Tutorial

How to use the EbA Tools Navigator

Introduction

The EbA Tools Navigator¹ has been developed through a collaboration between two International Climate Initiative (IKI) funded projects: Ecosystem-based approaches to adaptation (EbA): Strengthening the Evidence and Informing Policy, coordinated by IIED, IUCN and UNEP-WCMC; and Mainstreaming Ecosystem-based adaptation (EbA): Strengthening EbA in Planning and Decision Making Processes, coordinated by GIZ². Both projects aim to show climate change policy-makers and adaptation practitioners when and why EbA is effective – the conditions under which it works, and the benefits, costs and limitations of natural systems approaches – and to promote the better integration of EbA principles into policy and planning.

The EbA Tools Navigator aims to help EbA planners and practitioners to find and understand tools and methods to support their own efforts in planning and implementing EbA.

The Navigator consists of two interdependent parts: i) a database of EbA tools and methodologies; and ii) examples of tool application, to provide information on experiences using EbA tools. It also includes an interface for searching the database and viewing search results.

This tutorial provides guidance on how to search the database and on how users can provide information on their experiences of the various tools included in the database.

Note: When opening the Navigator of EbA tools, first click on Enable Content to enable Macros and allow access to all its functionalities.

² This Navigator has been developed through two projects that are a part of the International Climate Initiative (IKI). The German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety (BMU) supports this initiative on the basis of a decision adopted by the German Bundestag.
I. Overview of the Navigator

About

This tab provides an introduction to the Navigator, how the idea for a Navigator of EbA tools came about, and an overview of its aim and structure.

ABOUT

What is the EbA Tools Navigator?

The Ecosystem-based Adaptation Tools Navigator is a searchable database of tools and methods relevant to ecosystem-based adaptation (EbA). In addition to containing tools and methods specifically designed for EbA, the Navigator content draws on a variety of relevant disciplines, including wider climate change adaptation, biodiversity conservation and human development.

What is the aim of the EbA Tools Navigator?

The Navigator aims to help practitioners, planners, decision-makers and researchers easily find and understand the tools and methods available that can support their work on EbA.

How is the EbA Tools Navigator structured?

The EbA Tools Navigator consists of two sections:

1. A searchable database of EbA tools and methods, where the user can search for tools based on criteria they select
2. User experiences of various tools

1.1) The database of tools and methods for EbA

As of May 2019, this searchable database consists of over 240 tools and methods that have been identified as being useful for one or multiple stages of EbA (Planning, Assessment, Design, Valuation, Implementation, Monitoring & Evaluation, Mainstreaming). The tools are categorised according to the relevant EbA stages shown below.

Instructions

This tab provides guidance on how to use the Navigator, including instructions for searching the database and adding tools/methods to the database.

HOW TO USE THE EBA TOOLS NAVIGATOR

The EbA Tools Navigator consists of two interdependent parts: (i) a searchable database of EbA tools and methods; and (ii) examples of tool application which portray user experiences of various tools from around the world. It also includes interfaces (or worksheets) for searching the database and viewing search results. This guidance explains what information is provided in the database of tools and methods, and provides instructions on how to search and add to this database, and how to provide additional information on user experiences for tools included in the database.

Searching the database

There are two main ways to search the database for tools and methods relevant to your needs. All tools are listed in the ‘Database of Tools for EbA’ tab. The tools are categorised according to the relevant EbA stages shown below:

Option 1 - Using the Search Interface: Go to the ‘Search Interface’ tab. This interface has been provided so that you can make one or a series of selections to extract information on particular types of tools and methods from the database. For example, you can select an ecosystem type, a stage of EbA or a scale of implementation, or combinations of these filters. The tools and methods from the database that meet your selection criteria will then be displayed in the ‘Search Results’ tab.
Search Interface

In this tab, the user can search the database of tools and methods using a range of criteria, from ecosystem type, audience, type of resource, language, or EbA stage.

Database of Tools for EbA tab

This tab has the complete list of EbA tools and methodologies; for each entry it includes: a brief description of the tool/method and its objectives; which stage of EbA planning or implementation it supports; relevant ecosystems; its target audience; its targeted scale; the type of resource (e.g. modlling tool, manual, guideline); whether it is designed for EbA or for adaptation or conservation more broadly; its language; and information on the time/skills/ training required to use it.
Examples of Tool Application tab

This tab has information on user experiences of applying the different tools. For each tool, there is information such as country/site of implementation, targeted ecosystem, year of implementation, and details on how the tool/methodology was adapted and used in the context.

<table>
<thead>
<tr>
<th>Name</th>
<th>Region</th>
<th>Country and project site of implementation</th>
<th>Target ecosystem</th>
<th>Year(s) of implementation</th>
<th>Budget</th>
<th>Implementing institution(s)</th>
<th>Why was the tool/methodology chosen?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Climate Proofing for Development (ENDEV) GIZ (2011): Biodiversity and Greenhouse Gas Mitigation</td>
<td>Asia</td>
<td>Talipathan, Barabanki Valley &amp; Kangra Chas, JK, India</td>
<td>Forest &amp; Rangelands, Rangelands &amp; Grasslands</td>
<td>2016</td>
<td>50,000 to 100,000 USD</td>
<td>International Environment Organisation, Local Government</td>
<td>Flexible and adaptive, Complements existing frameworks, Previous experience</td>
</tr>
<tr>
<td>Community-based Risk Screening Tool - Adaptation and Livelihoods (KoRST)</td>
<td>Africa</td>
<td>LH Elgon, Karamoja and the Akaya catchment</td>
<td>Forest &amp; Rangelands, Mountain, Highland, Deserts</td>
<td>2014-2015</td>
<td>50,000 to 100,000 USD</td>
<td>International NGO, Local Government, Community-based Organisation</td>
<td>Complements existing frameworks, Previous experience, Flexible and adaptive</td>
</tr>
<tr>
<td>Seasonal Calendar</td>
<td>Africa</td>
<td>LH Elgon, Karamoja and the Akaya catchment</td>
<td>Forest &amp; Rangelands, Mountain, Highland, Deserts</td>
<td>2014-2015</td>
<td>50,000 to 100,000 USD</td>
<td>International NGO</td>
<td>Complements existing frameworks, Data requirements, Previous experience</td>
</tr>
</tbody>
</table>

II. Searching the database - using the Search Interface

The Search Interface is provided on the fourth tab of the Navigator excel sheet. It allows you to search the database by making one or a series of selections to extract information on particular types of tools and methods. For example, you can select an ecosystem type, a stage of EbA or a scale of implementation, or combinations of these. The tools and methods from the database that meet your selection criteria will then be displayed in the Search Results tab, which opens automatically after running a search.

1. To use this function, go to the Search Interface tab.
2. **Dropdown lists** are provided for different criteria (Primary Ecosystem, Target Audience, Scale, Type of Resource, Language, and Tool design). To select a particular type of tool or method, click on the relevant cell, and then click on the arrow on the right hand side. This will display the list of options available.

For example, you could select tools relevant to 'Marine and coastal ecosystems', targeted at the 'local/site level' scale, and designed ‘for EbA’.

**Search Interface**

This tab allows you to search the database of tools and methods by making selections based on criteria. Use the drop down lists to select one or multiple criteria, from the ecosystem type you are interested in to the target audience, scale, type of resource and language of the tool.

Another option is to search for tools according to the 'Stage of EbA' they support. This can be done in combination with the other criteria, or solely by 'Stage of EbA'.

Results from your search are displayed in the 'Search Results' tab. (Each new search will replace the results from the previous search).

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Filter Options</th>
<th>Include Generic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Ecosystem</td>
<td>No filter</td>
<td></td>
</tr>
<tr>
<td>Target Audience</td>
<td>No filter</td>
<td></td>
</tr>
<tr>
<td>Scale</td>
<td>Local/Site level</td>
<td></td>
</tr>
<tr>
<td>Type of Resource</td>
<td>No filter</td>
<td></td>
</tr>
<tr>
<td>Language</td>
<td>No filter</td>
<td></td>
</tr>
<tr>
<td>Designed for</td>
<td>No filter</td>
<td></td>
</tr>
</tbody>
</table>

**Stage of EbA**

- Planning
- Assessment
- Design
- Implementation
- N & K
- Hardwiring

*Note: When searching for a tool/method according to Primary Ecosystem, please refer to the ecosystem definitions below.*

**Agriculture land** – includes areas of arable land, permanent crops and permanent pastures.

**Dryland and deserts** – areas characterized by limited soil moisture, low rainfall and high evaporation.

**Forests** – areas spanning more than 0.5 hectares with trees higher than 5 meters and a canopy cover of more than 10 percent.

**Woodlands** – areas spanning more than 0.5 hectares; with trees higher than 5 meters and a canopy cover of 5-10 percent; or with a combined cover of shrubs, bushes and trees above 10 percent.

**Inland waters** – aquatic-influenced areas located within land boundaries, including major rivers, lakes and water reservoirs.

**Marine ecosystems** – areas beginning at the low-water mark and encompassing the high seas and deep-water habitats.

**Coastal ecosystems** – areas bounded inland by land-based influences within 100 kilometres or 100-meters elevation and seaward by the 50-meter depth contour.

**Mountains** – areas defined by elevation above sea level (between 300-1000 meters) and steepness of slope (at least 2° over 25 kilometres, on the 30 arc-second grid).

**Rangelands and grasslands** – areas covered by vegetation dominated by grasses, with little or no tree cover.

**Urban** – areas of agglomerations of people and their activities.

**Sources:**

3. If you wish for no criteria from one or more dropdown lists to be considered, make sure No filter is selected.

4. To make a selection according to one or more EbA stages, check boxes are provided. Tick each box if you wish to see tools specifically supporting a stage of EbA. If you do not wish to select a specific EbA stage, make sure the box in unticked.

5. Click on Search Database to perform the search.

6. Instead of selecting options from the criteria menus, you may also perform a keyword search. To do so, type the term you wish to look for into the Keyword search box and then press Keyword Search.
7. Results from your search will be automatically displayed in the **Search Results** tab. Note: Each new search will replace the results from the previous search.

8. The search results will provide general information about each tool/method, as well as the following links:

- **To access the tool/method online** (see **Weblink** column)


  **EIA Stage**: 0 0 0 0 1


  The City Hall site and I around the as well as context.

- **To see tool application experiences already in the Navigator** (see **Examples of Tool Application** column)

  ![Example of Tool Application](http://www.freestatis.org/asia/index.php)

  **EIA Stage**: 1 0 0 0 0

  **Examples of Tool Application**: 100 in Examples
III. Browsing the full database

If you wish to browse the full database to identify the tools that are relevant to a particular EbA stage or another criteria, you can do this by using the filters and drop-down lists in the database columns and select the information you want.

To begin, go to the Database of Tools for EbA tab.

To search tools related to a particular ecosystem, scroll across and click on the Primary Ecosystem cell, and then click on the arrow on the right hand side. This will display the list of options available.
1. Untick Select All.

2. Select the ecosystem type (or types) you would like to see. For example, you could select ‘Marine and Coastal’ plus ‘Inland Waters’.

3. Select OK.
4. The database will then only present tools relevant for Marine and Coastal or Inland Waters ecosystems.

5. To remove the previous selection and perform a new search, click **Clear Filter**.

To search for tools related to a **specific stage of EbA**, those tools and methods that are identified as relevant to an EbA stage have been tagged with ‘1’, and those not relevant are tagged with ‘0’.

1. To select tools relevant to an EbA stage, click on the relevant cell, and then click on the arrow on the right hand side.
2. Ensure that the tickbox for ‘1’ is selected for the stage(s) in which you are interested. Multiple filters can be used if you are interested in more than one EbA stage.

3. Select OK.

4. The database will then only present tools relevant for the selected EbA stages.

5. To remove the previous selection and do a new search, click Clear Filter.

Finally, you can also search the database by keyword, using the Find & Select option.

1. Click Find & Select.

2. Type the keyword you would like to search in the database (for example a specific ecosystem type, an organisation or a type of application).

3. Click Find Next. The database will then guide you through the cells containing the typed keyword.
IV. Using the Tool Application sheet

Information collected so far on user experiences with particular tools and approaches has been included in the tab Examples of Tool Application.

For each tool, there is information on country/site of implementation, ecosystem, year of implementation, and details on how the tool/methodology was used or adapted to the relevant context. Some users have also provided information on the time and human resources needed to apply the tool.

The Examples of Tool Application tab is also linked to the full database - when a user experience has been recorded for a tool from the database, this information can be accessed by clicking on the link in the Examples of Tool Application column.
If you wish to add information about a tool or methodology that is not listed in the database, we would welcome any such information.

This can be done simply by inserting this information in the next available empty row of the **Database of Tools for EbA**.

To do this:

1. Add tool/methodology **Name** and **Year**.

2. Select the **EbA stage(s)** for which the tool/methodology is relevant for (columns 'E' to 'K'). To do this, click on the cell and then type '1' if the tool is relevant to that EbA stage or '0' if it is not relevant.
2. Add **Weblink, Description** and **Objectives**. To do this, simply add the information directly to the cell in the relevant column. Please complete information in these columns.

3. Add information on **Primary Ecosystem, Target audience, Scale, Type of resource, Access, Tool design purposes, Language**, and whether the tool is **Region or Country specific**. Dropdown lists are provided for these data fields. Click on the relevant column/cell and then click on the arrow on the right hand side of that cell. This will display the list of options available. Multiple options can be selected. If you have selected an option in error, you can remove it by clicking on that option again, which will delete it from the cell. If you select the 'other please specify' option or have comments on your selection, use the **Additional comments** column (column 'Y') to capture the necessary information. Please complete information in these columns.

<table>
<thead>
<tr>
<th>Primary ecosystem</th>
<th>Target audience</th>
<th>Scale</th>
<th>Type of resource</th>
<th>Time/Resources required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture</td>
<td>Policy-makers</td>
<td>National</td>
<td>Information Source</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. Add information on **Time/resources** and **Skills/training** required. To do this, simply add the information directly to the cell in the relevant column. Please complete information in these columns.

5. Always remember to save the data you have added to the file.

6. Please email your completed entry to charlotte.hicks@unep-wcmc.org and CCB@unep-wcmc.org

For any other questions related to the EbA Tools Navigator, please also email charlotte.hicks@unep-wcmc.org and CCB@unep-wcmc.org.