



**ADAPTATION FUND**

AFB/PPRC.10/6/Add.1  
3 December 2012

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Adaptation Fund Board  
Project and Programme Review Committee  
Tenth Meeting  
Bonn, Germany, 11-12 December 2012

## **PROJECT FORMULATION GRANT FOR JORDAN**

## I. Background

1. The Board at its eleventh meeting discussed the document "Funding for Project Formulation Costs" (AFB/11/6) and agreed, in its Decision B.11/18, that:
  - i. *project formulation grants (PFG) should be given once a project concept has been approved*
  - ii. *consideration should be given in terms of differentiating between NIEs and MIEs, since some NIEs might have financial difficulties in trying to formulate project or programme proposals;*
  - iii. *a flat rate should be given for project formulation costs;*
  - iv. *a list of eligible activities and items still needed to be prepared;*
  - v. *the grant should be additional to the project cost; and*
  - vi. *the fate of funds if the final project document was rejected should be determined.*

2. There was consensus that a three tiered system should be considered for project formulation grants: endorse a project concept with a PFG amount, endorse a project concept without a PFG amount, or reject the project concept.

3. Following the discussion, the Board decided:

*To request the secretariat to reformulate the document, to include a comparison of eligible activities provided by other funds for project formulation grants, to take into account guidance provided by the Board at the present meeting, and to submit the document to the Board at its twelfth meeting, through the EFC. The EFC should review and finalize the process and policy of the project formulation grant focusing, in particular, on: the issue of unspent project funds; the procedures followed by other funds in that regard; and the determination of a flat-rate.*

4. A document was prepared by the secretariat in response to the above mandate and presented at the 3rd EFC meeting, which made specific recommendations to the Board at its 12<sup>th</sup> meeting. Having considered the recommendation of the Ethics and Finance Committee, the Board, in its Decision B.12/28, decided that:

- (a) Project Formulation Grants (PFGs) will only be made available for projects submitted through NIEs. The Board would continue reviewing the question of PFGs for projects submitted through MIEs and would solicit comments from members and alternate members by February 14, 2011; the views would be compiled by the secretariat for presentation to the Board at its March 2011 meeting;
- (b) If a country required a project formulation grant, a request should be made at the same time as the submission of a project concept to the secretariat. The secretariat will review and forward it to the PPRC for a final recommendation to the Board. A PFG could only be awarded when a project concept was presented and endorsed;
- (c) A PFG form, reproduced in Annex V, should be submitted;
- (d) Only activities related to country costs would be eligible for PFG funding;

- (e) A flat rate of up to US\$30,000 shall be provided, inclusive of the management fee, which cannot exceed 8.5 per cent of the grant amount. The flat fee would be reviewed by the Board at its thirteenth and all subsequent meetings;
- (f) If the final project document is rejected, any unused funds shall be returned to the Adaptation Fund Trust Fund;
- (g) Once a project/programme formulation grant is disbursed, a fully developed project document should come to the Board for approval within 12 months. No additional grants for project preparation can be received by a country until the fully developed project/programme document has been submitted to the Board; and
- (h) The Trustee was instructed to remove the set-aside of US\$100,000 for project preparation that had been decided at the June 2010 meeting, as project preparation would be approved on a project-by-project basis.

## **II. The Project Formulation Grant Request**

5. This addendum to the document AFB.PPRC.10.4 "Proposal for Jordan" includes the Project formulation grant, requesting a budget of US\$30,000, which was received by the secretariat along with the concept for the project JOR/NIE/Multi/2012/1 "Increasing the resilience of poor and vulnerable communities to climate change impacts in Jordan". This proposal was submitted on time by the Ministry of Planning and International Cooperation of Jordan (MOPIC), the National Implementing Entity for Jordan, for its consideration by the Adaptation Fund Board at its 19<sup>th</sup> meeting.

6. In accordance with Decision B.12/28 paragraph (b), the secretariat carried out a review of the PFG request and found that the requested funds are justified and the sought activities are aligned with the goal of the project. The projected activities will help collecting necessary additional information through a rapid rural assessment (RRA), generating knowledge and capturing lessons learned through consultations, meeting with community representatives, implementing a participatory planning approach to identify activities and organize a workshop, to present the project appraisal document.

7. Therefore, the PPRC may want to consider and recommend to the Board to approve the PFG Request provided that the related concept proposal is endorsed.



## Project Formulation Grant (PFG)

Submission Date: 8 October 2012

Adaptation Fund Project ID: Regular

Country/ies: Jordan

Title of Project/Programme: Increasing the resilience of poor and vulnerable communities to climate change impacts in Jordan

Type of IE (NIE/MIE): NIE

Implementing Entity: Ministry of Planning and International Cooperation (MOPIC)

Executing Entity/ies: National Governmental Institutions and NGOs

### A. Project Preparation Timeframe

Start date of PFG	15 November 2012
Completion date of PFG	15 May 2013


### B. Proposed Project Preparation Activities (\$)

Describe the PFG activities and justifications:

List of Proposed Project Preparation Activities	Output of the PFG Activities	USD Amount
1. Meetings with implementing entities to generate knowledge and capture lessons learned from previous relevant projects	- Project components and activities detailed and relevant entities assigned - Lessons from relevant projects learned	1,500
2. Meetings with community representatives at the target areas	- Awareness mainly in the target poor areas raised and the community is ready to participate in the project implementation activities	1,500
3. Implement the participatory planning approach to identify activities that will be implemented through ensuring the participation of: all stakeholders including NGOs, local community, entities and private sector	- Project components and activities described and relevant entities assigned - All relevant stakeholders participate and commitment to the project implementation	2,000
4. Conduct a rapid rural appraisal (RRA), gather and analyze secondary data from official offices relevant to target areas	- Most vulnerable groups and communities within the targeted area identified	10,000
5. Preparation of draft Project Appraisal Document (PAD)	- Draft PAD	6,000
6. Organize a workshop to all stakeholders to present the draft PAD and get feedback	- A workshop conducted and feedback from stakeholders recognized	3,000
7. Prepare the final PAD	- Final PAD	6,000
<b>Total Project Formulation Grant</b>		<b>30,000</b>

**C. Implementing Entity**

This request has been prepared in accordance with the Adaptation Fund Board's procedures and meets the Adaptation Fund's criteria for project identification and formulation

Implementing Entity Coordinator, IE Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
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