**Climate Change and Protected Areas in West Africa Project (UNEP-WCMC)**

**Title: Inception Meeting Outline Institution: UNEP-WCMC**

**Edited/prepared by: Siobhan Kenney** Activity: **4.1**

*Date:* 10/12/2010 Budget Line: **3201**

*Version:* 1.1 *Status:* Draft

The regional inception is planned to be held in February 2011 to launch implementation of the project. The meeting will review project plans with core country representatives, present findings of the data reviews, and conduct initial training on climate change science and data. As such it will be split into two parts: (1) project implementation; and (2) training.

1. Project Implementation

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| Activity | Description | Result |
| Briefing | Overview of objectives and activities of the project over the next 5 years. | All participants informed |
| Technical partners | Presentations to be given by Hadley Centre, DICE, IUCN-Species Programme and Durham University. | Sharing of expertise and contribution to project explained |
| Current baseline studies | Presentation of findings from baseline data studies and gap analysis. | Data gaps identified |
| Data availability | Discussion on data needed to implement project and collection process. | Agreement on data to collect and timelines |
| Prototype website and tools | Presentations and videos on website and tools with feedback collected. | Feedback into second phases of development |
| Mapping | Discussion of outcome mapping as monitoring and evaluation tools. | Feedback into the mapping tool |
| Branding and image | Discussion and consensus reached on project branding (refer to IUCN transboundary guidelines). | To feed into documentation and project website design |
| Year 1 Plan | Presentation of the year 1 plan as developed from the project document and required outputs:  **Role of IUCN-PAPACO**: activities to be undertaken by the IUCN regional office  **In-country activities:** activities to be undertaken by national centres  **Reporting format:** discussion on the reporting formats and outcomes for the project  **Budget**  **Timings** | Year 1 framework agreed |
| Communication strategy | Draft strategyreviewed and amended | Who to and how to communicate the project |
| Vulnerability assessment approaches | Review from consultant | Best approach to take |
| Change management | Agreement on consultant for change management training. | Change management consultant identified |
| Budget | Agreement of project budget and amounts to spend on specific activities | Budget clearly defined |
| Training strategies | Format for national level training strategies | Training continues at the national level |
| Country briefings | Summary of the protected area networks and the existence of climate change strategies and frameworks within each country. | Project aligned with current situation |

Background Documents

* Project document and annexes
* Baselines studies (x4)
* Communication strategy outline
* Year 1 plan
* Contact list
* T-shirts & USB sticks

1. Training

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| Session | Description | Presenter |
| Protected Area Systems | Importance in the global context, use of IUCN categories, and ensuring effective management. | IUCN PAPACO/UNEP-WCMC |
| Climate Change Science | Overview of the current science behind change climate and potential scenarios. | Hadley Centre |
| Effects of Climate Change on Biodiversity and People | Understanding the effects that temperature shifts, changes in precipitation and sea level rises are going to have on ecosystems. | BirdLife/FFI |
| Climate Change Scenario Development | The PRECIS modelling tool for generating regional scale climate change scenarios will be explained and demonstrated to participants | Hadley Centre |
| GIS for Conservation Management | Introductory session to the use of geographical information systems (GIS) to display data and conduct analysis. Demonstration of systems already in operation. | DICE/UNEP-WCMC |
| Assessing Species Vulnerability | Methodologies for assessing the vulnerability of species in the region to climate change, and interpretation. | Durham University/IUCN Species |
| Knowledge Management | Best practices for managing data and information, and the impact of good quality data. | UNEP-WCMC |
| Transboundary Networks | Development, implementation and sustaining transboundary networks. | BirdLife/FFI/UNEP-WCMC |
| Systematic Conservation Planning | Approaches for designing protected area networks. | DICE |
| Preparing for Data Collection | Why this is necessary and processes to be initiated. | IUCN PAPACO |
| Change Management | Management techniques for a changing climate. | ? |