

## PROJECT INCEPTION REPORT

**“Adaptation to Climate-induced Water Stresses through Integrated Landscape Management  
in Bhutan”**

# PROJECT INCEPTION WORKSHOP

*“Adaptation to Climate -Induced Water Stresses through Integrated  
Landscape Management in Paro, Tsirang and Dagana Dzongkhags”*

ORGANIZED BY BTFEC IN COLLABORATION WITH DOA & DMDF  
30-31 MAY 2023, PARO



ADAPTATION FUND

**August 2023**

**Funded by Adaptation Fund  
Submitted by Bhutan Trust Fund for Environmental Conservation**

### Project Profile

<b>Project Title</b>	“Adaptation to Climate-induced Water Stresses through Integrated Landscape Management in Bhutan”
<b>Fund Amount</b>	USD 10,000,000
<b>Project Period</b>	1 July 2023-30 June 2028
<b>Designated Authority</b>	Department of Macro fiscal and Development Finance, MoF
<b>National Implementing Agency</b>	Bhutan Trust Fund for Environmental Conservation
<b>Executing Agencies</b>	Department of Water(DoW), MoENR, Department of Infrastructure and Transport(DoID), MoIT, Department of Local Governance and Disaster Management(DoLGDG), Department of Agriculture (DoA), MoENR
<b>Country</b>	Bhutan

## **Minutes of the Inception Workshop on "Adaptation to Climate-Induced Water Stresses through Integrated Landscape Management in Bhutan."**

Date: 30<sup>th</sup> & 31<sup>st</sup> May 2023

Venue: Tashi Namgay Resort, Paro

### **Agenda Inception Workshop**

29 May 2023: Participants report to venue in the evening			
<b>AGENDA for DAY 1 (Tuesday: 30th May 2023)</b>			
<b>SL</b>	<b>Program</b>	<b>Time</b>	<b>Remarks</b>
1	Registration	09:00-09:30	BTF
2	Welcome Address	09:30-09:40	MD, BTF
3	Project profile presentation	09:40-09:50	CPO, BTF
4	Opening Remarks by PSC Chair	09:50-10:00	Paro Dzongda
5	Opening Remarks by Thrizin	10:00-10:10	Thrizin, Paro Dzongkhag
6	Brief remarks by Tsirang & Dagana Dzongda.	10:10 - 10:30	Tsirang & Dagana Dzongda.
	Tea Break	10:30-11:00	
7	Introduction by participants	11:00-11.30	All Participants
8	Project Implementation Modalities & Results Framework	11:30-11:55	Ngawang, Interim Project Manager, PMU
9	Project Governance & Fund Flow	11:55-12:20	Ms.Tshewang Choden, DMDF, MoF,

10	Project Compliance and Due Diligence including reporting requirements (Adaptation Fund requirement)	12:20-12:45	Leki Tshewang, BTF
	Lunch Break	12:45-14:00	
11	Review of the Draft AWPB (5-year work plan and annual work plan including procurement plan)	14:00-14:15	Ms. Phuntsho Choden, BTF
12	Experience sharing & lesson learnt from GCF supported project “ <i>Supporting Climate Resilience and Transformational Change in the Agriculture Sector in Bhutan</i> ”	14:15-14:40	Mr. Sherab Gyeltshen, Project Director
13	Formation of Component wise Group & Group Work	14:40-15:30	Groups
	Tea Break	15:30-16:00	
14	Component wise Group & Group Work	16:00-17:00	Groups
<b>AGENDA for DAY II (Wednesday: 31st May 2023)</b>			
15	Component wise Group & Group Work continue and finalize presentation	09:00-09:45	Groups
16	Presentation on WPB- Component 1	09:45-10:05	By Component Manager, Group 1
17	Presentation on WPB- Component 2	10:05-10:25	By Component Manager, Group 2
18	Presentation on WPB- Component 3	10:25-10:45	By Component Manager, Group 3



	Tea Break	10:45-11:15	
19	Presentation on WPB- Component 4	10:15-11:35	By Component Manager, Group 4
20	Q & A	11:35-11:55	Participants
21	Way forward	11:55-12:25	Ngawang, Interim Project Manager, PMU
22	Closing Remark	12:25-13.00	BTF
	Lunch	15:00-14:00	

**\*MC and Rapportering by BTFEC**

The inception workshop for "Adaptation to Climate-Induced Water Stresses through Integrated Landscape Management in Bhutan." was conducted on 30<sup>th</sup> and 31<sup>st</sup> May 2023 in Tashi Namgay Resort in Paro. Forty-six participants from the following organizations attended the inception workshop. The workshop was moderated by Dzongdag of Paro Dzongkhag who is also the chairman of the Project Steering Committee.

1. Project Steering Committee members
2. Dzongkhag Administrations of Dagana, Paro and Tsirang
3. Designated Authority Representatives
4. Project Component Representative
5. Implementing Entity: Bhutan Trust Fund for Environmental Conservation and
6. Media personnel from Bhutan Broadcasting Service and Kuensel.

The deliberations of the inception workshop are as follows:

1. The Managing Director of Designated Authority i.e. Bhutan Trust Fund for Environmental Conservation, welcomed the participants and informed the objectives of the inception workshop were to delve more into the project and promote cross-learning on the full project life cycle. Managing Director shared that with the start of the inception workshop, the project on "Adaptation to Climate-Induced Water Stresses through Integrated Landscape Management in Bhutan" commenced and urged all stakeholders to extend full cooperation for the successful implementation of the project. The floor was informed that the project implementation will commence from 1st July, 2023.
2. Chief Program Officer of the BTFEC presented the profile of the "Adaptation to Climate-Induced Water Stresses through Integrated Landscape Management in Bhutan" project which

is funded by the Adaptation Fund, with a grant of US\$ 9.951 million for a period of five years. He conveyed that the project aims to build resilience to climate change and the adaptive capacity of water-stressed communities in the Dzongkhags of Paro, Dagana and Tsirang.

3. Chairman of the Project Steering Committee of the project, Dzongdag of Tsirang Dzongkhag, and the Thrizin of Paro Dzongkhag Tshogdu thanked BTFEC and other stakeholders for securing the fund for the project from Adaptation Fund and expressed their commitment to implement the project successfully.
4. Interim Project Manager, of the Project Management Unit presented the overview of the project objectives, activities, and expected outcomes including the project implementation plan to the participants. The project will be implemented in 13 gewogs of the three dzongkhags and these gewogs have been identified as priorities for intervention under the government's "water flagship programme" due to their specific vulnerabilities exacerbated by climate change that need to be specifically addressed through targeted water and agricultural adaptation activities. The project would benefit a total population of 36,464 directly and rehabilitate 21,251 hectares of natural habitats in 13 Gewogs under Dagana, Paro and Tsirang Tzongkhags.
5. Project implementation modality & fund flow mechanism was presented by the representative of the Department of Macro-Fiscal and Development Finance and the Designated Authority of Adaptation Fund. The following composition of the Project Steering Committee was also presented to the floor. She informed that the Project Steering Committee will meet at least twice a year to provide strategic directions and oversee the overall implementation and achievement of the project outcomes strategic guidance during the implementation of the project. The roles and responsibilities of all the relevant stakeholders of the project were also presented to the floor.

<b>Project Steering Committee Member for the AF Project</b>		
<b>Name</b>	<b>Designation</b>	<b>Agency</b>
Karma Thinlay	Dasho Dzongdag	Paro Dzongkhag
Dr. Karma Tshering	Managing Director	Bhutan Trust Fund for Environmental Conservation
Loday Tsheten	Director	Department of Macro Fiscal and Development Finance
Karma Dupchuk	Director	Department of Infrastructure and Development
Yonten Gyamtsho	Director	Department of Agriculture
Kado Zangpo	Director	Department of Local Governance and Disaster Management
Dechen Yangden	Director	Department of Water

6. Project compliance and due diligence including reporting requirements of the Adaptation Fund were presented by the BTFEC for a seamless flow of funds for the project. The floor was sensitized that the Adaptation Fund has a set of guidelines and template which needs to be diligently complied with by the project implementers from the start till the end of the project implementation.
7. To prepare all stakeholders for the successful implementation of the project, the Project Director of the ongoing GCF-supported project “Supporting Climate Resilience and Transformational Change in the Agriculture Sector in Bhutan” was invited for experience sharing & lessons learned. The session provided excellent insight and lessons that would be extremely useful for the participants which needs to be kept in mind while implementing the project.
8. Maximum time of the inception workshop was dedicated to reviewing and improving Annual Work Plan and budget developed during the consultation workshop held on 28<sup>th</sup> to 29<sup>th</sup> November 2022 in Phuentsholing. Participants were divided into four groups representing each component of the project to work on and presented to the floor for detailed review at a wider level and further scrutiny. The group presentation to the floor provided deeper scrutiny of the work plans providing enhanced opportunities for improvement.

During the group presentation, the floor raised the following teething issues and challenges that need to be addressed as project implementation progresses. It was decided that the following issues will be submitted to the first Steering Committee to be held soon.

SL	Particular	Decision taken/Action
1	Water user association	The decision to put up in the PSC meeting for the endorsement
2	Budget for capacity building (esp. engineers)	
3	Recruitment of project engineer-Social Safeguard and Gender Specialist	
4	Need of the pre-assessment on the watershed area	
5	Timeline for the capacity building (before project execution)	
6	Budget incorporation	
7	Composition of TAG vis-a-vis role of Component Managers	

9. The inception workshop charted out the following steps to move ahead for expeditious implementation of the project.

<b>Timeline for Submission of Final Five Year &amp; six months work plan and budget plan including results framework ( Section iv &amp; v) (Adaptation to Climate-induced Water Stresses through Integrated Landscape Management in Bhutan (ACSLIM))</b>			
<b>SN</b>	<b>Activity</b>	<b>Timeline</b>	<b>Responsibility</b>
1	Budget Release from BTFEC	1st week of June (50% of the fund for 1st year)	BTFEC
2	Submission of AWPB and Procurement Plan to PMU	5 June 2023	Respective Component Managers
3	Submission of AWPB and Procurement Plan to PSC for endorsement	13 June (1st PSC meeting)	PMU, DoA
4	Submission to BTFEC	15 June 2023	PMU, DoA
5	Bi-lateral meeting with Dzongkhags-Paro, Tsirang & Dagana	Mid June 2023 ( Before PSC meeting)	PMU & BTFEC
6	Submission of Supplementary Incorporation request to MoF	1st week of July 2023	Component Managers/Dzongkhag/PMU
7	Implementation	1st July, 2023 to 30th June, 2024	PMU & Executing Agencies
8	Recruitment of Project Manager	15th July 2023	PMU, DoA
9	Submission of annual progress report (January-June)	15th July	PMU
10	Submission of bi-annual progress report (July-December)	15th January	PMU
11	Training on BTFEC reporting format	1st Week of October 2023	BTFEC

10. Bhutan Trust Fund for Environmental Conservation as the Designated Authority for Adaptation Fund communicated to the floor that BTFEC is fully committed to facilitating and providing all possible support for the successful implementation of the project. All stakeholders were urged to stay fully committed to the implementation and take full ownership of the project.

The workshop concluded with a commitment to work closely with local communities and stakeholders to ensure the success of the transformative project.

## Pictures from the Inception Workshop



Picture1: Participants during the first day of the Inception workshop.





Picture 2: Group photo of Participants from Designated Authority, Implementing Agency, Executing Agencies, Project Implementation Unit and Local Government Leaders



Picture 3: Participants seeking assistance in preparation of Annual Work Plan and Budget Requisition. Procurement.





Picture 4: Department Director of Local Governance elaborating on project components.



Participants List					
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