



# Syllabus

**International Climate Change Negotiations:  
Leveraging LoCAL Experience in Support of  
Climate Change Negotiations**

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# 1. Background

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The Local Climate Adaptive Living (LoCAL) facility, hosted by the UN Capital Development Fund (UNCDF), was designed to promote climate change-resilient communities and local economies by establishing a standard, internationally recognized country-based mechanism to channel climate finance to local government authorities in developing countries, in particular the least developed countries (LDCs), the Small Islands Developing States (SIDS) and African nations. It thus aims to contribute to climate action and implementation, through the local level, to the country's achievement of the Paris Agreement and the Sustainable Development Goals – particularly poverty eradication (SDG 1), sustainable cities and communities (SDG 11) and climate action (SDG 13). The LoCAL Mechanism increases local-level climate change awareness and capacities, including by integrating climate change adaptation into local government planning and budgeting in a participatory and gender-sensitive manner, and increases the financing available to local governments for climate change adaptation. LoCAL combines performance-based climate resilience grants (PBCRGs), which ensure programming and verification of climate change expenditures at the local level while offering strong incentives for performance improvements in enhanced resilience, with technical and capacity-building support.

In this regard, this e-course has been designed to build a solid understanding of the negotiating environment under adaptation for LoCAL member countries. It does so by first looking at the negotiation environment provided by the UN Framework Convention on Climate Change (UNFCCC), including its governing bodies, subsidiary bodies, negotiating groups and the financial mechanisms available, while identifying LoCAL's coordinates within this environment. It continues by zooming into the climate change adaptation pillar, while discussing the most prominent adaptation milestones under the UNFCCC. Here, the course returns to LoCAL identifying its contribution under various articles of the convention itself, but also under the Paris Agreement, especially Article 6.8 which refers to the non-market adaptation mechanisms. Finally, the course offers an entire module on fundamentals of negotiation, strategies and tactics applied in international conferences.

The course was developed by LoCAL in collaboration with the United Nations Institute for Training and Research (UNITAR).

# 2. Target Audience

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The course aims to respond to the need to provide learning opportunities for UNFCCC Focal Points from LoCAL member countries, as well as other relevant audiences, to gain an accurate understanding of the climate change negotiations under the UNFCCC process with a focus on adaptation. Moreover, the course aims to contribute to building the capacity of LoCAL member countries to better understand and engage in preparing for UNFCCC meetings, as well as ensuring that local adaptation needs are better reflected in these deliberations, including Article 6.8 of the Paris Agreement (non-market approaches).



The primary target audiences of this course are:

- UNFCCC national negotiators from LoCAL countries who are new to the function or wish to update their prior knowledge, who wish to understand the international context and who seek to support adaptation actions and address climate change, including new streams of work such as non-market approaches, as referred to in Article 6.8 of the Paris Agreement.

This e-course also offers valuable knowledge and insights for the following audiences:

- Technical experts and practitioners involved and wanting to enhance their understanding of the UNFCCC process, negotiations and meetings;
- Observer organizations with an interest in advancing climate action, focusing on local climate change adaptation;
- Any interested individuals wanting to improve their understanding of how the international negotiations on adaptation work and ways in which countries can engage in and influence the process.

### 3. Learning Objectives

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After completing the course, participants will be able to:

- ✓ Explain how the UNFCCC provides a framework for international cooperation to address climate change;
- ✓ Discuss the roles of the different governance bodies and negotiating groups under the UNFCCC;
- ✓ Explore the financial mechanisms set up under the UNFCCC;
- ✓ Examine the key adaptation milestones set up under the UNFCCC, including the Paris Agreement and its non-market mechanisms for climate change adaptation;
- ✓ Review negotiation skills and techniques to foster collective objectives for negotiating groups under the UNFCCC.

### 4. Methodology

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This course is self-paced and adapted to the schedule of full-time working professionals. The three modules of the course are self-standing.

Participants are provided with the opportunity to learn through various experiences: absorb (read and watch), interact (activity) and reflect (relate to one's own reality). The lessons are interactive, meaning that they make use of clickable objects, such as buttons, hotspots, tabs, accordions, flipping cards, videos, etc. Moreover, within each lesson, users will find activities that will help them to focus on the key concepts presented. To complete each module, in addition to the interactive lessons, learners will have to pass a short knowledge check, such as multiple-choice questions.

## 5. Course Structure and Content

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The course is structured in three modules, with each module including several lessons.

### **Module 1: The United Nations Framework Convention on Climate Change (UNFCCC) – framework for international cooperation to address climate change**

#### *Introductory lesson: Setting the scene – the UNFCCC*

##### **Content**

This introduction will set the scene by discussing the UNFCCC, and how and why it was formed/created. The lesson also explains the Convention's objectives, key provisions, mechanisms and processes. It briefly discusses the main aims of the Convention and highlights some of the key achievements and challenges to date with a specific focus on adaptation.

##### **Learning objectives**

Upon completion of this introduction, participants will be able to:

- ✓ Explain why, when and with what objectives the UNFCCC was established;
- ✓ Differentiate between the major pillars that drive climate change action under the UNFCCC.

#### *Lesson 1: The UNFCCC's Governing Bodies?*

##### **Content**

This lesson provides an overview of the UNFCCC's governing bodies for the climate change intergovernmental process and will define the different institutional arrangements established for such. It will discuss the differences and roles of the various bodies, such as the Convention of the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), and the Bureaus of the COP, CMP and CMA.

##### **Learning objectives**

Upon completion of this lesson, participants will be able to:

- ✓ Identify the UNFCCC's governing bodies;
- ✓ Discuss how the governing bodies of the UNFCCC operate.

#### *Lesson 2: The UNFCCC's Subsidiary Bodies*

##### **Content**

In this lesson, you will become acquainted with the two permanent subsidiary bodies of the UNFCCC. The lesson explains the purposes of the Subsidiary Body for Scientific and Technological Advice (SBSTA) as opposed to the Subsidiary Body for Implementation

(SBI) and explores their roles within the Convention process. Moreover, the lesson provides a brief overview of similarities between them.

### **Learning objectives**

Upon completion of this lesson, participants will be able to:

- ✓ Explain the role of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- ✓ Explain the role of the Subsidiary Body for Implementation (SBI);
- ✓ Discuss the differences and similarities between the two permanent subsidiary bodies of the UNFCCC.

### **Lesson 3: The negotiating groups and actors at the UNFCCC**

#### **Content**

This lesson discusses the various actors and negotiating groups of the Convention. It will look at the different groupings, including the G77 and China, and their expectations from the Convention. It will differentiate between Annex I, Annex II and non-Annex I Parties and the legal and regulatory requirements from the different negotiating groups. The lesson will conclude with a discussion on the various observer organizations and their role in the UNFCCC process.

#### **Learning objectives**

Upon completion of this lesson, participants will be able to:

- ✓ Differentiate between Annex I, Annex II and non-Annex I Parties;
- ✓ Identify the different negotiating groups, including those that their country belongs to;
- ✓ Discuss positions of the different negotiating groups, including those that their country belongs to;
- ✓ Explain the importance of observer organizations in the UNFCCC process.

### **Lesson 4: Financial Mechanisms under the UNFCCC**

#### **Content**

This lesson explains financial mechanisms under the UNFCCC, including how they operate. The lesson will discuss the two main financial mechanisms, GEF and GCF. In addition, it will look at the special funds that were created by Parties to fund climate action under the Convention.

#### **Learning objectives**

Upon completion of this lesson, participants will be able to:

- ✓ Explain how the different financial mechanisms contribute to the UNFCCC process;
- ✓ Explain how the UNFCCC governing bodies, subsidiary bodies and processes guide the different financial mechanisms;
- ✓ Discuss the purpose of each of the funds: SCCF, LDCF and the Adaptation Fund;
- ✓ Explain how countries can access the different financial mechanisms under the UNFCCC.

## Lesson 5: Case Study – Financing Local Climate Adaptation in LDCs

### Content

Besides the UNFCCC financial mechanisms, actions are taken by various actors to support climate change adaptation efforts. Local authorities in least developed countries (LDCs) represent a unique opportunity for countries to meet local adaptation needs. However, they often lack the necessary resources. This lesson introduces the UNCDF's LoCAL Mechanism and explains how it fits into the bigger picture of the UNFCCC-driven global climate process, particularly, how it promotes climate change-resilient communities and local economies by establishing a standard and internationally recognized country-based mechanism to channel climate finance to local government authorities in LDCs.

### Learning objectives

Upon completion of this lesson, participants will be able to:

- ✓ Explain how the LoCAL Mechanism operates;
- ✓ Identify entry points and opportunities to engage with UNFCCC governing bodies on topics of relevance to LoCAL countries, such as LDCs, NAPs, adaptation, finance, GST, GGA, etc;
- ✓ Identify entry points and opportunities to engage with UNFCCC subsidiary bodies to guide the different financial mechanisms.

## Module 2: Adaptation under the UNFCCC

### Lesson 1: Adaptation-related milestones under the UNFCCC

#### Content

This lesson starts by looking at the adaptation-related articles and specific adaptation obligations that Parties have under the Convention. These are particularly Article 3.3., which refers to the precautionary principle and the need for cost-effectiveness; Article 4.1(e), which calls on Parties to “cooperate in preparing for adaptation to the impacts of climate change...”; Article 4.1(f), which requires Parties to “take climate change considerations into account” and to minimize adverse effects that adaptation projects and measures could have on the economy, public health or on the quality of the environment; and Article 4.4, which requires Annex II Parties to assist developing countries in meeting adaptation costs.

The lesson will continue with the review of a timeline of the various milestones on adaptation under the Convention starting with a brief overview of the progress on adaptation to date, from COP 2 in 1996 to the COP 26 Glasgow Climate Pact in 2021.

#### Learning objectives

Upon completion of this lesson, participants will be able to:

- ✓ Explain the different adaptation obligations for Parties under the Convention;
- ✓ Discuss the UNFCCC Articles addressing adaptation;
- ✓ Outline adaptation-related milestones under the UNFCCC to date.

## Lesson 2: Adaptation Highlights – key milestones under the UNFCCC

### Content

Building on the previous lesson, this lesson will dive deeper into some of the adaptation highlights, namely key COPs under the UNFCCC.

It will start with the creation of the Kyoto Protocol and the introduction of market-based mechanisms at COP 3. It will continue by discussing the various mechanisms put in place to support least developed countries, such as the National Adaptation Programmes of Action (NAPA), the Least Developed Countries Expert Group (LEG), the Least Developed Countries Fund (LDCF), the Special Climate Change Fund (SCCF) and the Adaptation Fund at COP 7. It will discuss the achievements accomplished at COP 16, in Cancun, highlighting specifically the establishment of the Green Climate Fund to scale up the provision of long-term financing for developing countries, the establishment of the Technology Mechanism to facilitate enhanced action on technology development and transfer to support action on both mitigation and adaptation, as well as the Cancun Adaptation Framework with the objective of enhancing action on adaptation. The lesson will further explore the achievements accomplished under the Paris Agreement at COP 21, its National Adaptation Plans (NAPs) and the key provisions under Articles 6.8, 7(5), 8, 13 and 14, and will conclude with the recent Glasgow Climate Pact at COP 26, including the decisions on Article 6 of the Paris Agreement.

### Learning objectives

Upon completion of this lesson, participants will be able to:

- ✓ List key achievements accomplished by various COPs;
- ✓ Associate key mechanisms with the COPs where they were established;
- ✓ Explain linkages across various mechanisms established during key COPs.

## Lesson 3: The LoCAL Mechanism - a non-market approach for adaptation and resilience-building facilitated under Article 6.8 of the Paris Agreement

Having discussed the international context, including the UNFCCC components and functions, this lesson will look at and discuss the contribution of non-market approaches to the implementation of NDCs and the NAP process, as covered under Article 6, paragraph 8 of the Paris Agreement as well as the decisions made in Glasgow under the same Article. In addition, it will discuss how the LoCAL Mechanism is aligned with the principles for non-market approaches, how it can be facilitated under the framework for non-market approaches, and how it can assist and promote accelerated implementation of adaptation priorities in the NDCs, with a focus on the subnational level.

### Learning objectives

Upon completion of this lesson, participants will be able to:

- ✓ Discuss the contribution of non-market approaches to the implementation of adaptation priorities in the NDCs and NAP processes, as covered under Article 6, paragraph 8 of the Paris Agreement;
- ✓ Explain how the LoCAL Mechanism is aligned with the principles for non-market approaches, as referred to in Article 6.8 of the Paris Agreement;
- ✓ Explain how the LoCAL Mechanism can inform UNFCCC governing and subsidiary bodies.



## Module 3: International conferences - Fundamentals of negotiation, strategies and tactics

### Lesson 1: Fundamentals of negotiation

#### Content

In this lesson, participants will learn about negotiation, the context within which negotiations can take place, the conference environment, traits of a good negotiator, how to prepare for negotiations and the process itself. Throughout the lesson, there are examples and tips for participants to consider in practice, and tips on what is and what is not recommended to do in various situations.

#### Learning objectives

By the end of this module, participants will be able to:

- ✓ Explain what negotiation and its fundamental aim is;
- ✓ Explain the process of negotiation and how to prepare for it.

### Lesson 2: Strategies and tactics of negotiation

#### Content

In this lesson, participants will learn about approaches to negotiation and possible outcomes, how to negotiate with people, how to use persuasion in negotiation and how to get the most out of a conference. As in the previous lesson, there are examples and tips for participants to consider in practice.

#### Learning objectives

Upon completion of this lesson, participants will be able to:

- ✓ Differentiate between various types of negotiations;
- ✓ Identify approaches to cope with competitive negotiation.

## 6. Certification

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Upon successful completion of the course, participants are awarded with a certificate. To complete the course, participants must complete all three modules and pass each associated quiz with a minimum score of 70% from no more than three attempts. Completion of all three module quizzes allows participants to download the certificate of completion.

## 7. Learning resources

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To support learning, the course features a range of learning activities and experiences, such as interactive lessons, videos, quizzes and external resources.

#### Video presentations

Each module is briefly introduced in a video format. This could be in the form of a talk by a subject-matter expert or via an animated video. The videos take participants through

the content of the module, specify the learning objectives and highlight the main concepts and principles that will be discussed.

### Interactive lessons

The interactive lessons provide participants with the content necessary to achieve the two to three specific learning objectives and contain a series of interactive spaces. These guide participants through the various themes and key messages of the lesson in a coherent and progressive manner. Each lesson features a variety of instructional tools, such as clickable objects, navigation buttons, hotspots, tabs, accordions, flipping cards, videos, check-for-understanding spaces, etc.

### Check-for-understanding

Interactive quizzes in various forms, and other means to assess and solidify the knowledge of participants, are spread throughout each module, typically after certain sub-themes have been discussed.

### Final quizzes

To complete a module, after consulting its associated interactive lessons, participants must successfully answer questions in a final quiz, which assesses the achievement of the learning objectives for each module. Each quiz can be attempted a maximum of three times and a score of 70% is required to pass each module. Once all three quizzes have been passed, participants can download a certificate of completion from the course 'Certification' section.

### Further reading

A list of reference materials for further reading is provided at the end of each module.

### Course evaluation

Participants are requested to provide feedback on the course by filling in a feedback form that can be accessed in the 'Certification' section on the course page.

## 8. Technical Requirements

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### Browser:

- The course works best with Firefox 3.6 or higher (download for free at <https://www.mozilla.org/en-GB/>).
- The course is also compatible with Google Chrome (download for free at <https://www.google.com/intl/en/chrome/>).
- For technical reasons, it is not recommended to use Internet Explorer.

Note: JavaScript and Cookies must be enabled.

### Software:

- Adobe Acrobat Reader (download for free at <http://www.adobe.com/products/acrobat/readstep2.html>).
- Adobe Flash Player (download for free at <https://get.adobe.com/flashplayer/>).
- Microsoft Office (Windows or Apple version) or Open Office (download for free at <http://www.openoffice.org>).

Platform: Windows 95, 98, 2000, NT, ME, XP or superior; MacOS 9 or MacOS X  
Hardware; 64MB of RAM, 1 GB of free disk space.

Modem: 56 K.