



Ministry of Finance & Economic Development
Government Centre, Port Louis, Republic of Mauritius

In your reply, please quote:

CF/50/100/40/38

22 October 2018

Endorsement Letter

**The Manager
Adaptation Fund Board
c/o Adaptation Fund Board Secretariat
Email: afbsec@adaptation-fund.org**

Dear Madam,

**Endorsement for support in NIE accreditation under the Call for South-South
Cooperation Grants 2018**

In my capacity as designated authority for the Adaptation Fund in Mauritius, I confirm that the Centre de Suivi Ecologique (CSE) 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 Centre de Suivi Ecologique (CSE) for funding from the Adaptation Fund.

Yours Sincerely,

**D.D. Manraj, G.O.S.K
Financial Secretary &
Designated Authority**



ADAPTATION FUND

Application for a Grant to support NIE accreditation

Submission Date: 24 October 2018

Adaptation Fund Grant ID:
Country/ies: Mauritius Islands
Implementing Entity: Centre de Suivi Ecologique

A. Timeframe of Activity

Expected start date of support	March 2019
Completion date of support	June 2020

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

The CSE has been repeatedly invited by various actors (Development Agencies, CSOs, Projects and Programmes, UN Agencies) to share its experience and to support other NIE candidates in assessing their readiness and/or to prepare and submit their application for the accreditation by the AF. To date, CSE has provided technical assistance to nine (9) countries in the framework of the AF Readiness Programme.

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	Knowledge sharing	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	Better understanding of procedures put in place by the CSE regarding grant management, procurements and implementation arrangements	Morocco / Agence de Développement Agricole (ADA)
2014	Sharing execution documents (project launching report, technical and financial reports) and technical advice	Better understanding of procedures put in place by the CSE regarding grant management, procurements and implementation arrangements	Rwanda / Ministry of Natural Resources (MINIRENA)
2014	Sharing of experience of achieving NIE accreditation	Experience sharing	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	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	Tanzania / National Environment Management Council (NEMC)
2015	Readiness technical assistance	Experience sharing on AF accreditation process	Chad / Fonds Spécial pour l'Environnement (FSE)
2015	Readiness technical assistance	Experience sharing on AF accreditation process	Niger / Banque Agricole du Niger (BAGRI)
2015	Readiness technical assistance	Experience sharing on AF accreditation process	Cape-Verde / Agence Nationale de l'Eau et de l'Assainissement (ANAS)
2015	Delivery partner	Supporting countries for the implementation of the Green Climate Fund Readiness programme	Senegal

2015	Delivery partner	Supporting countries for the implementation of the Green Climate Fund Readiness programme	Djibouti
2015	Delivery partner	Supporting countries for the implementation of the Green Climate Fund Readiness programme	Democratic Republic of Congo
2016	Readiness technical assistance	Experience sharing on AF accreditation process	Mali/ Agence de l'Environnement et du Développement Durable (AEDD)
2016	Readiness technical assistance	Experience sharing on AF accreditation process	Sierra Leone/ Ministry of Finance and Economic Development (MOFED)
2016	Readiness technical assistance	Experience sharing on AF accreditation process	Guinea / Centre d'Etude et de Recherche en Environnement (CERE)
2016	Delivery partner	Supporting countries for the implementation of the Green Climate Fund Readiness programme	Togo
2016	Delivery partner	Supporting countries for the implementation of the Green Climate Fund Readiness programme	Chad
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/OIF)
2016	Sharing of experience of achieving AF project	Experience sharing	National Environment Management Authority (NEMA) of Kenya (with financial support from WRI)
2017	Readiness technical assistance	Experience sharing on AF accreditation process	Togo / Office de Développement et d'Exploitation des Forêts (ODEF)

2017	Readiness technical assistance	Experience sharing on AF accreditation process	Burundi / Fonds de Promotion pour l'Habitat Urbain (FPHU)
2017	Delivery partner	Supporting countries for the implementation of the Green Climate Fund Readiness programme	Cote d'Ivoire
2018	Readiness technical assistance	Experience sharing on AF accreditation process	Cote d'Ivoire/Fonds Interprofessionnel pour la Recherche et le Conseil Agricoles (FIRCA)

C. Proposed activities to support NIE accreditation

The first step of the process will consist in a screening exercise to select the best NIE candidate at national level, using interviews, focus-group discussions and, to a lesser extent, document review. This activity will be conducted in close collaboration with the Designated Authority (DA). This screening exercise will be performed using the guidance and the evaluation sheet (Annex 2) based on criteria and guidance provided by the AF (Annex 1).

Once the appropriate candidate is identified, a five-man committee will be established within the selected organization. The members of this committee will be chosen based on their availability and capacity for collecting required supporting documentation. This committee will be tasked to work in close cooperation with the CSE in order to:

- perform an assessment of institutional capacity and readiness of the selected organization for the AF's accreditation application. This will be done through qualitative assessment, using document review, SWOT analysis, risk analysis or any other relevant tool or approach.
- collect required supporting documents within the selected organization, but also through key partners they are used to work with for project formulation and implementation. To facilitate this work, a guidance sheet on "accreditation standards" (Annex 3) will be prepared, using information available in the accreditation toolkit developed by the AF. In the same view, a summary of comments and recommendation made so far by the Accreditation Panel during applications reviews will be prepared. This should help focus efforts on the most relevant documents and keep in mind the most important aspects;
- review the adequacy of all required back-up documentation to ensure it meets the requirements of the AF Accreditation Panel. This will be done based on the supporting documents check-list provided by the AF (Annex 4);
- conduct follow-up discussions and advise in addressing identified gaps, if any, in the collected supporting documentation, and in completing all the remaining aspects of the assessment;
- proceed with the online submission of the NIE application.
- address comments made by the AF Secretariat and/or the Accreditation Panel following the online submission.

Proposed Activities	Support	Expected Output of the Activities	Country/Institution to be	Request ed budget	Tentative timeline (Completion date)
1. Screening exercise, including an information workshop on the AF and the main features of an operational NIE		<ul style="list-style-type: none"> - Screening report - Check-list of key questions addressed during assessment - Presentation and set of slides - Evaluation sheet - NIE nominated 	Mauritius Islands	3,000	30 April 2019
2. Training the NIE on accreditation process and set up a Task force and elaborate a road map for collecting supporting document		<ul style="list-style-type: none"> - Presentation and set of slides -Road map for collecting supporting document 	Mauritius Islands	3,000	30 April 2019
3. Collecting supporting documents - Collecting and analyzing relevant supporting documents for each performance criteria required in the application form - Review of questions raised by the Accreditation Panel during previous applications (to better understand what is expected) - Preparing and sharing a note on accreditation standards (to better understand what is expected), using the AF's guidance document on its accreditation standards		<ul style="list-style-type: none"> - List of supporting documents/information collected - Summary of questions addressed by the Adaptation Panel and the Board to applicants during accreditation process - Note on accreditation standards 	Mauritius Islands	6,600	30 September 2019

Proposed Activities	Support	Expected Output of the Activities	Country/Institution to be	Requested budget	Tentative timeline (Completion date)
4. Review of the adequacy of all required back-up documentation to ensure it meets the requirements of the AF Accreditation Panel, and filling gaps		- Supporting documents check-list including a brief description of AF requirements - Documentation of the main findings	Mauritius Islands	3,000	13 January 2020
- Checking the documents collected against AF requirements - Identifying potential gaps or weaknesses - Providing guidance on how to overcome issues identified - Supporting the task-force in organizing supporting documents					
5. Translation of supporting documents		Supporting documents in English	Mauritius Islands	2,000	28 February 2020
6. Submission of the application folder		- An application for accreditation as a National Implementing Entity - A one-page summary report	Mauritius Islands	8,400	16 March 2020
7. Communication			Mauritius Islands	1000	
8. Travel			Mauritius Islands	16,500	
9. Workshops and logistics		Documentation of main findings	Mauritius Islands	2,000	
10. Management Fees (Monitoring, review and		Monitoring and completion report	Mauritius Islands	4,500	
Total Grant Requested (USD)				50,000	

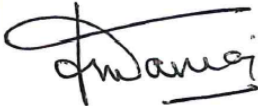
D. Implementing Entity

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	Telephone	Email Address
Dr Assize TOURE Centre de Suivi Ecologique (CSE)		22 OCT. 2018	Dethie Soumare Ndiaye	+221 338258066 +221 776583878	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, 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.

 D.D Manraj, G.O.S.K <i>Financial Secretary & Designated Authority for Mauritius Ministry of Finance and Economic Development</i>	Date: <u>23/10/18</u>
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	Nbr of staff	Staff unit cost (CFA)	Nb of days/travels	Total (CFA)	Total (USD)
Communication				750,000	1,500
Ticket Mauritius		1,750,000	3	5,250,000	10,500
DSA		150,000	20	3,000,000	6,000
Screening exercise (in-country)	2	150,000	5	1,500,000	3,000
Assessment of institutional capacity and readiness (in-country)	2	150,000	4	1,200,000	2,400
Set ting up a task force and developing a road map (in-country)	2	150,000	1	300,000	600
Monitoring remotely the collection/preparation of supporting documents	2	150,000	5	1,500,000	3,000
Analyzing in-country supporting documents collected	2	150,000	6	1,800,000	3,600
Translation of supporting documents (lump sum)				1,000,000	2,000
Review of the adequacy of all required back-up documentation	2	150,000	5	1,500,000	3,000
Preparation of the application folder	2	150,000	5	1,500,000	3,000
Submission of the application folder (in-country)	2	150,000	4	1,200,000	2,400
Backstopping (adressing AP comments and CR)	2	150,000	5	1,500,000	3,000
Workshops and logistics		1,000,000	1	1,000,000	2,000
Management Fees		lumpsum		2,250,000	4,000
TOTAL				23,000,000	50,000