**Check list for “Adaptation Plan Development Process”**

1. **Implementation of adaptation measures**

This checklist is developed for national / local planners to self-assess work on developing climate change adaptation plans. The items listed here are only examples, and that additional processes may or may not be required depending on the country or district. The list therefore can be edited as appropriate according to the situation in each country or district.

Once the adaptation plan has been developed, the next step is to implement it. Mobilizing the plan for implementation requires certain arrangements such as the authorization and then coordination with relevant actors. Effective collaboration with relevant ministries, local governments, businesses, and civil society is essential for effective adaptation. Whenever appropriate, actions should be taken to integrate adaptation measures into various national plans, such as development or environmental protection plans. In addition, if funds for the implementation of adaptation measures are inadequate, additional funding opportunities should be explored.

Place ‘X’ within ‘Yes’ box if the criteria is undergoing or already achieved, and make any relevant comments.

**Implementation of adaptation plan**

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| --- | --- | --- | --- |
| **Criteria** | **Lead** | **Yes** | **Comments** |
| **Capacity enhancement** | | | |
| Strengthen institutional and regulatory frameworks for addressing adaptation in the long-term at national and sectoral levels. | NAP Taskforce |  |  |
| Design and implement capacity development trainings on the NAP process on an ongoing basis at sectoral and subnational levels to facilitate adaptation planning. |  |  |
| **Financing** | | | |
| Develop the financing strategy that clarifies steps and amount of required budgets to prepare and implement planned adaptation measures. | NAP Taskforce |  |  |
| Define a portfolio to proceed each phase. That entails arranging domestic budgets and identifying lack of financial resources. | Financial Authority |  |  |
| Explore additional funding opportunities from external resources such as multilateral and private funds. Fundraising processes may include feasibility study, proposal development and submission. | NAP Taskforce |  |  |

\*This checklist is developed by AP-PLAT with reference to the following:

Least Developed Countries Expert Group. 2012. National Adaptation Plans. Technical guidelines for the national adaptation plan process. Bonn: UNFCCC secretariat. Bonn, Germany. December 2012. Available at: <https://unfccc.int/topics/adaptation-and-resilience/workstreams/national-adaptation-plans-naps/guidelines-for-national-adaptation-plans-naps>