



**ADAPTATION FUND**

AFB/PPRC.17-18/2  
11 January 2016

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Adaptation Fund Board  
Project and Programme Review Committee

**TECHNICAL ASSISTANCE GRANT PROPOSAL FOR SENEGAL**

## 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. At the tenth session of the Conference of the Parties serving as 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;*

### **Decision 1/CMP.10**

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;*

**Decision 2/CMP.10**

3. Upon completion of Phase I of the Readiness Programme, the secretariat had prepared document AFB/B.25/5 which outlined the progress made in Phase I and proposed Phase II of the Readiness Programme, taking into account the results from Phase I of the programme and integrating decision 2/CMP10. Following a discussion of the document, the Board decided to:

*Aprove Phase II of the Readiness Programme, as outlined in document AFB/B.25/5, with a total funding of US\$ 965,000, including funding of US\$ 565,000 to be transferred to the secretariat's budget and funding of US\$ 400,000 to be set aside for small grants to National Implementing Entities from resources of the Adaptation Fund trust fund.*

**(Decision B.25/27)**

3. Following the approval by Board of Phase II of the Readiness Programme, eligible national implementing entities (NIEs) submitted applications for Technical Assistance grants and South-South cooperation grants. The types of eligible support from Technical Assistance grants included but were not limited to (i) Developing procedures/manuals/guidelines for screening projects for environmental and social risks, undertaking project environmental and social risk assessment and for formulating risk management plans (ii) Developing policies/avenues for public disclosure and consultation (iii) Developing transparent and effective grievance handling mechanisms related to the Fund's Environmental and Social Policy, and (iv) Training of select entity staff to carry out the relevant tasks related to the implementation of the Fund's Environmental and Social Policy. To facilitate timely review of applications, the Board, at its twenty sixth meeting decided to:

*Request the secretariat to review intersessionally, between the 26th and 27th meetings of the Board, proposals submitted by National Implementing Entities for technical assistance grants and South-South cooperation grants under the Readiness Programme, and to submit the reviews to the PPRC for intersessional recommendation to the Board.*

**(Decision B. 26/28)**

4. It is expected that the Technical Assistance Grants will enable NIEs to source external expertise through short-term consultancies for more targeted technical assistance where such a need is identified to improve their capability to comply with the Fund's policy. This may include developing or strengthening a particular function relevant to the policy such as an environmental and social management system, a risk management system, or familiarization with the principles of the environmental and social policy.

5. All accredited NIEs are eligible to receive grants for technical assistance based on the relevance of the capacity and needs assessment as outlined in document AFB/B.23/5, including the funding cap of 20,000 USD per NIE. For the current review period, eligible NIEs were those that submitted a satisfactory request document that met all of the following criteria as at the time of the 17-18 intersessional review cycle:

- Have been accredited by the Board,
- Have submitted a request document to the secretariat within the given deadline and with a clear description of the areas of support needed and budget for the requested support.

6. Following a call for submission of applications undertaken intersessionally, the secretariat had received applications from NIEs for Technical Assistance Grants. A total of eight NIEs submitted request documents.

7. Of the eight NIEs that submitted request documents, only six were eligible, i.e. the *Centre de Suivi Ecologique* (CSE, Senegal), the South African National Biodiversity Institute (SANBI, South Africa), the Micronesia Conservation Trust (MCT, Micronesia), the *Fundecooperación para el Desarrollo Sostenible* (Costa Rica), the *Fundación Natura* (Panama) and the National Environment Fund (FNE, Benin).

8. The present document introduces the revised application submitted by the *Centre de Suivi Ecologique* (CSE) for a Technical Assistance Grant. It includes a request for funding of US\$18,000 outlining the activities to be undertaken by the consultant to support the NIE to comply with the AF's environmental and social policy. The secretariat had reviewed the initial application by CSE and provided its comments to the applicant for further clarification. The Projects and Programme and Review Committee (PPRC) had also provided comments on the grant proposal to the applicant. The applicant had submitted a revised version of the proposal, taking into account the secretariat's comments and comments by the PPRC. The secretariat's initial review, PPRC review and the applicant's revised application/request document are available in the next sections of this document.



## Screening of Application for a Technical Assistance Grant to support NIE Assessment and Management of Environmental and Social Risks within projects and programmes

Requesting Country: **Senegal**  
Requesting NIE: **Centre de Suivi Ecologique (CSE)**

Requested Financing from Adaptation Fund: **US\$ 18,000**

Reviewer and contact person: **Farayi Madziwa**  
Co-reviewer(s): **Daouda Ndiaye**  
NIE Contact Person: **Déthié Soumaré Ndiaye**

Screening Questions	Score (please select from dropdown menu)	Rating	Assessment
Has this application been endorsed by the Designated Authority of the country?	1	0. No 1. Partially 2. Yes	The applicant has completed Section D of the application template but has not attached the letter of endorsement by the DA. According to the application template in the call for applications, the applicant should attach an endorsement letter on official letter head and signed by the DA as an annex to their application.
Is the timeframe of activity adequate?	2	1. Not adequate 2. Somewhat Adequate 3. Adequate	2 months is a reasonable time period to complete the indicated activities. However it would be useful to have more information on the expected duration (in days or weeks) of each type of support activity.
Are the proposed activities to support the NIE to implement the E&S policy of the AFB adequate?	1	1. Not adequate 2. Somewhat Adequate 3. Adequate	The requested support for identified activities has not been explained. It would be useful to have summarized information of the sub-activities that are going to be

			<p>implemented under each type of support activity requested by the CSE to gain a better understanding of the nature and scope of the work that will be done (either just bullet points or brief description of how it will be done).</p> <p>It would also be useful to briefly describe the nature and extent of the training to be provided i.e., how many training sessions will be done, and will there be travel and accommodation costs involved?</p>
Based on the proposed activities, is the requested budget reasonable?	2	<ol style="list-style-type: none"> <li>1. Not Reasonable</li> <li>2. Reasonable</li> </ol>	<p>The requested total budget falls within the cap for TA grants available to applicants and is reasonable based on the scope of support activities requested. However, it would be useful for CSE to provide clarity on how each requested sub-budget will be spent, that is, provide a brief description for the types of support activities as requested above.</p>

#### **SECRETARIAT'S COMMENTS (3 December 2015)**

- (i) Please attach an endorsement letter on official letter head and signed by the DA.
- (ii) Please summarize the work that will be involved under each type of activity support requested (either bullet points or brief description of how it will be done). Please give an indication of estimate time, (days or weeks) under each type of support activity e.g. 2 weeks - formulation of screening material; 4 weeks - environment and social assessment and risk management plan; 1 week - training staff etc.
- (iii) Please specify whether Abdou Sene is acting in the capacity of an institution, consulting firm or individual consultant.

**NIE RESPONSE TO THE SECRETARIAT'S COMMENTS (18 December 2015)**

<b>Comment</b>	<b>Issue</b>	<b>Response by NIE</b>
(i)	Please attach an endorsement letter on official letter head and signed by the DA.	See endorsement letter attached
(ii)	Please summarize the work that will be involved under each type of activity support requested (either bullet points or brief description of how it will be done). Please give an indication of estimate time, (days or weeks) under each type of support activity e.g. 2 weeks - formulation of screening material; 4 weeks - environment and social assessment and risk management plan; 1 week - training staff etc.	See Technical Assistance Grant (TAG) request revised
(iii)	Please specify whether Abdou Sene is acting in the capacity of an institution, consulting firm or individual consultant.	See TAG request revised: it was planned to work mainly with Abdou Sene, based on the initial planning (November to January). With the delay recorded, this Consultant will no longer be available. CSE plans to hire another Consultant (Mbaye Mbengue Faye) who is a nationally and regionally recognized expert in this area. Mr Faye is acting as an individual consultant

**NIE RESPONSE TO THE PPRC COMMENTS**

<b>Which criterion / item in draft recommendation?</b>	<b>PPRC Comment (19 January 2016)</b>	<b>Response by NIE (22 January 2016)</b>
CSE intends to achieve this by: i. commissioning the services of an individual consultant <b>over a period of three months;</b>	I am doubtful if the duration of ONLY three months will be sufficient to cover the large scope of activities noting other experiences. CSE should be requested to further look at the duration and confirm its adequacy.	It is true that the planning might be too tight. After reviewing it with the consultant, it was agreed to revise it and the activities are now planned to be executed over a period of 5 months



ADAPTATION FUND

## Request for assistance in complying with the Fund's Environmental and Social Policy

Submission Date: 15 September 2015

Adaptation Fund Grant ID:  
 Country/ies: Senegal  
 Implementing Entity: Centre de Suivi Ecologique (CSE)

### A. Timeframe of Activity

Start date of activity	<b>15 January 2015</b>
Completion date of activity	<b>10 June 2015</b>

<b>Types of Support Activities</b>	<b>W1</b>	<b>W2</b>	<b>W3</b>	<b>W4</b>	<b>W5</b>	<b>W6</b>	<b>W7</b>	<b>W8</b>
Development of procedures manual/guidelines for screening projects for environmental and social risks								
Development of procedures manual/guidelines for undertaking project environmental and social risk assessment and for formulating risk management plans								
Development of a policy/avenues for public disclosure and consultation								
Development of transparent and effective mechanisms for receiving and resolving complaints about environmental and social harms caused projects/programs during the course of implementation of AF supported projects/programs								
Training of select entity staff to carry out the relevant tasks related to the implementation of the E&S Policy								
Translation of all documents in English								

### B. Type of support requested

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



Types of Support Activities	Support requested (please check the relevant case)	Type/name of provider of requested support <sup>1</sup>	Requested budget (USD)
Development of procedures manual/guidelines for screening projects for environmental and social risks	<ul style="list-style-type: none"> <li>- Review of national procedures</li> <li>- Development of guidelines</li> <li>- Validation workshop</li> <li>- Publication on CSE's website</li> </ul>	Mbaye Mbengue Faye	4,000
Development of procedures manual/guidelines for undertaking project environmental and social risk assessment and for formulating risk management plans	<ul style="list-style-type: none"> <li>- Review of national procedures</li> <li>- Development of guidelines</li> <li>- Validation workshop</li> <li>- Publication on CSE's website</li> </ul>	Mbaye Mbengue Faye	4,000
Development of a policy/avenues for public disclosure and consultation	<ul style="list-style-type: none"> <li>- Review of national procedures</li> <li>- Review of policies and guidelines developed by international organizations (AF, GCF, World Bank, AfDB...)</li> <li>- Development of the Environmental and Social Risk Policy</li> <li>- Validation Workshop</li> <li>- Publication on CSE's website</li> </ul>		
Development of transparent and effective mechanisms for receiving and resolving complaints about environmental and social harms caused projects/programs during the	<ul style="list-style-type: none"> <li>- Development of a Grievance Mechanism</li> <li>- Validation workshop</li> <li>- Publication on</li> </ul>	Mbaye Mbengue Faye	2,500

<sup>1</sup> Specify if it is an institution, consulting firm or individual consultant. When possible, provide the name of the institution, firm or individual identified or selected.


course of implementation of AF supported projects/programs	CSE's website		
Training of select entity staff to carry out the relevant tasks related to the implementation of the E&S Policy	- Training sessions (3)	Abdou Sène	5,000
Translation of all documents in English	- Translation of documents into English (4 documents)		2,500
<b>Total Grant Requested (USD)</b>			<b>18,000</b>

Activities to be implemented under this programme will require mainly the recruitment of consultant through short-term consultancies. All procurements will be done in strict accordance with CSE's handbook of contracting procedures.

Other costs include accommodation and travel cost for partners from outside CSE who will be invited to the workshops.

### C. 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)	Implementing Entity Contact Person	Telephone	Email Address
Dr Assize Touré		16 Sept. 2015	Déthié Soumaré Ndiaye	+221776583 878	dethie@cse.sn

### D. Record of endorsement on behalf of the government

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

<p><i>Mrs. Ndèye Fatou DIAW GUENE</i> Designated National Authority for the Adaptation Fund</p> <p>Technical Advisor Directorate of Environment and Classified Establishments Ministry of environment and Sustainable Development</p>	<p>Date: 16 September 2015</p> 
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**ANNEXES**

## ANNEX 1

REPUBLIQUE DU SENEGAL  
Un Peuple - Un But - Une Foi



MINISTERE DE L'ENVIRONNEMENT  
ET DU DEVELOPPEMENT DURABLE

Direction de l'Environnement et  
des Etablissements classés

3530  
N°

MEDD/DEEC/ndf

Dakar, le

17 DEC. 2015

*Autorité Nationale Désignée  
du Fonds d'adaptation*

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 CSE's request for technical assistance grant

In my capacity as designated authority for the Adaptation Fund in Senegal, I confirm that the Centre de Suivi Ecologique (CSE) operates as National Implementing of the Adaptation Fund in Senegal. As such, the CSE abide by the national regulatory framework governing environmental and social safeguards, in addition to the Adaptation Fund's own Environmental and social Risk Policy.

Therefore, I am pleased to endorse the small technical assistance grant request submitted by the CSE for funding from the Adaptation Fund. This grant will allow the CSE to further develop its capacity in environmental and social risk management and to enhance its environmental and social risk management system. This will be an opportunity to compare national standards with those at international level and identify possible areas of improvement.

Sincerely,

**Ndèye Fatou DIAW GUENE**  
Technical Advisor  
Directorate of environment and Classified  
Establishments  
Ministry of Environment and Sustainable  
Development