



ADAPTATION FUND

AFB/PPRC.17-18/4
11 January 2016

Adaptation Fund Board
Project and Programme Review Committee

TECHNICAL ASSISTANCE GRANT PROPOSAL FOR PANAMA

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 application submitted by the *Fundación Natura* (Panama) for a Technical Assistance Grant. It includes a request for funding of US\$20,000 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 *Fundación Natura* and provided its comments to the applicant for further clarification. The applicant had submitted additional information on the proposal, taking into account the secretariat's comments. The secretariat's initial review and the applicant's additional information to the 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: **Panama**
Requesting NIE: **Fundación Natura**

Requested Financing from Adaptation Fund: **US\$ 20,000**

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

Screening Questions	Score (please select from dropdown menu)	Rating	Assessment
Has this application been endorsed by the Designated Authority of the country?	0	0. No 1. Partially 2. Yes	There is no endorsement letter by the DA attached. The application indicates that Fundación Natura will send the letter to the secretariat in due course but the secretariat has not yet received it.
Is the timeframe of activity adequate?	2	1. Not adequate 2. Somewhat Adequate 3. Adequate	The applicant has indicated October 2015 as the start date and January 2015 as the completion date. Fundación Natura should clarify whether the intended duration of support by the individual consultant is 3 months and the completion year of 2015 is a typing error.

Are the proposed activities to support the NIE to implement the E&S policy of the AFB adequate?	2	<ol style="list-style-type: none"> 1. Not adequate 2. Somewhat Adequate 3. Adequate 	<p>The description of activities provide for the development of procedures for undertaking project environmental and risk assessment and the testing of these procedures. However, there is no mention of procedures for formulating a risk management plan following the outcome of environmental and social assessment. The individual consultant should include the development of procedures or guidelines for <i>Fundación Natura</i> to formulate an environment and social risk management plan.</p> <p>The intended training workshop with <i>Fundación Natura</i> staff should be listed under the type of support activity “Training of select entity staff to carry out the relevant tasks related to the implementation of the E&S Policy” on the application form.</p> <p>It would 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?	1	<ol style="list-style-type: none"> 1. Not Reasonable 2. Reasonable 	<p>The requested budget does not seem reasonable based on the scope of work indicated in the application. Most of the indicated activities by the individual consultant require desk top work and desktop research, aside from the training of staff. The requested budget seems excessively high in relation to the scope of work.</p>

SECRETARIAT'S GENERAL COMMENT (4 December 2015)

- (i) Please attach an endorsement letter on official letter head and signed by the DA.
- (ii) Please clarify the start date and completion date for the requested support.
- (iii) Please include procedures or guidelines for formulating an environment and social risk management plan in the scope of work.
- (iv) Please also provide a brief description or just bullet points of what will be involved in the training for staff and list this under the relevant type of support activity that relates to the training of entity staff.
- (v) Please provide further explanation of how the requested \$20,000 will be used for the description of activities indicated.

NIE RESPONSE TO THE SECRETARIAT (18 December 2015)

Comment	Issue	Response by NIE
(i)	Please attach an endorsement letter on official letter head and signed by the DA.	The letter was requested to the DA and it is sent on another mail as attachment
(ii)	Please clarify the start date and completion date for the requested support.	It was a typing error. But based on the timeframe it will be modified to start at the end of January and finish at the end of April 2016.
(iii)	Please include procedures or guidelines for formulating an environment and social risk management plan in the scope of work.	Accepted the comment. It will be included the development of guidelines for <i>Fundación Natura</i> to formulate an environment and social risk management plan.
(iv)	Please also provide a brief description or just bullet points of what will be involved in the training for staff and list this under the relevant type of support activity that relates to the training of entity staff.	The training will consist at least in 3 sessions, with one session on the field directed to practice the use of the guidelines. Training may include few cost for sessions logistic and accommodation to travel locally to areas where will be implemented the project presented to AF.

Comment	Issue	Response by NIE
(v)	Please provide further explanation of how the requested \$20,000 will be used for the description of activities indicated	The budget requested is distributed as follows: US\$15,000 for the consultant fee, and US\$5,000 for workshop sessions expenses and meetings (materials, copies, food, room for staff sessions) and for one field session (materials, copies, room, transport, accommodation).



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

Submission Date: September 28, 2015

Adaptation Fund Grant ID:

Country/ies: PANAMA

Implementing Entity: FUNDACION NATURA PANAMA

A. Timeframe of Activity

Start date of activity	October 1, 2015
Completion date of activity	January 15, 2015

B. Type of support requested

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

Types of Support Activities	Support requested (please check the relevant case)	Type/name of provider of requested support ¹	Requested budget (USD)
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	<p>Expected accomplishment: Strengthen Fundación Natura's capacities and framework to deal with social and environmental risk/impact associated to projects in the field at the national, subnational and local level.</p> <p>Expected output: Formal mechanism to assess social and environmental risk/impact, including the essentials of the correspondent environmental and social management plan, the monitoring process and the communication strategy to ensure beneficiaries and stakeholders participation.</p> <p>Activities include:</p> <ol style="list-style-type: none"> 1. Analysis of current tools and procedures in place in F. Natura to asses/manage project environmental and social risks and impacts 2. Compare the current tools with the AF Env. & Soc. Policy requirements. Identify gaps and provide adequate measure to fill those gaps. 3. Review the Env&Social Policy developed by Fundación Natura to mainstream it through its processes (Note: accordingly the AF requirements, to strengthen its use in Fundación Natura as a standard operation procedure in the context of other Funds 	<p>Mayté González Sánchez.</p> <p>Individual Consultant</p> <p>Environmental legal expert with track record of supporting institutional strengthening processes.</p> <p>Proved experience in coordinating climate change adaptation programs and projects at the national and regional scale, including development of policy/legal frameworks, use of environmental and social safeguards for project implementation.</p>	US\$20,000.00

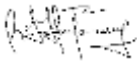
¹ Specify if it is an institution, consulting firm or individual consultant. When possible, provide the name of the institution, firm or individual identified or selected.

	<p>and grant activities conducted by the Foundation).</p> <ol style="list-style-type: none"> 4. Harmonization of the above mentioned tool with the national legal requirements, the AF Env&Social Policy and with other relevant Env&Social policy frameworks. 5. Conduct a demonstration exercise to prove the relevance/pertinence of the proposed process and procedures. (Note: This exercise will preferably be linked to the preliminary project idea to be presented by Fundacion Natura to the AF and in the context of the consultation process for the Water Security National Plan currently promoted by the Ministry of Environment in Panama) 6. Refine and adjust the proposal as needed 7. Support Executive Director to present it for approval of the Foundation's Board. 8. Training workshop with Fundacion Natura staff to socialize the tool and raise awareness about its importance, purpose and means of implementation. 9. Provide guidance to produce one informative material (flyer/brochure/fact sheet) to inform the general audience about the tool/process. 		
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			
Other type of support requested (please describe)			
Total Grant Requested (USD)			US\$20,000.00

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
Rosa Montañez, Executive Director		September 22, 2015	Rosa Montañez	(507) 6780-7941 (507) 232-7613	rmontanez@naturapanaama.org info@naturapanaama.org

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.

<i>(Enter Name, Position, Ministry)</i> <i>Emilio Sempris</i> <i>Vice-Minister</i> <i>Ministry of Environment</i>	<i>Date: (Month, day, year)</i>
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ANNEXES

ANNEX 1



Panama City, December 28, 2015
DV-067-2015

Ms. Marcia Levaggi
Manager
Adaptation Fund Secretariat
(afbsec@adaptation-fund.org)

Dear Ms. Levaggi,

As National focal point to the Adaptation Fund, I am formally endorsing the application of request for assistance submitted by Fundación Natura, National Implementing Entity of Panama, in complying with the Fund's Environmental and Social Policy. The requested technical assistance is for the category defined as: "Developing procedures for undertaking project environmental and social risk assessment and for formulating risk management plans".

This requested technical assistance will effectively strengthen Fundación Natura's capacities to elaborate and, present a robust project proposal to the Adaptation Fund in 2016.

Sincerely,

Emilio Sempres
Vice Minister
Ministry of Environment
Designated Authority of the Adaptation Fund



ES/AL/RL/rl

C.c. Ms. Rosa Montañez, Executive Director, Fundación Natura

Apartado C 0843-00793 Balboa, Ancón República de Panamá