

**Request for Project Formulation Assistance to undertake special technical assessments**

Submission Date:

Adaptation Fund Grant ID:

Country:

Title of Project/Programme:

Implementing Entity:

Executing Entity/ies:

**A. Timeframe of Activity**

|  |  |
| --- | --- |
| Expected start date of activity |  |
| Completion date of activity |  |

**B. Type of support requested**

Describe the technical assessment(s) the implementing entity will undertake to support the design and development of adaptation projects and programmes

|  |  |  |  |
| --- | --- | --- | --- |
| Type of Technical Assessment requested**\***. | Duration (months) | Type/name of provider for the requested support[[1]](#footnote-1) | Requested budget (USD) |
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| **Total Grant Requested (USD)** |  |

**\**Footnote: Technical assistance could include EIA, VA, technical studies, gender assessment etc*.**

**C. 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 Person | Telephone | Email Address |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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1. **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 must be attached as an annex to the request.

|  |  |
| --- | --- |
| *(Enter Name, Position, Ministry)* | Date*: (Month, day, year)* |

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. [↑](#footnote-ref-1)