



ADAPTATION FUND

AFB/PPRC.30/38/Add.1
03 October 2022

Adaptation Fund Board
Project and Programme Review Committee
Thirtieth Meeting
Bonn, Germany, 11-12 October 2022

Agenda Item 5 c)

PROJECT FORMULATION GRANT FOR FIJI, SAMOA, SOLOMON ISLANDS, VANUATU

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
 - v. 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 third EFC meeting, which made specific recommendations to the Board at its twelfth 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.*

5. In its twenty-fourth meeting, the Board had initiated steps to launch a pilot programme on regional projects and programmes, not to exceed US\$ 30 million and had requested the secretariat to prepare for the consideration of the Board a proposal for such a pilot programme (Decision B.24/30). In its twenty-fifth meeting, the secretariat submitted such document and the Board decided to:

- (a) Approve the pilot programme on regional projects and programmes, as contained in document AFB/B.25/6/Rev.2;*
- (b) Set a cap of US\$ 30 million for the programme;*
- (c) Request the secretariat to issue a call for regional project and programme proposals for consideration by the Board in its twenty-sixth meeting; and*
- (d) Request the secretariat to continue discussions with the Climate Technology Center and Network (CTCN) towards operationalizing, during the implementation of the pilot programme on regional projects and programmes, the Synergy Option 2 on knowledge management proposed by CTCN and included in Annex III of the document AFB/B.25/6/Rev.2.*

(Decision B.25/28)

6. The approved document AFB/B.25/6/Rev.2 contained provisions for the approval of project formulated grants for regional project and programme proposals, at different development stages, as follows:

“It is proposed that the Board open a structured call for MIEs and RIEs to submit pre-concepts for regional projects and programmes. The optional pre-concepts would be very brief proposals of maximum 5 pages that would explain the proposed regional adaptation project/programme. The pre-concepts would be screened and technically reviewed by the secretariat, and subsequently reviewed by the PPRC.

Together with the pre-concept, the proponent could submit a Phase I PFG request, up to the maximum level of US\$ 20,000. While endorsing the pre-concept, the Board could also approve the Phase I PFG request. The endorsement of the pre-concept would not create an obligation for the Board for later funding. As the next step, the proponent would submit a concept, and with it the proponent could submit a Phase II PFG request. The maximum AFB/PPRC.18/25/Add.1 level of the Phase II PFG would be US\$ 80,000 for proposals that had been previously granted Phase I PFG, and US\$ 100,000 for proposals that bypassed the optional pre-concept stage. While endorsing the concept, the Board could also approve the Phase II PFG request. The endorsement of the concept would not create an obligation for the Board for later funding, as it is the case for the national projects. The final stage of the proposal process would be the submission of the fully-developed regional project document”.

7. The Board in its thirty-seventh meeting, having considered the recommendation of the Project and Programme Review Committee (PPRC), the Adaptation Fund Board decided:

(d) To raise the maximum amount of individual project formulation grants available to national implementing entities to US\$ 50,000;

(Decision B.37/1)

II. The Project Formulation Grant Request

8. This addendum to the document AFB/PPRC.30/38 “Proposal for Fiji, Samoa, Solomon Islands, Vanuatu” includes a request for a Project Formulation Grant, requesting a budget of US\$ 20,000, which was received by the secretariat along with the pre-concept for the project AF00000318 “Integrating Flood and Drought Management and Early Warning for Climate Change Resilience in the Pacific Islands”. This proposal was submitted by the World Meteorological Organization (WMO), which is a Multilateral Implementing Entity of the Adaptation Fund, in time for consideration by the Adaptation Fund Board at its thirty-ninth Board meeting.

9. In accordance with Decision B.12/28, paragraph (b), the secretariat carried out an initial review of the PFG request and found that the document provided detailed information on the use of the requested funds. The proposed activities were aligned with the goal of the project and would allow performing further desk review, undertaking multi-stakeholder consultation and developing a Theory of Change and project budget.

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



Project Formulation Grant (PFG)

Submission Date: 5 August 2022

Adaptation Fund Project ID:

Country/ies: Fiji, Samoa, Solomon Islands and Vanuatu

Title of Project/Programme: Integrating Flood and Drought Management and Early Warning for Climate Change Resilience in the Pacific Islands

Type of IE (NIE/MIE): Multilateral Implementing Entity

Implementing Entity: World Meteorological Organization (WMO)

Executing Entity/ies: World Meteorological Organization (WMO), Secretariat of the Pacific Regional Environment Programme (SPREP) and Pacific Community (SPC).

A. Project Preparation Timeframe

Start date of PFG	January 2023
Completion date of PFG	April 2023

B. Proposed Project Preparation Activities (\$)


Describe the PFG activities and justifications:

List of Proposed Project Preparation Activities	Output of the PFG Activities	USD Amount
<u>Scoping/Desktop Review</u> Collect/compile relevant documents and data such as villages / communities, provinces, districts, and national plans, legislation, regulations and policies, assessments, demographic and socioeconomic information, previous project evaluations, other ongoing or proposed project documents that will inform the development of the concept note	An inception report including a list of documents, data and information that will inform the development of the concept note.	5,000
<u>Proposed project scope/contents</u> <ul style="list-style-type: none"> Review and validate the pre-concept note document and the results from the desktop review Develop a Theory of Change (ToC) and a draft 	A draft concept note that incorporates the results from the desktop review including a ToC and detailed logical framework and budget estimates.	15,000 <i>Proposing that all workshops will be virtual</i>

<p>Logical Framework to clearly outline the proposed project interventions (these include problem and objective trees)</p> <ul style="list-style-type: none"> • Develop a project budget estimate • Convene virtual workshop(s) to include key stakeholders in the review, validation and development of the ToC and logical framework 		
Total Project Formulation Grant		20,000

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
Jean-Paul Gaudechoux, Office for Resource Mobilization and Development Partnerships		5 August 2022	Jean-Paul Gaudechoux and Lina Sjaavik	+41227308311 +41779590005	jpgaudechoux@wmo.int LSjaavik@wmo.int



MINISTRY OF ECONOMY

P.O.Box 2212, Government Buildings, Suva, Fiji; Tele: (679) 330 7011, Fax: (679) 330 8654
Website: www.economy.gov.fj, Email: Economyinformation@economy.gov.fj
Ro Lalabalavu House, 370 Victoria Parade, Suva

8 September 2022

Email: Secretariat@Adaptation-Fund.org

The Adaptation Fund Board
c/o Adaptation Fund Board Secretariat

Dear Secretariat,

Endorsement for Pre-Concept on Regional Programme for Integrating Flood and Drought Management Early Warning for Climate Change Resilience in the Pacific

1. In my capacity as designated authority for the Adaptation Fund in Fiji, I confirm that the above regional project/programme 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 Fiji and the Pacific.
2. The outcome of the proposal complements key areas of Fiji's Climate Change Act, Fiji's National Development Plan, the National Climate Change Policy, National Adaptation Plan, Fiji's National Climate Finance Strategy.
3. Accordingly, I am pleased to endorse the above project/programme proposal with support from the Adaptation Fund without affecting Fiji's national allocation to the Adaptation Fund. If approved, the project/programme will be implemented by the World Meteorological Organization (WMO) and executed by the Ministry of Infrastructure and Meteorological Services, the Secretariat of the Pacific Regional Environment Programme (SPREP), and the Pacific Community (SPC) and WMO.
4. Please note that this Letter of Endorsement ('LoE') applies to the Concept Note Only. We will issue a subsequent LoE to the accredited entity for the implementation of the project upon receipt of a Full Funding Proposal. This will also be subject to a comprehensive review from the Fiji Climate Finance Sectorial Working Group.
5. For any enquiries, please contact Mr. Prelish Lal on email via prelish.lal@govnet.gov.fj.

Sincerely,

Mr. Shiri Gounder
Permanent Secretary for Economy (AF DA)



GOVERNMENT OF THE INDEPENDENT STATE OF SAMOA
Ministry of Foreign Affairs and Trade

Postal: P.O. Box L1859
Apia, Samoa
Tel. No.: (685) 21-171
Fax No.: (685) 21-504

Our Ref:
Your Ref:
Please address all correspondences to
The Chief Executive Officer

7th September 2022

TO: The Adaptation Fund Board
c/o Adaptation Fund Board Secretariat
Email: Secretariat@Adaptation-Fund.org
Fax: 202 622 32405

Dear Secretariat,

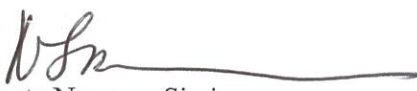
Endorsement of the Pre-Concept on Regional Programme for 'Integrating Flood and Drought Management and Early Warning for Climate Change Resilience in the Pacific.'

In my capacity as the Chief Executive Officer of the Ministry of Foreign Affairs and Trade; the designated authority for the Adaptation Fund in Samoa, I confirm that the above project/programme 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 Samoa

Accordingly, I am pleased to endorse the above project/programme proposal with support from the Adaptation Fund. If approved, the project/programme will be implemented by the World Meteorological Organization (WMO) as the Implementing Entity and executed by the Ministry of Natural Resources and Environment, the Secretariat of the Pacific Regional Environment Programme (SPREP) and the Pacific Community (SPC) and WMO.

The Government of Samoa looks forward to the favourable consideration of this project proposal, to support the advancement of National Hydrological Services and water resources information management in Samoa. For more information, please do not hesitate to contact Frances Brown-Reupena (fran.reupena@mnre.gov.ws) and Malaki Iakopo (malaki.iakopo@mnre.gov.ws) of the Ministry of Natural Resources and Environment.

Yours sincerely,


Peseta Noumea Simi
Chief Executive Officer
Designated Authority





SOLOMON ISLANDS GOVERNMENT

MINISTRY OF ENVIRONMENT, CLIMATE CHANGE, DISASTER MANAGEMENT & METEOROLOGY

P O BOX 21, HONIARA, SOLOMON ISLANDS

7th September 2022

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

Dear Secretariat,

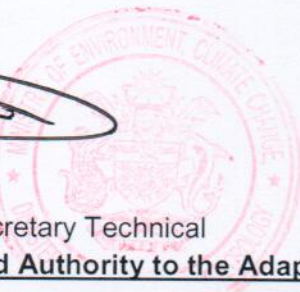
Subject: Endorsement for Pre-Concept on Regional Programme for Integrating Flood and Drought Management and Early Warning for Climate Change Resilience in the Pacific

In my capacity as designated authority for the Adaptation Fund in Solomon Islands, I confirm that the above regional project/programme 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 Solomon Islands and the Pacific.

Accordingly, I am pleased to endorse the above project/programme proposal with support from the Adaptation Fund. If approved, the project/programme will be implemented by the World Meteorological Organization (WMO) and executed by the Ministry of Environment, Climate Change, Disaster Management and Meteorology and Ministry of Mines, Energy and Rural Electrification, the Secretariat of the Pacific Regional Environment Programme (SPREP), and the Pacific Community (SPC) and WMO.

Sincerely,

Chanel Iroi
Deputy Secretary Technical
Designated Authority to the Adaptation Fund





Tel: (678) 22068

Website: www.mocca.gov.vu

Ref : PV/MoCC/NAB/PROJ-AFB:4.A.1

8th September 2022

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

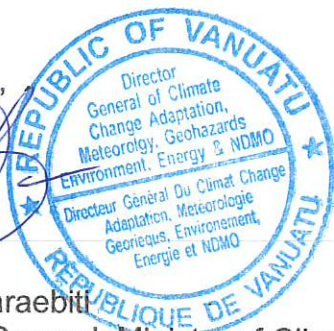
Dear Secretariat,

Subject: Endorsement for Pre-Concept on Regional Programme for Integrating Flood and Drought Management Early Warning for Climate Change Resilience in the Pacific

In my capacity as designated authority for the Adaptation Fund in Vanuatu, I confirm that the above regional project/programme 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 Vanuatu and the Pacific.

Accordingly, I am pleased to endorse the above project/programme proposal with support from the Adaptation Fund. If approved, the project/programme will be implemented by the World Meteorological Organization (WMO) and executed by the Ministry of Environment, Climate Change, Meteorology, Geohazards, Environment, Energy and National Disaster Management in Vanuatu, the Secretariat of the Pacific Regional Environment Programme (SPREP), and the Pacific Community (SPC) and WMO.

Sincerely,



Esline Garaebiti
Director General, Ministry of Climate Change
Designated Authority to the Adaptation Fund