



United Nations Development Programme

Organising the TNA Process

**Workshop on Technology Needs Assessment and Technology
Information for the Caribbean Region**

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TNA Handbook

Three types of activity for TNA are covered in the handbook....

- Stakeholder participation/engagement
- TNA processes
- Action Plan

Stakeholder Participation

- Identify stakeholders and consult key agencies
- Convene meeting to explore objectives and scope
- Establish core team and identify lead agency, lead technical institution and other direct participants
- Set out a process for ongoing stakeholder involvement

Stakeholder Engagement

- Managing the stakeholders – clear objectives, a small core team and wide consultation
- Establishing clear goals at an early stage, with a process to keep track of progress
- Transparency in decision making and consultation
- Ongoing involvement of all stakeholders
- Setting realistic goals
- Outreach and education

TNA Process - Establishing Criteria

- Objectives of the evaluation criteria
 - contribution to development and wider policy goals
 - contribution to climate change mitigation or adaptation
 - market potential and costs
- Process to select evaluation criteria
 - independent expert assessments/judgments
 - government priorities
 - stakeholder consultation
- Approach for weighting of each criterion

TNA Process - Preliminary Overview

- Review mitigation and V&A studies carried from National Communication and national/sectoral development plans
- Compile an overview of existing data sources
- Identify data gaps and the steps to remediate them
- Identify the main sectors
- Identify leading technology options and policies for each sector
- Prepare preliminary assessment report

TNA Process – Identifying Priorities

- Identify:
 - sectors with potential to benefit from TNA and/or the need for further data
 - the technology options and resources available – and/or the need for further data
- Consider a broad range of options, but a smaller number of priorities
- Establish a process to rank/assess technologies (transparency)
- Identify barriers to adoption of new technologies

An Action Plan

- Objectives for TNA in light of development priorities
- Identification of priority sectors and technology options
- Data Gaps and ways to overcome them
- Priorities for initial action
- Capacity building measures
- Barrier reduction measures
- Direct interventions
- Financial needs and potential funding sources

An Action Plan

- Establish
 - Means by which success may be assessed (milestones) and alternative actions should progress be limited with preliminary priorities
 - Relevance and implications of existing policies and programmes
 - Processes for full stakeholder cooperation and agreement

Implementation actions

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