

2. Day 2:

- Presentation of the refined project document based on Day 1 discussions.
- Session dedicated to sustainability planning, where stakeholders from each country outline their commitments to maintaining the equipment and building local capacity.
- Final validation and endorsement of the project document by stakeholders.
- Development of a stakeholder engagement plan and finalization of roles and responsibilities.
- Closing remarks and next steps, including a timeline for project implementation.

Milestones and Measures of Success:

Milestone	Measure of Success	Date to be Reached
Develop an "inexpensive sea level station in a box" concept.	Technical report of contracted company describing the technical components and results of technical tests and costing components.	First trimester
In-person workshop including representatives of beneficiary countries and the donor	Workshop report detailing discussions, refined project elements, and commitments.	Between month 4 and 6

Deliverables from the Inception Phase:

1. **Needs Assessment Report:** Documenting findings from field visits, surveys, and stakeholder consultations.
2. **Revised Project Document:** Including the refined Theory of Change, Results Framework, M&E Framework, and implementation strategy.
3. **Sustainability Plan:** Documenting commitments from participating countries to maintain equipment and build capacity beyond the project lifespan.
4. **Stakeholder Engagement Plan:** Outlining roles, responsibilities, and communication strategies.
5. **Inception Workshop Report:** Summarizing discussions, feedback, and agreed-upon revisions.

The inception phase will lay a solid foundation for the project by ensuring that all stakeholders are aligned, that sustainability is prioritized, and that the project strategy is robust, inclusive, and achievable.

II.7 Project Timeline

The project timeline is organized by activities and has been conceived to allow a sequential implementation of key activities that will allow and enable the in-interrupted flow of the project, with a mid-term evaluation and a final evaluation activity included.

A more detailed planning will be established during the inception phase and as one of the products of the inception workshop.

The timeline of the project per key activity is provided in [Annex B](#).

II.8 Risk Assessment and Preventive Mitigation Measures

The project recognises that risks can arise throughout the program cycle, potentially impacting timelines, performance, and budget. Addressing these risks proactively is critical to ensure the achievement of project objectives.

To mitigate **technical risks**, the project will focus on preventing delays in procuring and deploying the "Sea-Level Station in a Box" concept. This will be achieved through detailed procurement planning, robust vendor evaluations, and establishing contingency measures for unforeseen delays. Additionally, challenges in adapting monitoring systems to local environments will be addressed by conducting comprehensive environmental assessments and involving local technical experts to provide location-specific insights.

Operational risks such as limited local capacity to maintain and operate equipment will be mitigated through a dual strategy of intensive training and mentorship programs. The development of detailed operational manuals will further ensure that local teams are well-equipped to sustain project operations independently.

To address **financial risks**, the project will incorporate long-term maintenance costs into national budgets and pursue co-funding opportunities. Rigorous financial monitoring, coupled with contingency reserves, will safeguard against budget overruns and unforeseen expenditures.

Stakeholder risks will be mitigated through continuous engagement and transparent communication. By conducting regular consultations and involving stakeholders in decision-making processes, the project will ensure alignment and shared ownership of objectives. Conflicting priorities among stakeholders will be resolved through structured dialogue and clearly defined roles and responsibilities.

Potential **environmental risks** arising from station installations will be managed through Environmental Impact Assessments (EIAs) and adherence to national environmental regulations. This ensures minimal disruption to local ecosystems while meeting compliance standards.

Lastly, **data risks** related to accuracy and security will be addressed by implementing robust validation frameworks and stringent cybersecurity measures. Regular audits and quality checks will ensure the reliability and safety of the data collected.

By embedding these mitigation measures into the project design and implementation framework, the project demonstrates a commitment to proactive risk management. This comprehensive approach ensures resilience, sustainability, and the successful realization of project objectives.

Risk assessment and preventive mitigation measures are described in [Annex C](#).

II.9 Exit Strategy and Sustainability

To ensure the **long-term impact** and **sustainability** of the project, several mechanisms and strategies will be implemented. The benefits derived from the project will be maintained over time by embedding the results within **institutional frameworks**, strengthening **stakeholder capacity**, and fostering **multi-stakeholder partnerships** that extend beyond UNESCO's support.

Key elements of the sustainability strategy include **anchoring the project outcomes** within **national and international frameworks** such as the **2030 Agenda for Sustainable Development**, **Early Warning for All Initiative**, the **African Union's Agenda 2063** and the **Antigua and Barbuda Agenda for SIDS (ABAS)**. By aligning the project with these **global and regional strategies**, the results will be better integrated into existing policies and practices, ensuring **continuity** and **scalability**.

The project will prioritize **strengthening the capacity of institutions, researchers, and policymakers** to institutionalize skills and knowledge. This will be achieved by embedding training programs within national frameworks and ensuring that they are not tied to individual participants but rather to **institutional systems**. Furthermore, the establishment of **operational manuals**, **mentorship opportunities**, and **peer-learning networks** will facilitate **knowledge retention** and **transfer**.

The continuation of project activities and outputs will also be ensured through the development of **future funding arrangements**. National governments and key stakeholders will be encouraged to integrate monitoring costs into their regular budgets. Simultaneously, partnerships with **private sector entities** and **international donors** will be pursued to diversify funding sources.

Responsibility for sustaining project outcomes will be distributed among various entities. **National oceanographic institutions** and **meteorological services** will take primary responsibility for maintaining and operating the "Sea-Level Station in a Box" systems. They will commit to ensuring the sustainability of the equipment by integrating operational and maintenance costs into their institutional budgets. Additionally, they will focus on building and retaining the personnel capacity required to operate and maintain the systems effectively beyond the project lifespan. These commitments will be recorded during the inception phase as an additional form of intended long-