

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

Initiative for Climate Action Transparency - ICAT

Develop a common platform for climate finance needs data sharing as part of the climate finance MRV module system/platform; Integrate the climate finance needs assessment within the overall climate change MRV system of Belize; and Develop data entering formats/modules based on the climate finance tracking methodology

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AUTHORS

eData Ltd.

- Juan Carlon Namis, Chief Executive Officer

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1. Introduction

As part of this project, a climate finance Measurement, Reporting, and Verification (MRV) module has been developed as part of the overall climate change MRV system of Belize. This will strengthen Belize's ability to track, report, and manage climate finance data in alignment with national and international requirements.

The climate finance MRV module will allow stakeholders in Belize to submit climate finance needs data and information from climate finance tracking activities. It includes the development of standardized data entry formats and modules that allows stakeholders to submit the necessary information on climate finance interventions in a consistent and structured manner.

This manual guides users through the climate finance MRV module to ensure accurate data entry for interventions supporting Belize's climate goals.

2. Login and Access

Enter your assigned credentials at the system login page.

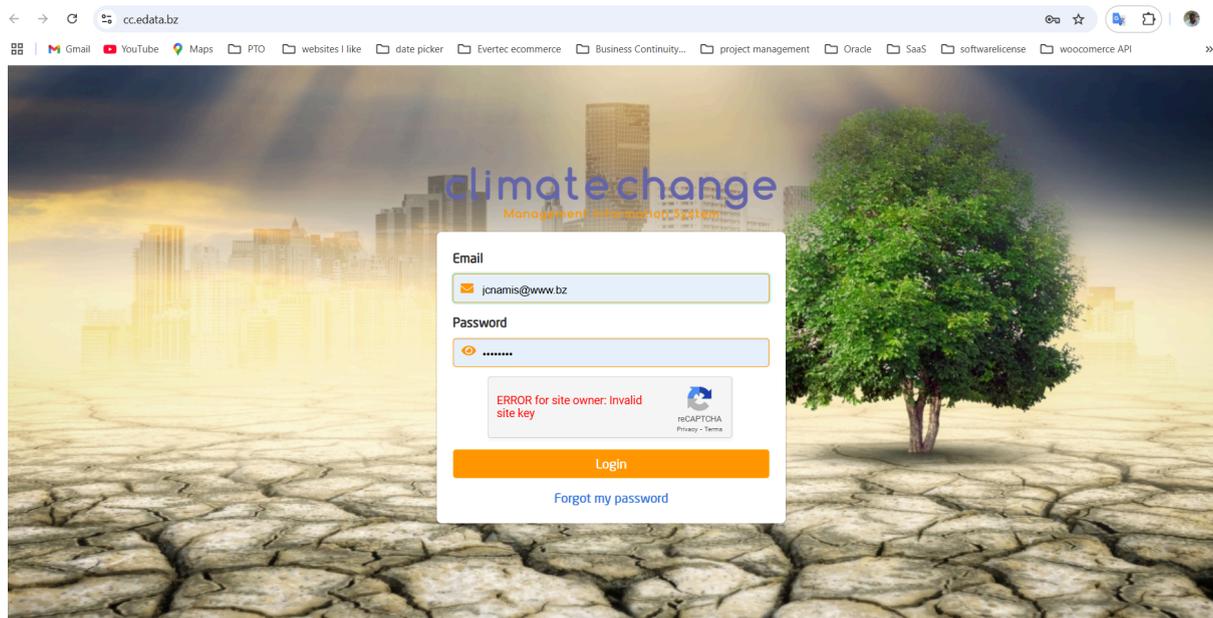


Figure 1: Login Screen

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3. New Intervention Registration

Navigate to "**Interventions**" > "**New Interventions**" to start.

Each new project or activity must be registered across several tabs.

General Information Tab

- **Government Institution:** Select your Ministry or agency.
- **Economic Sectors (NDC):** Choose the sectors aligned with Belize's NDC commitments.

Data of the Person Completing the Registration

- First Name, Last Name
- Position
- Email
- Phone Number

Project Details

- **Title:** Name of project or activity.
- **Description/Objectives:** Summarize goals.
- **Type of Intervention:** Select from "Financial Support," "Technology Transfer," "Capacity Building," etc.
- **Contribution to Technology Transfer/Capacity Building:** Describe, if applicable.
- **Start and Completion Dates:** Enter estimated or actual dates.

Interventions >> **New Interventions**

The screenshot shows a web-based registration form for a new intervention. At the top, there is a breadcrumb trail: "Interventions >> **New Interventions**". Below this is a horizontal navigation bar with tabs: "General Information" (active), "Financials", "Action Contributions", "Implementation Results", "Indicators", "Locations", "Map", "Attachments", and "Save". The "General Information" tab contains several sections:

- Government Institution:** A dropdown menu with "Ministry of Sustainable Development, Climate Change & Disaster Risk Management" selected.
- Economic Sectors according to NDC:** A dropdown menu with "Select Options" selected.
- DATA OF THE PERSON COMPLETING THE REGISTRATION:** A section with four input fields: "First Name:", "Last Name:", "Position:", and "Phone Number:", each followed by an empty text box.
- Title of the activity, programme, or project:** A single-line text input field.
- Description/ objectives:** A multi-line text area.
- Type of Intervention:** A dropdown menu with "Select Options" selected.
- Start Date:** A date input field with a calendar icon.
- Completion Date:** A date input field with a calendar icon.

Navigation buttons are present: "PREVIOUS" (left arrow) and "NEXT" (right arrow) in teal boxes, and "+" icons next to the dropdown menus.

Figure 2: New Registration - General Information

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Financials Tab

- **Sources of Financing:** Choose applicable funding sources
- **Funding Agencies / Partners / Executing Agencies:** Select organizations involved.
- **Financial Instrument:** (e.g., Grant, Loan).
- **Financial Status:** Committed, Disbursed, etc.
- **Currency:** Select (USD, BZD, etc.).
- **Exchange Rate:** Input if needed.

Funding Amounts

- Amount required / committed / disbursed (both original and BZD equivalent).

The screenshot shows the 'New Interventions' form in the 'Financials' tab. The form is divided into several sections:

- Navigation:** 'Dashboard', 'Interventions', 'Indicators', 'Agencies', 'Location', 'Reports', 'Settings'.
- Interventions >> New Interventions**
- General Information** (selected): 'Financials', 'Action Contributions', 'Implementation Results', 'Indicators', 'Locations', 'Map', 'Attachments', 'Save'.
- Form Fields:**
 - Sources of Financing: Select Options
 - Implementing partners, accredited entity, implementing agency: Select Options
 - Recipient Entity: Select Options
 - Financial Instrument: Select Options
 - Exchange Rate: 0.00
 - Amount required USD: 0.00
 - Amount committed USD: 0.00
 - Amount disbursed USD: 0.00
 - Amount required BZD: 0.00
 - Amount committed BZD: 0.00
 - Amount disbursed BZD: 0.00
- Navigation:** 'PREVIOUS' and 'NEXT' buttons.

Figure 3: New Registration - Financial tab

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Action Contributions Tab

- **Purpose of Support:** Mitigation, Adaptation, or Cross-cutting.
- **NDC Sector and Sub-sector:** Match the intervention to national plans.
- **Scale of Impact:** Local, Provincial, National.
- **Beneficiaries:** Targeted groups (e.g., "Off-grid households").
- **Describe how the activity has contributed:** Link to national targets or climate resilience.

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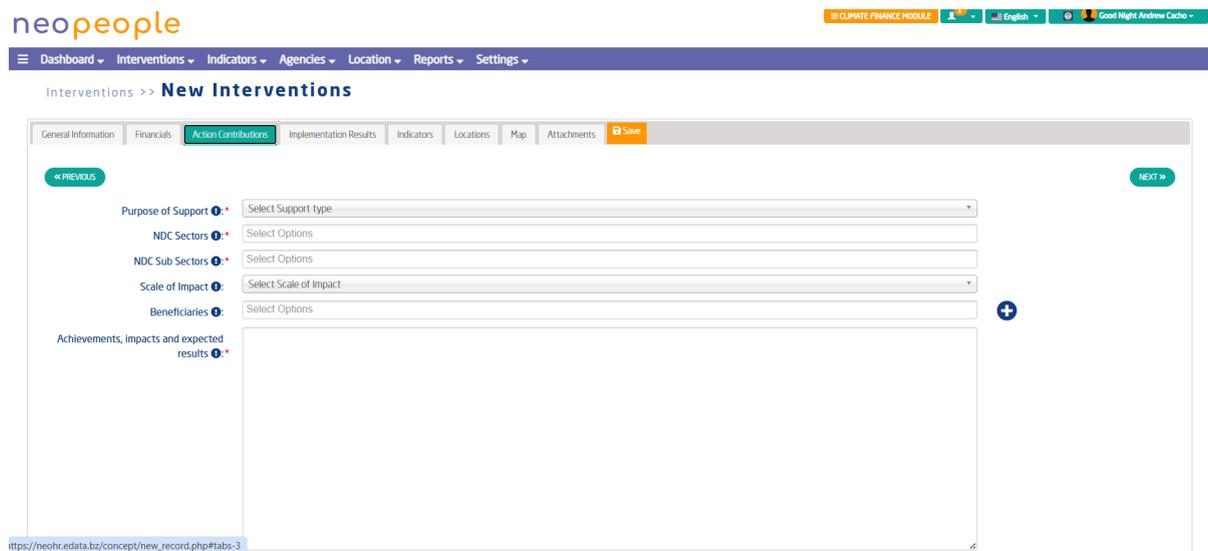


Figure 4: New Registration - Contribution Factors

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Implementation Results Tab

- Add key results achieved.
- Click **Add Result** to input outputs.
- Example: "Number of solar systems installed," "Area reforested."

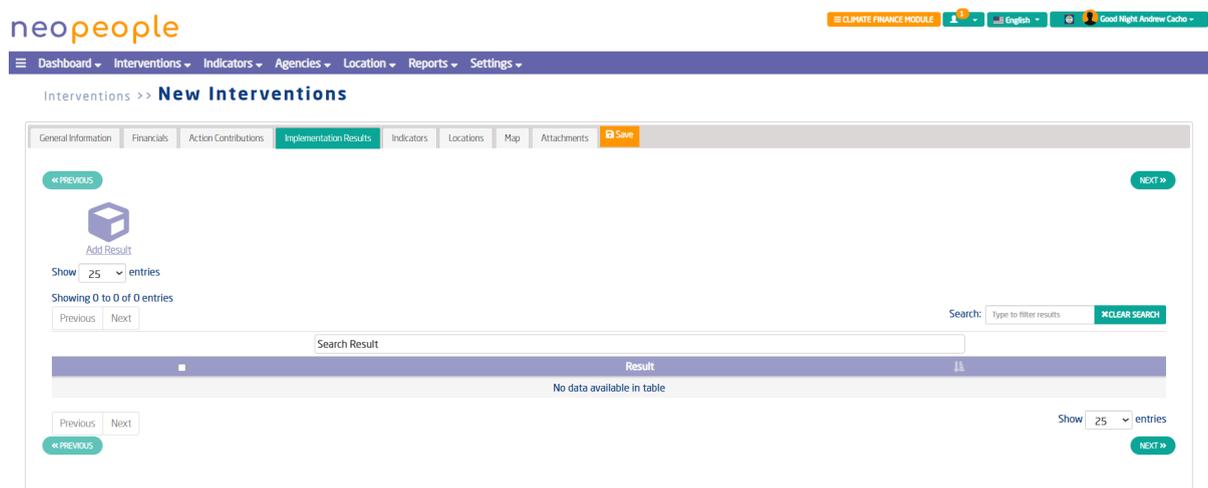


Figure 5: New Registration - Implementation Results

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Indicators Tab

- Select **indicators** relevant to your project:

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- NDC Mitigation indicators.
- NDC Adaptation indicators.
- Search or create new indicators as needed.

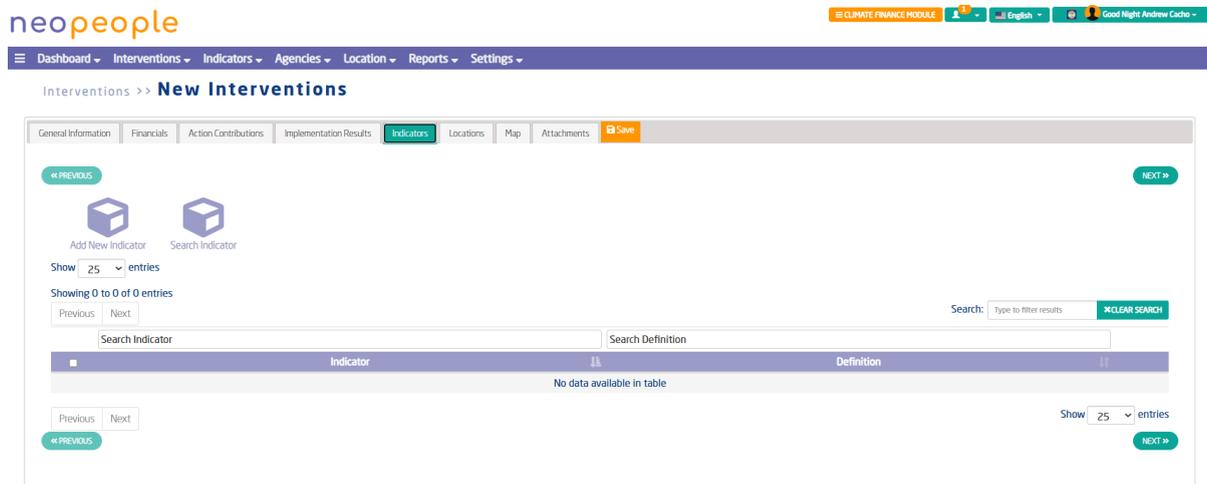


Figure 6: New Registration - Intervention Indicators

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Locations Tab

- **Districts:** Select one or more.
- **Cities/Towns/Villages:** Narrow down to specific sites.

Use **All / None** buttons for faster selection.

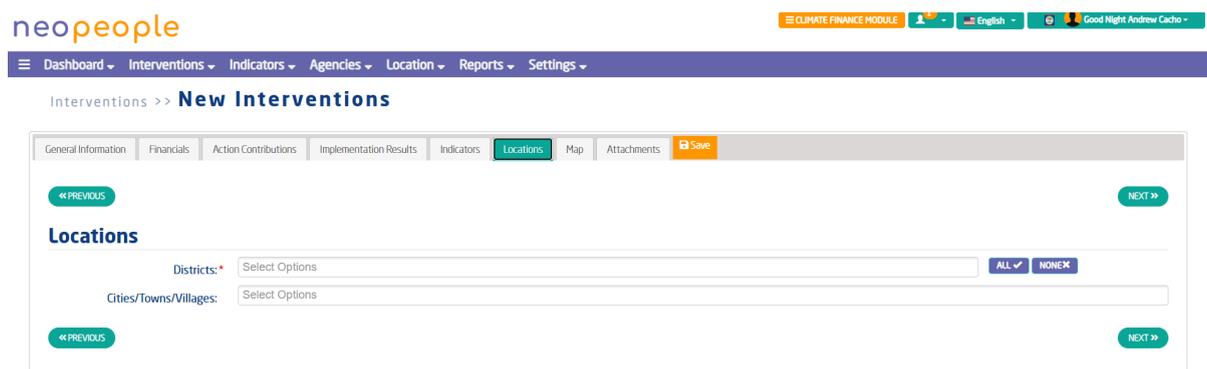


Figure 7: New Registration - Intervention geographical location

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Map Tab

- Geolocate intervention sites on the map.
- Place markers as needed for each village/town.

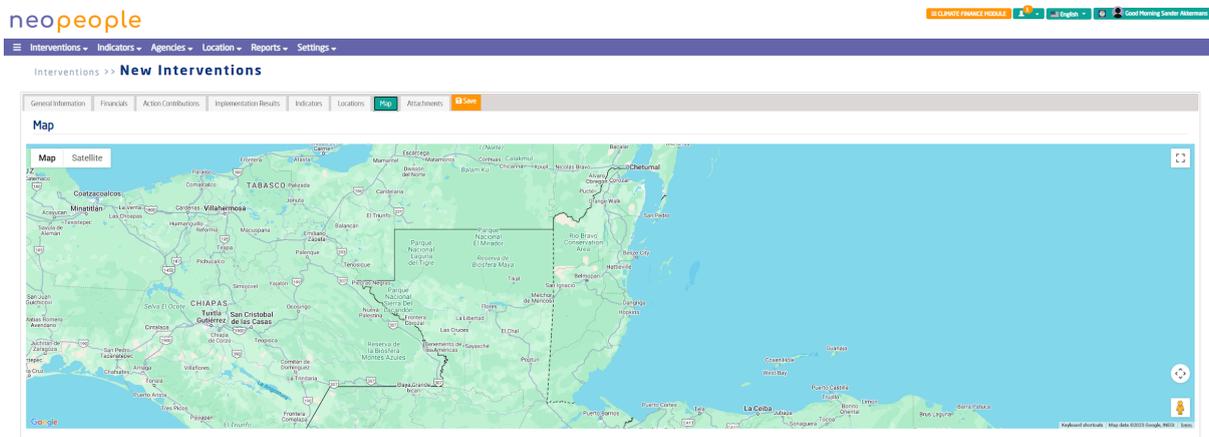


Figure 8: New Registration – Visualisation of intervention location

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Attachments Tab

- Upload supporting documents (budgets, designs, reports).
- Use the **Upload Attachments** button.
- Accepted formats: PDF, Word, Excel.

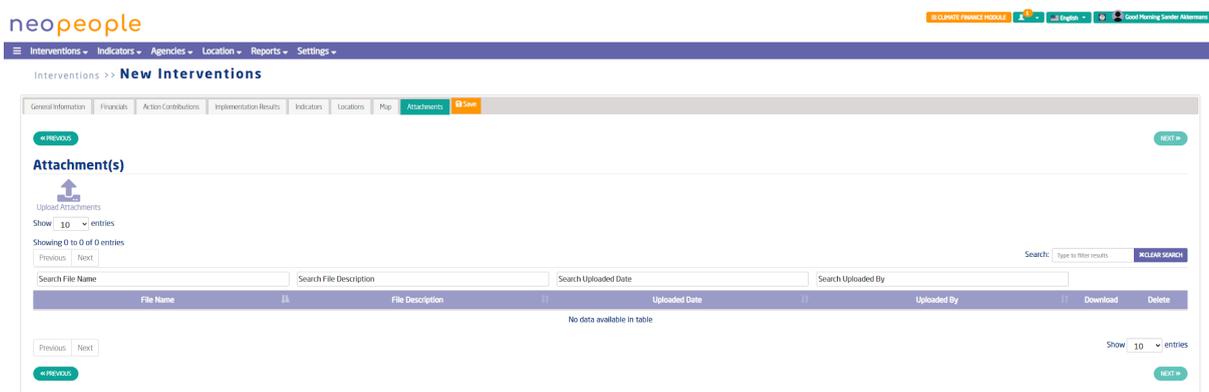


Figure 9: New Registration – Attachments

Click **Save** to submit the full intervention entry.

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4. Dashboard Overview

After submission, interventions appear in the system dashboards:

- **Interventions Overview:** Pie charts showing planning/ongoing/completed projects.
- **Locations:** Interactive map view of all projects.
- **Executing Partners/Agencies:** Summary charts of partners.
- **Sector Financial Breakdown:** Graphical view of financing by sector and source.

Filters allow users to view interventions by year, sector, support type, or funding source.

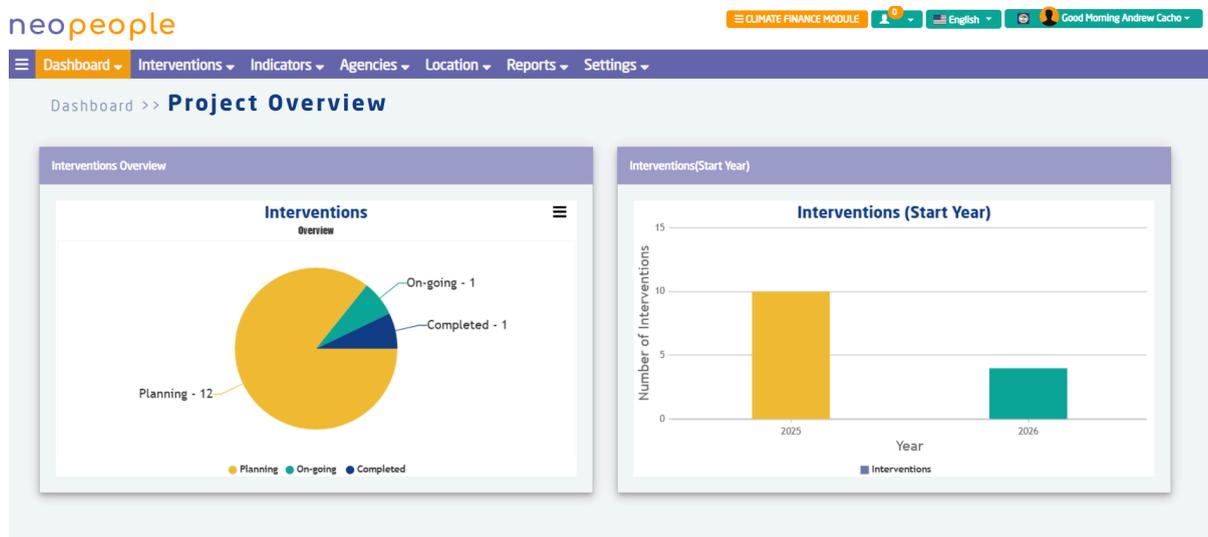


Figure 10: Dashboard - Projects Overview

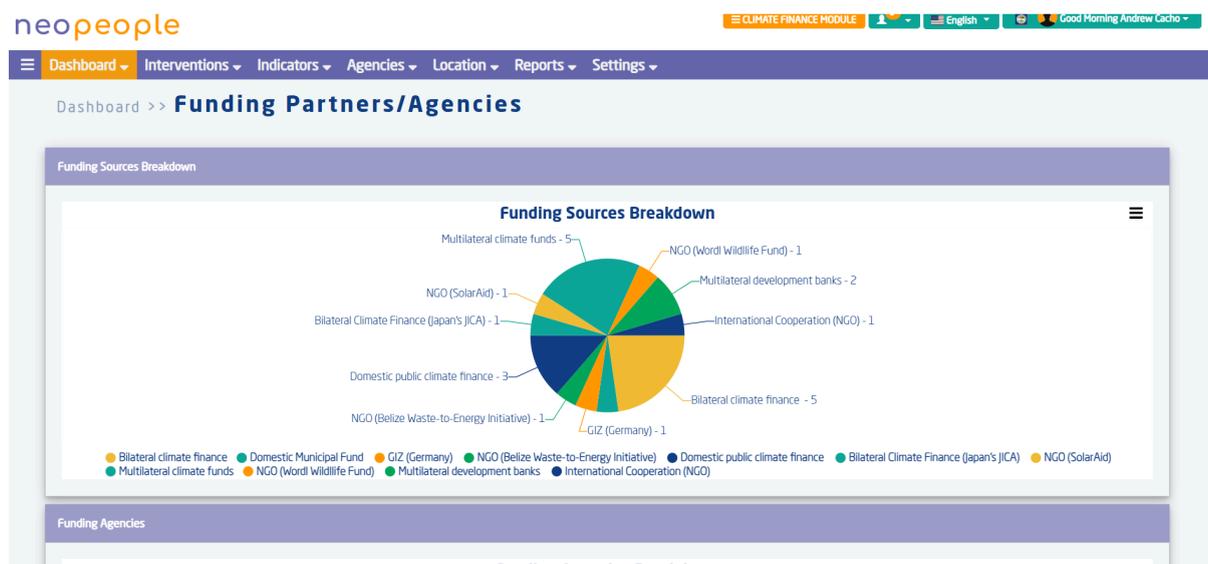


Figure 11: Dashboard - Funding by Agencies

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Figure 12: Dashboard - Implementing Partners/Agencies

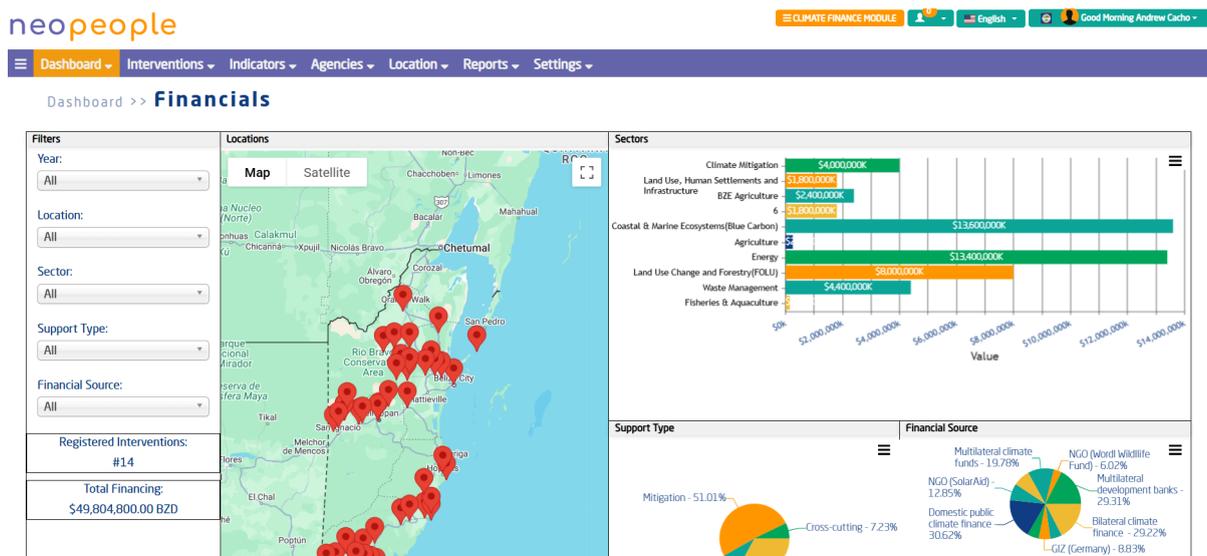


Figure 13: Dashboard - Financials Overview

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5. Important Notes and Tips

- After submission Save frequently to avoid data loss.
- Ensure that "Start Date" and "Completion Date" are consistent with project timelines.
- Financial data must match official project budgets.
- For Indicators, prioritize official NDC indicators first.
- For uploads, ensure file names are descriptive (e.g., "SolarProject_Budget2025.pdf").
- Data validation will be conducted periodically. Incomplete records may be flagged.

6. Editing Proposed and Ongoing Interventions

New saved Interventions are automatically flagged to be in the stage of a “proposed Intervention”; The user can continue editing and can flag the Intervention to the next step of being “On an Ongoing” Stage. Once the intervention is finished the user can flag it to the next step of being “Completed”.

The screenshot shows the 'neopeople' web application interface. The top navigation bar includes 'Dashboard', 'Interventions', 'Indicators', 'Agencies', 'Location', 'Reports', and 'Settings'. The main content area is titled 'Interventions >> Proposed Interventions'. Below this, there is a table of 12 proposed interventions. Each row includes a checkbox, the title, a brief description, and the name of the person who registered the intervention.

Title	Description	Registered By
<input type="checkbox"/> Solar Mini Grids for Off-Grid Villages	Install solar mini-grids in 10 remote villages in Cayo and Orange Walk to reduce diesel generators.	Viandra Betancourt
<input type="checkbox"/> Rural Solar Electrification for Off-Grid Communities in Belize	Install decentralized solar power systems in 20 remote villages, replacing diesel and kerosene.	Kareena Robinhood
<input type="checkbox"/> Project 5: National Climate Finance Tracking Platform	Create a web-based system to track and report climate finance aligned with Belize's NDCs	Maria Perez
<input type="checkbox"/> Project 5: National Climate Finance Tracking Platform	Create a web-based system to track and report climate finance aligned with Belize's NDCs	Maria Perez
<input type="checkbox"/> Mangrove Buffer Restoration for Coastal Protection	Restore 10 km of mangrove coastline to protect communities from sea level rise and storm surges	Asad Magana
<input type="checkbox"/> Forest Carbon Restoration Initiative in Central and Southern Belize	Reforest 1,000 hectares of degraded land and improve carbon stock monitoring using satellite and LIDAR technologies	Erwin Woodye
<input type="checkbox"/> Flood-Resilient Housing in Belize River Valley	Retrofit 200 homes with raised foundations, storm shutters, and water drainage systems.	Shynia Wilson
<input type="checkbox"/> Enhancing Coastal Resilience in Dangriga and Placencia	Improve coastal protection and climate preparedness for two vulnerable fishing communities.	Erwin Woodye
<input type="checkbox"/> Electric School Bus Pilot Program	Reduce emissions and air pollution by replacing diesel school buses with electric alternatives in urban areas	Melvin Xis
<input type="checkbox"/> Climate-Smart Cocoa in the Toledo District	Introduce shade-grown, drought-resistant cocoa in southern Belize for carbon sequestration and livelihood resilience.	Rubiceli Perera

Figure 14: Editing Proposed Interventions

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The screenshot displays the 'Edit Intervention' page in the neopeople system. The interface includes a navigation menu at the top with options like Dashboard, Interventions, Indicators, Agencies, Location, Reports, and Settings. The main content area is titled 'Interventions >> Edit Intervention' and contains several sections:

- General Information:** A tabbed interface with 'General Information' selected. It includes a dropdown for 'Government Institution' (Ministry of Public Utilities) and a dropdown for 'Economic Sectors according to NDC' (Energy).
- DATA OF THE PERSON COMPLETING THE REGISTRATION:** A section with input fields for 'First Name' (Vianra), 'Last Name' (Betancourt), 'Position' (Biodiversity Finance and Investment Associate), 'Phone Number' (6136813), and 'Email' (BetancourtV@gmail.gov.bz).
- Title of the activity, programme, or project:** A text field containing 'Solar Mini Grids for Off Grid Villages'.
- Description/ objectives:** A text area with the content: 'Install solar mini-grids in 10 remote villages in Cayo and Orange Walk to reduce diesel generators.'
- Type of Intervention:** A section with a description and a list of selected categories: 'Financial Support' and 'Technology transfer'.
- Start Date:** A date field set to '2025-09-01'.
- Completion Date:** A date field set to '2028-09-30'.

There are 'UPDATE' buttons in the top right and bottom right corners of the form area. A URL is visible at the bottom left: https://neohr.edata.bz/concept/tab_general.php?id=17

Figure 15: Editing Proposed Interventions Continued