**Concept note**

**SDC training on CEDRIG in [*add context*]**

[*add location and date*]

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Disclaimer: This document is a working aid for developing a concept note for a CEDRIG training. We accept no liability whatsoever. We do not guarantee that the documents are complete or cover every eventuality.

The *blue*text passages contain instructions and/or suggestions and can be overwritten or deleted when not needed anymore.

# Introduction and background

Tackling risks emanating from **climate change, natural hazards and environmental degradation** (Climate, DRR, Environment, C/D/E) in an integrated manner is one of the greatest challenges today. Developing countries are particularly vulnerable to those risks, due to their limited coping capacities to handle the changes. With that, effects of climate change are a major threat to development and jeopardize achievement of the sustainable development goals and other jointly agreed targets. In addition, drastically cutting greenhouse gas (GHG) emissions, avoiding environmental degradation and preventing the building-up of new risks is a key challenge for all countries.

## C/D/E in [*context*]

*[Add a rough overview of the climate, natural hazard and environmental situation in the targeted context, and link it to the general (political, economic, social) situation in the context. Guiding questions could be:*

* *What (natural and environmental) hazards are relevant in the context?*
* *What are the primary sources of climate change, what are trends and projections?*
* *What is the level of exposure and vulnerability to these hazards and where does this come from?*
* *Who is most at risk from climate change, disaster sand environmental degradation and why?*
* *How does the C/D/E situation relate to the country’s economic and political context?]*

## Integrating C/D/E in development cooperation and humanitarian aid

Switzerland’s current International Cooperation Strategy includes a specific strategic objective on protecting the environment and combating climate change. To this end, the Swiss Agency for Development and Cooperation SDC strives to systematically consider and incorporate C/D/E into its cooperation programmes (strategic level) and at the level of operational work (projects and programmes). The integration of such risks encompasses two mutually reinforcing perspectives: (1) the **risk perspective** needs to look at how the development endeavour might be negatively impacted by natural or environmental hazards, or the consequences of climate change; and (2) the **impact perspective** needs to consider how the work supported might negatively contribute to further aggravating the environmental situation.

To support the SDC in the task, the [Climate, Environment and Disaster Risk Reduction Integration Guidance (CEDRIG)](http://www.cedrig.org) tool was developed. CEDRIG helps development and humanitarian actors reflect whether existing and planned strategies, programmes and projects are at risk from C/D/E, and/or whether these interventions could further exacerbate GHG emissions, environment degradation or risks due to natural hazards. It allows to better understand hazards and risks to (i) assess the potential consequences of development interventions in development planning – i.e., **risk-proofing;** to (ii) integrate them in project planning and implementation – i.e., **mainstreaming;** and to (iii) identify opportunities to address risk components according to local context, at the outset of programme, or project planning in all domains – i.e., **adding value**.

## SDC’s cooperation programme in [*context*] and C/D/E

[*Describe the Swiss Cooperation Programme in the targeted context and elaborate how the themes of climate change, DRR and environmental degradation are part of or relate to the strategic priorities in the context*.]

# CEDRIG Workshop Concept

## Objectives

The overall objective is to sensitize SDC and key implementing partner staff to the interrelations between climate change, environmental degradation and disaster risks with projects and programme activities, and to train them on the use of SDC’s CEDRIG tool to screen and improve projects and programmes.

The workshop has the following main objectives: *[adapt the following list of examples to your specific needs*:

1. *Bring program staff from SDC and partners up to date on the challenges of climate change, environmental degradation and disaster risk and sensitize them to future implications for [context].*
2. *Establish a shared understanding of the need and good practice of integrating climate change resilience, environmental sustainability and DRR across sectors and within SDC and partners’ work.*
3. *Introduce SDC's CEDRIG methodology and tool and enable participants to apply the instrument in their own projects, programmes and organizations.*
4. *Strengthen the participants’ capacity to advocate for the integration of climate, environment and disaster risk in all development investments, projects and strategies, right from the outset of the planning.*
5. *Discuss how climate change resilience, environmental sustainability and DRR will be specifically included and/or mainstreamed in the next SDC Country Programme starting in 20XY.*
6. *Others: …]*

## Modality

A *[add number of days; based on experienced three days are suggested]***-day face-to-face** CEDRIG Workshop will be conducted. A draft program can be found below. The workshop will follow an interactive format where participants will **work through the CEDRIG methodology on concrete planned or ongoing projects.** From the below list, [*add* *number*] projects will be selected by the facilitators. On those concrete examples, participants will learn to both use the tool and develop actionable measures to risk-prove, integrate and/or add value to their program.

|  |  |  |  |
| --- | --- | --- | --- |
| **Project name**  | **Domain** | **Implementing partner**  | **Project manager** |
| [*add information on projects*] |  |  |  |
| … |  |  |  |
| … |  |  |  |

*[****Add as an option****: Participating staff and partners are requested to conduct a CEDRIG analysis of their project after the workshop, results of which will be discussed with their respective cooperation office and allow for assessing implications for steering and planning in the corresponding program or domain. Ensuing needs for national CEDRIG trainings shall be pursued by management of each cooperation office on a needs-basis, jointly with the CDE Network at SDC HQ. Results sharing among Swiss Representations can be further facilitated through a regular exchange platform among offices.]*

# Additional Details

## Dates and Venue

The CEDRIG training will take place on ***[add date and location.*** *Note that the venue should have a good and stable internet connection and one big room that can accommodate the foreseen number of participants for the duration of the workshop. Rooms for break out groups as well as one large screen per working group might be an asset.]*

## Facilitation

The CEDRIG training will be facilitated by [*number of*] experts from SDC Head Office ([*add expert names*]) and from the Swiss Cooperation Office / Embassy / …. ([*add name*]). *[Note that the owner of the CEDRIG workshop is normally an expert from the country office in which the workshop takes place.]*

One national expert will be engaged by the Swiss Cooperation Office / Embassy / …. in [*context*], to provide state-of-the-art introductions to the environmental, natural hazard, and climate-related challenges in the region. Other inputs might be provided by project partners or SDC.

Preparation and conclusion of contractual agreements with the venue and consultants (including deposit payments) will be arranged by the Swiss Cooperation Office / Embassy in [*context*].

## Participants

*[To allow for an interactive workshop, the number of participants should not exceed 8-10 per facilitator. Participants can come from different institutional / thematic / geographic backgrounds. Participants should be informed 3-6 months ahead of the training (save-the-date), need to register and should get all necessary information incl. on venue at least 10-20 days prior to the CEDRIG training.]*

A list of participants can be found in Annex *[add annex].*

## Draft outline of the Workshop Programme [*suggestion – adjust as needed*]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Day 0** | **Day 1 (ca 9.5 hrs incl. breaks)** | **Day 2 (ca 9.5 hrs incl. breaks)** | **Day 3 (ca 9.5 hrs incl. breaks)** | **Day 5** |
| Morning | *Arrival of participants**[make sure that the participants arrive the day before the workshop]*  | Arrival and registrationOfficial opening of the workshop Context related to C/D/E – expert input(s)Development issues – effects on key sectors, resilience strategies, interactions with SDC domains of interventions | Working with the CEDRIG tool; the risk perspective *– group work* | Working with the CEDRIG tool; the impact perspective *– group work*Presentation of results/ findings of analysis per case studyNext steps; concrete planning of CEDRIG application per country/partner.Wrap up | *Departure of participants* |
| Afternoon | Climate change in the FDFA and SDC work – *input CEDRIG trainer*Introduction to the CEDRIG tool and the case studies *– input CEDRIG trainer and case study presenter(s)* | In-depth analysis of the key entry points for integrating C/D/E into development activities | Field visit - all *[could also take place on Day 2]* |
| Evening | Welcome dinner / Social event |  |  |

# Annex

## Annex 1: Background and context literature and reports

**On C/D/E risks in [*context*]**

[*add literature on C/D/E in the context*]

**On SDCs work and CEDRIG**

Under the terms of the Paris climate agreement, Switzerland has pledged to halve emissions by 2030 and intends to [reduce net greenhouse gas emissions to zero by 2050](https://www.swissinfo.ch/eng/swiss-government-aims-for-zero-emission-policy/46859598?utm_campaign=teaser-in-channel&utm_content=o&utm_medium=display&utm_source=swissinfoch).

The integration of Climate, Environment and Disaster Risks in all projects, programmes and strategies is a main priority of SDC’s systemic approach to sustainable development, as stipulated by the [‘International Cooperation Strategy 2025-2028’](https://www.eda.admin.ch/deza/en/home/sdc/aktuell/newsuebersicht/2024/05/strategie-iza-2025-2028.html), and the related guidance for the implementation thereof.

This mainstreaming is, among other activities, supported by the [CEDRIG Tool](http://www.cedrig.org): CEDRIG stands for Climate, Environment and Disaster Risk Integration Guidance.

## Annex 2: List of participants

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| First name | Surname | Function | Organisation | Contact (email) |
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## Annex 3: Rules/principles applied for sharing of costs for CEDRIG training provision and the CEDRIG workshop preparation process (for SDC/FDFA trainings only)

**Cost sharing in the case of F2F trainings provision with involvement of HO-based staff/CEDRIG facilitators with a differing duty station**

|  |  |  |
| --- | --- | --- |
| **Type of costs** | **Description** | **Covered by…** |
| *Costs related to logistics, meeting venue, any other local costs* | *Logistics, meeting venue, field trip, joint meals, social event, translations, printing material, any other local costs* | *the Swiss Cooperation Office / Embassy requesting the training* |
| *Costs related to trainers from the CDE Network (as the custodians of the CEDRIG Tool) and SDC HQ* | *Flight, visa, hotel, meals (outside of joint meals – see above)* | *the CDE network and [add region] division* |
| *Costs related to additional CEDRIG facilitators from other duty stations involved* | *External facilitators, or CEDRIG facilitators that join from other SDC field offices: Flights, visa costs, hotels, meals (outside of joint meals – see above)* | *the Swiss Cooperation Office / Embassy requesting the training* |
| *Costs related to participants* | *Travel costs, food and accommodation, visa, insuran-ces, etc.* | *the Swiss Cooperation Office / Embassy requesting the training makes its own arrangements directly with the participants* |
| *Costs related to external expertise, context knowledge, etc.* | *Background papers, thematic inputs, assessments related to the C/D/E topic in the given context* | *the Swiss Cooperation Office / Embassy requesting the training* |