



Application for a Grant to support NIE accreditation through the readiness support package

Submission Date: 09th May, 2018

Adaptation Fund Grant ID:
 Countries: Mali & Burundi
 Implementing Entity: Centre de Suivi Ecologique (CSE)

A. Timeframe of Activity

Expected start date of support	June 2018
Completion date of support	June 2019

B. Experience participating in, organizing support to, or advising other NIE candidates

CSE was the first institution to experience direct access, with the AF first, with the GCF afterwards. On the strength of this pioneering experience, CSE was also solicited since 2012 by institutions from developing countries wishing to self-assess against the requirements of accreditation (AF and GCF) and / or to prepare their accreditation files. CSE provided technical assistance in the form of e-mail advice support, but also through phone or Skype interviews and on-site visits. In 2016, the CSE organized in collaboration with the IFDD (Institut de la Francophonie pour le Développement Durable) a regional workshop during which twelve (12) francophone countries from Africa and Haiti were familiar with the AF and the GCF, their policies and procedures, but also and especially their accreditation process.

CSE was also the first institution to participate in the Readiness programs of the FA, particularly in its South-South Cooperation component. Since 2014, CSE has been providing technical assistance to nine (9) institutions in developing countries. These include:

- identify a national institution applying for accreditation;
- strengthen the capacity of the selected institution in the accreditation process;
- accompany the institution selected in collecting and analyzing the documents required for accreditation; and
- assist the institution selected in the organization and submission of its application for accreditation.

CSE has developed a number of tools on:

- screening to identify the institution with the best profile;
- analysis of the comments made by the Accreditation Panel (AP) on accreditation application files during previous sessions of the AF Council;
- a summary of the fiduciary standards;
- a checklist of the required documents.

In addition, CSE participates in the GCF's Readiness program, serving as fiduciary agent for six (6) countries with the main missions of:

- manage financial resources;
- make purchases and recruitments;
- Assist the National Designated Authority in the monitoring and evaluation of the deliverables; and
- carry out audits.

The following two tables summarize the various initiatives that the CSE and its staff have participated in over the past six (6) years.

- (i) Describe the support provided to direct access entities for accreditation through readiness grants from the Adaptation Fund and other climate funds.

Year	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported
2015	Adaptation Fund	Readiness technical assistance	Application submitted, interactions underway with the AF Secretariat	Chad / <i>Fonds Spécial pour l'Environnement (FSE)</i>
2015	Adaptation Fund	Readiness technical assistance	BAGRI is accredited as NIE	Niger / Banque Agricole du Niger (BAGRI)
2015	Adaptation Fund	Readiness technical assistance	Supporting documents collected and under analysis	Cape-Verde / Agence Nationale de l'Eau et de l'Assainissement (ANAS)
2015	Green Climate Fund	Delivery partner	<ul style="list-style-type: none"> - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal - A country programme drafted - Several consultations organized at all levels - A communication strategy developed and under implementation 	Senegal

2015	Green Climate Fund	Delivery partner	<ul style="list-style-type: none"> - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal - A country programme drafted - Several consultations organized at all levels - A communication strategy under development 	Djibouti
2015	Green Climate Fund	Delivery partner	<ul style="list-style-type: none"> - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal - A country programme drafted - Several consultations organized at all levels - A communication strategy developed and under implementation 	Democratic Republic of Congo

2016	Adaptation Fund	Readiness technical assistance	<ul style="list-style-type: none"> - In-house capacities developed - Supporting documents under collection and analysis 	Mali/ Agence de l'Environnement et du Développement Durable (AEDD)
2016	Adaptation Fund	Readiness technical assistance	<ul style="list-style-type: none"> - Application submitted - Interactions underway with the AF Secretariat 	Sierra Leone/ Ministry of Finance and Economic Development (MOFED)
2016	Adaptation Fund	Readiness technical assistance	<ul style="list-style-type: none"> - In-house capacities built - Supporting documents under collection and analysis 	Guinea / Centre d'Etude et de Recherche en Environnement (CERE)
2016	Green Climate Fund	Delivery partner	<ul style="list-style-type: none"> - Supporting documents under collection and analysis 	Togo
2016	Green Climate Fund	Delivery partner	<ul style="list-style-type: none"> - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal - A country programme under development - A communication strategy under development 	Chad

2017	Adaptation Fund	Readiness technical assistance	- In-house capacities developed - Supporting documents under collection and analysis	Togo / Office de Développement et d'Exploitation des Forêts (ODEF)
2017	Adaptation Fund	Readiness technical assistance	- In-house capacities developed - Supporting documents under collection and analysis	Burundi / Fonds de Promotion pour l'Habitat Urbain (FPHU)
2017	Green Climate Fund	Delivery partner	- Procurement underway - Launch activities under preparation	Cote d'Ivoire
2018	Adaptation Fund	Readiness technical assistance	Launch activities under preparation	Cote d'Ivoire

(ii) Describe any other type of support provided to other national institutions, relevant to the accreditation process

Year	Type of support provided	Outcome of the support	Country/institution supported
2012	Technical Support to Department of Finance for Assessment of Institutional Capacity and Readiness for the Adaptation Fund's NIE Accreditation	Documentation collected and reviewed, strengths and weaknesses of the DOF identified, as well as the remedial actions to be undertaken.	Philippines / Department of Finance (DOF)
2013	Facilitating accreditation of a National Implementing Entity to the Adaptation Fund	Application submitted	Nigeria / Bank of Industry
2013	Technical advice on project formulation and implementation	Experience shared	Benin / Direction Générale du Fonds National pour l'Environnement (FNE)

2014	Technical advice on grant management (type of bank account used), payment of services, procurement process, implementation arrangements	CSE's experience regarding grant management, procurements and implementation arrangements shared	Morocco / Agence de Développement Agricole (ADA)
2014	Sharing execution documents (project launching report, technical and financial reports) and technical advice	CSE's experience regarding grant management, procurements and implementation arrangements shared	Rwanda / Ministry of Natural Resources (MINIRENA)
2014	Sharing of experience of achieving NIE accreditation	Experience shared	Malawi / Civil society Network on Climate change (CISONEC)
2014	Sharing execution documents (Project Risk assessment/management manual, Project Monitoring and evaluation Manual) and technical advice	Templates of documents shared	Nigeria / Bank of Industry (BOI)
2014	Sharing execution documents (Project Risk assessment/management manual, Project Monitoring and evaluation Manual) and technical advice	Templates of documents shared	Tanzania / National Environment Management Council (NEMC)
2016	Capacity building	Enhanced capacity for French speaking countries for a better access to Climate Funds (AF and GCF)	Burkina Faso, Chad, Côte d'Ivoire, Djibouti, DRC, Gabon, Guinea, Haiti, Madagascar, Mali, Niger, Senegal, Togo (Funded by the IFDD/OIE)
2016	Sharing of experience of achieving AF project	Experience shared	National Environment Management Authority (NEMA) of Kenya (with financial support from WRI)
2017	Technical assistance	Experience shared on the GCF accreditation process	Niger/ AGRHYMET Center

C. Proposed activities to support NIE accreditation

Describe the activities to be undertaken to support the accreditation of the NIE candidate(s).

Through the AF South-South cooperation programme, CSE is providing technical assistance to AEDD and FPHU. To date, a number of activities have already been implemented, including the identification of a potential entity for accreditation, setting up a task force, collecting and reviewing supporting documents. During this latest phase, some gaps have been identified relating mainly to missing policies, procedures and control bodies within these institutions. In order to address these gaps, activities to be undertaken are summarized in the table below.

Identified Accreditation Gaps/Challenges	Proposed support activities to address Gaps/Challenges	Expected Output of the Activities	Country/Institution to be Supported	Requested budget (USD)	Tentative timeline (Completion date)
Lack of mechanism to deal with complaints on fraud, mismanagement and other forms of malpractice	Technical assistance for developing a grievance and redress mechanism	Grievance and redress mechanism in place ¹	AEDD/ Mali	22 500	December 2018
Lack of formal project level payment and disbursement procedure	Technical assistance for updating the FPHU's internal procedures manual by incorporating disbursement and payment procedures and highlighting project-related payment and disbursement procedures	Internal procedures manual updated	FPHU/ Burundi		
Lack of code of ethics	Technical assistance for developing a code of ethics	Code of ethics	FPHU/ Burundi		

¹ This includes the procedures as well as the structures needed for implementation (ethics committee, audit committee)

Lack of transparency policy	Technical assistance for developing a transparency policy and including procedures on conflict of interest and whistleblower protection	Transparency policy	FPHU/ Burundi		
Lack of ESS policy	Technical assistance for updating the environmental policy by integrating social aspects	ESS policy updated	FPHU/ Burundi	22 500	January 2018
		Technical assistance for developing an ESS policy	ESS policy		
Lack of gender policy	Technical assistance to develop a gender policy	Gender policy	AEDD/Mali &FPHU/ Burundi		
Lack of formal project cycle management procedures	Technical assistance for developing a project cycle management guide (integrating procedures for project identification, appraisal, development, implementation, closure and evaluation)	Project cycle management guide	AEDD/Mali &FPHU/ Burundi		
Lack of formal M&E procedures	Technical assistance for developing an M&E guide	M&E guide	AEDD/Mali &FPHU/ Burundi		

Lack of mechanism to deal with complaints on environmental, social and gender related harms	Technical assistance for a grievance and redress mechanism	Grievance and redress mechanism	AEDD/Mali & FPHU/ Burundi		
	Board meeting (for validating the new procedures)	Meeting minutes	AEDD/Mali & FPHU/ Burundi	6 000	February 2019
	Restitution validation workshops (of all new and procedures developed)	Workshops reports	AEDD/Mali & FPHU/ Burundi	10 000	February 2019
	Translation of supporting documents	Supporting documents available in English	AEDD/Mali & FPHU/ Burundi	10 000	March 2019
	Travel	Mission report	AEDD/Mali & FPHU/ Burundi	8 000	N/A
	CSE support after submission	Note summarizing CSE's advises	CSE	5000	May 2019
	Audits	Audit Report	CSE	6 000	June 2019
Implementing entity fee or other type of support requested (please describe)	Monitoring, review and reporting	Monitoring and completion report	CSE	10 000	June 2019
	Total Grant Requested (USD)*			100 000	


***Please provide a detailed budget attached as an annex to the application**

Through its support to FPHU and AEDD, CSE will raise awareness on the importance of documenting the implementation of policies and procedures. For policies and procedures

the development of which is completed early enough, CSE will ensure that they are operationalized with track records. A special note on this aspect will be developed and presented to the top management of the NIE candidate and the NDA.

D. 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 Person	Telephone	Email Address
Dr Assize TOURE Centre de Suivi Ecologique (CSE)		MAY 2018	Dethie Soumare Ndiaye	+221338258066 +221776583878	dethie@cse.sn

E. Record of request of support on behalf of the government

Provide the name and position of the government official, the Designated Authority of the Adaptation Fund in the NIE candidate country, and indicate date of endorsement. If the proposed support targets more than one country, list the officials requesting support for all the participating countries. The letter of endorsement from each of the Designated Authorities should be attached as an annex to the application.

<i>(Enter Name, Position, Ministry)</i>	<i>Date: (Month, day, year)</i>
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ANNEX: DETAILED BUDGET

See attached Excel file