

Even though they have worked on this subject, they still need the training, as they have never worked on a document like this. Since it is necessary that we are more effective, we should keep the number of experts to 2-3 experts.

Pier Carlo Sandei

The point is to have 2 leaders that can include other experts. We should keep the number of main experts at minimum.

A certain number of experts can be engaged additionally. The group is not closed; the two of them could be on the top of the pyramid. It is agreed that we do not need to make an agreement on this today, but do these two have the charisma and knowledge to guide the others to work with them?

Andro Drecun

The GEF Operational Focal Point had good experience with them. It is good to work with them, but maybe it can be discussed in the next few days.

Ivana Vojinovic



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Does the budget envisage the inclusion of other experts?

It is necessary to keep this in mind. It would be also good to have a proposal of fund allocations for the experts in order for the PSC to have a clear picture on the possibilities. Maybe there is a potential conflict of interest, as it is heard that these two experts are employed by the University, while the third one is working for another public institution.

Pier Carlo Sandei

This does not pose a problem for UNEP, as most of the funds are allocated via fea. But if it is considered that from Montenegro side there might be a problem, it is needed to be aware of this.

Ivana Vojinovic

A suggestion is to oblige the people to have some kind of recommendation or an approval from their institutions.

Pier Carlo Sandei

It should be also taken into consideration that if the experts are employed by the public institutions, it could be presented as some sort of co-financing, but this needs to be communicated with GEF.

Ivana Vojinovic

It is very important to think about everything thoroughly and to pay attention to every detail.

Pier Carlo Sandei

Could there be a reach of an agreement on the key experts by the end of next week?

(All agreed)

The next point is the PSC meetings. It is planned to have meetings every 6 months. But, can some issue be settled online? This would mean that the next PSC meeting would be in April 2014.

(All agreed)

Ivana Vojinovic

It is suggested that the minutes of the meeting are approved and signed by the PSC members.

Andro Drecun

It would be good to also send out the Work Plan and the presentation on the project methodology in electronic form.

Pier Carlo Sandei



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The last item, considering that is necessary to regularly report to GEF, is the signature on the financial reports. The practice was to have the reports signed by the GEF focal point. Is it possible to pursue this practice also in Montenegro?

Andro Drecun

The reports should be signed also by the UNCCD focal point, apart from the GEF focal point.

Ivana Vojinovic

Maybe it is possible to obtain a written confirmation on these procedures and how the financial reports are approved. Especially when in-kind contribution is involved.

Pier Carlo Sandei

As the Ministry is the executing agency, it would be good to have the confirmation from the institution.

Djordjje Vulikic

In order to be more effective, it would be good to have an approval to communicate via e-mail, so that is not necessary to ask for written confirmations and verifications of the letters and documents.

Andro Drecun

E-mail is the official document, so it is agreed.

Pier Carlo Sandei

It is asked to make the minutes both on Montenegrin and English, as they will also be part of the reports to GEF.

(Ms. Vojinovic together with Mr. Sandei thanked all attendees for participating and closed the Meeting. After the closure of the Meeting, all PSC members were invited for lunch)



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Annex 6. General NAP content

Part 1. Reference Data about Montenegro

1. Natural and climate conditions in Montenegro with regards to land
2. Socio-economic conditions in Montenegro with regards to land
3. Degradation / desertification of land in Montenegro and socio-economic impacts

Part 2. Objectives and Strategies

1. UNCCD requirements and the 10-year strategy to combat land degradation
2. Strategic guidelines to combat land degradation
3. Progress and performance indicators and national targets
4. The role of education and science in combat against land degradation
5. Public participation in combat against land degradation and analysis of stakeholders

Part 3. Activities and measures to combat land degradation

1. Identification and description of the activities for combating land degradation (closely associated with the strategic guidelines and GAP analysis)
2. Prioritizing activities and description
3. The matrix of activities with clear accountable bodies, potential sources of funding and other actors



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Annex 7. Agenda of the NAP Regional Training

Regional training for the development of the National Action Program (NAP)

4 December 2013

Hotel Kardial, Teslic

PROGRAM

9.00 – 9.10	Opening of the training Sonja Malicevic – Forestry and Environmental Action (fea)
	Training objectives
9.10 – 9.20	Prof. dr Mihajlo Markovic, UNCCD NFP for BiH and coordinator of the NAP development process in BiH
	Processes of NAP development in the region (four Balkan countries) – short overview
9.20 – 9.30	Sonja Malicevic
	NAP Alignment process in practical sense
9.30 – 10.00	Jamal Annagylyjova, Program officer for Central and Eastern Europe, UNCCD Secretariat
	Examples from BiH: Methodology of NAP development
10.00 – 10.15	Prof. dr Mihajlo Markovic
	NAP as a strategic document: possibilities and challenges
10.15 – 11.00	Prof. dr Hamid Custovic, Coordinator of the NAP development process in BiH and representative of Annex 5 in Committee for Science and Technology with UNCCD
	Hypothetical example of NAP Alignment
11.00 – 11.30	Sonja Malicevic



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Annex 8. Updated Work Plan

Activities	Months											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
COMPONENT A. Preparation of NAP												
A.1. Advocacy, awareness raising and education activities												
a. Preparation and implementation of Stakeholder Meeting 1	W ¹											
b. Development of Introductory Paper on land degradation												
c. Development of the Project website												
d. Training for experts												
e. Gathering and dissemination of information on the UNCCD and NAP on local language through Project website												
f. Capacity building for country and CSO representatives												
A.2. Policy framework development												
a. Conducting GAP analysis												
b. Preparation of the National Action Plan												
c. Preparation and implementation of Stakeholder Meeting 2												

¹ Workshop



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Activities	Months											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
A.3. Scientific, technology and knowledge transfer												
a. Implementation of seminar / workshop to present the UNCCD and increase awareness and for the purpose of preliminary discussion on the knowledge sharing at the Western Balkan sub-regional and national level												
b. Preparation of national land degradation monitoring and vulnerability assessment												
c. Establishment of research programs with University or Research Center for development of research paper on climate change and drought mitigation or support to NAP reporting												
A.4. Financing and technological transfer												
a. Conducting analysis on investment framework and possible sources of funding for land degradation and development of both the integrated investment framework and the strategic plan to improve Montenegro capacity to mobilize financial resources												
A.5. Dissemination and communication												
a. Preparation and implementation of Stakeholder Meeting 3												W
b. Preparation of NAP document in local language												
c. Dissemination of all relevant documents through Internet												
d. Preparation and dissemination of the Policy Paper on NAP and land degradation on behalf of the Ministry												
COMPONENT B. Reporting												



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Activities	Months											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
B.1. Reports prepared through participatory process												
a. Establishment of an administrative framework for the national reports preparation and elaboration												
b. Identification, collection and analysis of data on mechanisms and activities related with the UNCCD implementation												
B.2. Reports validated at the national level												
a. Establishment of bodies for the purpose of validating the reports on national level												