ADAPTATION FUND

Adaptation Fund Board
Project and Programme Review Committee

PROPOSAL FOR LEARNING GRANT FOR
SENEGAL

Background

1.   At its twenty-second meeting, the Adaptation Fund Board (the Board) considered document AFB/B.22/6 prepared by the Adaptation Fund Board Secretariat (the secretariat), which outlined the possible elements and options for a phased programme to support readiness for direct access to climate finance for National and Regional Implementing Entities and presented a framework and budget for a first phase of the Programme. Following a discussion of the document, the Adaptation Fund Board (the Board) <u>decided</u> to*:*

> *(a)   Approve Phase I of the Readiness Programme as detailed in document AFB/B.22/6, on the basis that it would follow performance-based funding principles;*
>
> *(b)   Take note of the options provided by the secretariat on a programme to support readiness for direct access to climate finance for national and regional implementing entities;*
>
> *(c)   Request the secretariat to submit to the Board intersessionally between the twenty-second and twenty-third meetings, execution arrangements, criteria/eligibility criteria to allocate the funds to the accredited implementing entities for specific activities, as well as a timeline of activities, with a view to start implementing the programme before the twenty-third Board meeting; and*
>
> *(d)   Approve an increase in the Administrative Budget of the Board, secretariat and trustee for FY2014 of US$ 467,000 for the programme described in AFB/B.22/6, and authorize the trustee to transfer such amount to the secretariat and request the trustee to set aside the balance amount of US$ 503,000 from the Adaptation Fund Trust Fund resources for subsequent commitment and transfer at the instruction of the Board.*

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(Decision B.22/24)

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2.   At the tenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 10), the Parties recognized the Readiness Programme of the Adaptation Fund and decided to:

> *Invite further support for the readiness programme of the Adaptation Fund Board for direct access to climate finance in accordance with decision 2/CMP.10, paragraph 5;*

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Decision 1/CMP.10

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and also decided to:

> *Request the Adaptation Fund Board to consider, under its readiness programme, the following options for enhancing the access modalities of the Adaptation Fund:*
>
> *(a)   Targeted institutional strengthening strategies to assist developing countries, in particular the least developed countries, to accredit more national or regional implementing entities to the Adaptation Fund;*

(b)   Ensuring that accredited national implementing entities have increased and facilitated access to the Adaptation Fund, including for small-sized projects and programmes;

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Decision 2/CMP.10

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3.   At its twenty-seventh meeting, the Board decided through decision B.27/38 to make the Readiness Programme a more permanent feature of the Adaptation Fund (the Fund) by integrating it into the Fund's work plan and budget and setting aside funding for small grants to be directly transferred from the resources of the Adaptation Fund Trust Fund.

4.   At its thirtieth meeting, the Board adopted the medium-term strategy (MTS) for the Fund through decision B.30/42, and subsequently approved the implementation plan for the strategy at its thirty-first meeting. At this meeting, the Board <u>decided</u>:

(a)   To approve the implementation plan for the medium-term strategy for the Fund for 2018–2022 contained in the Annex I to document AFB/B.31/5/Rev.1 (the plan);

(b)   To request the secretariat:

(i)   To facilitate the implementation of the plan during the period 2018–2022;

[…]

(iii)   To prepare, for each proposed new type of grant and funding window, a specific document containing objectives, review criteria, expected grant sizes, implementation modalities, review process and other relevant features and submit it to the Board for its consideration in accordance with the tentative timeline contained in Annex I to document AFB/B.31/5/Rev.1, with input from the Board's committees;

[…]

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(Decision B.31/32)

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5.   At the thirtieth-second meeting of the Board, the secretariat had presented document AFB/B.32/10 which outlines the objectives, review criteria, expected grant sizes, implementation modalities, review process and eligibility criteria for learning grants. Having considered the proposed approach, application process, review criteria and features of the learning grants as set out in document AFB/B.32/9, the Board <u>decided</u>:

(a)   To make learning grants available for national implementing entities between fiscal year 2019 and 2023 up to a maximum of US$ 400,000 per year as direct transfers from the resources of the Adaptation Fund Trust Fund;

(b)   That the learning grants would not count against the country cap approved by the Board in decision B.13/23;

(c)   *To approve:*

     (i)   *The features and implementation arrangements of the learning grants as set out in document AFB/B.32/9; and*

     (ii)   *The application form, review criteria and review template for the learning grants as set out in annexes II, III and IV of document AFB/B.32/9;*

(d)   *To request the secretariat to issue a call for proposals in accordance with the tentative timeline set out in Annex I to document AFB/B.31/5/Rev.1 and the budget pursuant to (a) above;*

(e)   *To request the secretariat to develop and present to the Board at its thirty-third meeting:*

     (i)   *A standard legal agreement for learning grants;*

     (ii)   *Notification templates for project start and project completion for learning grants;*

     (iii)   *Monitoring and evaluation templates for learning grants; and*

     (iv)   *A results framework for learning grants;*

(f)   *To request the Project and Programme Review Committee (PPRC) of the Board to review learning grant proposals and make recommendations to the Board in line with other grant approval procedures approved by the Board; and*

(g)   *To request the secretariat to report to the Board annually on the implementation progress for learning grants through the annual performance report; and*

(h)   *To request the secretariat to present to the PPRC at its twenty-fifth meeting an analysis of the project review cycle for learning grants, with potential options, for its consideration.*

(Decision B.32/38)

6.   Based on the Board Decision B.32/38, the call for learning grant proposals was issued in November 2018 and eligible national implementing entities (NIEs) were given the opportunity to submit proposals. In addition, the learning grants were launched at a side-event at the margins of the twenty-fourth conference of the Parties (COP24) to the United Nations Framework Convention on Climate Change (UNFCCC).

7.   According to the criteria outlined in document AFB/B.32/9 eligible NIEs to receive learning grants were those that have at a minimum an Adaptation Fund funded project that has

reached the mid-point in implementation or where a mid-term review or evaluation (MTR/MTE) has been submitted. All the criteria had to be met, which stipulates that the NIE:

(i) Must be an accredited national implementing entity of the Adaptation Fund and have an accreditation status of "Accredited".

(ii) Must have, at minimum, an Adaptation Fund funded project that has reached the mid-point in implementation or where a Mid-Term Review or Evaluation (MTR/MTE) has been submitted. For projects that have a duration of less than 4 years, at least one Project Performance Report (PPR) should have been submitted.

(iii) Must submit together with the application form, a letter of endorsement by the Designated Authority to the Adaptation fund in support of the learning grant application.

8.   It is expected that learning grants help encourage a culture of learning across institutions and help build NIE capacities. They present an opportunity to capture, study and disseminate practical lessons from adaptation interventions that are additional to Knowledge Management activities already financed under Adaptation Fund approved projects/programmes. They may be utilized to complement collaborative knowledge and sharing efforts with respect to partnerships with diverse stakeholders on the ground

9.   The present document introduces the learning grant proposal for Senegal submitted by the *Centre de Suivi Ecologique* (CSE), which is the national implementing entity (NIE) of the Adaptation Fund in Senegal. It includes a request for funding of US$ 144,848 for developing Information and Knowledge Management System (IKMS) to facilitate learning and knowledge sharing through the development of a Community of Practice platform to allow cross-learning between direct access entities for accreditation, climate related projects development and implementation and for exchange visit with two other African national implementing entities (NIEs) to share experiences in project refinancing.

10.   This is the second submission of the proposal. It was first submitted in the thirty-fourth meeting which was the first review cycle for learning grants following decision B.32/38 by the Board to make learning grants available to NIEs. The Board decided to:

   a) *Not approve the project, as supplemented by the clarification responses provided by the Centre de Suivi Ecologique (CSE) to the request made by the technical review;*

   b) *Suggest that CSE reformulate the proposal taking into account the observations in the review sheet annexed to the notification of the Board's decision, as well as the following issues:*

      (i) *The proposal should provide more information on the sustainability of proposed learning activities post-grant;*

> *(ii) The proponent should provide clarification on how proposed learning activities tie in with knowledge and learning products produced under the Fund-financed projects implemented by CSE;*
>
> *(iii) The proposal should consider expanding the reach of the learning products from the help desk beyond just the local and national stakeholders;*
>
> *(iv) The proponent should explain how to operationalize proposed new assessments and knowledge products and to detail more on how these will be disseminated;*
>
> c) *Request CSE to transmit the observations under item b) to the Government of Senegal; and*
>
> d) *Request the secretariat to notify CSE of the observations in the review sheet annexed to the notification of the Board's decision, as well as the observations under subparagraph b), above.*

(Decision B.34/42)

11.   The current submission was received by the secretariat in time to be considered in the thirty-fifth Board meeting. The secretariat carried out a technical review of the project proposal, assigned it the diary number SEN/NIE/Multi/2019/1/Learning, and completed a review sheet.

12.   The secretariat carried out a technical review of the project proposal and completed a review sheet. In accordance with a request to the secretariat made by the Board in its 10th meeting, the secretariat shared this review sheet with CSE, and offered it the opportunity of providing responses before the review sheet was sent to the PPRC.

13.   The secretariat is submitting to the PPRC the summary and, pursuant to decision B.17/15, the final technical review of the project, both prepared by the secretariat, along with the final submission of the proposal in the following section. In accordance with decision B.25.15, the proposal is submitted with changes between the initial submission and the revised version highlighted.

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT PROPOSAL FOR LEARNING GRANTS

PROJECT CATEGORY: LEARNING GRANTS

Country: **Senegal**
Implementing Entity: **Centre de Suivi Ecologique (CSE)**
Requested Financing from Adaptation Fund (US Dollars): **144,848**
AF Project ID: **SEN/NIE/MULTI/2019/Learning**
Reviewer and contact person: **Cristina Dengel (AFSEC)**   Co-reviewer(s): **Alyssa Gomes (AFSEC)**
Implementing Entity Contact Person: **Ms. Aissata Boubou Sall**

Secretariat's Overall Comment	The *Centre de Suivi Ecologique* (CSE) of Senegal submitted a proposal for a learning grant to facilitate learning and knowledge sharing between implementing entities through i) the development of a knowledge management system for adaptation projects implemented by CSE with focus on costal erosion, ii) development of tools (good practices, policy briefs and lessons learned) on adaptation project formulation, implementation and completion and iii) exchange visits with two NIEs about the Information and Knowledge Management System.
	The initial technical review founds that the proposal does not provide sufficient information on the activities proposed, their target audience and in general it lacks information related to outcome and output. Therefore, the following clarification requests (CRs) would need to be addressed by the proponent:
	The final technical finds that all clarification requests (CRs) and Corrective action requests (CARs) have been sufficiently addressed in the revised proposal.
Date:	4 March 2020

Review Criteria	Questions	Comments on 24 February 2020	Comments on 4 March 2020
Country Eligibility	1. Is the country that has an accredited	Yes	

Review Criteria	Questions	Comments on 24 February 2020	Comments on 4 March 2020
	entity Party to the Kyoto Protocol?		
Eligibility of IE	1. Is the project submitted through an Implementing Entity accredited by the Board?	Yes	
	2. Is the Implementing Entity already implementing a project/programme funded by the Adaptation Fund? If so, has this project/programme reached the mid-point in implementation and has a Mid-term Review or Evaluation (MTR/MTE) been submitted?	Yes	
Project Eligibility	1. Has the designated government authority for the Adaptation Fund endorsed the project?	Yes. Letter of endorsement from DA dated January 20, 2020 attached.	
	2. Are the proposed activities to support learning adequate? • Do they reflect knowledge gaps and learning needs	To be determined. The proposal lacks sufficient information and several points need to be clarified, particularly with regard to concrete output activities, target audience for the products proposed and	**CR 1: Addressed.** **CAR 1: Addressed.** Table on pages 6-7, elaborates potential synergies and non-duplication.

Review Criteria	Questions	Comments on 24 February 2020	Comments on 4 March 2020
	identified by the users? • Do they build on established "best practices" for project/programme learning? Are they based on shared resources and knowledge? • Do they address gender considerations and include concerns of the most vulnerable groups and communities? • Are they generated in an inclusive way? • Do they emphasize innovative, effective solutions and practices to adaptation that are viable on the ground? • Do they include expertise and knowledge of local stakeholders, whenever possible?	duplication with other existing initiatives. **CR1**: Kindly provide more clarification on complementarity of the IKMS with the Reference Desk on Climate Change and Adaptation and Mitigation Strategies (BRCCAA) mentioned in the proposal. There needs to be more clarity on non-duplication and synergies. **CAR1:** Please elaborate on non-duplication and complementarity in the relevant section of the proposal. Potential areas of complementarity should be mentioned in Table detailing planned activities. **CR2:** Kindly also provide more information on how the IKMS will be maintained and sustained after project completion. **CR3:** Kindly provide more information on the participants /target group in the workshop to design the IKMS **CR4**: Kindly justify USD 50,000 to set up platform with the output of delivering user guides. Please provide more concrete activities in addition to the "user guide" under	**CR 2: Addressed.** For the sustainability of the platform, a budget line will be provided in the projects formulated by the CSE. This will be facilitate the supply of the platform and ensure its updating and maintenance. **CR 3: Addressed.** **CR 4: Addressed.** Breakdown of activities proposed are included in the Budget Table (page 8-15) **CR 5: Addressed.** Table 2 and 3. **CR 6: Addressed.** Training sessions will be held for CSE experts on how to use the platform. **CR 7: Addressed** The lessons learned from the implementation of the first AF project in Senegal and feedback and knowledge on some areas, will make available data, information on communities and on initiatives in the past.

Review Criteria	Questions	Comments on 24 February 2020	Comments on 4 March 2020
		this output to justify the budgeted amount. **CR5:** Please elaborate on how the setup of this platform is envisioned (an office with computers, personnel, etc.?). **CR6**: Kindly provide more information as to the target group for the trainings and the frequency of these trainings. **CR7**: Please clarify whether the work generated by the platform will feed into CSE's work with respect to the West African Observation Mission coordinated by CSE and to the centres in Ghana and Burkina Faso? **CR8**: Kindly elaborate on the expected outcome and outputs of the exchange visit with two adaptation NIEs. Please specify the criteria to be used for selecting certain entities and the nature of knowledge that is expected to be shared and captured as well as over what time period. (will it be a one-time event of recurring?). A sole mission report as an output is insufficient and the funds requested may not be justified. **CR9:** Please provide more	**CR 8: Addressed.** The agency has added TOR for mission report in addition to the mission report. **CR 9: Addressed.** Will be updated every three months, a bulletin on climate finance status, and opportunities will be developed and shared with users through the IKM platform help desk platform. Additionally, an online survey will be set up every year to evaluate the level of satisfaction of the IKMS and require other needs of users. **CR 10: Addressed.** The working language will be French and in order to reach a wider target audience the products will be translated into English to enable English-speaking NIEs to benefit from the knowledge generated.

Review Criteria	Questions	Comments on 24 February 2020	Comments on 4 March 2020
		information on output 1.3 related to the fact that IKMS is regularly updated and evaluated by specifying how often updates are envisioned/ planned? E.g. Quarterly? Every six months? Once a year? **CR10**: Please elaborate more on the budget allocated for "translation". Is this translation for the training workshops? Furthermore, please include information on the kind of the knowledge materials produced under output 2.2.	
Resource Availability	1. Is the requested project funding within the cap for Learning Grants set by the Board?	Yes	
	2. If the implementing entity has requested, is the Implementing Entity Management Fee at or below 8.5 per cent of the total project/programme budget before the fee?	Yes	
Duplication with AF project(s)/programme(s)'s learning activities	1. Do the proposed activities duplicate with the project/programme's learning activities as	Unclear **CR11**: Kindly provide evidence of lack of duplication with the already established Reference Desk on	**CR 11: Addressed under CR 1 and CAR 1.**

Review Criteria	Questions	Comments on 24 February 2020	Comments on 4 March 2020
	approved by the Board or do they duplicate activities financed from other sources of funding?	Climate Change and Adaptation and Mitigation	
Implementation Arrangements	2. Is the timeframe for the proposed activities adequate?	Yes	
	3. Is a summary breakdown of the budget for the proposed activities included? Is the proposed budget adequate and reasonable?	Unclear **CR12**: Kindly provided a breakdown of the activities under 1.2 (see comment under CR3)	**CR 12: Addressed.** Explanation has been provided and reflected in the budget

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT PROPOSAL FOR LEARNING GRANTS

PROJECT CATEGORY: LEARNING GRANTS

Country: **Senegal**
Implementing Entity: **Centre de Suivi Ecologique (CSE)**
Requested Financing from Adaptation Fund (US Dollars): **145,390**
Reviewer and contact person: **Cristina Dengel (AFSEC)**   Co-reviewer(s): **Alyssa Gomes (AFSEC)**
Implementing Entity Contact Person: **Ms. Aissata Boubou Sall**

Secretariat's Overall Comment	The *Centre de Suivi Ecologique* (CSE) of Senegal submitted a proposal for a learning grant to facilitate learning and knowledge sharing between implementing entities through i) the development of a knowledge management system for adaptation projects implemented by CSE with focus on costal erosion, ii) development of tools (good practices, policy briefs and lessons learned) on adaptation project formulation, implementation and completion and iii) exchange visits with two NIEs about the Information and Knowledge Management System.
	The initial technical review finds that the proposal does not provide sufficient information on the activities proposed, their target audience and in general it lacks information related to outcome and output. Therefore, the following clarification requests (CRs) would need to be addressed by the proponent:
Date:	Feb 5, 2020

Review Criteria	Questions	Comments	CSE comments
Country Eligibility	2. Is the country that has an accredited entity Party to the Kyoto Protocol?	Yes	

Review Criteria	Questions	Comments	CSE comments
Eligibility of IE	3. Is the project submitted through an Implementing Entity accredited by the Board?	Yes	
	4. Is the Implementing Entity already implementing a project/programme funded by the Adaptation Fund? If so, has this project/programme reached the mid-point in implementation and has a Mid-term Review or Evaluation (MTR/MTE) been submitted?	Yes	
Project Eligibility	3. Has the designated government authority for the Adaptation Fund endorsed the project?	Yes. Letter of endorsement from DA dated January 20, 2020 attached.	
	4. Are the proposed activities to	To be determined. The proposal lacks sufficient information and several points need to be clarified, particularly with	**CR1:** The Reference Desk on Climate Change facilitates access to relevant climate information based on the

Review Criteria	Questions	Comments	CSE comments
	support learning adequate? • Do they reflect knowledge gaps and learning needs identified by the users? • Do they build on established "best practices" for project/programme learning? Are they based on shared resources and knowledge? • Do they address gender considerations and include concerns of the most vulnerable groups and communities? • Are they generated in an inclusive way? • Do they emphasize innovative, effective solutions and practices to	regard to <mark>concrete output activities, target audience for the products proposed and duplication with other existing initiatives</mark>. **CR1**: Kindly provide more clarification on complementarity of the IKMS with the Reference Desk on Climate Change and Adaptation and Mitigation Strategies (BRCCAA) mentioned in the proposal. There needs to be more clarity on non-duplication and synergies. **CAR1:** Please elaborate on non-duplication and complementarity in the relevant section of the proposal. Potential areas of complementarity should be mentioned in Table detailing planned activities. **CR2:** Kindly also provide more information on how the IKMS will be maintained and sustained after project completion. **CR3:** Kindly provide more information on the participants /target group in the workshop to design the IKMS **CR4**: Kindly justify USD 50,000 to set up platform with the output of delivering user guides. Please provide more concrete activities in addition to the	transformation into actions of scientific evidence generated by academies and research centers to support implementation of adaptation and mitigation strategies. Also, the Reference Desk carried-out a platform to facilitate access to the relevant database and documents on several aspects of climate change in Senegal and around the World on agriculture, food security, water resources, and the health sector. The project will establish an IKMS which represent a tool for capitalizing all information and lessons learned generated by the implementation of the first project financed by the AF. The IKMS will allow storing and share data, documents, studies reports, reports, maps on coastal erosion and sea-level rise. The IKMS activities will be complementary and synergic with the Reference Desk efforts by focusing more on the concrete adaptive action made and all best practices noted **CAR1:** Clarification is provided (See table 1) **CR2:** The help desk IKMS technical staff will be in charge of updating regularly the web-based platform, with the contributions of CSE's climate

Review Criteria	Questions	Comments	CSE comments
	adaptation that are viable on the ground? • Do they include expertise and knowledge of local stakeholders, whenever possible?	"user guide" under this output to justify the budgeted amount. **CR5:** Please elaborate on how the setup of this platform is envisioned (an office with computers, personnel, etc.?). **CR6**: Kindly provide more information as to the target group for the trainings and the frequency of these trainings. **CR7**: Please clarify whether the work generated by the platform will feed into CSE's work with respect to the West African Observation Mission coordinated by CSE and to the centres in Ghana and Burkina Faso? **CR8**: Kindly elaborate on the expected outcome and outputs of the exchange visit with two adaptation NIEs. Please specify the criteria to be used for selecting certain entities and the nature of knowledge that is expected to be shared and captured as well as over what time period. (will it be a one-time event of recurring?). A sole mission report as an output is insufficient and the funds requested may not be justified. **CR9:** Please provide more information on output 1.3 related to the fact that IKMS is regularly updated and evaluated by specifying how often	finance unit. This unit will also produce every three months a bulletin on climate finance status, and opportunities to be shared with users through the IKM platform help desk platform. An online survey will be set up every year to evaluate the level of satisfaction of the IKMS and require other needs of users. This update can be done initially with the resources of the project. For the sustainability of the platform, a budget line will be provided in the projects formulated by the CSE. This will be facilitate the supply of the platform and ensure its updating and maintenance. This platform will be extended in the long term to all the adaptation projects implemented by the CSE. **CR3:** The first step in this process is to do a needs analysis to better design the knowledge management tool: A workshop will be conducted with **CSE experts** and stakeholders who have already developed a platform. The workshop will be attended also by resource persons with experience in platform design (IED Afrique, ENDA Energie, Academics) **C4:** Clarification provided (See table 2 and 3/ Activities 1.1, 1.2, 1.3)

Review Criteria	Questions	Comments	CSE comments
		updates are envisioned/ planned? E.g. Quarterly? Every six months? Once a year? **CR10**: Please elaborate more on the budget allocated for "translation". Is this translation for the training workshops? Furthermore, please include information on the kind of the knowledge materials produced under output 2.2.	In addition, the developed platform will serve as a basis to allow the NIEs, national and international actors to grasp from CSE experiences. **C5:** Clarification provided (See table 2 and 3) **CR6:** Upgrading sessions will be held for CSE experts on how to use the platform. The latter can serve as a relay for a broad dissemination of the products developed at the national and international level within the framework of their respective activities. A sharing workshop will also be held at the end of the project where the strategic partners of the CSE will be invited. **CR7:** These are contextual elements that provide an overview of some of the initiatives the CSE has been involved in. On this, CSE is contributing but is not the main actor. As part of the West African Coastal Observation Mission (WACOM), the

Review Criteria	Questions	Comments	CSE comments
			CSE will implement activities such as the realization of nature-based solutions such as mangrove reforestation, the construction of breakwaters with local materials, support income generating activities etc. The lessons learned from the implementation of the first AF project in Senegal, feedback and knowledge on some areas, will allow time and resources to be saved for WACOM insofar as this platform will make available data, information on communities and on initiatives in the past. **CR8:** The purpose of the exchange visit is mainly to learn from the experience of an institution that has had to set up a knowledge management system on implemented adaptation projects. The selection criteria are: An NIE from the Adaptation Fund, proven experience in the implementation of projects that already have a knowledge management system in place. **CR9:** The help desk IKMS technical staff will be in charge of updating regularly the web-based platform, with the contributions of CSE's climate finance unit. This unit will also produce every three months a bulletin on climate

Review Criteria	Questions	Comments	CSE comments
			finance status, and opportunities to be shared with users through the IKM platform help desk platform. An online survey will be set up every year to evaluate the level of satisfaction of the IKMS and require other needs of users. **CR10:** At the level of component 2 (output 2), products will be developed ranging from notes, good practice sheets, lessons learned on project implementation processes, adaptation technologies including costs and effectiveness, guidance...among others. The working language will be French and in order to reach a wider target audience the products will be translated into English to enable English-speaking NIEs to benefit from the knowledge generated.
	3. Is the requested project funding within the cap for Learning Grants set by the Board?	Yes	
Resource Availability	4. If the implementing entity has requested, is the Implementing Entity Management	Yes	

Review Criteria	Questions	Comments	CSE comments
	Fee at or below 8.5 per cent of the total project/programme budget before the fee?		
Duplication with AF project(s)/programme(s)'s learning activities	4. Do the proposed activities duplicate with the project/programme's learning activities as approved by the Board or do they duplicate activities financed from other sources of funding?	Unclear **CR11**: Kindly provide evidence of lack of duplication with the already established Reference Desk on Climate Change and Adaptation and Mitigation	
Implementation Arrangements	5. Is the timeframe for the proposed activities adequate?	Yes	
	6. Is a summary breakdown of the budget for the proposed activities included? Is the proposed budget adequate and reasonable?	Unclear **CR12**: Kindly provided a breakdown of the activities under 1.2 (see comment under CR3)	**CR12:** The Reference Desk on Climate Change facilitates access to relevant climate information based on the transformation into actions of scientific evidence generated by academies and research centers to support implementation of adaptation and mitigation strategies. Also, the Reference Desk carried-out a platform to facilitate access to the relevant

Review Criteria	Questions	Comments	CSE comments
			database and documents on several aspects of climate change in Senegal and around the World on agriculture, food security, water resources, and the health sector. The project will establish an IKMS which represent a tool for capitalizing all information and lessons learned generated by the implementation of the first project financed by the AF. The IKMS will allow storing and share data, documents, studies reports, reports, maps on coastal erosion and sea-level rise. The IKMS activities will be complementary and synergic with the Reference Desk efforts by focusing more on the concrete adaptive action made and all best practices noted

Annex

The following questions are to enable the implementing entity to provide further structured information regarding the proposed knowledge and learning activities, as well as describing any supporting evidence to support the grant proposal.

1. **Describe the purpose of the proposed learning grant. (Maximum 100 words):**

Through the ***capitalization and dissemination of good practices on climate change adaptation actions, project formulation and implementation, accreditation*** (…), the Climate Finance Unit (CFU) is actively involved in efforts ***to support bridge the gap between National Implementing Entities for better improve the resources mobilization.*** Based on CSE's experience, this request is the focus on concrete actions that will contribute to achieving the three Expected Results (ERs) of the Medium-Term Strategy (MTS) learning and sharing.

2. **What is the expected outcome from use of the proposed learning grant?**

- Set up an information and knowledge management system for the first adaptation project implemented by CSE focus on coastal erosion;
- Develop tools (good practices, policy briefs and lessons learned) on adaptation project formulation, implementation, and completion with AF;
- Exchange visits with one (01) adaptation NIEs about its Information and Knowledge Management system and sharing experience on AF projects.

ADAPTATION FUND

Application for a Grant to facilitate learning and knowledge sharing

Submission Date: 20 January 2020

Adaptation Fund Grant ID:
Country/ies: Senegal
National Implementing Entity: Centre de Suivi Ecologique

A. Timeframe of Activity

Expected start date	June 2020
Completion date	December 2021

B. Proposed learning activities

The Centre de Suivi Ecologique (CSE) is a national entity in Senegal, whose core activities include: environmental monitoring, natural resources management, support for land use planning, and urban management, scientific and technical assistance for sustainable land management. In addition, CSE provides assistance for the decentralized management of natural resources, environmental and social assessments, monitoring of efforts to fight poverty, support for combating the negative effects of global climate change, etc. One of its key actions has been improving the access of vulnerable populations and local stakeholders to information in order to strengthen their resilience and capacity so they can adapt to climate change variability, and shocks such as droughts and desertification.

CSE is involved in several research programs and initiatives dealing with climate change and its impacts on food security (AGRICAB[1], EU FP7 project) and health (AMMA[2], QWECI[3]). The Centre accounts for more than 25-year continuous records of data related to food security: fodder and crop production, bush-fire and livestock, etc. It has also developed significant capacities in monitoring of coastal zones. Thanks to its experience, CSE was entrusted to coordinate the West African Coast Observation Mission (WACOM). The latter is a regional cooperation mechanism for the monitoring of the coastline and for the reduction of coastal risks in West Africa. This Observation Mission aims to broadcast quality information to existing consultative and decision-making bodies (Territories and Local authorities, Governments, WAEMU and ECOWAS Commission, Convention of Abidjan, Development Partners, Secretariats of Guinea and Canary Current).

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[1] A framework for enhancing earth observation capacity for agriculture and forest management in Africa
[2] African Monsoon Multidisciplinary Analysis
[3] Quantifying Weather and Climate Impacts on Health in Developing Countries

CSE gained the privilege to receive the first grant from the Adaptation Fund, which represents also the first through the innovative direct access modality. The project entitled "Adaptation to coastal erosion in vulnerable areas" started in January 2011 with a budget of US$8,619,000 and was completed in January 2015. The objective of the project was to develop the adaptive capacities of the communities most vulnerable to coastal erosion and rising sea levels in three sites in Senegal (Rufisque, Saly and Joal). In the framework of the AF's South-South Cooperation Program, CSE has provided technical support to nine (9) African countries for activities ranging from self-assessment to the preparation of their application for accreditation with the Adaptation Fund. One of these institutions has been accredited (BAGRI), two of them have submitted their file which is being reviewed by the Panel, and the others are completing their application folder. During this support, the CSE has developed several tools.

The Centre is also serving as Delivery Partner for six (6) African countries through the GCF Readiness Program.

In brief, CSE would establish itself as an engine for learning and innovation. Backed by the experience it has gained, CSE has a vast ambition and potential to be a vehicle of transformation for a paradigm shift towards low carbon and climate-resilient development pathways. This will be achieved through the development of projects and programs aligned with national development strategies while taking into consideration the needs of the most vulnerable communities. To do so, CSE will take advantage of its network of partnerships at the national and international levels. In addition, to its profound knowledge of national regional and global strategies. Namely, those are based on actions with a demonstrative value in terms of promoting low carbon investments and adaptation. In this regard, CSE has established a Climate Finance Unit and more recently thanks to grant funding from the Grand Duché of Luxembourg a Reference Desk on Climate Change and Adaptation and Mitigation Strategies (BRCCAA). The Reference Desk on Climate Change facilitates access to relevant climate information based on the transformation into actions of scientific evidence generated by academies and research centers to support implementation of adaptation and mitigation strategies. Also, the Reference Desk carried-out a platform to facilitate access to the relevant database and documents on several aspects of climate change in Senegal and around the World on agriculture, food security, water resources, and the health sector.

Through the capitalization and dissemination of good practices on climate change adaptation actions, project formulation and implementation, accreditation (…), the Climate Finance Unit (CFU) is actively involved in efforts to support bridge the gap between National Implementing Entities for better improve the resources mobilization. Based on CSE's experience, this request is the focus on concrete actions that will contribute to achieving the three Expected Results (ERs) of the Medium-Term Strategy (MTS) learning and sharing through:

- Set up an information and knowledge management system for the first adaptation

project implemented by CSE focus on coastal erosion;
- Develop tools (good practices, policy briefs and lessons learned) on adaptation project formulation, implementation, and completion with AF;
- Exchange visits with one (01) adaptation NIEs about its Information and Knowledge Management system and sharing experience on AF projects.

Describe the activities to be undertaken to share knowledge with other NIEs or the wider climate adaptation community or to develop knowledge/guidelines through partnerships

   The activities mentioned below will be implemented under this grant:

Output 1: An Information and Knowledge Management System (IKMS) for adaptation projects implemented by CSE

The project will establish an IKMS which represent a tool for capitalizing all information and lessons learned generated by the implementation of the first project financed by the AF. The IKMS will allow storing and share data, documents, studies reports, reports, maps on coastal erosion and sea-level rise. The IKMS activities will be complementary and synergic with the Reference Desk efforts by focusing more on the concrete adaptive action made and all best practices noted (**see table 1**).

The mains objectives of IKMS are:

   1. Document the lessons learned and good practices from the first project;
   2. Discuss the experience drawn from the formulation and implementation of the project;
   3. Share documents and tools with the various actors to enrich their knowledge on coastal erosion project and AF project formulation.
-
   o <u>Activity 1.1.</u> Design of IKMS contents in close collaboration with programs and projects officers at CSE.

The first step in this process is to do a needs analysis to better design the knowledge management tool:
1. A workshop will be conducted with CSE experts and stakeholders who have already developed a platform. The workshop will be attended also by resource persons with experience in platform design (Q1/Yr1);
2. SWOT analysis of existing platforms will be carried out to better frame expectations (Q1/Yr1);
3. Skype sessions will be organized with the AF, WRI and other organizations to discuss their experience in the implementation of a knowledge management tool. Plus, include an innovative touch to the tool that the CSE is putting in place (Q1/Yr1);

4. Design of the IKMS by the workshop: the latter, is outlined to present the design of the platform.

- o Activity 1.2. Establish the IKMS, and train the technical support staff

The establishment of the IKMS will be followed by capacity development training workshops. The IKMS manager will be the main physical interface with users, who will be able to send their requests by email, or by phone. A webmaster will be recruited to set up the IKMS. It will help the knowledge manager and the IT Department of the CSE for the design and the regular update of the platform. *Tables 2 and 3 summarize* the predefined requirements for the implementation of the system.

Sub-activities include:

- ✓ Establishment of the IKMS, including the creation of a knowledge and database to allow users to get information about CSE adaptation projects;
- ✓ Organization of one workshop on the IKMS content, use, and update, targeting technical staff and all CSE partners (of which 50% of women), (Q1/Yr2)

- o Activity 1.3. Update regularly, and evaluate the IKMS

The help desk IKMS technical staff will be in charge of updating regularly the web-based platform, with the contributions of CSE's climate finance unit. This unit will also produce every three months a bulletin on climate finance status, and opportunities to be shared with users through the IKM platform help desk platform. An online survey will be set up every year to evaluate the level of satisfaction of the IKMS and require other needs of users.

This update can be done initially with the resources of the project. For the sustainability of the platform, a budget line will be provided in the projects formulated by the CSE. This will be facilitate the supply of the platform and ensure its updating and maintenance.

This platform will be extended in the long term to all the adaptation projects implemented by the CSE.

Sub-activities include:

- ✓ Elaboration of a bulletin on adaptation projects status, and related opportunities by the CFU (every three months) Q2-Q3-Q4/Yr2.

- ✓ Online survey of the platform use, and level of satisfaction evaluated (Q3-Q4/Yr2

- o Activity 1.4. Exchange visits with one adaptation NIEs to learn about its Information and Knowledge Management system

This will be conducted at the beginning of the process, to see among the NIEs of the FA that has a good knowledge management system. To discuss with it its experiences in matters of setting up a knowledge management system. The purpose of the exchange visit is mainly to learn from the experience of an institution that has had to set up a knowledge management system on implemented adaptation projects.

The selection criteria are: An NIE from the Adaptation Fund, proven experience in the implementation of projects that already have a knowledge management system in place.

Table 1: Potential areas of complementarity

Activities of BRCCAA initiative	Planned activity in Learning grant	Complementarity
Providing relevant climate information from scientific evidence and knowledge generated by academies and research centres to support the implementation of adaptation and mitigation actions in the domains of agriculture and food security, water resources and health sector	Develop tools (good practices, policy briefs and lessons learnt) on adaptation project formulation, implementation and completion with AF;	The focus will remain on climate change with a diversity of information provided. Thanks to the learning grant Interesting products will be developed tracing the life of an adaptation project (dealing with coastal erosion) from its conception, formulation and implementation to its closing phase. Lessons learn and best practices will show through the Community of practice for Direct Access Entities (CPDAEs) initiative and other NIEs. CSE will share also this knowledge through the

		South South Cooperation. The Reference Desk, for its part, carried-out a platform to facilitate access to the relevant database and documents on several aspects of climate change in Senegal and around the World on agriculture, food security, water resources, and the health sector.
Providing capacity building training cover only the needs of actors from agriculture and food security, water resources and health sector for government bodies implementing climate adaptation and mitigation policies;	No activity	
Implementing knowledge management system through the development of a a platform to facilitate the access to relevant database (observation data and projection models) and documents on agriculture and food security, water resources and health sector;	Set up an information and knowledge management system for the first adaptation project implemented by CSE focus on coastal erosion;	The knowledge management system will be integrated into the existing one (The Reference Desk on Climate Change), increasing storage capacity and updating new windows focusing on coastal erosion.

Table 2: Staff resources

Staff	Task
Webmaster	In collaboration with the IT unit, he will be responsible for implementing the IKMS. He will update the database and possibly take care of computer graphics retouching.
Specialist IKMS	Its role is to manage the coherence and content of the system. He will be able to moderate the forum, make relevant

	choices on the information and knowledge to be capitalized.

Table 3: Materials resources

Designation	Description
CSE Bandwidth Improvement	Have a second connection of 10 Mbits/s with another provider who will allow an improved bandwidth, but will also serve as a back-up link.
Printer / Scanner	To scan paper documents An appropried double-sided scanner should be used to scan all documents (reports, books, etc.) for integration into the system.
Consumables	Toner for a printer
Office equipment	For the IKMS specialist 1 air conditioner, 2 single desks 2 armchairs 2 desktop computers

Output2: A solid knowledge-base (tools, guidelines, and factsheets) is developed in support of the IKMS implementation

All the achievements will be highlighted in CSE's experiences in monitoring the adaptation task. Moving from the process of implementing technical execution studies, the essential data for carrying out coastal protection operations, good practices in terms of monitoring works, specific instruments developed or used in conducting the assessment method (budget involved, external stakeholders involved), tools employed for capturing, managing and disseminating knowledge in the evaluation process, key factors, and means that NIEs are to go to make project implementation more successful.
With the support of the knowledge manager, communication devices will be developed to update the tool

Activity 2.1. Develop tools (good practices, policy briefs/note and lessons learned)

Sub-activities include:

- Identify the appropriate communication tools to develop (Q4/Yr1);
- Develop and translate the communication tools in English for users of the platform (Q4/Yr1).

Activity 2.2. Dissemination of communication tools Q1/Yr2

A Significant work of popularization and dissemination will be done around all the products delivered. The developed platform will serve as a basis to allow the NIEs, national and international actors to grasp from CSE experiences. The annual Adaptation Fund workshops and community of practice meetings for direct access entities will additionally serve as a framework for sharing project results.

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)
1. Development of a knowledge management system on direct access	1.1. Design of IKMS contents in close collaboration with programs et projects officers at CSE	1.1.1 A workshop will be organized with CSE experts and **Deliverable:** Workshop report including the analysis need and SWOT analysis 1.1.2 A SWOT analysis of the existing platforms **Deliverable:** See workshop report mentioned above 1.1.3 Skype sessions will be organized with the AF, WRI and other organizations **Deliverable:** Minutes of meeting	Republic of Senegal and any person interest by CSE activities	3000 6,000	June 2021

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)
	1.2. Establish the IKMS, and train the technical support staff	1.2.1 *Establishment* of the IKMS, including: - the creation of a knowledge database to allow users to get information about CSE adaptation Projects		12,000	January 2020
				12,000	
	1.3 Update regularly, and evaluate the IKMS	Hosting the platform and purchase server		21,000	
		An office will be set up for on-site consultation of all documents designed as part of this process and consumable will be purchase			
		Deliverable: Link of the IKMS User guide of the platform			
				3,000	June 2021

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)
	1.4 Exchange visits with one adaptation NIEs to learn about its Information and Knowledge Management system	1.2.2 A workshop on the IKMS content, use, and update, targeting technical staff and all CSE partners **Deliverable:** Workshop report 1.3.1 Elaboration of a bulletin on adaptation projects status, and related opportunities by the CFU **Deliverables:** bulletin on adaptation projects status, and related opportunities 1.3.2. Update regularly, and evaluate the help desk system 1.4.1 The purpose of the exchange visit is mainly **to learn**		9,000 10500	June 2021 January 2021

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)
		from the experience of an institution that has had to set up a knowledge management system on implemented adaptation projects. **Deliverable:** TORs of the mission Report mission Press release on the exchange visit Small lesson learnt and share experience note on IKMS development and implementation			

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)
2. A solid knowledge-base (tools, guidelines, factsheets) is developed in support to the IKMS implementation	2.1. Finalizing and validating the tools, guidelines, factsheets 2.2 Disseminating the communication tools	2.1.1 Identify and develop the appropriate communication tools: a knowledge manager will be recruited to produce the knowledge management tools **Deliverable:** Communication knowledge tools 2.1.2 translate the communication tools into English for users of the platform **Deliverable:** Communication materials 2.2 the communication tools are disseminated **Deliverable:** Communication	Republic of Senegal and any person interest by CSE activities	30,000 20,000	September 2021
Audits Costs				7,000	December 2021
Management Costs 8,5%				11,348	December 2021

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop	Requested budget (USD)	Tentative timeline (Completion date)
Total Grant Requested (USD)				**144,848**	

C. Implementing Entity

This request has been prepared in accordance with the Adaptation Fund Board's procedures

Head of Implementing Entity	Signature	Date (Month, day, year)	Implementing Entity Contact	Telephone	Email Address
Dr Assize TOURE		2 0 JAN 2020	Ms Aïssatou Boubou SALL	+221 33 825 80 66/67 +221 77 685 15 90	aissata.sall@cse.sn

D. Record of endorsement on behalf of government

Provide the name and position of the government official, Designated Authority (DA) of the Adaptation Fund, and indicate date of endorsement. The DA endorsement letter must be attached as an annex to the request.

DIOR Alioune SIDIBE Conseiller Technique Direction de l'Environnement et des Etablissements Classés du Ministère de l'Environnement et du Développement Durable	Date: 20-01-2020

<u>Endorsement letter by Designated Authority</u>

REPUBLIQUE DU SENEGAL

Un Peuple – Un But – Une Foi

MINISTERE DE L'ENVIRONNEMENT ET DU DEVELOPPEMENT DURABLE

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**DIRECTION DE L'ENVIRONNEMENT ET
DES ETABLISSEMENTS CLASSES**

DEEC

20 January 2020

To: The Adaptation Fund Board
      c/o Adaptation Fund Board Secretariat
      Email: Secretariat@Adaptation-Fund.org
      Fax: 202 522 3240/5

Subject: Endorsement for grant request to setup a Knowledge sharing framework for the
Adaptation Fund NIEs

In my capacity as designated authority for the Adaptation Fund in Senegal, I confirm that the above national grant proposal is in accordance with the government's national priorities in implementing adaptation activities to reduce adverse impacts of, and risks, posed by climate change in Senegal.

Accordingly, I am pleased to endorse the above grant proposal with support from the Adaptation Fund. If approved, the project will be implemented by CSE in collaboration with other Adaptation Fund NIEs.

Sincerely,

Dior Alioune SIDIBE
Technical Advisor

Direction de l'Environnement et des Etablissements Classés du Ministère
de l'Environnement et du Développement Durable