



ADAPTATION FUND

AFB/PPRC.15/18
25 September 2014

Adaptation Fund Board
Project and Programme Review Committee
Fifteenth Meeting
Bonn, Germany, 7-8 October 2014

Agenda Item 6 n)

PROPOSAL FOR BURUNDI

Background

1. At its twenty-second meeting, the Adaptation Fund Board secretariat (the secretariat) had prepared document AFB/B.22/6 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 Board decided 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.*

(Decision B.22/24)

2. As part of the Readiness Programme for Climate Finance, eligible countries were given the opportunity to submit applications for grant to receive support for accreditation through a selected number of National Implementing Entities (NIEs). The types of eligible support included but were not limited to (i) identifying potential NIE candidates and/or (ii) preparing an application for NIE candidates to be submitted to the Accreditation Panel and/or (iii) continuous support during the application process. It is expected that that peer support will effectively help build national capacity and sustainability.

3. Eligible NIEs were those entities that had tangible achievements with the Fund. The selection was based on the entity's experience with the Adaptation Fund, including in project preparation and implementation, and in supporting other countries at different stages of their application processes. Eligible NIEs were the ones fulfilling all of the following criteria, as at the time of the twenty-third Board meeting:

- Have been accredited by the Board,
- Have an Adaptation Fund project or programme under implementation, hence demonstrating effective compliance with the AF fiduciary standards, and
- Have experience advising, participating in, or organizing support to other NIE candidates.

4. Therefore, only five NIEs were eligible, i.e. the Centre de Suivi Ecologique (CSE, Senegal), the Planning Institute of Jamaica (PIOJ, Jamaica), the Agencia Nacional de Investigacion e Innovacion (ANII, Uruguay), the Unidad para el Cambio Rural (UCAR, Argentina) and the Ministry of Natural Resources of Rwanda (MINIRENA, Rwanda).

5. Following a call for submission of applications undertaken intersessionally, the secretariat had received four applications from two NIEs, to support four countries.

6. The present document introduces the application submitted by the Ministry of Natural Resources of Rwanda (MINIRENA) on behalf of the government of Burundi. It includes a request for funding of US\$50,000 outlining the activities to be undertaken by the NIE to support the accreditation process in Burundi. The secretariat had reviewed the application and provided its comments to the applicant for further clarification. The applicant had submitted a revised version of the proposal, taking into account the secretariat's comments. The secretariat's review and the proposal are available in the next sections of this document.



ADAPTATION FUND

Screening of Application for a Grant to support NIE accreditation

Requesting Country/ies: Burundi

Supporting NIE: MINIRENA

Screening questions	Please select from dropdown menu below		Assessment
Has this application been endorsed by the Designated Authority of the country?	1	0. No 1. Yes	Endorsement letter signed by DA
Is the timeframe of activity adequate?	0	0. No 1. Yes	1 month budgeted does not seem like enough time to undertake all planned activities - especially the last activity where MINIRENA is proposing to provide support once the Accreditation Panel has made comments on application
What is the level of experience participating in, organizing support to, or advising other NIE candidates?	1	1. Low 2. Substantial	Limited experience provided for assistance to other entities; experience provided is for internal capacity building within MINIRENA
Are the proposed activities to support NIE accreditation adequate?	1	1. Not Adequate 2. Somewhat Adequate 3. Adequate	Activities do not seem to be adequate. An NIE candidate has been already identified and MINIRENA's assignment is to help them submit an accreditation application. The activities of stakeholders consultation, assessment of govt 's planning, budgeting processes, etc. may not be relevant since it is not clear if the Fund follows government's processes or not. To summarize, activities should be focused on supporting FPHU prepare and submit its accreditation application. It would be useful to see the training resources MINIRENA may have. According to the previous experience matrix, the NIE has undertaken this type of training previously for internal staff.

<p>Based on the proposed activities, is the requested budget reasonable?</p>	<p>3</p>	<p>1. Not Reasonable 2. Somewhat Reasonable 3. Reasonable</p>	<p>It would be useful to have information of the number of consultants and trips covered by the budget. Also, for the last activity, it is not clear what the budgeted USD 5,000 will be used for (consultants?)</p>
--	----------	---	--

SECRETARIAT’S COMMENT

<p>(i) Has Burundi already selected FPHU as the entity they would like to nominate to go through the accreditation process? If yes, it would be useful to have that explicitly outlined;</p> <p>(ii) (Please clarify if the project intends to continue to help FPHU until after accreditation application is submitted, which is not advisable since the application process may take much longer than the project suggested timeframe;</p> <p>(iii) The 3 main activities outlined need to be thought through more clearly - step 1 seems to be general awareness raising of the AF and what the accreditation process entails to many staff within FPHU; step 2 seems to be more targeted, working with a small team at FPHU to analyze potential gaps with the fiduciary standards; step 3 seems to be to assist in collecting the appropriate supporting documentation to fill out application; step 4 - as stated above seems to be to help throughout the back and forth process with the AP</p>

NIE RESPONSE TO THE SECRETARIAT’S COMMENT

<p>N/A</p>

Date:

N°



REPUBLIC OF RWANDA



MINISTRY OF NATURAL RESOURCES
POBOX 3502
TEL: 252250582820
KIGALI.

Application for a Grant to Support NIE (BURUNDI) Accreditation

Submission Date: **15 July 2014**

Adaptation Fund Grant ID:

Country/ies : **Rwanda**

Implementing Entity: **Ministry of Natural Resources (MINIRENA)**

A. Timeframe of Activity

Start date of activity	1 September 2014
Completion date of activity	6 October 2014

**B. Experience participating in, organizing support to, or advising other NIE candidates
Proposed Project Preparation Activities (\$)**

Describe the 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
2010-2011	Conduct Stakeholders' (UNDP, DFID, WB, Ministry of Finance and Economic Planning, Rwanda	Adaptation Fund Board decided to accredit the Ministry of Natural	Rwanda

	Environment Management Authority, Auditor General, Rwanda Revenue Authority, Ombudsman, Parliament, ...) consultation on Accreditation on approving Ministry of Natural Resources as National Implementing Entity for Adaptation Fund	Resources (MINIRENA) as the National Implementing Entity	
2010-2011	Assess the Government's Planning and Budgeting processes, Procurement, Finance Management, Project programming, Monitoring and Evaluation, Accountability processes..	Rwanda is ranked among the best managers of Aid from Partners	Rwanda
2010-2011	Facilitate a site visit in Rwanda to review MINIRENA capacity in management of external funds (mostly from multilateral and bilateral agencies).	A team composed by Murari and Marelo well facilitated	Rwanda
2011	Training of 100 Public Servants on Adaptation Fund and the process of accessing resources	100 public servants trained and owned the process of accessing the adaptation funds	Rwanda
2011	Training of 100 Public Servants on Roles and responsibilities of National Implementing Entities in the implementation of projects funded by the Adaptation Fund	100 public servants have a full knowledge on the roles and responsibilities of the national Implementing Entities in the implementation of the Projects funded by the Adaptation Fund	Rwanda
2011	Training of 100 Public Servants on Successful National Implementing Entity accreditation and hands on example	100 Public Servants have information on the Accreditation process of Centre de Suivi Ecologique (CSE) and the projects achievements in terms of combating Coastal erosion	Rwanda
2011	Training of 100 Public Servants on Consultations on preparation of accreditation forms and project documents	100 Public Servants have a required knowledge in filling the adaptation Fund's Accreditation Form and Project formulation	Rwanda
2012	Raise awareness on the importance of Rwanda being accredited by	Awareness raised and NIE has been recognized	Rwanda

	Adaptation Fund Board		
2013	Through Consultative process, develop a Concept proposal For the Project Reducing Vulnerability to Climate Change in North West Rwanda through Community Based Adaptation (RV3CBA)	Winning Concept Proposal	Rwanda
2013	Request of USD 30,000 as Project Formulation Grant	PFG availed	Rwanda
2013	Facilitate the Studies under this project : Environment Impact Assessment, Vulnerability assessment, Stakeholders' analysis, Gender involvement analysis, Other alternative Livelihoods assessment, RBM ME Framework for the project, Lessons Learnt report	Approved studies in place	Rwanda
2013	Through Consultative processes, develop a full proposal For the Project Reducing Vulnerability to Climate Change in North West Rwanda through Community Based Adaptation (RV3CBA)	USD 9,969,619 Approved by the Adaptation Fund Board	Rwanda
2014	Recruitment of the Project Management Team for the RV3CBA	Strong team to implement the project in place	Rwanda
2014	Launching of the Project RV3CBA	Successful launching	Rwanda

C. Proposed activities to support NIE accreditation

Describe the activities to be undertaken to support the accreditation of NIE candidate(s) in the target country (ies)

Proposed Support	Expected Output of the Activities	Country/Institution to be Supported	Requested budget (USD)	Tentative timeline (Completion date)
Assess the Capacity of the Fund For Human and Urban Development if is the right Institution to be submitted as a National Implementing Entity for Burundi (Planning and Budgeting processes, Procurement, Finance Management, Project programming, Monitoring and Evaluation,	The right NIE identified Stakeholder's knowledge, experience and viewpoints fed into Application form	MINIRENA (Rwanda) and Ministry Of Land, Housing & Urban Development (Burundi)	USD 20,000	15 November 2014

<p>Accountability processes)</p> <p>Meetings with Local and National Leaders</p> <p>Structured interviews</p> <p>Includes data collection, mapping, and analysis.</p> <p>Budget covers consultant fees and accommodation and travel for consultant, National Facilitators, venue facilities, refreshments and refund tickets for the participants.</p>				
<p>Training of 100 Public Servants from the identified National Implementing Entity¹ on Adaptation Fund and the process of accessing resources, Roles and responsibilities of National Implementing Entities in the implementation of projects funded by the Adaptation Fund, Successful National Implementing Entity accreditation and hands on example, preparation of accreditation forms and project documents</p> <p>Trainings with Local and National Leaders</p> <p>Budget covers consultant fees and accommodation and travel for consultant, National Facilitators, venue facilities, refreshments and refund tickets for the</p>	<p>100 public servants trained and owned the process of accessing the adaptation funds</p>	<p>MINIRENA (Rwanda) and Ministry Of Land, Housing & Urban Development (Burundi)</p>	<p>USD 15,000</p>	<p>1 March 2015</p>

¹ Train them on the Application Form and the training tools provided by the Adaptation Fund in Mbur/ Senegal Workshop on accreditation process so that they can support the process

participants.				
Comprehensive and Participatory 5 days workshop for preparing for preparing NIE Application form and submit it to the Adaptation Fund Budget covers consultant fees and accommodation and travel for consultant, National Facilitators, venue facilities, refreshments and refund tickets for the participants.	Comprehensive and Participatory filled Application for the right NIE submitted to the Adaptation Fund Secretariat	MINIRENA (Rwanda) and Ministry Of Land, Housing & Urban Development (Burundi)	USD 10,000	15 April 2015
3 working days for providing 1 st Clarification ² to the Requests raised by the Adaptation Fund or the Technical Review from the Adaptation Fund Budget covers consultant fees and accommodation and travel for consultant, National Facilitators, venue facilities, refreshments and refund tickets for the participants.	Accreditation to Burundi's National Implementing Entity	MINIRENA (Rwanda) and Ministry Of Land, Housing & Urban Development (Burundi)	USD 5,000	Not specified ³
Total Grant Requested (USD)			USD 50,000	

D. Implementing Entity

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

Implementing Entity Coordinator, IE Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Caroline KAYONGA			Eng. Innocent MUSABYIMANA	+250788849234	musasebin2000@yahoo.fr

² For ensuring the boundaries of this support, the formal support of MINIRENA will be expired after providing our 1st Clarifications to the Request raised by the Adaptation Fund/ Technical review team

³ This will depend on the availability of the comments from the Adaptation Fund

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, 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 request letter(s) should be attached as an annex to the application.

(Enter Name, Position, Ministry)	Date: (Month, day, year)
Anicet NKURIKIYE (Designated Authority for NIE/ Burundi) Signature	15 July 2104

ANNEX: LETTER OF ENDORSEMENT



ADAPTATION FUND

Letter of Endorsement by Government REPUBLIC OF BURUNDI



FONDS DE PROMOTION DE L'HABITAT URBAIN (FPHU)

To: The Adaptation Fund Board
C/O: Adaptation Fund Board Secretariat
Email: afbsec@adaptation-fund.org
Fax: 202 522 3240/5

Subject: Endorsement for support in NIE accreditation

In my capacity as Designated Authority for the Adaptation Fund in **Burundi**, I confirm that the Ministry of Natural Resources (MINIRENA) in **Rwanda** has been requested by my government to support the process of accreditation of a National Implementing Entity for the Adaptation Fund in my country.

Accordingly, I am pleased to endorse the grant proposal submitted by Ministry of Natural Resources (MINIRENA) in Rwanda for funding from the Adaptation Fund.

Sincerely,

Anicet NKURIKIYE
Designated Authority for the Adaptation
Fund in BURUNDI

