

Update on the GEO Work Programme Support

This document is submitted by the Secretariat to the Programme Board for discussion.

The Programme Board (PB) was briefed at its 25th meeting about a series of practical [approaches](#) for enhancing the effectiveness, coordination and impact of the 2023-2025 GEO Work Programme (GWP). The approaches include: Engagement Team Process; Coordination Workshops; GWP Toolkits; GWP Integration; Impact Stories for GEO Highlights Report; GWP Activity Webpages; and GWP Implementation Plans Analysis. The Board welcomed these plans while calling for prioritization for result delivery within the limited timeframe.

Following the PB guidance, the support approaches in 2023 were focused on three inter-related topics: GWP toolkit development and communication of results and toward four deliverables: two toolkits respectively on resource mobilizations and capacity development, a Highlights Report on Impact, and external-facing GWP webpages. This document provides an overview of the working progress achieved thus far in implementing the proposed approaches.

1 SUPPORT PROCESS

The GWP support process is demand-driven, built on the experiences of previous activities, and co-designed by the stakeholders involved. This ensures that the support provided aligns with the specific requirements, challenges, and goals of the GWP, leading to more effective and impactful outcomes.

While GWP support approaches rely heavily on teamwork, they typically involve at least one dedicated expert (GEO Secretariat staff or consultant) responsible for executing the actual tasks. The PB Engagement Team consultation, coordination workshops and GEO Symposium sessions are used as processes to unpack the same topics.

1.1 PB Engagement Team

The PB Engagement Teams (ETs) are usually set up on an ad hoc basis to review the implementation plans submitted by GEO Members and Participating Organizations when a new GEO Work Programme (GWP) is being developed. During the implementation phase of GWP 20-22, the PB asked the ETs to continue to provide a regular interface for the PB to understand and support the GWP activities. The ETs had proactive interactions with leads of all GEO Flagships, Initiatives and Regional GEOs, which received positive feedback from both the ET members and GWP leads. The Mid-term Evaluation reflected that this ETs process provided a holistic look across the GWP and assisted with synergy and integration. Based on this useful experience, the PB again asked the ETs to continue and explore support approaches for the GWP 23-25.

In total 28 PB members (principals or alternates) expressed their interest in the ET process. They convened three times respectively on 28 Feb, 19 April and 31 May. The first meeting discussed the what's needed by GWP activities and what's possible within the time and resource constraints. They decided the ET will focus on providing guidance to the development of toolkits

on resource mobilization and capacity development, as well as monitoring and evaluation (2023 for resource mobilization and capacity development, and 2023 and beyond for monitoring and evaluation). The second and third meetings were dedicated to providing consultative advice to the above-mentioned toolkits. The notes of the first two meetings are provided in Annex 1 and 2.

1.2 Coordination Workshops

The coordination workshops serve as a platform to bring together various GWP activities and facilitate cross-cutting discussions while co-designing collaborative initiatives. Currently, two workshops have been successfully conducted, focusing on multi-hazard risks and resource mobilization. Additionally, a workshop on capacity development is scheduled to take place in the second half of the year.

Both coordination workshops were met with enthusiasm and saw active participation from GWP activities. The multi-hazard risks workshop had an impressive turnout, with 49 participants and 14 GWP activities in attendance. During the workshop, three incubator ideas were presented for further evaluation and exploration. The summary outcomes of this workshop can be found in annex 3.

Similarly, the resource mobilization workshop gathered 40 participants and involved 14 GWP activities. The engagement and involvement of various stakeholders showcased the collective commitment towards addressing resource mobilization challenges.

These workshops serve as invaluable opportunities for GWP activities to collaborate, exchange knowledge, and foster innovative ideas. The fruitful participation and outcomes of these workshops further highlight the importance of coordination and collective efforts in advancing the objectives of GWP.

1.3 GEO Symposium

Continuing in a similar vein, the [GEO Symposium 2023](#) includes specific sessions that aim to engage the GWP community and external stakeholders, thus bringing in additional perspectives and insights. These sessions are designed to provide inspiration and further enrich the discussions. The following sessions are convened as part of the Symposium:

- Flash Talk Session - Enablers for scaling the impact of the GEO Work Programme: this session will showcase 4 GEO Work Programme activities about the (existing/emerging/intended) impacts on end users and their respective enablers that (will) lead to success, followed by a presentation on the e-shape co-design methodology. A facilitated discussion on tools and support that should be developed to enable the GEO Work Programme activities further scale their impact.
- Flash Talks Session – Mobilizing Resources for the GEO Work Programme: This session will showcase the various GEO Work Programme activities that will share either their successes or challenges/lessons learned in raising resources to advance their Work. This will be followed by insights from an external programme that has achieved great success in resource mobilization, as well as from a donor perspective. The GEO Secretariat will present an outline of resource mobilization approaches.

- **Thematic Session – Early Warning for All via the GEO Work Programme:** This session starts with an overview of this new global effort presented by United Nations Office for Disaster Risk Reduction (UNDRR) and the World Meteorological Organization (WMO), followed by flash talks on four GEO Work Programme activities to present their latest work. In a facilitated panel discussion with audience, they will talk about why, where and how GEO is best positioned to deliver impact for national and local governments as well as communities through enhanced coordination and collaboration with the partners. The session is facilitated by the Risk-informed Early Action Partnership (REAP), which plays a critical role in including stakeholders from across the full early warning early action value chain and reflecting their perspectives in the initiative.

2 IMPLEMENTATION UPDATE

2.1 Resource Mobilization Toolkit

The development of a Resource Mobilization Toolkit and coaching sessions for the GWP stemmed from an extensive analysis of the GWP Implementation Plan, as well as one-on-one interviews with GWP activities. These efforts were further supported and endorsed by the Executive Committee.

The analysis and interviews identified three key issues that needed to be addressed. First, the lack of funds was found to hinder the GWP's ability to be strategic and dedicate time to design compelling projects. Second, there was a notable scarcity of funding available to convene and maintain necessary services. Lastly, the prevalent short-term nature of funding was deemed unsustainable.

To address these challenges, the ET proposed that the Toolkit should serve as a user-friendly resource, featuring clear and concise language and offering flexibility.

To ensure the effectiveness and relevance of the Toolkit, a Resource Mobilization Workshop was conducted on May 30th. During the workshop, participants utilized a [Miro board](#) (password: GEORM2023) to gather valuable inputs from GWP activities. The discussions revolved around various aspects, including Resource Mobilization concepts, preparing for fundraising and receiving funding, identifying and engaging with donors, requesting funding, managing and increasing funding, and addressing any other challenges that didn't fit into these categories. Draft sections and description of this toolkit is provided in Annex 4.

The development of the Toolkit is expected to be completed in the third quarter, with continuous refinement and improvement as an ongoing process. Once finalized, the Toolkit will be followed by the implementation of coach sessions to provide further support and guidance.

2.2 Capacity Development Toolkit

The development of the Capacity Development Toolkit aligns with the GEO Capacity Development strategy, titled "A needs-oriented, holistic, and impact-driven approach to Capacity Development," which was endorsed by the Programme Board (PB) in 2019. The implementation of this strategy has already led to concrete actions by the Capacity Development Working Group (WG) to enhance the knowledge and skills of GWP activities in capacity

development (CD). Through discussions with WG members, feedback from CD side-events and seminars, and the outcomes of the WG mapping process, it became evident that there was a need to provide GWP activities with a comprehensive set of tools, approaches, guidelines, and best practices to strengthen their CD efforts.

The draft Toolkit concept note (see Annex 5) encompasses both a long-term vision and short-term quick wins. Given the limited timeframe and availability of GEO Secretariat staff members involved, a pragmatic approach for 2023 is proposed. Building upon the successful initiative executed by GEOGLAM, which developed a "Guidance Document on good practices for designing, implementing, and evaluating capacity development interventions," the aim is to adapt this document for a broader audience.

The GEOGLAM guidance document, which was created through extensive consultation with stakeholders, serves as an excellent example of how a CD intervention can be designed using the Theory of Change concept and practical tools. Based on this guidance, several actions are proposed for 2023:

- Adaptation of the GEOGLAM guidance document to cater to a broader audience.
- Consultation with a limited number of GWP leads and members of the CD-WG to assess the relevance and usefulness of the adapted guidance document.
- Organization of awareness and training sessions for GWP activities to introduce them to the concept and tools outlined in the guidance document.

The timeline for these actions is as follows:

- Presentation of the preliminary concept note to the PB Engagement Team: Week of 29 May 2023.
- Execution of the Workplan 2023 for the CD Toolkit: 3rd Quarter 2023.
- Presentation of the Concept Note and Workplan activities to the PB: September 2023.
- Finalizing the Workplan 2023 and preparation of the Workplan 2024: 4th Quarter 2023.

2.3 Impact Stories for GEO Highlights Report

At the core of resource mobilization and capacity development, it is essential for GWP activities to communicate their impact in clear and accessible ways. The 2023 GEO Highlights Report presents a prime opportunity for GWP activities to demonstrate their impact and convince GEO Ministers to maintain their investment in GEO and catalyze additional funding.

Drawing on previous experiences and insights gained from past Highlights Report development, the Secretariat has prepared a Template and Guidance to assist GWP activities in crafting impactful stories. On March 31, a call was circulated to GWP activities and Cloud Credits Programme projects, originally setting the deadline for April 30, which was later extended to May 15. To produce the Highlights Report for GEO Week 2023 and the Ministerial Summit, a comprehensive process encompassing review, editing, design, and production has been put in place.

Furthermore, a mini social media campaign will be launched to promote the report and its content. Additionally, alongside the Highlights report, we aim to create a GEO-branded diary for 2024, providing an avenue to communicate GEO's impact with added value for participants during GEO WEEK.

2.4 External-facing GWP Activity Webpages

The GWP Activity webpages play a crucial role as the entry points for donors and key stakeholders to gain an understanding of GEO's impact and make informed decisions regarding their commitment to GEO. However, the current state of these webpages is static and primarily focused on work-related information, lacking a clear emphasis on results and impact. To address this, a comprehensive process has been initiated to co-develop and co-design the webpages, specifically tailored for external and non-expert readers, aligning with the development of the new GEO website. These revamped webpages will be showcased at the upcoming GEO Week 2023 and Ministerial Summit.

The structure and design of the webpages have been finalized, ensuring they effectively communicate the impact of GWP activities. Additionally, a template featuring real examples has been prepared to provide guidance and clarity. In the near future, a call for input will be circulated among GWP activities, encouraging them to contribute their insights, success stories, and relevant information to be incorporated into the webpages.

2.5 GWP Implementation Plan Analysis

The aim of the GWP Implementation Plan Analysis is to gather information from the GWP activity Implementation Plans and to provide insights for other GWP support approaches. In 2023, the focus of this analysis will be on various aspects, including the end users, the outputs generated, the financial resources reported, the types of input datasets utilized, the participants and their institutions, the strategies for capacity development, and the countries contributing to these activities.

The analysis has delved into the financial resources reported in the Implementation Plans, which has served as a starting point for the ideation and development of a resource mobilization toolkit. Similarly, the analysis on capacity development within the GWP activities aims to identify best practices and areas for improvement. This information will contribute to the development of more effective capacity development strategies and approaches.

A key area of analysis will be the end users of the GWP activities. By examining the target audience and beneficiaries of these initiatives, the analysis seeks to gain a deeper understanding of the intended impact and reach of the projects.

Another crucial aspect that will be analyzed is the outputs generated by the GWP initiatives. By examining the nature and scope of the deliverables produced, the analysis aims to evaluate the effectiveness and relevance of these outputs. This assessment will inform the design and refinement of future GWP activities, ensuring that they align with the needs and priorities of the stakeholders involved.

Lastly, the analysis will assess the countries contributing to the GWP activities. By examining the level of participation and involvement of different nations, the analysis seeks to identify potential gaps or imbalances in international cooperation. This understanding will help foster stronger collaboration and ensure a more equitable distribution of efforts and resources among participating countries.

This work is ongoing and the analysis will be provided to the PB at its 27th meeting.

3 NEXT STEPS

In March, the ExCom approved the new Secretariat Concept of Operations. This included an integration of the Engagement Priority coordinators into the Work Programme team. This change is designed to improve the connection to and delivery of results for these global policy frameworks. This change reflects ongoing efforts to integrate activities across thematic areas, including interlinkages among global policy frameworks in line with the recommendations of the independent mid-term evaluation. A 2022 document on Mapping the Engagement of the GWP found that there is clear interest and need to continue improving and strengthening linkages between the Work Programme activities and GEO's engagement priorities and global policy drivers.

Between the 26th and 27th Programme Board meeting, the following tasks will be prioritized:

- a. Drafting the Resource Mobilization and Capacity Toolkits;
- b. Finalizing the GWP Implementation Plans analysis;
- c. Drafting the Highlights Report; and
- d. Populating the GWP Activity Webpages.

Annex

1. Notes for the 1st PB Engagement Team Meeting
2. Notes for the 2nd PB Engagement Team Meeting
3. Summary Outcome of GWP Coordination Workshop on Disaster Risk Reductions/
Multi-hazard Risk
4. GEO Resource Mobilization Toolkit Draft Sections and Descriptions
5. GEO Capacity Development Toolkit Concept Note

Annex 1

Notes for the 1st PB Engagement Team Meeting

Time: 16:00-17:00, Tuesday, 28 February 2023

Participants:

- Canada: Carla Schmitt (on behalf of Shannon Kaya)
- EC: Franz Immler (on behalf of Jean Dusart)
- EEA: Andrus Meiner
- ESIP: Kathy Fontaine, Karl Benedict
- Eurisy: Grazia Fiore
- OGC: Nils Hempelmann
- US: Justyna Nicinska
- GEO Secretariat: Madeeha Bajwa, Wenbo Chu, Kristi Kozma, Salam Bettany

Notes:

1. Background

The Programme Board (PB) Engagement Teams (ETs) are usually set up on an ad hoc basis to review the implementation plans submitted by GEO Members and Participating Organizations when a new GEO Work Programme (GWP) is being developed. During the implementation phase of GWP 20-22, the PB asked the ETs to continue to provide a regular interface for the PB to understand and support the GWP activities. The ETs had proactive interactions with leads of all GEO Flagships, Initiatives and Regional GEOs, which received positive feedback from both the ET members and GWP leads. The Mid-term Evaluation reflected that this ET process provided a holistic look across the GWP and assisted with synergy and integration.

Based on this useful experience, the PB again asked the ETs to continue and explore support approaches for the GWP 23-25. This meeting on 28 February 2023 was the first meeting of the ETs in 2023. At this meeting the ET members had an initial discussion on what's needed and what's possible within the time and resource constraints.

2. 2020-2021 ET approaches

The meeting started with the Secretariat's overview of the ET actions during the course of 2020-2021 which included identification of key engagement objectives, followed by 28 one-on-one and two multi-activity engagement calls aiming at identification gaps and additional support as well as synergies among GWP activities. While the key areas of assistance proposed by the ETs (alignment of activities with the GEO Engagement Priorities; connection with UN agencies or other policy organizations; contribution to the GEO Knowledge Hub; access to technical resources such as cloud computing; resource mobilization; co-design of capacity development activities) were relevant to most GWP activities, resource mobilization appeared to be the most demanded approach that would enable GWP activities to evolve from research to operationalization.

In 2022, the work of the ETs was focused on the review of the 2023-2025 GWP implementation plans, and hence was not entirely relevant for this discussion.

3. Proposal for 2023 ET actions

The Secretariat introduced its support actions for the GWP in 2023 as had been presented to the PB at its 25th meeting on 6 February 2023 which include: a series of coordination workshops, development of GWP support toolkits, 2023 Highlights Report, GWP Implementation Plan analysis, experimental GWP incubators and new GWP activity webpages.

The Secretariat then proposed a few areas to which the ETs can contribute in 2023 on a result-oriented basis:

- GWP impact stories for the GEO Highlights report
- Toolkits for GWP implementation (resource mobilization, capacity development, monitoring and evaluation, communications, knowledge management)
- Coordination workshops/Post-2025 incubators

4. Discussion

The ET members on the call agreed that the ET process was useful and thus should continue. They emphasized that the future work of the ETs should pay particular attention to issues identified in the review process of the 2023-25 GWP.

The attendees considered possible actions that could be required by the Ministerial, while also taking into account what is needed in terms of the PB mandate and what has been requested by the GWP activities. They proposed to focus on the following areas:

- Providing guidance to the development of toolkits on resource mobilization and capacity development, as well as monitoring and evaluation (2023 for resource mobilization and capacity development, and 2023 and beyond for monitoring and evaluation)
- Developing a set of key performance indicators that are most useful across all initiatives. Then working with some specific activities to develop more project specific KPIs that are appropriate for their specific work (2023 and beyond)
- The attendees were cognizant of restricted time that each individual ET member can put into the process. They requested the Secretariat to provide the timelines of the above-mentioned tasks so that ET members could determine availability for those tasks.

The attendees asked the Secretariat to organize another call after the March ExCOM meeting to follow up the discussion.

Annex 2

Notes for the 2nd PB Engagement Team Meeting

Time: 12:00 – 13:30, Wednesday 19 April 2023

Participants:

- Japan: Osamu Ochiai
- United Kingdom: Stuart Marsh
- France: Thierry Ranchin
- EC-JRC: Mark Dowell
- ESIP: Susan Shingledecker
- GRSS: Tony Milne
- Canada: Carla Schmitt
- Plan4all: Karel Charvát
- USA: Justyna Nicinska
- GEO Secretariat: Madeeha Bajwa, Olivia Simmons; Ernest Acheampong, Kristi Kozma, Salam Bettany, Lela Gomersall

Notes:

1. Background

Resource Mobilisation analysis around GWP was presented to the ExCom (March 2023), who endorsed the development of the GEO Resource Mobilisation toolkit and coaching for the Work Programme. The ExCom approved a set of core activities, including the Toolkit and the coaching, some proposal development and other activities. Discussion arose around the private sector and the kind of donors GEO should engage with.

This meeting focused on the capacity development side of resource mobilisation for the GEO Work Programme (GWP). The aim was to give the Programme Board (PB) Engagement Teams (ETs) background on the approach taken so far and to introduce further resource mobilisation strategies for GWP activities.

2. Findings from GWP consultations

The meeting started with an overview of the resource mobilisation analysis, as was presented to the ExCom in March. Through consultations, it was expressed by the WP activities that the:

- lack of funds affects the GWP's ability to be strategic and to spend time designing compelling projects;
- Funding is lacking to convene and maintain services;
- Short term nature of funding is common and unsustainable.

The current state of the GWP suggests that the implementation rollout of products is underfunded, programme funding tends to be within the domestic space, personal relationships are key to current funding and funding and operational models vary across the WP, leading to an inability to receive and manage funding. As a result, it was agreed by all participants that the

toolkit and coaching approach would need to be flexible to accommodate various organisational and financing structures present in the GWP.

3. An Overview of the Toolkit

An introduction to the capacity-strengthening approach was presented to the ET. The approach is divided into two sections, Resources and Coaching.

Regarding the Resources section within the approach, the Toolkit should act as a simple and clear resource which will be broken down into five clear sections. An emphasis has been placed on flexibility, clear and concise language, and for it to be user-friendly. Five areas include: Introduction to Resource Mobilisation, Dependencies, Identifying and Engaging with Donors, Asking for Funding and Stewardship.

The purpose of the Coaching section is to develop the capacity of the WP to create and implement RM plans/activities. Coaching will help the activities identify funding goals and expectations and then advise on how to use the Toolkit.

4. Discussion

The ET members on the call agreed that the resource mobilisation toolkit and coaching could be helpful for GWP. The attendees considered how the GWP would benefit from this approach, as well as possible challenges. Some aspects of how the GWP could benefit from this approach were focused in the following areas:

- The Toolkit may provide additional guidelines and help develop an improved set of metrics to better determine the impacts of different GWP activities, as this might be a key component of what funders are looking for. It was agreed that converting technical language to language donors want to hear is key to this solution.
- Discussions were had around the tension between resource mobilisation efforts and the gap in the transition from research and development implementation and sustained operation activities. The Toolkit will allow actions to assess different kinds of donors, types of funding, opportunities and funding mechanisms.

Possible challenges of the proposed strategy were as follows:

- A large challenge for GEO, a conglomerate of volunteers and partnerships, is funding eligibility. A bigger emphasis should be placed on identifying pathways for GEO activities to receive funding.
- Consideration must be made around the reputational damage that comes from inefficient operational structure. It's important to consider where the funding will be received and how it will be managed.
- Discussion about the inclusion of the private sector funding. In the move towards open science, a lack of trusts exists with private sector innovation and resources. The toolkit needs very clear guidelines about how to build trust with the private sector but also how to navigate funding and choice of funders is very important. It was agreed that having a partnership framework/checklist to outline ethical guidelines is key. However, it was also highlighted that these guidelines are not something that can come out of the toolkit and requires a GEO wide discussion.

Suggestions from the attendees about the strategy were as follows:

- Embedding case studies of GWP successes within the Toolkit was agreed upon as a good idea. This will be considered and added to the Toolkit.
- A suggestion was made about the usefulness of mapping to highlight potential donors and funders in respective organisation countries. However, the difficulty of creating a donor map across 46 programmes, which encompass various themes and is targeted for all activities, is challenging. Thus, this could still be a starting point for activities.
- The Toolkit needs to communicate to the GWP what expectations are present at the level of research commitment for a particular task force. Question as to whether this might be outside the scope of the Toolkit was brought up.
- GEO's lack of engagement with existing participating organisations came up as a major concern. It may be valuable to develop a strategy to engage the participating organisations to participate in the Work Programme more actively.

A discussion was had about how activities are selected for coaching due to the limited availability of coaches. A suggestion was made to choose activities flagged during previous engagement team meetings as high-risk activities regarding funding issues and sustaining operations. At the workshop with WP activities next month, it may be useful to ask gage GWP activity's interest in receiving coaching and, on that basis, having some follow-up conversations with the activities.

5. Next Steps

Regarding a concrete look at the process moving forward, the next steps are continued consultation with the Work Programme activities. From here, create a rough outline for the Toolkit, identify necessary inputs, and build the Toolkit up. A draft will then be produced to get feedback from the GEO community. After finalising the Toolkit (After the middle of the year), this is where the coaching can begin for the activities.

- May: Workshop with the WP activities to get feedback on a similar presentation seen today.
- After the middle of the year: A final product should have been developed.
- Coaching will begin after the finalisation of the Toolkit; the sustainability of the Toolkit and its utility will be evidenced, where a process will be carried out to identify which activities will get coaching.

Annex 3

Summary Outcome of GWP Coordination Workshop on Disaster Risk Reductions/Multi-hazard Risk

Background and Objective:

The First GEO Work Programme (GWP) Coordination Workshop on Disaster Risk Reductions (DRR)/Multi-hazard Risk was held virtually on Thursday 16 March 2023, 4:00-6:00pm (CEST) (120 min).

There were 69 participants, including 9 GEO Secretariat staff and representatives of 14 GWP activities: Blue Planet, GEOLDN, GEOGLAM, GEOGloWS, GEO Mountains, GSNL, Human Planet Initiatives, DIAS, EO₄Health, EO₄DRM, Night-Light, GWIS, Space-Security and UHCO. Other participants included the members of the Regional GEOs, Programme Board, DRR Working Group members and their partners.

The workshop was the first occasion where those in the GEO community working on DRR/multihazard risk were brought together to discuss how to bring synergies and complementarities among themselves. This was an important first step towards breaking the silos within the GEO community, increasing coordination and collaboration, and developing concrete ideas for new GEO flagship activities that enable GEO to co-design, co-produce and co-create integrated risk knowledge and solutions with users.

The following 3 emerging ideas of possible joint projects are presented to kick start the conversation among the participants:

1. Systemic risk assessment in SIDS/Jamaica
2. Monitoring and seasonal forecasting for public health
3. Risk Assessment for the Earthquake in Turkey (and Syria)

As shown on the agenda (see attachment 1), after the opening session to share the background information and workshop objectives, detailed discussions took place in three breakout rooms on the above ideas, which were assessed in terms of needs, opportunities and challenges. In doing so, the participants exchanged information on whether or not their activities are doing anything relevant; and if yes, what, how, where and with whom; and how they can work together. This was done while the activity leads validated and updated [a prepopulated mapping document of their solutions and stakeholders](#), based on [the 2022 GWP mapping](#) and [the 2023-25 GWP Implementation Plans](#). After the breakout session, rapporteurs shared what were discussed in the breakout rooms (See attachment 2), and then all participants jointly assessed the three ideas based on four criteria for the GEO post-2025 Incubator:

- Value change integration and involvement of stakeholders
- Thematic integration
- Demand and gap to be filled
- Building on GEO's strength

While interventions were made by some participants (see attachment 3), all other participants provided written inputs on Miro board (see attachment 4).

General outcomes/conclusions:

All three proposed ideas seem to have strong levels of support and meet all 4 criteria for the joint collaborations leading to or contribute to possible post-2025 incubators. Meanwhile, all ideas require further considerations and leaders to advance.

1. The idea 1 on Jamaica needs more broadening to be an overall contribution to the EW4ALL Initiative, which is a new global initiative launched by the UN Secretary General at the COP27 to ensure that everyone on Earth is protected by early warnings by 2027.
2. The idea 2 on health needs to be incorporated in the Global Heat and Health Service Incubator as much as possible, while a part of it also can go towards the overall contribution to the EW4ALL Initiative.
3. The idea 3 on Earthquake in Turkey can be a test case for better coordination among GWP and the GEO community to respond better to major disasters.

Follow up Actions:

- Idea 1 (on Jamaica): A dedicated team in the GEO DRR Working Group, led by a co-chair and deputies continue to work with Jamaica while strengthening interactions with AmeriGEO while exploring opportunities for funding and for coordination and collaboration with Ecuador, which is one of the first EW4ALL implementing countries.
- Idea 2 (on health): The GEO Secretariat has supported some of the activities with concrete outputs to submit their case studies for the upcoming WMO's 2023 State of Climate Services Report on the Health Sector. The relevant activities are encouraged to join or to coordinate with the GEO Health Community of Practice, which supports the Global Heat and Health Service Incubator.
- Idea 3 (on Earthquake in Turkey): The identified group of activities will start coordinating and planning for a possible collaboration via email in preparation for a possible request to contribute to the Disaster Recovery Framework in Turkey.

All ideas, especially idea 1 and 2, seem to have potentials to contribute to the EW4ALL Initiative. GEO as an implementing partner of the initiative has been involved in the development of the initiative's implementation plan. Leveraging this role, the GEO Secretariat continues exploring why, where and how GEO is best positioned to deliver impact for national and local governments as well as communities under the EW4ALL Initiative. The GEO secretariat has planned two consecutive morning sessions on the 2nd day of the GEO Symposium to advance such a discussion among GWP activities and initiatives' key implementing partners. A follow-up workshop could be planned after more progress and clarity are made on the detailed planning and user needs are analyzed for the EW4ALL Initiative.

Annex 4

GEO Resource Mobilization Toolkit Draft Sections and Descriptions

(Version 29 May 2023)

1. **Introduction to Resource Mobilisation**
 - Key concepts of resource mobilisation
 - Trends and opportunities
 - Making a RM plans
2. **Preparing to mobilise resources and receive funding**
 - Operationally:
 - Being able to receive and manage funding both legally and operationally
 - Ensuring ability to comply with due diligence and partnership requirements
 - Capacity to manage funding
 - Strategically:
 - A strong vision and mission, plus a plan to achieve goal/s (demonstrating a pathway to impact)
 - Capacity statement on the Work Programme activity (unique value)
 - Track record of achievement (e.g. case studies, quantifiable information)
3. **Identifying and engaging with donors**
 - Online sources and open databases
 - Finding good prospective donors for your work
 - Understanding and meeting donor's priorities
 - Methods of partnership
 - Engage with donors and building relationships
 - Communications
4. **Requesting funding**
 - Knowing and articulating your competitive advantage for a particular donor
 - Seeking funding inside and outside of grant rounds (approaches)
 - Bid/no bid decision making
 - Developing your novel and compelling pitch
 - Planning and proposing a project in a way that resonates with donors
 - Demonstrating the pathway to impact (linking with CD Toolkit)
5. **Managing and increasing funding**
 - Maintain donor relationships
 - Reporting
 - Visibility and branding (linking with branding and communications resources)
 - Communications (linking with branding and communications resources)

Annex 5

GEO Capacity Development Toolkit Concept Note

(Version May 2023)

1. BACKGROUND AND CURRENT STATUS

Capacity Development (CD) is a critical process that aims to enhance individuals, organisations, and societies’ abilities, skills, knowledge, and resources to effectively use Earth observations to respond to societal challenges and address sustainable development issues. It involves various interventions and approaches conducted by the GEO Work Programme (GWP) activities that help people and organisations to acquire, develop, and use their capabilities effectively and efficiently.

During the Programme Board Meeting on 7-8 February 2019, GEO’s CD strategy “A needs-oriented, holistic and impact-driven approach to Capacity Development”¹ was endorsed and stated:

“GEO promotes a holistic approach to CD, empowering individuals, organisations and societies/networks. We apply a co-creation approach, ensuring equal partnership, shared ownership, joint responsibility and stakeholder engagement, recognising the needs, ambitions, knowledge and specific expertise of the participating parties”.

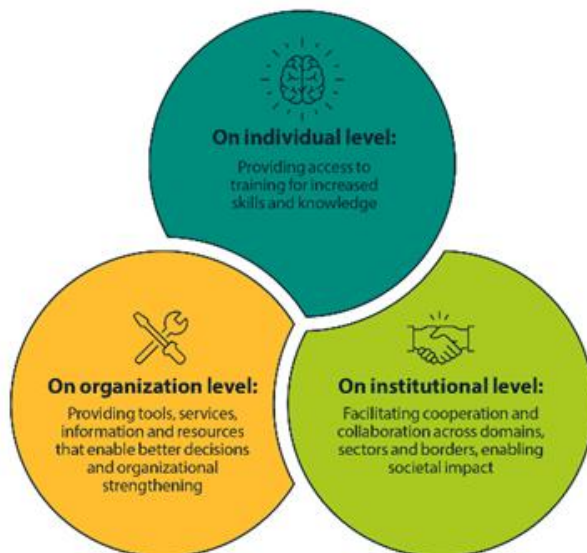


Figure 1: GEO’s holistic approach to CD

This strategy and its implementation plan resulted in several concrete actions by the CD Working Group to enhance the knowledge and skills of the GWP activities on CD.

Based on the discussions with the WG members, the responses to the several CD side-events and seminars organized by the WG and the outcomes of the WG mapping process, the need

¹ https://www.earthobservations.org/documents/cd_wg/GEO%20Capacity%20development%20strategy.pdf

became clear to support the GWP activities further with a coherent set of tools, approaches, guidelines, best practices to strengthen their CD efforts.

2. OUR LONG-TERM VISION

Developing a fit-for-purpose toolkit for capacity development involves several key steps, including:

A. The design process

❖ ANALYSIS PHASE

- **Identifying the target audience:** The first step in developing a capacity-development toolkit is identifying the final target audience. This phase is currently ongoing and focuses mainly on the leads of the GWP activities. This may include individuals, organisations, or communities seeking to enhance their skills, knowledge, and resources to achieve their development goals.
- **Conducting a needs assessment:** Once the target audience has been identified, it is important to conduct a needs assessment to determine their specific needs to acquire, process and use Earth observation data and information for policy and decision-making. This may involve surveys, interviews, focus groups, and other research methods to gather information about their strengths, weaknesses, and areas for improvement. Opportunities will also be seized pragmatically, for instance, during the GEO Symposium to collect inputs and feedback.

With the identification and needs of the final target audiences in mind, we aim to support the GWP activities to enhance the impact of their capacity development efforts towards the end-users.

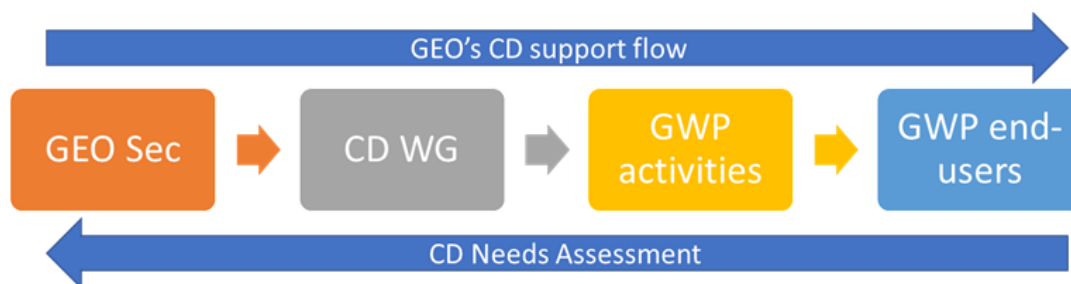


Figure 2: GEO's CD support flow

❖ PLANNING AND CO-DESIGN PHASE

- **Defining the goals and objectives:** Based on the needs assessment, it is important to define the scope and objectives of the capacity-development toolkit. This should include a clear description of the topics to be covered, the learning objectives, and the expected outcomes.
- **Developing the content:** Once the goals and objectives have been defined, the next step is to develop the content of the toolkit. This may involve identifying existing or creating new written materials, training modules, multimedia resources.

- **Testing the toolkit:** Before releasing the toolkit, it is important to test it with a pilot group to ensure that it is effective, user-friendly, and meets the needs of the target audience. This may involve conducting focus groups or surveys to gather feedback on the content, format, and usability of the toolkit.
- **Refine and finalise the toolkit:** Based on the feedback received during the testing phase, the toolkit should be refined and finalised. This may involve making changes to the content, format, or design of the toolkit to improve its effectiveness and usability.
- **Launch and promote the toolkit:** Once the toolkit has been finalised, it should be launched and promoted to the target audience. This may involve developing a marketing plan, creating promotional materials, and leveraging social media and other channels to reach the target audience.

❖ EVALUATION PHASE

- **Monitoring, evaluating and learning:** Finally, it is important to monitor and evaluate the impact of the toolkit over time. This may involve tracking the number of users, gathering feedback on the effectiveness of the toolkit, and measuring the impact of the toolkit on the target audience's skills, knowledge, and resources.

B. The development process

The content of the CD toolkit consists of different sections and services:

❖ CONCEPTS AND APPROACHES

Different concepts and/or approaches can be used to develop impact-driven CD interventions:

- The Theory of Change model
- The OKR (objectives, key results) approach
- Logical framework

❖ TOOLS & SERVICES

- **Capacity Needs Assessment Tools:** These tools are designed to evaluate the strengths and weaknesses of individuals, organisations, or systems.
- **CD Design Tools:** These tools guide the CD development process, such as impact pathways development, stakeholder mapping, training methodologies, etc.
- **Communities of Practice:** These are groups of people who share a common interest and collaborate to learn, share knowledge, and solve problems. Communities of practice provide a platform for networking, peer learning, and knowledge sharing.
- **Knowledge Sharing Platforms:** These platforms enable organisations to capture, store, and share knowledge effectively.
- **Resource Mobilisation Tools:** These tools help organisations to mobilise resources to support their capacity development initiatives. Some examples of resource mobilisation tools include fundraising strategies, grant applications, and partnerships with donors and other stakeholders. This service will be a joint effort with the Resource Mobilization strategy.

- **Monitoring and Evaluation Frameworks:** These frameworks help organisations to track their progress and measure the impact of their capacity development initiatives. They include performance indicators, data collection tools, and monitoring and evaluation plans.

❖ **TRAINING AND LEARNING RESOURCES**

- **Learning opportunities:** An overview of available workshops, training courses, e-learning platforms, and other learning materials that help individuals and organisations to acquire new skills and knowledge. The GEO Knowledge Hub is considered a useful platform for sharing and upscaling CD activities.
- **Best and good practices:** A collection of successful impact stories, existing CD strategies and guidance documents.

❖ **SUSTAINABILITY AND SCALING-UP**

- Building ownership and leadership
- Integrating capacity development into strategic planning and decision-making processes
- Strategies for scaling up and expanding interventions.

3. OUR SHORT-TERM COMMITMENT (2023 workplan)

We propose a pragmatic approach for 2023 considering the limited timeframe and time availability of the GEO Sec staff members involved.

We want to build further on an initiative executed by GEOGLAM, developing a "Guidance Document on good practices for designing, implementing, and evaluating capacity development interventions".

This well-elaborated document with extensive consultation with GEOGLAM’s stakeholders is an excellent example of how a CD intervention can be designed by using a Theory of Change concept and applying a suite of practical tools.

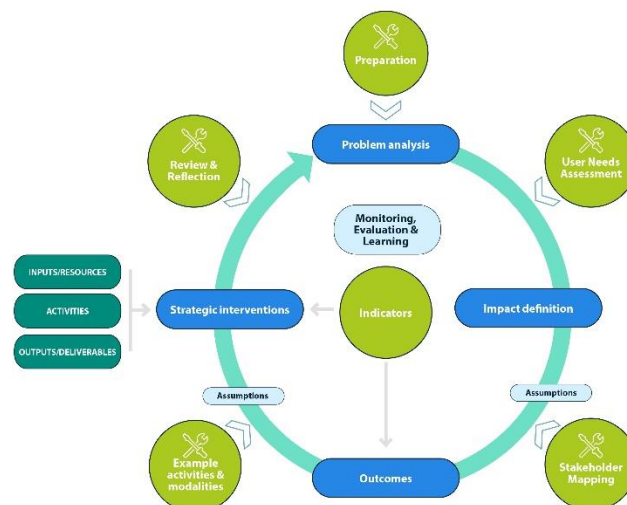


Figure 3: Tools (green circles) for designing a CD initiative, applying the ToC

Based on GEOGLAM’s guidance document, the following actions for 2023 are proposed:

1. Adaptation of GEOGLAM’s guidance document for a broader audience
2. Consultation of the relevance and usefulness of this guidance document with a limited number of GWP leads and members of the CD-WG
3. Organisation of awareness and training sessions for GWP activities on the concept and tools

The following process for the further development of the CD toolkit and workplan is proposed:

ACTIONS	TIMELINE
1. Presentation of the preliminary concept note to the PB Engagement Team	Week of 29 May, 2023
2. Execution of the Workplan 2023 for the CD Toolkit	3 RD Quartile, 2023
3. Presentation of the Concept Note and Workplan activities to the PB	September, 2023
4. Finalizing the Workplan 2023 and preparation of workplan 2024	4 th Quartile, 2023