



Covenant of Mayors
in Sub-Saharan Africa

CoM SSA SEACAP Toolbox

4.3: Phase 1: Initiation

This chapter is one component of the SEACAP Toolbox for the full Toolbox, please visit: <https://comssa.org/>

What you will learn in this chapter:

- 4 steps for initiating the SEACAP adaptation pillar phases

This chapter has been designed for Facilitators, trainers as well as local government officials and partners completing a SEACAP

Adaptation



For an introduction to the Adaptation pillar, please have a look at the chapter **“4.2: Introduction to the SEACAP Development Process: Adaptation Pillar”** of the CoMSSA SEACAP Toolbox



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Phase 1: Initiation Phase

4 steps to initiating the development of the adaptation pillar of your SEACAP:

1. Obtain political commitment
2. Setting up a team
3. Desktop research
4. Stakeholder engagement



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Obtaining political commitment

- Local authorities that wish to develop a SEACAP should sign up to CoMSSA by presenting a Political Commitment Document (PCD) for consideration to their decision-making body, e.g. the Municipal Council, to ensure formal support.
- All the signatories to CoMSSA then translate their Political Commitment into action by developing and implementing a (SEACAP that addresses the three CoM SSA pillars.



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Setting up a team

- This step entails deciding on a team to be responsible for the development of the SEACAP;
- The team should consist of both senior officials (who can get the components of the SEACAP approved by the Mayor, as well as technical staff who can undertake the work
- A lead should be identified who can coordinate the work that needs to be done



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Desktop research

- Desktop research should be undertaken to identify sources of information (NDC, National Adaptation Plan, Climate change related strategy, Local development Plan, scientific reports, etc.)
- It can also be used as an exercise to identify what information gaps there are in your region



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Engaging with stakeholders

- This involves identifying what stakeholders are working within your region in the relevant sectors and identifying what work/projects each stakeholder does (this will be useful when hosting workshops to obtain information for the R&VA and CCAAP)
- Typically this phase is termed 'stakeholder mapping'



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What you learnt in this chapter:

- Key steps for initiating the SEACAP adaptation pillar phases

The next chapter is Session 4.4:
Phase 2.1 What to include in a R&VA



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The full SEACAP Toolbox is found here: <https://comssa.org/>

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Thank you



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