Additional information about the Change Project

Each applicant organisation shall formulate a Change Project that will be carried out by the participant during the training. The Change Project shall be related to the programme objectives, have an orientation towards change and capacity development and reflect issues that are of concern for the participant’s organisation.
The Change Project shall be completed during the programme and presented at the follow-up seminar, phase 5. Regarding the Change Project we recommend a well-defined and realistic scope in order to achieve a successful result.

The Change Project plays a central role in translating the training programme’s theoretical content into capacity development and institutional change. The intention is that the theme of each Change Project shall meet the needs of the participating organisations, as well as form a basis for climate change mitigation or adaptation. There is no funding from Sida/SMHI for the Change Project. The Change Project must be covered within the available resources in the participant’s organisation.

## Cooperation between participants and organisations is encouraged

In order for climate change mitigation and adaptation efforts to gain momentum, Sida and SMHI encourage organisations to send participants several years to the programme. Ideally the result accomplished by the participant one year in the programme, will be pursued by participant from the same organisation following year, thus leading to a process of change.

We also encourage organisations to coordinate their proposed Change Project(s) with other organisations. Examples of cooperation could be e.g. National Meteorological Service working together with Ministry of Agriculture, or a University working together with a Ministerial Department of Health and Civil Society Organisations.

## Application

An outline of the Change Project shall be submitted together with the application form, and plays a key role in the selection of participants. Organisations that can show how the Change Project will be incorporated after the formal end of the programme will have an advantage.

A one to two pages outline of the Change Project, see template, shall be submitted together with the application form, including the following headlines:

1. Title of the Change Project
2. Background (including target group and role of your organisation)
3. Objective and expected impact
4. Work plan (including specific tasks and estimated dedication in time during phase 4)
5. Plan forward (including how will lessons learned from the Change Project be incorporated in your organisation)

## Planning and realisation of the Change Project

After confirmed selection each participant will be assigned a facilitator at SMHI or its partners.

At the start-up seminar in the participant’s home region each participant shall give a short presentation of the Change Project outline. Time will also be dedicated to group discussions and finding synergies.

During the period in Sweden the participant will develop a work plan and discuss ways to complete her/his particular Change Project with support from the facilitator. After the training in Sweden the participant will have up to six months to realise the Change Project and prepare a presentation to be held at the regional follow-up seminar.

Norrköping, April 2017.