



ADAPTATION FUND

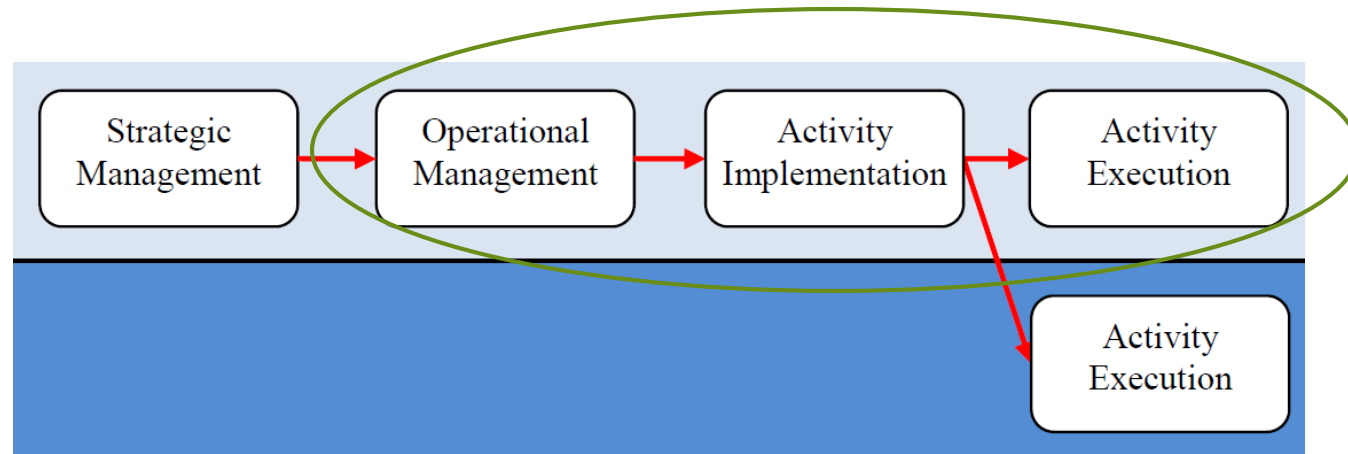
**AF's Annex 7 to the
Operational Policy and
Guidelines (OPG)**

**Readiness Webinar 7: Project
implementation - Managing change in
adaptation projects and programmes**

25 October 2018



What to keep in mind - Role of Implementing Entities and of Executing Entities



- ▶ Implementing Entity (IE) responsible for the **oversight role** for projects/programmes funded through the Adaptation Fund (AF)
 - ▶ The AFB cannot oversee all projects directly, therefore it entrusts this role to IEs
 - ▶ The IE will be responsible for all funds received from the AF for a project or programme

What to keep in mind - Role of Implementing Entities and of Executing Entities

Implementing entities:

- ▶ Administer the AF financing and supervise the project
- ▶ Full responsibility for the overall management of a project or programme financed by the AF
- ▶ Within the project, specific responsibilities may be delegated to Executing Entities (project partners) but IE bears ultimate responsibility of EE actions
- ▶ All financial, monitoring and reporting responsibilities
- ▶ No differentiation between MIE, RIE and NIE

Executing entities:

- ▶ Execute and manage day-to-day project operations and activities

Implementing entities providing execution services

- ▶ The separation between implementing and execution services was confirmed as a principle by the Board (decision B.18/30)
- ▶ If an Implementing Entity (IE) is requested by a government to provide all or part of execution services, it is imperative to:
 1. Provide a letter of endorsement by the Designated Authority;
 2. Provide a rationale for such request including clear roles and responsibilities of the IE and the Executing Entity (EE) and the budget estimation for the provision of such services.
- ▶ Execution costs should be capped at 1.5% of the project/program cost.

Direct project services (DPS)

What ? DPS are services provided by the IE to an EE by undertaking some of its execution duties on its behalf

When?

Identified prior to project approval	Identified during implementation
Execution services provided by IEs shall be included in the proposal submitted for consideration by the Board	IE has to submit the request with a clear rationale and the letter(s) from the DA(s) endorsing the DPS.
The request has to be submitted to the secretariat before an agreement is signed at country level (request has to comply with Board Decisions B.17/17 and B.18/30)	Execution costs shall be covered by the execution costs budget of the project/programme.

Material change

A material change is defined by the Board (decision B.29/31) as “any cumulative total budget change at output-level between the revised budget and the original budget that involves ten per cent (10%) or more of the total budget of the project/programme”.

Material change - an example (WFP Mauritania)

- Calculate, the at output level, the % of total budget (original and revised budget)
- Subtract first % (original budget) from second % (revised budget)
- I.E. output 2.3: 674,700 USD corresponds to 7.68% of the total grant, and 371,113 USD correspond to 4.22% of the total grant. $7.68\% - 4.22\% = 3.46\%$
- The material change is calculated by summing all the % (sums and subtractions which amount to 11% in this case)

Output	Initial target	Initial budget	Reviewed target	Reviewed budget	Change (% of total budget)
Output 2.1	1,500-2,000 ha of dunes fixated	US\$ 469,200	900 ha of dunes fixated	US\$ 1,020,872	(6.29% from 2.2 and 2.3)
Output 2.2	1,000-1,500 ha of vulnerable zones protected	US\$ 703,500	1000 ha of vulnerable zones protected	US\$ 455,415	2.83%
Output 2.3	1,000-1,500 ha of community fuel wood forests planted	US\$ 674,700	400 ha of community fuel wood forests planted	US\$ 371,113	3.46%
Output 3.3	5,000 technical staff and community leaders trained and equipped in agropastoral IGA, including plant multiplication	US\$ 357,789	9,000 technical staff and community leaders trained and equipped in agropastoral IGA, including plant multiplication	US\$ 623,789	(3.03% from 3.6)
Output 3.4	4,000 technical staff and community leaders trained and equipped for poultry development	US\$ 215,862	4,000 technical staff and community leaders trained and equipped for poultry development	US\$ 363,278	(1.68% from 3.5 and 3.6)
Output 3.5	1,600 technical staff and community leaders trained and equipped for iculture	US\$ 228,143	1,600 technical staff and community leaders trained and equipped for apiculture	US\$ 162,727	0.75%
Output 3.6	Approx. 20 community cereal banks established.	US\$ 348,000	N/A		3.97%
Total project budget: US\$ 8,775,005 (AF + Government contribution)			Total cumulative change:		11,00%

Revision of target indicators for activities, outputs or outcomes

IEs shall inform the secretariat and the DAs of any changes in project activities or associated indicators or targets (including introductions, modifications and deletions) [decision B.29/32].

Project outputs (introductions, modifications and deletions)	Project outcomes (introductions, modifications and deletions)	Project output or outcome indicators and/or associated targets (introductions, modifications and deletions)
Throughout project implementation	Throughout project implementation	up to the submission of the first Project Performance Report
Send request to the secretariat	Send request to the secretariat	Send request to the secretariat
DA letter of endorsement	DA letter of endorsement	DA letter of endorsement
Subject to 2 weeks non objection approval by the AF Board	The full technical review of the revised fully-developed project is subject to 2 weeks non objection approval by the AF Board	The full technical review of the revised fully-developed project is subject to 2 weeks non objection approval by the AF Board

How to report to the secretariat

- ▶ **Project Performance Reports:** on an annual basis. It is recommended that the IE fills the related section Lessons Learned – Implementation and Adaptive management, nevertheless this cannot be considered as a substitute to the request.
- ▶ **Mid-term review or evaluation report,** usually provides the basis to think about any aspect of the project/program that can be improved. It offers recommendations, and cannot be considered as substitute to the request.
- ▶ As soon as any of the mentioned cases are identified and agreed at country level, the IE should inform the secretariat.



ADAPTATION FUND

Thanks for listening!

