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

ICAT Initiative for Climate Action Transparency

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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DISCLAIMER

PREPARED UNDER

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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

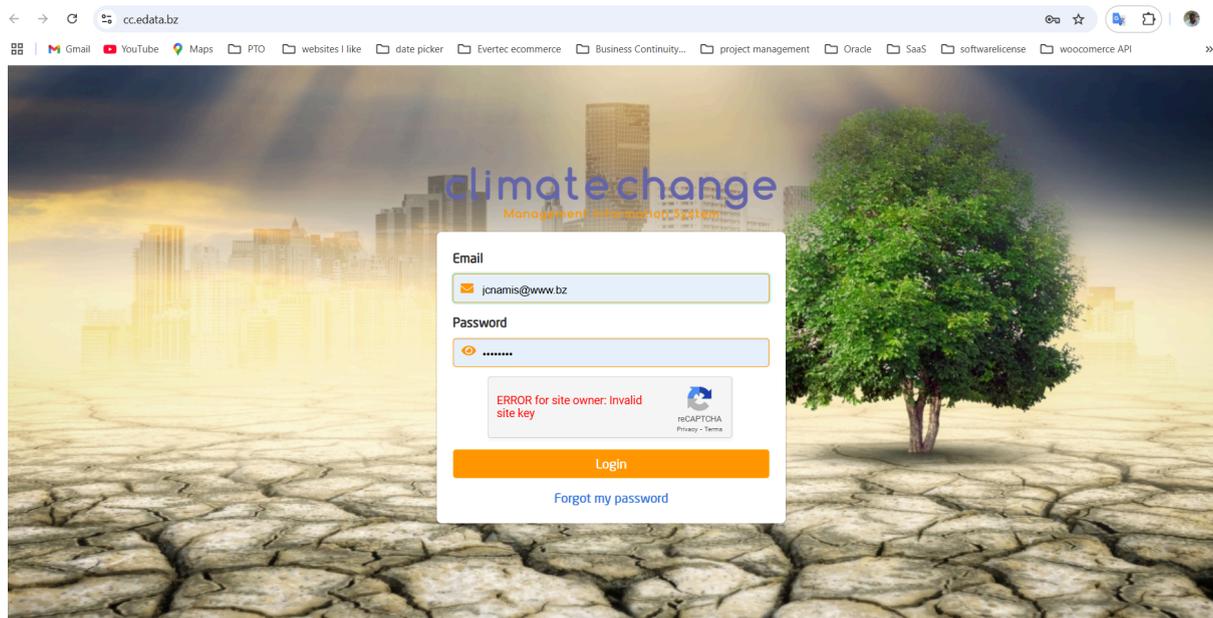Enter your assigned credentials at the system login page.

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.

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).

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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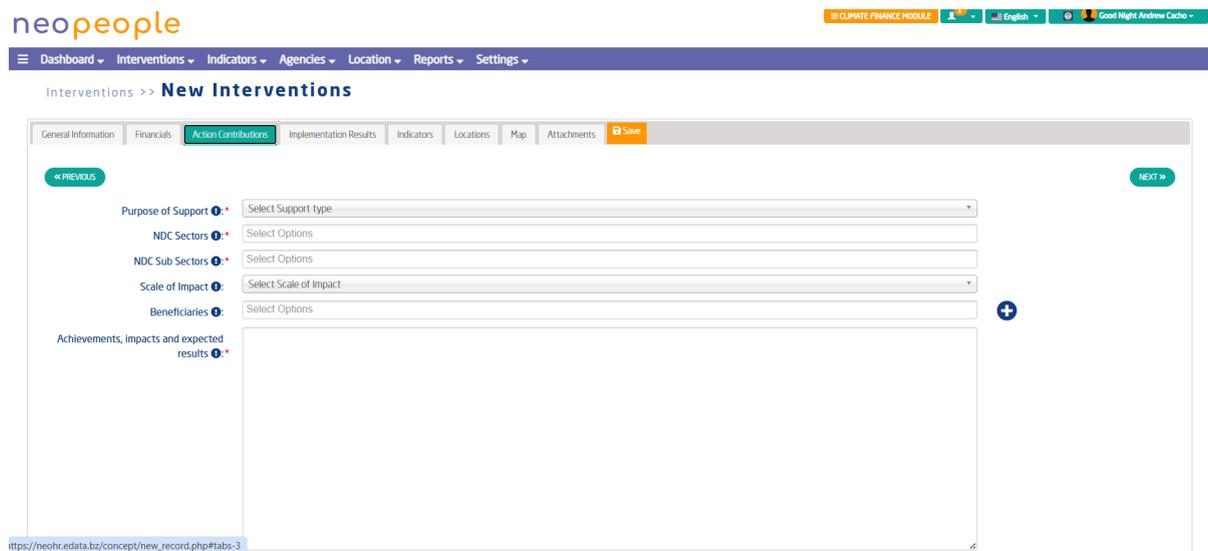

Figure 4: New Registration - Contribution Factors

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Implementation Results Tab

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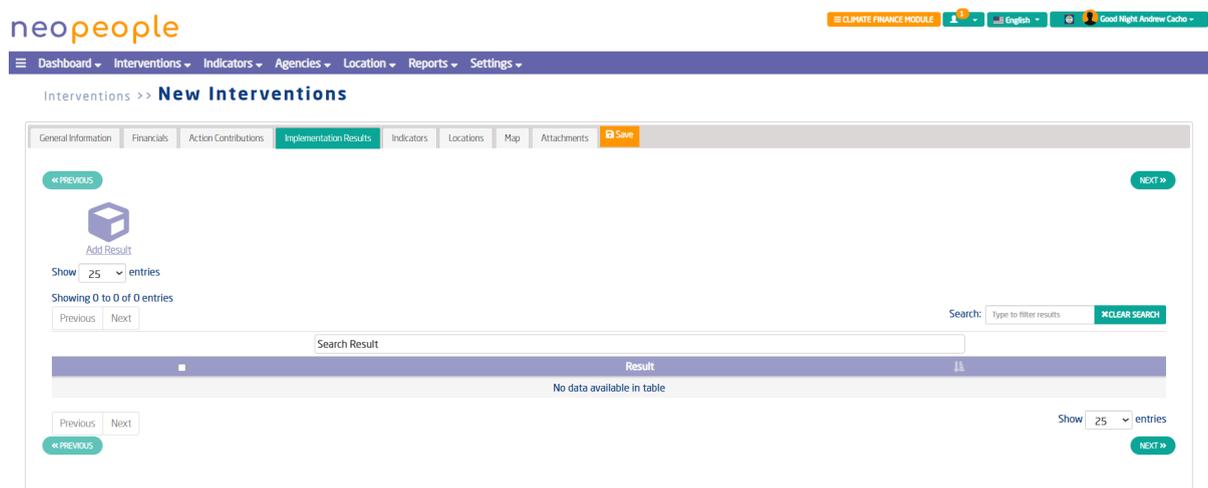- Example: "Number of solar systems installed," "Area reforested."

Figure 5: New Registration - Implementation Results

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Indicators Tab

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

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- o   NDC Mitigation indicators.

- o   NDC Adaptation indicators.

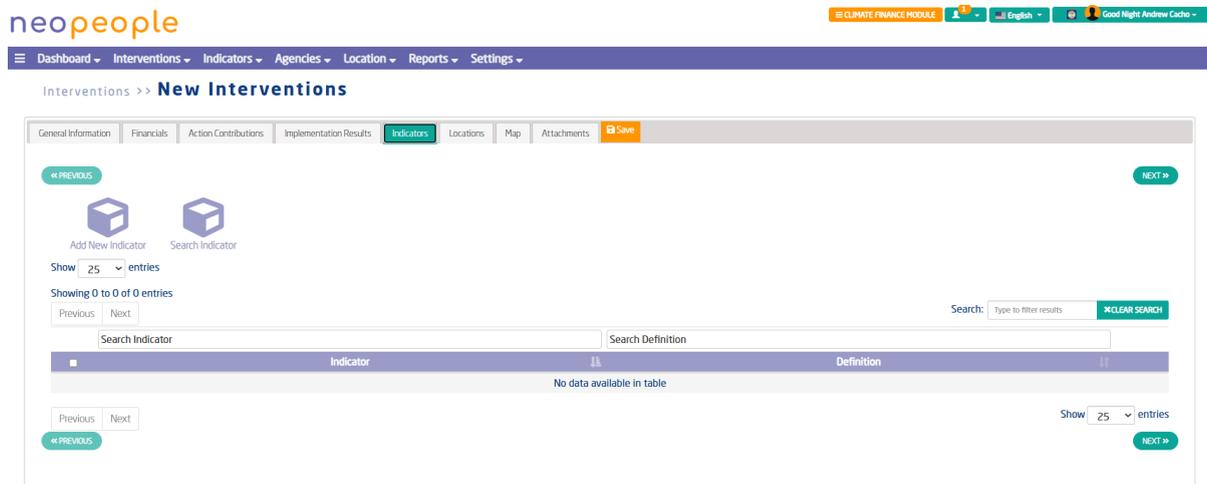● Search or create new indicators as needed.

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.
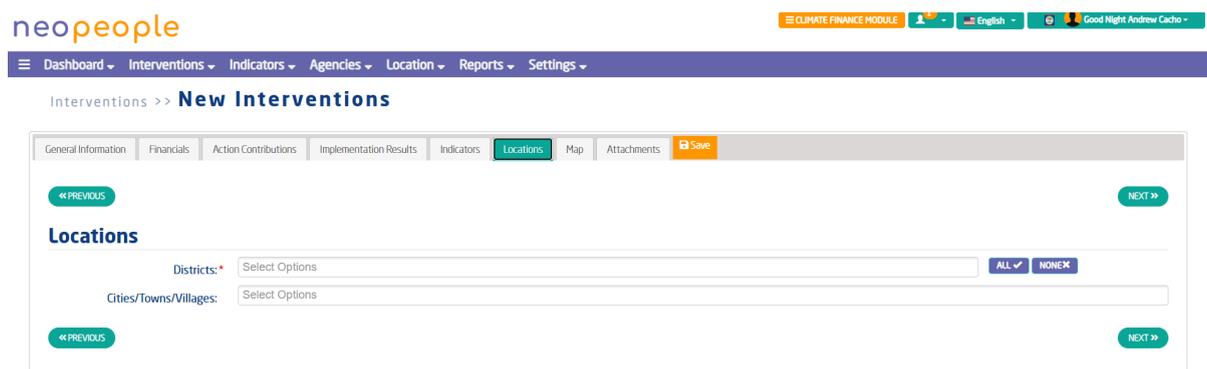
Figure 7: New Registration - Intervention geographical location

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Map Tab

- Geolocate intervention sites on the map.
- Place markers as needed for each village/town.
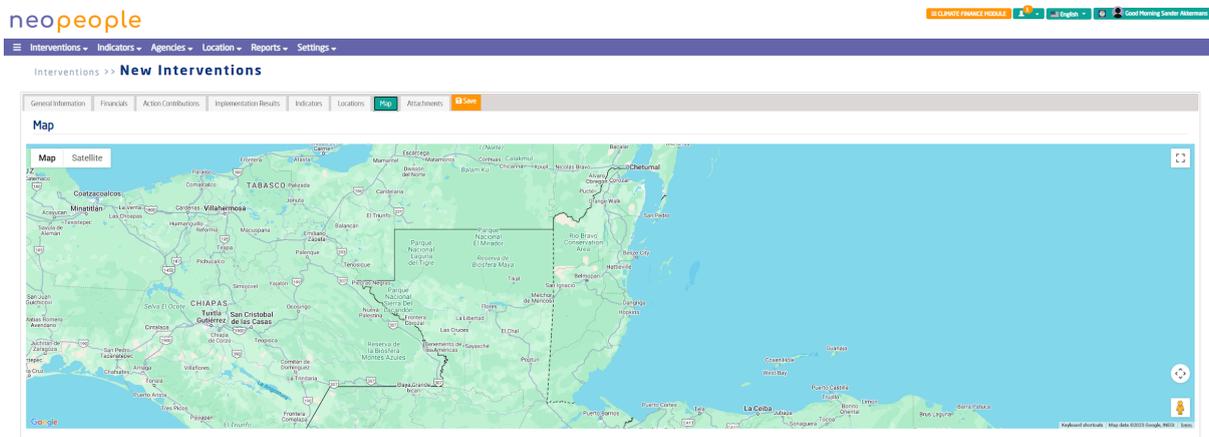
Figure 8: New Registration – Visualisation of intervention location

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Attachments Tab

- Upload supporting documents (budgets, designs, reports).
- Use the **Upload Attachments** button.
- Accepted formats: PDF, Word, Excel.
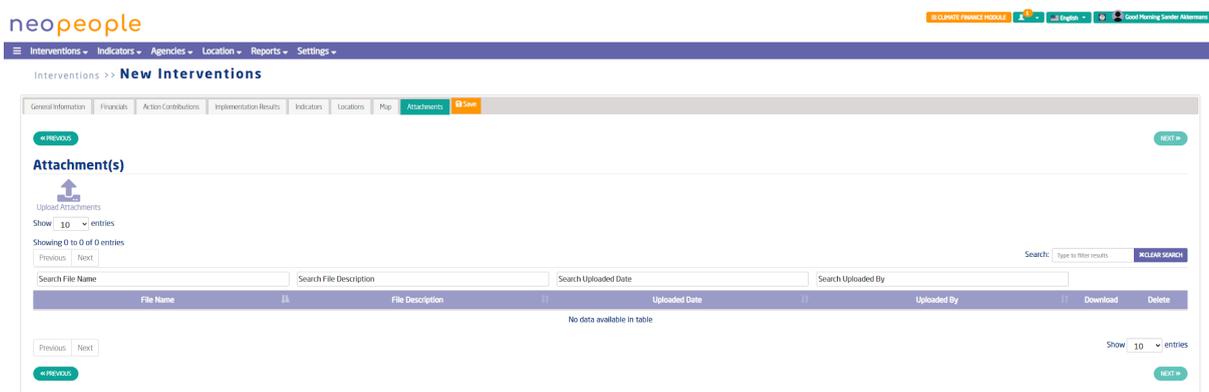
Figure 9: New Registration – Attachments

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.
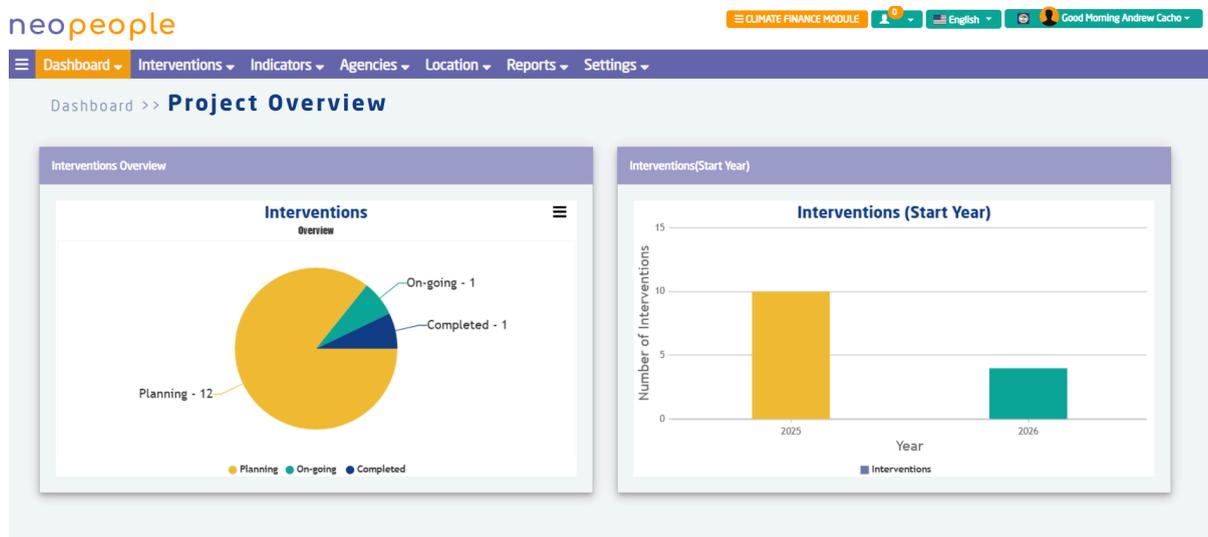
Figure 10: Dashboard - Projects Overview
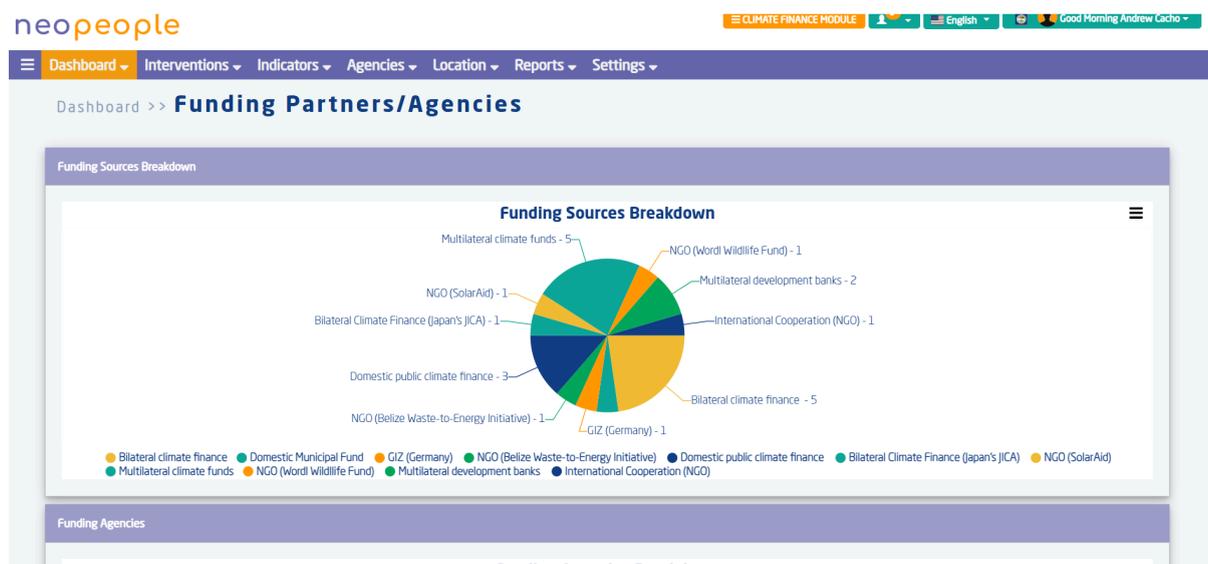
Figure 11: Dashboard - Funding by Agencies

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Figure 12: Dashboard - Implementing Partners/Agencies
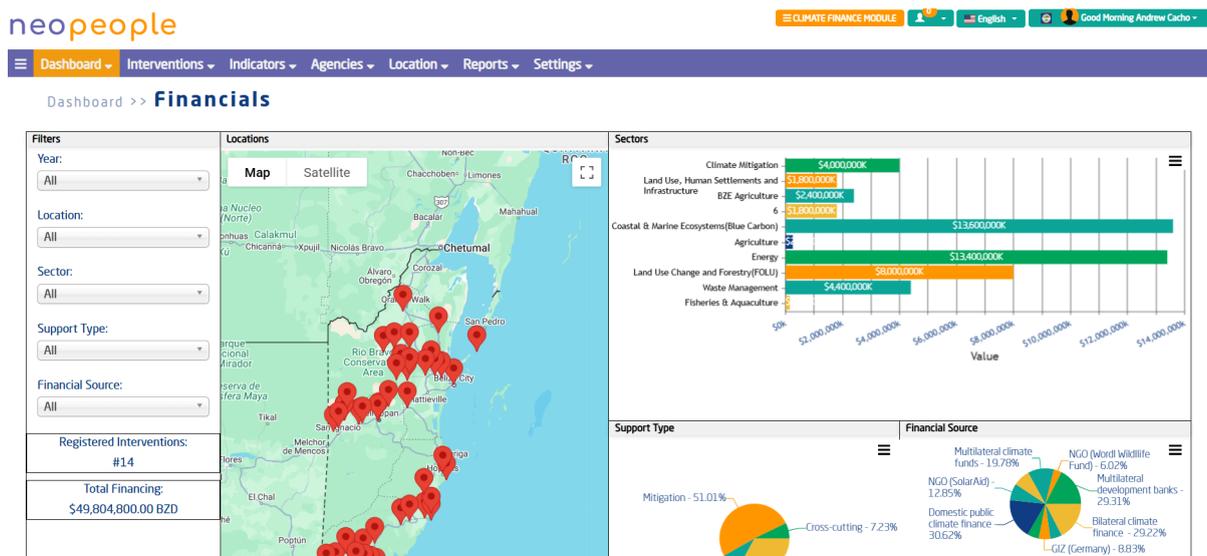
Figure 13: Dashboard - Financials Overview

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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".

Figure 14: Editing Proposed Interventions

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Figure 15: Editing Proposed Interventions Continued