

What is the CVCA?

The Climate Vulnerability and Capacity Analysis (CVCA) is a tool used to gather and analyze information on community-level vulnerabilities to and capacities for climate change. It informs the identification of actions, at the community level or more broadly, that support communities in increasing their resilience to climate change.

[Click here to access the CVCA Handbook](#)

The analysis can be used for:



Community-level planning and action

The CVCA is one step in developing a community adaptation plan. It also facilitates the inclusion of such community plans in local development plans. If this is how you plan to use the CVCA, stakeholders' involvement is crucial, and additional tools (e.g., visioning) for developing adaptation plans should be used.

See 'CARE adaptation planning brief' explaining the whole planning process.

See 'Planning for Resilience manual' detailing the different steps of the planning process.



Awareness and advocacy campaign

CVCA findings can be used as a basis for developing campaigns for systemic change and influence national and subnational adaptation planning processes. If this is your main objective, you might consider including additional stakeholder mapping exercises.

See the Advocacy Handbook.



Projects and programs design

The CVCA can also be used for integrating climate change risks into project and program design. In that case, it can be used in a slightly lighter way and eventually on a larger scale.

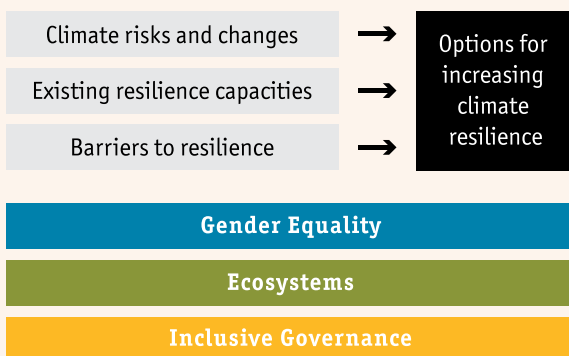
See an example from Tanzania.

The CVCA process in a nutshell

Figure 1 - Key Issues for Analysis

7-step process

- » A 7-step process using different methodologies of information collection: secondary research, key informant interviews and participatory tools that capture local perspectives and traditional knowledge.
- » Detailing a set of guiding questions to analyze the data collected.
- » Paying particular attention to three major cross-cutting issues - **Gender Equality**, **Ecosystems** and **Inclusive Governance** - that help define specific options for increasing climate resilience.



For whom?

- » Technical advisors
- » Project managers
- » Other staff working on projects in international or local NGOs



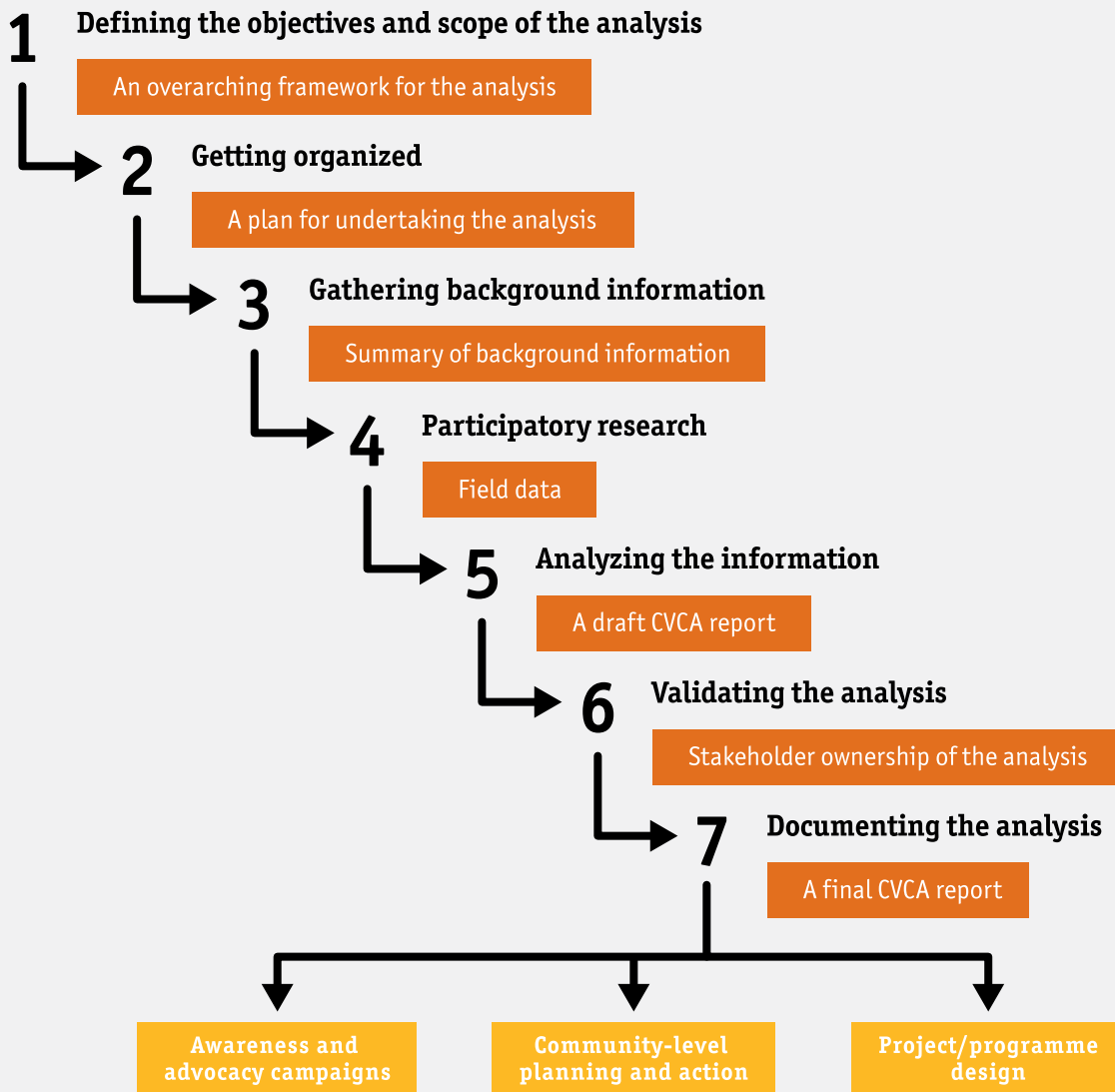
How long will it take?

- The amount of time the CVCA process takes depends on:
- » the scope of the analysis and your main objectives
 - » the number of stakeholders involved
 - » the availability of secondary information
 - » presence in and relationship with the community and stakeholders.

CVCA

Step by step

Figure 2 - Steps in the CVCA process



1 STEP 1: Defining the objectives and scope of the analysis

» **Clarify the purpose of the analysis**, which can be used for community-level planning and action, awareness and advocacy campaigns, and program design. **Decide on the focus and depth of the analysis:**

1. **Scope:** type of information, time frame, unit of analysis; stakeholders to be involved
2. **Resources:** time available, financial resources, existence of data and information

➔ **OUTPUT:** An overarching framework for the analysis

💡 TIPS

To define your objectives, read the entire manual first and gain general knowledge of the CVCA approach

2 STEP 2: Getting organized

- » **Assemble a team** with required knowledge on local language and contexts, climate change, gender quality, ecosystems and governance.
- » **Adapt the research process to your context and objectives.**
- » Agree on roles and responsibilities.

➔ **OUTPUT: A plan for undertaking the analysis**

TIPS

- » **Work with local partners** to ensure appropriate entry points into communities and to increase trust.
- » **Plan focus groups in a way that allows the disaggregation of the information collected**

3 STEP 3: Gathering background information

- » **Review and synthesize** available **climate information** for the target area.
- » Gather any additional secondary information needed.
- » **Map institutional actors** and talk to key informants.

➔ **OUTPUT: Summary of background information**

4 STEP 4: Participatory research

- » **Meet with community leaders.**
- » **Train facilitators.**
- » **Undertake focus group discussions** using the CVCA field guides included in the CVCA Handbook such as the Hazard Map, Vulnerability Matrix, Historical Timeline, Daily Clock, Seasonal Calendar, Household Decision-Making Pile Sorting, Venn Diagram, Impact Chains and Adaptation Pathways.
- » Compile field data and secondary information to answer the guiding questions for information gathering. The outcomes of the tools should be discussed with participants noting changes over time, gender differences and reasons for the outcomes.

➔ **OUTPUT: Compiled field data**

TIPS

When communicating climate change:

- » Value community knowledge
- » Come prepared: be aware of climate and village context and translate tools into local languages
- » Link community knowledge to scientific information
- » Be action-oriented, as climate information can be overwhelming.

Ensure that the participatory research process is effective and respectful of community members

- » by planning each field visit,
- » including women and men in facilitation teams,
- » aking illiteracy into account,
- » creating a safe space for dialogue and allowing time for questions.

5 STEP 5: Analyzing the information

- » Use the compiled information to **answer the guiding questions** provided in the CVCA Handbook about Climate Risks and Changes, Existing Resilience Capacities, Barriers to Resilience and Identifying Options for Increasing Climate Resilience
- » **Agree within the team on draft findings** and options for increasing climate resilience.

➔ **OUTPUT: A draft of the CVCA report**

TIPS

- » **Follow the questions that are in the CVCA Handbook** and **triangulate data** from different sources. Unclear areas can be clarified in Step 6 with communities and by additional literature review.
- » **Adaptation options should help increase all the resilience capacities that have been assessed as low:** anticipatory, absorptive, adaptive and/or transformative capacities.

6 STEP 6: Validating the analysis

- » **Present the draft analysis to stakeholders** to get their feedback.
- » **Fill information gaps.**

➔ **OUTPUT: Stakeholder ownership of the analysis and comments to inform the revision of CVCA report**

TIPS

- Manage expectations** when presenting the draft findings to stakeholders:
- » clearly communicate,
 - » provide a timeline and details of next steps,
 - » be realistic.

7 STEP 7: Documenting the analysis

- » **Finalize the analysis** considering feedback from stakeholders.
- » **Complete the report** by summarizing key findings and options to increase resilience.

➔ **OUTPUT: Final CVCA report**

[Click here to access the CVCA Handbook](#)

