

Enhancing the National Capacities in Belize to Track and Report on Climate Finance

Initiative for Climate Action Transparency - ICAT

Define reporting roles and responsibilities between the relevant institutions, and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions

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1. Introduction

In the framework of the Consultancy of “*Enhancing the National Capacities in Belize to Track and Report on Climate Finance*”, two methodologies have been developed: one for assessing climate finances needs, and the other for climate finance tracking. In that context, this document has the objective to establish the institutional arrangements (IAs) and protocols as part of the Climate Finance Monitoring, Reporting and Verification (MRV) framework of Belize.

For successful and sustainable implementation of Belize’s Climate Finance Monitoring, Reporting and Verification (MRV) framework, it is essential to establish effective institutional arrangements applicable to the country’s national circumstances. This will enable the country to build the capacities to report and comply within the Enhanced Transparency Framework (ETF) under the Paris Agreement.

Stakeholders are identified and their current capacities, procedures, and mandates analysed to identify and define the key stakeholders involved. Subsequently, the necessary institutional arrangements are determined to ensure the sustainability of the system. Furthermore, essential to the functioning of the MRV framework is the provision of quality data to estimate and report information. Protocols and agreements need to be established dictating procedures to be followed for providing and compiling data.

To support this, this consultancy has developed the following instruments: 1) a Memorandum of Understanding, serving as a commitment tool for participating stakeholders; and 2) a climate finance registration form, which served as the basis for an IT expert to develop into a digital climate finance module within Belize’s climate finance MRV platform, thus serving as a data collection instrument for both data providers and data collectors. This structure will remain effective as long as the responsible stakeholders fulfil their roles and responsibilities.

The following sections of this document will first provide a comprehensive explanation of what a climate finance MRV system entails, followed by a presentation and definition of the institutional arrangements and responsibilities involved in preparing, providing, collecting, and compiling data of the Climate Finance MRV Component (Module). This includes an overview of the different institutional stakeholders, their roles and responsibilities, the data and information required, the instruments for recording and reporting, as well as the reporting frequency, among other elements.

2. A Climate Finance MRV System

A Monitoring, Reporting, and Verification (MRV) system for climate finance, in alignment with the Paris Agreement, is a structured mechanism that enables countries to transparently track, report, and verify financial flows dedicated to climate action in pursuit of the country’s commitments. The Climate Finance MRV System is essential for building trust among stakeholders, ensuring accountability, and evaluating the effectiveness of climate finance received in achieving national and international climate goals.

The Climate Finance MRV System is a critical tool for mapping the climate finance needs and

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tracking financial flows directed toward climate action. This system provides transparency and accountability in the mobilization, allocation, and utilization of climate finance. By enabling comprehensive data collection and analysis, the MRV system ensures alignment with national and international climate goals, fosters trust among stakeholders, and supports evidence-based decision-making process.

The primary objectives of the Climate Finance MRV System are:

- **Transparency:** To ensure clear and accurate tracking of climate finance flows from various sources to their intended destinations.
- **Accountability:** To validate the effective use of resources in achieving climate mitigation and adaptation goals.
- **Alignment:** To align financial flows with national climate policies, international commitments, and the Paris Agreement.
- **Decision Support:** To provide robust data for informed policymaking and resource allocation.
- **Stakeholders Engagement:** To enhance collaboration and trust among government, private, sectors, and civil society by ensuring open and accessible financial reporting.

A detailed description of the three phases of an MRV system for climate finance is provided below.

2.1 Monitoring Phase

The monitoring phase involves the systematic tracking of climate finance flows and the performance of funded projects.

- **Data Collection:** Collect comprehensive data on all sources of climate finance, including domestic, international, public, and private funds. This includes grants, loans, equity investments, and other financial instruments.
- **Classification of Finance:** Clearly categorize funds based on their purpose—mitigation, adaptation, or cross-cutting activities. Each category may have specific reporting requirements, as outlined in the Paris Agreement.
- **Tracking Financial Flows:** Set up a financial tracking system that records the source, amount, destination, and use of funds. Monitoring should cover the entire lifecycle of climate finance, from commitment to disbursement and implementation.
- **Project Monitoring:** Regularly monitor the progress of funded projects, using performance indicators aligned with climate goals. For instance, mitigation projects might track emission reductions, while adaptation projects might focus on resilience improvements.
- **Capacity Building for Data Collection:** Develop local capacity to ensure consistent, accurate data collection. This might involve training government agencies, financial institutions, and project implementers on climate finance reporting standards. Needs assessment using the ex-ante perspective is the preferred assessing procedure for estimating the costs of the corresponding identify climate actions (mitigation and adaptation), these should be in line with what are identify in the NDC 3.0 and the Long-Term Strategy (LTS). It is recommended that training on needs assessment is conducted.

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2.2 Reporting Phase

The reporting is designed to provide transparency on how climate finance is mobilized, allocated, and used.

- **Standardized reporting climate finance module:** Use standardized modules for reporting climate finance, ensuring consistency and comparability across reports. Modules should capture key information like the financial instrument used, the funding source, the recipient entity, and the expected climate impact.
- **Periodic Reporting:** Report climate finance data periodically, typically on an annual or biennial basis, to the United Nations Framework Convention on Climate Change (UNFCCC) platform. Developing countries should submit Biennial Transparency Reports (BTRs) to the UNFCCC, which includes information on climate finance received and needed.
- **Public Disclosure:** Publish climate finance reports to enhance transparency and allow for external stakeholders, such as NGOs, civil society, and donor organizations, to review the data. Public disclosure is key to building trust and ensuring that funds are used as intended.

2.3 Verification Phase

The verification phase ensures the accuracy and integrity of reported data, providing an objective assessment of climate finance flows and project outcomes.

- **Independent Audits:** Conduct regular, independent audits of climate finance data and funded projects. Audits validate that the reported data reflects actual financial flows and project performance.
- **Third-Party Verification:** Employ third-party organizations to verify the reported outcomes of climate finance projects. This may involve site visits, stakeholder interviews, and data cross-referencing with other financial records.
- **Evaluation of Project Outcomes:** Verify that projects funded by climate finance achieve their intended outcomes. For mitigation projects, this could include measuring greenhouse gas emissions reductions. For adaptation projects, it could involve assessing community resilience or resource management improvements.
- **International Review:** Submit verified reports to the UNFCCC, where they are reviewed by international experts. This review process ensures that the data meets global standards and allows for constructive feedback to improve future reporting.

2.4 Key Components of a Paris Agreement-Aligned Climate Finance MRV System

To effectively monitor, report, and verify climate finance under the Paris Agreement, the MRV system should incorporate several key components that ensure transparency, consistency, and adaptability. These components include:

- **Consistency with National and International Standards:** Ensure that the MRV system is consistent with both national climate policies and international guidelines under the Paris Agreement. Aligning with international standards enables comparability across countries and enhances the credibility of the reports.
- **Adaptation to National Context:** Tailor the MRV system to fit the specific context of the country, considering its unique financial landscape, climate priorities, and administrative capacity.

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- **Capacity Building and Institutional Strengthening:** Develop the institutional capacity needed to maintain an effective MRV system. This might include creating dedicated MRV units within government agencies and providing ongoing training to personnel.
- **Integration with National Budgeting Processes:** Integrate climate finance monitoring into national budgeting and financial management processes, allowing governments to more effectively align climate finance with broader development goals.
- **Continuous Improvement:** Regularly update the MRV system to incorporate feedback from audits, reviews, and stakeholder consultations. Continuous improvement ensures that the system remains robust, efficient, and relevant to changing climate finance needs.

2.5 Benefits of an MRV System for Climate Finance

A well-designed MRV system for climate finance offers several benefits:

- **Enhanced Accountability:** By tracking and verifying how funds are spent, countries can demonstrate responsible use of climate finance and build trust with international donors.
- **Data-Driven Decision Making:** Reliable data from an MRV system can inform decision-making, enabling policymakers to allocate resources more effectively and prioritize impactful projects.
- **Increased Access to International Funding:** Transparent and credible MRV systems improve a country's reputation and can enhance its eligibility for future climate finance from international sources.
- **Progress Tracking:** An MRV system provides a clear mechanism for tracking progress toward national climate goals, allowing countries to assess their trajectory and adjust strategies as needed.

In summary, an MRV system for climate finance aligned with the Paris Agreement ensures transparency, accuracy, and accountability in tracking climate finance flows and impacts. By establishing robust monitoring, reporting, and verification processes, countries can effectively manage climate finance, support national and international climate goals, and foster trust among stakeholders.

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3. Institutional Arrangements of the Climate Finance MRV

This section first presents the key functions within the institutional arrangements and the respective activities and responsibilities. Subsequently, each of these key functions are matched to relevant stakeholders in Belize who will take on this role based on their mandate, activities, and capabilities, with the goal of ensuring the effective execution of the Climate Finance MRV Module.

3.1 Introduction to Composition, Roles and Responsibilities Structure

Central Coordinator – This should be a government ministry, institution, or unit responsible for overseeing the Climate Finance MRV Module.

Role: Leads the country's national and international climate change agenda, coordinating initiatives, building resilience, and mainstreaming climate change into daily activities, including overseeing the Climate Finance MRV Module.

Responsibilities according to its areas of competency:

- Coordinates the overall climate finance MRV framework, including climate finance data, technical quality assurance and quality control (QA/QC) activities, and engages with data providers including seeking the advice and guidance as required from proper entities.
- Oversees the preparation and submission of national climate reports.
- Provides capacity support to stakeholders (data providers).
- Ensures data accuracy and resolves discrepancies during the internal verification process.
- Serves as the depository of the data and information of Belize's Climate Finance MRV Module.
- Prepares climate finance reports to fulfil national and international commitments.
- Disseminates and uploads reports to stakeholders and the UNFCCC and its Enhanced Transparency Framework (ETF), including the Belize's Biennial Transparency Reports (BTRs).
- Collects and maintains all relevant information related to the Climate Finance MRV Framework provided by stakeholders.
- Serves as the archive coordinator, responsible for the maintenance of a centralized archive.
- Coordinate multilateral and bilateral assistance.

Data Collectors – These should be a government ministry, institution, or unit responsible for receiving and collecting climate finance information related to climate change related projects and activities.

Role: Support the process of receiving and collecting climate finance data from data providers, verifying and validating its accuracy.

Responsibilities according to their areas of competency:

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- Facilitate, coordinate, and support the development of climate finance projects and proposal submissions from the Government of Belize and other partners, including the private sector and civil society organizations. In this role, act as the clearinghouse for climate proposals and projects in Belize.
- Receive the information registered into the Climate Finance Module by the data providers.
- Liaise with international organizations to secure funding and technical assistance for climate actions.
- Identify and prioritize climate change projects with significant adaptation and mitigation potential.

Data Providers – These should be the executing units of climate change-funded projects.

Role: Provide climate finance data in the format and content specified via the Climate Finance Module. This data is therefore integrated into the existing centralized data repository which is the National Integrated Online MRV Platform.

Responsibilities according to their areas of competency:

- Execute projects activities according to their action plans.
- Maintain records of projects milestones in the climate change domain.
- Provide progress updates and data on projects implementation, including climate finance.
- Prepare and send climate finance data via the Climate Finance Module.
- Facilitate periodic projects status reports.

Technical Quality Assurance – This should be an inter-agency entity composed of representatives from key ministries, such as the ministries of finance, economic development, agriculture, energy, and tourism, as well as non-state, public, and private sector actors, to ensure that sectoral needs are considered.

Role: Facilitates interministerial coordination, ensuring that climate finance needs across sectors are prioritized and that reports received and/or submitted are validated (QA/QC).

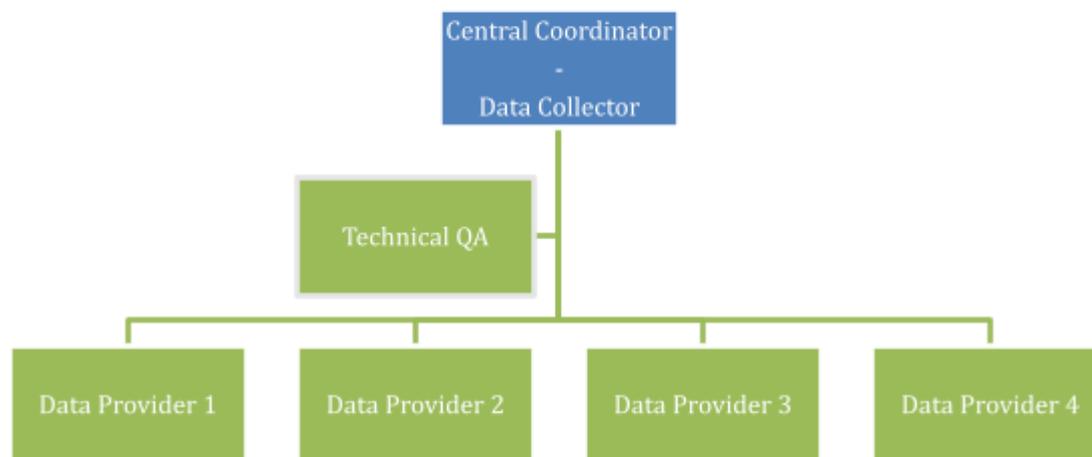
Responsibilities according to its areas of competency:

- Overseeing the process from the technical point of view by undertaking quality assurance activities.
- Reviews and advises on proposed draft climate finance reports.
- Reviews and advises on capacity-building, institutional, and other resource requirements needed to fully implement the strategy and action plan.

An illustrative Flowchart of the key roles within the institutional framework is presented in Figure 1, reflecting the current situation in Belize. As shown in this figure, the system-structure consists of: (i) a Central Coordinator and Collector entity, (ii) several Data Providers entities, and (iii) a Technical QA/QC body. This structure will enable the country to effectively identify, manage, provide, and collect climate finance data, ensuring that national and international reporting commitments can be achieved within the required level of accuracy and transparency.

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Figure 1: Illustrative Flowchart of MRV Stakeholders' Structure



Source: Figure elaborated by the technical lead consultant.

The following section of this report matches these core functions to key institutions in Belize based on their current activities and mandates. This is based on consultations with stakeholders and a technical literature review, focusing on the key country entities identified as officially empowered as either Central Coordinator/Data Collector, Data Providers, or Technical QA to address climate finance among other responsibilities.

3.2 Belize's Institutional Arrangements for Climate Finance

3.2.1 – Central Coordinator and Data Collector

Central Climate Coordinating Body and Data Collector – National Climate Change Office (NCCO) under the Ministry of Sustainable Development and Climate Change (MSDCC): This office will serve as the central coordinating and data collector agency for climate finance in Belize, overseeing the identification of climate finance needs, setting national priorities, and ensuring alignment with the country's climate objectives and tracking climate finance flows. It serves as the Focal Point for the Climate Finance MRV Module, responsible for reporting to the UNFCCC's Enhanced Transparency Framework (ETF).

The MSDCC also houses the UNFCCC National Designated Authority for Belize, playing a leading role in ensuring the preparation and submission of key national reports, such as the National Communications (NCs) and Biennial Transparency Reports (BTRs).

The NCCO will coordinate the overall climate finance tracking process, receiving finance data and overseeing the preparation and submission of national climate reports. Starting with receiving data from the data providers, it will ensure the accuracy and robustness of the data is accurate, addressing any discrepancies during the internal verification process if needed. The NCCO will also disseminate and upload reports to stakeholders and the UNFCCC, thus, it has both roles, as Data Collector and Central Coordinator.

Additionally, the NCCO will seek and receive, as needed, the collaboration of key stakeholders such

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as:

- **Relevant Ministries:** Ministries responsible for finance, environment, development planning, and relevant sectors (e.g., economic development, energy, agriculture) should be involved in data collection and reporting (data providers) related to their respective areas of competencies.
- **Financial Institutions:** Development banks, multilateral funds, and private sector financial institutions that provide climate finance should voluntarily disclose data on their funding activities, as applicable.
- **Independent Verifiers:** Accredited third-party organizations to audit data quality and ensure the credibility of reported climate finance flows.

3.2.2 – Data Providers

The various executing units of nationally and/or internationally funded projects serve as the starting point of the data flow. These units and/or agencies will provide climate finance data which will then be submitted to the designated data collector (NCCO), in accordance with the format and content outlined in the Climate Finance MRV Module. This data is integrated into the centralized data repository on the National Integrated Online MRV Platform.

Among these data providers, the Ministry of Economic Development (MED) through its Climate Finance Unit (CFU); Policy, Planning Unit (PPU), and the Protected Areas Conservation Trust (PACT), will serve as data providers, as described below:

- **The Climate Finance Unit (CFU):** This unit specifically manages funding needs, project proposals, and reporting requirements. It will act as the focal point for coordinating both domestic and international climate finance efforts. As such, it will gather and receive climate financial data needed as initial key input to be entered via the Climate Finance Module. This data will come from international and multilateral-funded project executing units, which, as data providers, will share it with the CFU. Consequently, the CFU will send all the climate data gathered from the data providers to the NCCO.
- **The Policy and Planning Unit (PPU):** This unit is responsible for the follow-up of the PSIP (national budget allocation) and shall serve as a clearinghouse for the National Integrated Online MRV Platform. As such, it will gather and receive climate financial data needed as initial key inputs to be entered via the Climate Finance Module. This data will come from international and multilateral-funded project executing units, which, as data providers, will share it with the PPU. Consequently, the PPU will send all the climate data gathered from the data providers to the NCCO.
- **The Protected Areas Conservation Trust (PACT):** This institution is responsible for coordinating multilateral and bilateral assistance projects, particularly those funded by the Adaptation Fund, the Green Climate Fund, the World Bank, the Meso-American Reef Fund (MAR Fund), and the International Union for Conservation of Nature (IUCN). The finance data will come from international and multilateral-funded project executing units which, as data providers, will share it with PACT. Subsequently, PACT will send all the climate data gathered from the data providers to the NCCO.

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3.2.3 – Technical QA

The following stakeholders will play a crucial role in providing national and regional advisory support, as well as in validating the transparency and accountability of reporting products and their submissions, including QA/QC activities.

Belize National Climate Change Committee (BNCCC) – Climate Finance Working Group:

Composition: The committee would include representatives from key ministries, such as the ministries of finance, economic development, agriculture, energy, tourism, non-state, public, and private actors. This composition will ensure that sectoral needs are effectively integrated into the national climate finance strategy.

Additionally, it will advise and validate the government on capacity-building needs, institutional requirements, and other resource necessary for climate strategies and action plans, including transparency reporting.

Role: The working group will facilitate interministerial coordination, ensuring that climate finance needs across sector priorities are met and that reports are validated (QA/QC). This body will convene quarterly to discuss funding opportunities, align sectoral projects with national climate goals, and monitor progress on climate finance initiatives.

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4. Data and Information Flows

Reporting on the climate financial support needed and received plays a critical role in ensuring transparency and accountability for a broad range of national and international stakeholders. These include domestic and international donors, national government institutions, the general public, and international bodies to whom reporting obligations are required.

In accordance with the Modalities, Procedures, and Guidelines (MPGs) of the Enhanced Transparency Framework (ETF) established under the Paris Agreement, Parties are required to submit Biennial Transparency Reports (BTRs) to the Secretariat of the United Nations Framework Convention on Climate Change (UNFCCC). This reporting requirement, which due date was December 2024, is intended to enhance clarity on the provision and use of financial resources, thereby supporting mutual trust and facilitating the tracking of progress towards global climate goals and its transparency.

In this regard, all climate financial flows in Belize will be monitored through an MRV framework to ensure measurement, transparency, and accountability. This system will identify gaps, assess needs, and evaluate the impact of financial resources while strengthening the resilience of economic sectors to climate change. Each sector linked to NDCs (e.g., Energy, Agriculture, Forestry) is responsible for data generation, collection, and quality assurance to maintain accuracy and reliability. This data must be disclosed and managed within the framework of the formally established MoU.

Essential to the functioning of MRV frameworks is the provision of quality data to estimate and report information. Data and information flows need to be clearly established to ensure the sustainable provision and compilation of data.

4.1 Centralised Data Platform

Within the national Climate Finance MRV Framework, Belize has developed a Climate Finance MRV Module as part of the National Integrated Online MRV Platform, designed for stakeholders (data providers) to submit the necessary information on climate finance.

Belize received support from the NDC Partnership not only to update its NDC but also by providing the country with an Update and Implementation Facilitator to routinely collect information on projects that contribute to the NDC targets. This is done using a moderated platform, which is currently not open for public viewing. This information is shared with the National Climate Change Office of the Ministry of Sustainable Development and Climate Change, which is the office that will serve in a monitoring role and clearinghouse for the Belize's Climate Finance MRV Framework.

Belize also received support from the Initiative for Climate Action Transparency (ICAT) in 2020 to develop a national MRV framework for climate change actions in Belize. This included designing institutional arrangements and reporting protocols to track and report progress of the country's NDC. An online platform was also developed under this project to facilitate the MRV framework.

It should also be noted that the data being collected corresponds to adaptation and mitigation projects that are currently reported publicly. Since project documents are not always publicly

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available, activity components are not always accessible, and “in-kind” or administrative costs cannot always be distinguished, which may reduce the accuracy of the data. Currently, the following items are being recorded:

- Agency executing
- Agency type
- Focus
- Sector
- Cost
- Activities
- Contribution to the NDC
- Type of support
- Status
- Value chain of service
- Priority

Furthermore, Belize possesses experience in collecting and recording the data required to assess its climate finance needs. A bottom-up approach is utilized to gather this data, and it is recommended to continue using this method moving forward. Furthermore, it is advisable to maintain the existing climate finance needs calculation until 2025, at which point line ministries and stakeholders will need to be re-engaged to update the NDC. To ensure the information remains valid, quarterly coordination meetings are held, and it is recommended to maintain this schedule, with data integrated into the newly initiated Climate Finance Monitoring, Reporting, and Verification (MRV) Platform.

The information collected originates from publicly published sources, quarterly meetings with line ministries and stakeholders, and the Public Sector Investment Program (PSIP) reports published by the Ministry of Economic Development. The Belize PSIP serves the purpose of detailing and tracking the government's planned investments vis a vis national budget allocation for infrastructure and development projects (among others) across the country, providing transparency on where public funds are allocated and the progress of the various projects on a quarterly basis; essentially acting as a key monitoring tool for Belize's national development initiatives.

Currently, only international funding sources are recorded in the NDC platform, as Belize's budgetary limitations largely prevent the country from contributing to climate finance. Nevertheless, incorporating national financing sources into the estimation of the country's climate finance needs results in a clearer and more accurate assessment. The previous reporting weakness will be addressed by integrating all climate financial data from both the PSIP and the NDC platform through the Climate Finance MRV methodology, e.g. the Climate Finance Needs and Tracking Methodologies.

Based on the information collected, it is recommended that the scope of the data collected be expanded to align with the UNFCCC reporting standards outlined in the Enhanced Transparency Framework (ETF). This expansion will facilitate the integration of data into their designated platform established for these purposes.

In that regard, a Climate Finance Module, has been developed to gather and guide the climate

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finance information necessary and available for input into the Climate Finance MRV Framework. The Climate Finance Module will address and comply with the reporting needs of the ETF. As such, it is necessary that the respective staff receive the proper training to manage the Climate Finance Module for the Climate Finance MRV Framework, using the *Climate Finance Registration System: User Manual (May 2025)*, developed under another NCCO/ICAT project.

4.2 Data Collection and Reporting

The climate finance data will be gathered and monitored through the Climate Finance Module. The data flow begins with the data providers (executing project agencies), which report their climate finance data to the data collector (NCCO) via the Climate Finance Module. The data collector holds a supervisory and fiduciary role in the execution of the project.

The following scenario outlines an example of the data collection and reporting process, along with the defined institutional roles:

1. The Green Climate Fund (GCF): Finance provider
2. Protected Areas Conservation Trust (PACT): Data Provider
3. Coastal Zone Management Authority (CZMA): Data Provider
4. National Climate Change Office (NCCO): Data Collector & QA/QC
5. Climate Finance Working Group / Belize National Climate Change Committee (BNCCC): QA/QC

For example, over a three-month period, a project funded by the Green Climate Fund (GCF) is implemented by the Protected Areas Conservation Trust (PACT) and executed by the Coastal Zone Management Authority (CZMA) to develop and strengthen climate resilience activities in a coastal area of Belize. The CZMA will report the funds received from PACT using the Climate Finance MRV Module, no later than ten (10) working days before the end of the reporting quarter.

Following submission by the CZMA, the NCCO will verify the accuracy and validity of the data through quality assurance and quality control (QA/QC) procedures. To clear it up, the NCCO will assess the credibility and quality of the data, in coordination with the Climate Finance Working Group under the Belize National Climate Change Committee (BNCCC), as part of their regular quarterly review meetings.

The QA/QC procedures will ensure that the data provided and collected are compliant with the Enhanced Transparency Framework of the Paris Agreement, thereby meeting both international and national reporting commitments. Specifically:

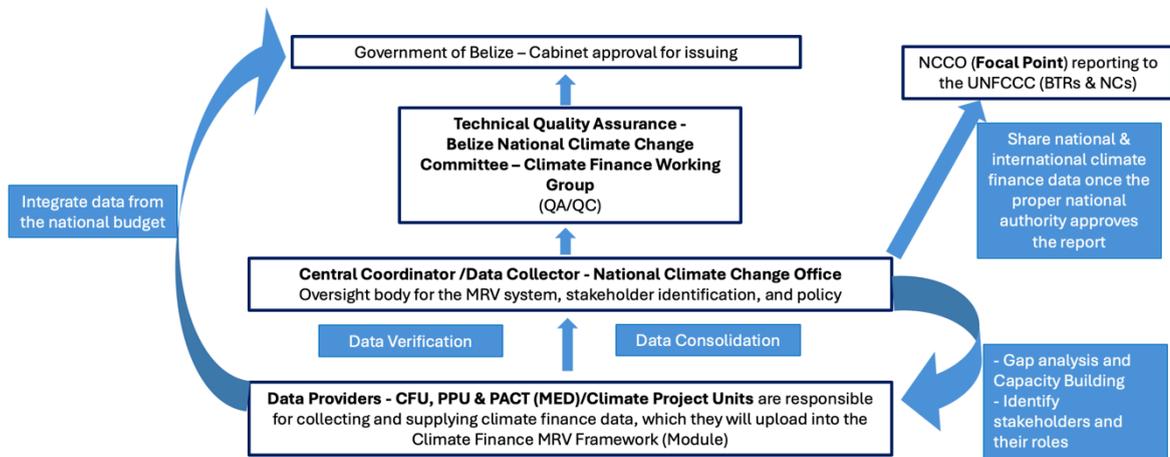
- Financial data reported must be consistent with the country's identified priority NDC sectors and sub-sectors, with funding sources accurately identified.
- Funding amounts must be correctly estimated and reported; these figures will be initially determined by the NCCO and subsequently validated by the BNCCC/Climate Finance Working Group.

Finally, when requested by government authorities and/or international organisations, the NCCO will report the validated information using the appropriate reporting formats, including biannual, annual, quarterly, or ad hoc reports, as required.

As illustrated in Figure 2 below, data providers will be responsible for gathering and entering data using the Climate Finance Module, under the National Integrated Online MRV Platform initiative.

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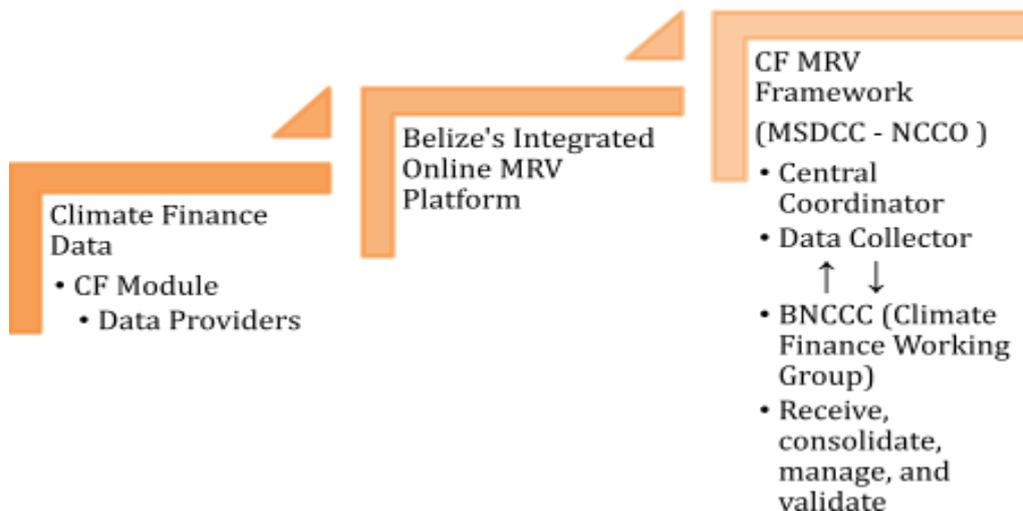
Figure 2: Belize's Climate Finance MRV Module Flowchart



Source: Figure elaborated by the technical lead consultant.

As such, the NCCO will receive, consolidate, manage, and verify all climate finance data from various agencies and their respective project implementation offices and units. This data will be processed, verified, and archived in the centralized data repository on the National Integrated Online MRV Platform, through the Climate Finance Module, under the NCCO. Subsequently, the NCCO will submit the corresponding climate finance reports to national and international organizations, ensuring compliance with the country's commitments, such as the Biennial Transparency Reports and National Communications, among others.

Figure 3: Data Flow & Responsible Entities



Source: Figure elaborated by the technical lead consultant.

To support the process, the Climate Finance MRV Framework of Belize incorporates a Climate Finance Needs Methodology and Climate Finance Tracking Methodology, which will facilitate the estimation of the climate finance needs and climate finance received to be submitted using the

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designated Climate Finance MRV Module.

Furthermore, to ensure consistent, sustainable, and timely data collection and reporting frequency, it will be necessary to formalize an agreement among the responsible parties and public stakeholders. This will be achieved through a Memorandum of Understanding (MoU) to guarantee data submission and the proper utilization of the Climate Finance Module. It is also recommended that any climate finance data from the national budget be integrated into the Public Sector Investment Program (PSIP) reporting process.

4.3 Frequency of Data Collection

Currently, climate finance data is primarily collected through the NDC Update and Implementation Facilitator, who supports and advises the NDC Partnership National Focal Points—political (Ministry of Economic Development, MED) and operational (Ministry of Sustainable Development and Climate Change, MSDCC)—on the implementation and progress of the Nationally Determined Contribution (NDC). The facilitator convenes quarterly meetings with stakeholder groups and provides weekly updates to the NDC platform, drawing on publicly available information.

In addition, climate finance data is also captured in the Public Sector Investment Programme (PSIP), which is published quarterly.

It is recommended that the quarterly meetings with line ministries be maintained to ensure timely data entry into the Climate Finance MRV Module. These meetings should be executive in nature, limited to one hour, and serve to address any coordination matters between the stakeholders and the NCCO. Once timely and consistent reporting to the NCCO is established, the frequency of these meetings may be reduced to twice per year.

It is recommended that data be uploaded on a quarterly basis, accompanied by quarterly check-in meetings with data providers. Data providers must stay well-informed about project developments and maintain access to project details to ensure accurate and timely data entry, including updates on funds received in the database.

Since the NCCO will conduct weekly checks on the data, particularly on newly uploaded entries, and carry out its own research to validate the recorded information, its monthly institutional coordination meeting with stakeholders could serve as an opportunity for consultations in this regard.

The reports should then be consolidated and submitted biennially via the Biennial Transparency Reports (BTRs) to the UNFCCC, in accordance with the institutional flowchart presented in Figure 3 above. Additionally, the NCCO will address any climate finance reporting requirements from government stakeholders, including ministries, the Prime Minister's office, the Central Bank or the Parliament.

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

5. Annexes

Annex 1 – Memorandum of Understanding (MoU)

MEMORANDUM OF UNDERSTANDING

Between

The National Climate Change Office, Ministry of Sustainable Development and Climate Change
(MSDCC)

(Hereinafter referred to as "NCCO")

And

[Insert Stakeholders]

(Hereinafter referred to as *[Insert Stakeholders]*)

Collectively referred to as "the Parties"

ARTICLE I — SUBJECT

Collaboration on tracking and reporting of national, regional, and international climate finance flows (MRV-CF) to ensure that Belize has a unified national reporting mechanism to be implemented in order to improve transparency and trust with donors, while allowing Belize to access increased funding to meet its commitments under the Paris Agreement.

ARTICLE II — PREAMBLE

Recognizing the critical importance of addressing climate change and its impacts and acknowledging Belize's commitments under the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement, this Memorandum of Understanding (MoU) establishes a cooperative framework between the NCCO, *[Insert Stakeholders]*.

This collaboration agreement allows for the future inclusion of additional Climate Finance data providers as signatory parties of this MoU, as needed.

This MoU aims to enhance coordination, data sharing, and mutual support in the development and implementation of robust systems for monitoring, reporting, and verification (MRV) of Climate Finance (CF), its flows and other indicators to meet both national and international obligations.

ARTICLE III — SCOPE OF WORK

The scope of this MoU includes but is not limited to:

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

1. Developing methodologies and instruments for CF preparation, including a Climate Finance Module, to be used as the base for reporting, as a way forward on a standardized National Integrated Online MRV Platform.
2. Establishing and adding the Climate Finance MRV Module to the existing centralized data repository on the National Integrated Online MRV Platform.
3. Ensuring the systematic collection, processing, and exchange of climate finance-related data and information between the Parties and NCCO, facilitating accurate and timely reporting under the UNFCCC and at national level.
4. Conducting periodic reviews of climate finance flows, identifying gaps in funding and resource mobilization towards NDC implementation.
5. Conducting periodic reviews of progress towards Belize's *National Climate Change Policy, Strategy and Master Plan* for the period 2021-2025, which may be subject to periodic review and revision to reflect evolving priorities.

ARTICLE IV — PURPOSE AND OBJECTIVE

The primary objectives of this MoU are to:

1. Establish a Collaborative Framework: To create a structured system for data sharing and reporting, and joint actions to track and report both national and international climate change financial flows in Belize.
2. Facilitate Compliance with International Obligations: To ensure timely and accurate reporting under the Enhanced Transparency Framework (ETF) of the Paris Agreement.
3. Strengthen National Capacity: To enhance technical capacity, promote knowledge sharing, and foster innovation in tracking climate change financial flows within Belize's economy and beyond.
4. Promote Policy Alignment and Integration: To enhance policy alignment and integration between the Government of Belize institutions and the climate change sectors, to maximize synergies.
5. Optimize Resource Utilization: To facilitate and generate further efficiency in the utilization of the national budget on climate finance projects plus mobilization of financial and technical resources for implementing climate change actions.
6. Increase Public Awareness and Stakeholder Engagement: To promote public awareness and stakeholder engagement in the implementation of climate strategies and related financial flows.

ARTICLE V — GUIDING PRINCIPLE

The collaboration under this MoU shall adhere to the following principles:

1. **Transparency:** Ensure open communication and data accessibility between the Parties and the NCCO.
2. **Accountability:** Uphold shared responsibilities to fulfil climate action commitments.
3. **Sustainability:** Promote the development and implementation of climate finance solutions that are both financially viable and impactful, contributing to long-term climate resilience.

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

4. **Inclusivity:** Engage relevant stakeholders to ensure a comprehensive approach to mobilizing and utilizing climate finance effectively.

ARTICLE VI — KEY AREAS OF COLLABORATION

1. **Monitoring, Reporting, and Verification on Climate Finance (MRV-CF):** Develop and implement robust MRV systems for Climate Finance Flows and other indicators. Align reporting methodologies with the guidelines set forth by the Intergovernmental Panel on Climate Change (IPCC) and the UNFCCC.
2. **Data Sharing and Management:** Establish secure and efficient protocols for sharing climate finance data, methodologies, and progress indicators. Utilize a Climate Finance MRV Component (Module) to streamline data collection and reporting processes.
3. **Capacity Building:** Organize joint training sessions, workshops, and seminars to enhance technical expertise in MRV-related activities. Share tools, resources, and best practices for data analysis and reporting.
4. **Reporting Framework:** All Parties of this MoU agree to use the Climate Finance Module, to track and report the following:
 - a. Climate Financial Flows: Climate finance needs (Ex-ante) and climate finance flows received (committed and/or disbursed) (Ex-post).
 - b. Climate Financial Flows: Other key information of the activity, programme, or project to be implemented such as, among others, type, source of financing, etc.

ARTICLE VII — ROLES AND RESPONSIBILITIES

National Climate Change Office (NCCO):

1. Coordinate the overall MRV framework, including CF and engage with sector leads, including seeking the advice and guidance as required from proper entities.
2. Oversee the preparation and submission of national climate reports.
3. Ensure data accuracy and resolve discrepancies during the internal verification process.
4. Disseminate and upload reports to stakeholders and the UNFCCC and its Enhanced Transparency Framework (ETF) including the Belize's BTR.

[Insert Stakeholders]:

[Insert Stakeholders]: Shall provide the Climate Finance data to the NCCO in the format and content in accordance with the Climate Finance Module. This data will be used and integrated into the existing centralized data repository on the National Integrated Online MRV Platform.

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

ARTICLE VIII — GOVERNANCE AND COORDINATION

1. Meetings: The Parties will convene quarterly meetings to evaluate progress, resolve challenges, and plan future actions.
2. Communication: The Parties agree to maintain open lines of communication and respond promptly to correspondence.
3. Decision-Making: Any amendments to this MoU will require mutual written consent.

ARTICLE IX — MONITORING AND EVALUATION

The success of this MoU shall be periodically assessed through the following mechanisms:

1. Establishing Key Performance Indicators (KPIs) to track progress against defined objectives.
2. Conducting annual joint reviews to evaluate collaboration effectiveness and to identify areas for improvement.
3. Preparing a consolidated annual report summarizing MRV-CF activities, challenges, and achievements.

ARTICLE X — LIMITATIONS

This MoU does not create binding legal obligations. All actions are contingent upon the availability of funds and alignment with each Party's budgetary priorities.

ARTICLE XI — FORCE MAJEURE

Neither Party shall be held liable for delays or failures caused by unforeseeable events beyond their control, such as natural disasters or pandemics. In such cases, the affected Party must notify the other within 10 days, detailing the nature and anticipated duration of the disruption.

ARTICLE XII — AMENDMENTS AND TERMINATION

This MoU may be amended by mutual written agreement. It may also be terminated by either Party upon 30 days' written notice. In addition to natural disasters and pandemics, events such as significant political unrest, cyber-attacks, and supply chain disruptions shall also be considered force majeure.

ARTICLE XIII — DURATION

This MoU will take effect upon the date of signature by all Parties and shall remain valid for a term of ___ years, subject to renewal.

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

SIGNATORIES

**For the National Climate Change Office (NCCO):
Ministry of Sustainable Development and Climate Change (MSDCC)**

For the [Insert Stakeholders]

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

Annex 1 – Definitions and Acronyms

For the purposes of this Memorandum of Understanding (MoU), the following definitions and acronyms shall apply:

- MRV (Monitoring, Reporting, and Verification): A comprehensive system used to assess the implementation and impact of climate change actions.
- MRV / Climate Finance (Monitoring, Reporting, and Verification on Climate Finance): A specific system used to assess and track the country's climate finance flows from all sources and under all modalities.
- NDC (Nationally Determined Contributions): Commitments made by countries under the Paris Agreement to reduce national emissions and adapt to climate change.
- GHG (Greenhouse Gas): Gases that contribute to the greenhouse effect by absorbing infrared radiation, e.g., CO₂, CH₄, N₂O.
- "Climate finance" refers to local, national or international financing mobilized from public, private or alternative funding sources seeking to support mitigation, adaptation and loss and damage actions that will address negative climate change impacts. These actions seek to, but are not limited to, reducing vulnerability for at-risk areas, developing resilience of human and ecological systems, enhancing our agricultural sectors, increasing renewable energy usage, improving our transport and waste management system and upgrading the health and wellness sector to continue to support Belize's national efforts to move to a low greenhouse gas emissions pathway, enhancing greenhouse gas sinks and emphasizing on resilient development to reduce the adverse effects of climate change.

Annex 2 – Institutional Roles

For the purposes of this Memorandum of Understanding (MoU), the following institutional roles shall apply:

- NCCO – The National Climate Change Office shall serve as the overall national coordinator of the Climate Finance MRV System and ultimately will be the one in charge of submitting its reporting to the UNFCCC.
- *[Insert Stakeholders]*: – *[Stakeholders]* shall serve in a supportive role and act as a clearinghouse for the Climate Finance MRV System. All data collected and received from all sources and under all modalities shall be passed to the NCCO, using the Climate Finance Module.

Annex 3 – Climate Finance Data Estimations

For the purposes of this Memorandum of Understanding (MoU), the following definitions related to climate finance data shall apply:

- National Climate Finance Needs (Ex-ante): the ex-ante perspective of climate finance refers to a forward-looking approach that quantitatively assess the implementation costs associated with the country's mitigation and adaptation climate actions. This encompasses the estimated financial requirements for achieving national climate objectives, as identified in the NDCs and the Belize's Long-Term Strategy (LTS).

Define reporting roles and responsibilities between the relevant institutions and design the appropriate reporting protocols; Conceptualize the data and information flows within and between the institutions; and Design reporting protocols for reporting between the relevant institutions.

- National Climate Finance Received (Ex-post): The ex-post perspective of climate finance refers to the quantitative assessment of allocated public spending and climate finance support (e.g., loans, grants, other.) received by the country from international donors and investors for national climate-related activities identified in the NDCs and the Belize's Long-Term Strategy (LTS).