



ADAPTATION FUND

AFB/PPRC.25/36
30 September 2019

Adaptation Fund Board
Project and Programme Review Committee
Twenty-fourth Meeting
Bonn, Germany, 7-9 October 2019

Agenda Item 7 b)

PROPOSAL FOR MULTILATERAL IMPLEMENTING ENTITY AGGREGATOR (2)

Introduction

1. At its thirtieth meeting, the Adaptation Fund Board discussed the draft medium-term strategy, and members of the Board proposed amendments to the document. The secretariat then presented a revised draft, in document AFB/B.30/5/Rev.1. Having considered that document, the Board decided:

- (a) *To adopt the medium-term strategy as amended by the Board, as contained in the Annex 1 of the document AFB/B.30/5/Rev.1 (the MTS); and*
- (b) *To request the secretariat:*
 - (i) *To broadly disseminate the MTS and work with key stakeholders to build understanding and support;*
 - (ii) *To prepare, under the supervision of the MTS task force, a draft implementation plan for operationalizing the MTS, containing a draft budget and addressing key assumptions and risks, including but not limited to funding and political risks, for consideration by the Board at its thirty-first meeting; and*
 - (iii) *To draft, as part of the implementation plan, the updates/modifications to the operational policies and guidelines of the Adaptation Fund needed to facilitate implementation of the MTS, for consideration by the Board at its thirty-first meeting.*

(Decision B.30/42)

2. Pursuant to decision B.30/42, subparagraph b (ii), the secretariat prepared a draft implementation plan for the MTS, including an assessment of assumptions and risks. The secretariat shared a version of the draft with the MTS task force for comments.

3. The draft implementation plan also contains suggestions for specific funding windows that might be opened under the MTS in complement of the Fund's existing funding windows for single-country and regional adaptation projects and readiness support projects. Following the approval of the implementation plan, the secretariat would present specific proposed details for each new funding window at subsequent meetings of the Board for its consideration, in accordance with the timeline contained in the implementation plan.

4. At its thirty-first meeting, the Adaptation Fund Board discussed document the draft implementation plan for the MTS, and members of the Board proposed amendments to the document. The secretariat then presented a revised draft, in document AFB/B.31/5/Rev.1. Having considered that document, the Board decided:

- (a) *To approve the implementation plan for the medium-term strategy for the Fund for 2018–2022 contained in the Annex I to document AFB/B.31/5/Rev.1 (the plan);*

(b) *To request the secretariat:*

- (i) *To facilitate the implementation of the plan during the period 2018–2022;*
- (ii) *To include the administrative budget for implementing the plan in the secretariat's annual administrative budget during the strategy period, for consideration by the Fund's Ethics and Finance Committee;*
- (iii) *To prepare, for each proposed new type of grant and funding window, a specific document containing objectives, review criteria, expected grant sizes, implementation modalities, review process and other relevant features and submit it to the Board for its consideration in accordance with the tentative timeline contained in Annex I to document AFB/B.31/5/Rev.1, with input from the Board's committees;*
- (iv) *Following consideration of the new types of support mentioned in subparagraph (b)(iii), to propose, as necessary, amendments to the Fund's operational policies and guidelines Fund to better facilitate the implementation of such new types of support; and*
- (v) *To monitor the progress of implementation of the MTS and report on it annually as part of the annual performance reports of the Fund, and if necessary, propose possible adjustments to the plan during its implementation in conjunction with consideration of the annual work plan; and*

(c) *To request the Technical Evaluation Reference Group of the Adaptation Fund (AFTERG) to undertake a mid-term review of the medium-term strategy and the plan and report to the Board at its thirty-sixth meeting.*

(Decision B.31/32)

5. In line with the decision (b)(iii) above, the secretariat, at the thirty-second meeting of the Board, presented document AFB/PPRC.23/5/Rev.1, Programme on Innovation: Selection of the Multilateral Implementing Entity to administer small grants projects, and the Board decided:

- (a) *To select and invite both the United Nations Development Programme and United Nations Environment Programme to serve as the multilateral implementing entity (MIE) aggregator(s) for small grants for innovation;*
- (b) *To request the secretariat to prepare a joint announcement of the initiative in conjunction with the twenty-fourth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change;*

(c) To request the secretariat to develop guidance to the MIE aggregators for preparing proposals for small grant programmes for innovation;

(d) To establish a task force that would advise the secretariat on the development of the guidance¹; and

(e) To invite the two MIE aggregators to prepare respective proposals for the consideration of the Board.

(Decision B.32/5)

6. According to the Board Decision B.12/10, a project or programme proposal needs to be received by the secretariat no less than nine weeks before a Board meeting, in order to be considered by the Board in that meeting.

7. The following fully-developed programme document titled “Adaptation Fund-UNDP Innovation Small Grant Aggregator Platform (ISGAP)” was submitted by the United Nations Development Programme (UNDP), which is a Multilateral Implementing Entity of the Adaptation Fund.

8. This is the first submission of the fully-developed project proposal using the one-step submission process.

9. The current submission was received by the secretariat in time to be considered in the thirty-fourth Board meeting. The secretariat carried out a technical review of the project proposal, with the diary number GLO/MIE/Multi/2019/2/Innovation, and completed a review sheet.

10. In accordance with a request to the secretariat made by the Board in its 10th meeting, the secretariat shared this review sheet with UNDP, and offered it the opportunity of providing responses before the review sheet was sent to the PPRC.

11. The secretariat is submitting to the PPRC, pursuant to decision B.17/15, the final technical review of the project, both prepared by the secretariat, along with the final submission of the proposal in the following section. In accordance with decision B.25.15, the proposal is submitted with changes between the initial submission and the revised version highlighted.

¹ Although the AFB secretariat made an effort to constitute a Task Force, ultimately this was not feasible during the intersessional period between the thirty-second and thirty-third meetings of the Board.



ADAPTATION FUND

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT/PROGRAMME PROPOSAL

PROJECT/PROGRAMME CATEGORY: Special Programme Full Proposal

Countries/Region:	Multiregional	
Project Title:	Adaptation Fund-UNDP Innovation Small Grant Aggregator Platform (ISGAP)	
Thematic Focal Area:	Multi-sectoral	
Implementing Entity:	United Nations Development Programme (UNDP)	
Executing Entities:		
AF Project ID:	GLO/MIE/Multi/2019/2/Innovation	
IE Project ID:		Requested Financing from Adaptation Fund (US Dollars): 5,000,000
Reviewer and contact person:	Saliha Dobardzic	Co-reviewer(s): Martina Dorigo, Alyssa Gomes
IE Contact Person:		

Technical Summary

Adaptation Fund-UNDP Innovation Small Grant Aggregator Platform (ISGAP) aims to support the development and diffusion of innovative adaptation practices, tools, and technologies with two expected results:

- *New innovations promoted and accelerated:* Development of innovative adaptation practices, tools and technologies encouraged and accelerated and
- *Evidence base generated:* Evidence of effective and efficient adaptation practices, products and technologies generated as a basis for implementing entities and other funds to enable scaling up.

The expected overarching development outcome is innovation for effective, long-term adaptation to climate change accelerated promoted and enabled with particular emphasis on vulnerable groups and gender equity.

ISGAP is designed to meet these objective, results, and outcome through an effective and efficient backbone management architecture and network of global best practitioners to (i) competitively source and screen innovative adaptation project ideas; (ii) grant funding and administering to bring selected project ideas to fruition; (iii) provision of customized technical and business development capacity building, incubation, and

	<p>acceleration support; and (iv) knowledge management and sharing and result-based monitoring and evaluation.</p> <p>The programme proposes the following components:</p> <ol style="list-style-type: none"> 1. Provision of Innovation Small Grants 2. Provision of Technical and Business Development Capacity Building, Incubation, and Acceleration Support 3. Knowledge Management and sharing and Result-Based Monitoring and Evaluation <p>The programme proposal is substantive and appears to be promising and likely to achieve its stated objectives. It intends to make the opportunity to apply for the small grants widely available, and appears strong in ensuring that such grants will be also judged on sustainability, risk management, exit strategy, and other important considerations. It also sets a clear, realistic target for the rate of successful innovations.</p> <p>The initial proposal review has found that the proposal should be elaborated to clarify, in particular, certain issues concerning country-drivenness, duplication (and specifically the issue of visibility of AF as the funder), clarify the criteria mentioned in the various sections, outline a grievance mechanism, and reconsider and/or clarify the issues raised concerning the Execution Cost and the use of DPS. To this end, a number of clarification requests (CRs) and corrective action requests (CARs) have been noted in the review.</p> <p>The final technical review finds that the issues raised during the initial proposal have been adequately resolved. The budget has been revised to conform in line with the AF policies (namely when the IE is also performing the executing functions). The proposal is recommended to be approved conditionally, requiring the proposal to include a section on AF visibility, in accordance with the comment provided by the UNDP as a response to the initial technical review (CR 4).</p>
Date:	September 16, 2019

Review Criteria	Questions	Comments	Comments of September 16, 2019
Country Eligibility	1. Does the proposal include a mechanism that will ensure that the participating countries are party to the Paris	Yes.	

Review Criteria	Questions	Comments	Comments of September 16, 2019
	Agreement and Kyoto Protocol?		
	2. Does the proposal describe how the MIE aggregator will involve the participation of developing countries particularly vulnerable to the adverse effects of climate change?	Yes.	
Project Eligibility	1. Does the proposal describe how the MIE aggregator plans to secure governments' endorsements of the initiative?	Not clear. CAR1: The proposal should outline a clear process that would be used to ensure the Adaptation Fund's Designated Authorities involvement in ensuring country-drivenness, including evidence of official endorsement.	CAR1: Addressed (p. 16)
	2. Does the length of the proposal amount to no more than hundred pages for the fully-developed project document, and one hundred pages for its annexes?	Yes.	
	3. Does the proposal describe how it will source innovation small grant proposals, and screen them for the potential to support concrete adaptation actions to assist the participating countries in addressing the adverse effects of climate change and build in climate resilience?	Not clear. CR1: Please clarify, restate, or consolidate the criteria that will be used.	CR1: Addressed.

Review Criteria	Questions	Comments	Comments of September 16, 2019
	4. Does the proposal describe how it will screen innovation small grant proposals for their potential to provide economic, social and environmental benefits, particularly to vulnerable communities, including gender considerations, while avoiding or mitigating negative impacts, in compliance with the Environmental and Social Policy of the Fund?	Yes.	
	5. Is the programme cost-effective and does the multi-regional approach support cost-effectiveness?	Yes.	
	6. Does the proposal describe how it will screen innovation small grant proposals for consistency with national or sub-national sustainable development strategies, national or sub-national development plans, poverty reduction strategies, national communications and adaptation programs of action and other relevant instruments?	Yes.	
	7. Does the proposal describe how it will screen innovation	Yes.	

Review Criteria	Questions	Comments	Comments of September 16, 2019
	small grant proposals for meeting the relevant national technical standards, where applicable, in compliance with the Environmental and Social Policy of the Fund?		
	8. Is there duplication of programme with other funding sources?	<p>Not clear.</p> <p>There does not seem to be duplication with other initiatives, and several references point to the coordination with UN Environment, for example, on ensuring that countries will have the access to and choice of MIE aggregators.</p> <p>CR2: Please outline how the UNDP will ensure there will be no duplication among small grants, given that there are two aggregators available to the countries, and please provide more information on the coordination and/or cooperation mechanisms with UN Environment/CTCN.</p> <p>Please explain the following on page 5, under the “adaptation criteria”: “Global knowledge Centre for Climate Adaptation Innovation. UNDP, UNE will be working together with our partners (Global Resilience Partnership, Climate-KIC) to manage and maintain the knowledge generated from the</p>	<p>CR2: Addressed.</p> <p>CR3: Addressed, p. 6.</p> <p>CR4: Not reflected in the proposal. The response provided by the IE states “Funding by AF will be prominently acknowledged and displayed in all ISGAP communication and output such as logo, letter head, presentation template, backdrop for workshops and meetings, newsletter, blogs, web site, email template, publication, etc. Furthermore, AF support will also be highlighted in the grant agreement with all grantees. Grantees are required to include acknowledgement and display of AF logo in all of their communication, as well.” This should be included in the</p>

Review Criteria	Questions	Comments	Comments of September 16, 2019
		<p>ISGAP. Lessons learned will be codified, documented, and disseminated leading to improve global practice on resilience building and climate adaptation”, as it is currently unclear what criteria this is, what is the Global Knowledge Centre, etc.</p> <p>CR3: Please clarify the statement above from p. 5 of the proposal.</p> <p>Related to this point as well as on the issues of sustainability and knowledge management, the proposal could be improved.</p> <p>CR4: The proposal should explain in detail how the initiative will ensure how it will be made public and clear that the ISGAP and all the outputs that the Adaptation Fund is the source of financing for this initiative. Please provide more information on the aspect of visibility of the Adaptation Fund, as this has implications on the question of duplication (or perception thereof) as well as sustainability, knowledge management, and possibly others.</p>	proposal prior to the signature of the project agreement.
	9. Does the programme have a learning and knowledge management system to capture and disseminate evidence, particularly of effective, efficient	Yes. Furthermore, ISGAP’s knowledge management and information sharing design will include joint activities and participation from NIEs that have received the Innovation Small Grants	

Review Criteria	Questions	Comments	Comments of September 16, 2019
	adaptation practices, products or technologies generated, as a basis for potential scaling up?	(under the Innovation SG for NIEs window) so as to ensure a degree of consistency and parity between NIE and non-NIE recipients of the small grants.	
	10. What consultative process will take place, and how will it involve all key stakeholders, and vulnerable groups, including gender considerations?	Yes.	
	11. Is the programme aligned with AF's results framework?	Yes.	
	12. Has the sustainability of the project/programme outcomes been taken into account when designing the programme, including in the screening of the innovation small grants projects?	Yes.	
	13. Does the programme provide an overview of environmental and social impacts / risks identified?	Yes.	
	14. Encouraging and accelerating innovation: Does the programme encourage or accelerate development of innovative adaptation practices, tools and technologies?	Yes.	

Review Criteria	Questions	Comments	Comments of September 16, 2019
	15. Generating evidence base: Does the programme help generate evidence base of effective, efficient adaptation practices, products or technologies generated, as a basis for potential scaling up?	Yes.	
Resource Availability	1. Is the requested programme funding within the funding window for the MIE aggregator innovation initiative?	Yes.	
	2. Are the administrative costs (Implementing Entity Management Fee and Programme Execution Costs) at or below 20 per cent of the total programme budget?	<p>Not clear.</p> <p>It seems that UNDP proposes to provide Direct Project Services, many of which would be financeable under the Execution Cost, referred to as Project Management Cost (p. 14).</p> <p>However, please note the clarifications provided by document AFB/PPRC.24/4, which states, under "Execution Cost" heading: "As per Document AFB/B.25/6/Rev.2, regional project proposals are allowed a higher and more flexible maximum level for administration costs, to help ensure regional cooperation, and, as such, the maximum level for the implementing entity management fee (for regular projects capped at 8.5 per cent of the total project cost) and execution costs (for regular projects capped at 9.5 per</p>	

Review Criteria	Questions	Comments	Comments of September 16, 2019
		<p>cent of the total project cost) together is maximum 20 percent of the total project cost. These principles apply also to the MIE aggregator proposals. However, as the grantees receiving the small grants will be considered as executing partners, all execution costs should be budgeted from within the administration cost's 20 percent.</p> <p>As with regional projects and programmes, proposals for MIE aggregator programmes need to provide budgets for these two categories."</p> <p>CAR2: Please make the necessary revisions and provide budgets for the two categories.</p> <p>The following statements are not entirely clear: "UNDP recognizes that these services are not mandatory and will only be provided in full compliance with the UNDP recovery of direct costs policies. The DPS will be charged annually using the UNDP Universal Price List. For DPC breakdown, please refer to Total Budget and Workplan." (from p. 15)</p> <p>CR5: Please clarify concerning the Project Management section in the Budget Table (p. 30)</p>	<p>CAR2: Addressed, with adequate clarifications that the UNDP will undertake the execution functions. Furthermore, the project budget has been revised, reflecting the cap of 11.5% of the total project costs, when the IE and EE are the same.</p> <p>CR5: Addressed.</p>

Review Criteria	Questions	Comments	Comments of September 16, 2019
		<p>For UNDP to provide Direct Project Services, there would have to be justifications as to why the DPS modality is necessary, as well an assurance that the client country is in agreement with the use of the DPS modality.</p> <p>CR6: Please provide the reasoning behind the use of the DPS modality and describe the way or process that would result in country's endorsement of the DPS modality would occur (or not, should the country so decide).</p>	CR6: Addressed.
Eligibility of IE	3. Is the project/programme submitted through an eligible Multilateral Implementing Entity that has been accredited by the Board?	Yes.	
Implementation Arrangements	1. Is there adequate arrangement for programme management at the regional and national level, including coordination arrangements within countries and among them? Has the potential to partner with national institutions, and when possible, national implementing entities (NIEs), been considered, and included in the management arrangements?	Yes.	

Review Criteria	Questions	Comments	Comments of September 16, 2019
	2. Are there measures for financial and project/programme risk management?	Yes.	
	3. Are there measures in place for the management of for environmental and social risks, in line with the Environmental and Social Policy of the Fund? Proponents are encouraged to refer to the Guidance document for Implementing Entities on compliance with the Adaptation Fund Environmental and Social Policy, for details.	<p>Not clear. The measures for the management for environmental and social risks are in place. However, a grievance mechanism should be outlined, in line with the Policy.</p> <p>CAR3: Please outline a grievance mechanism, or, for example, the process that will be used for establishing and formalizing it, including the key parameters.</p> <p>(Please note that on p. 5, in the Table that provides a summary of potential financial and programme risks and corresponding risk management strategy, concerning the environmental, social and governance risks, it is very good to provide mitigation measures, however, they should be commensurate with the scale (and type) of project, and should not create an undue or excessive burden that could be counterproductive to encouraging innovation.)</p>	CAR3: Addressed, p. 12.
	4. Is a budget on the Implementing Entity	Yes.	

Review Criteria	Questions	Comments	Comments of September 16, 2019
	Management Fee use included?		
	5. Is an explanation and a breakdown of the execution costs included?	Not clear. The explanation and a breakdown have been provided, but please see the comment above.	Addressed.
	6. Is a detailed budget including budget notes included?	Yes. Please see previous comment.	Addressed.
	7. Are arrangements for monitoring and evaluation clearly defined, including budgeted M&E plans and sex-disaggregated data, targets and indicators?	Yes.	
	8. Does the M&E Framework include a break-down of how implementing entity IE fees will be utilized in the supervision of the M&E function?	Yes.	
	9. Does the programme's results framework align with the AF's results framework? Does it include at least one core outcome indicator from the Fund's results framework?	Yes.	
	10. Is a disbursement schedule with time-bound milestones included?	Yes.	



ADAPTATION FUND

MIE AGGREGATOR PROGRAMME PROPOSAL

PART I: PROGRAMME INFORMATION

Title of Programme:	Adaptation Fund-UNDP Innovation Small Grant Aggregator Platform (ISGAP)
Type of Implementing Entity:	Multilateral Implementing Entity
Implementing Entity:	United Nations Development Programme
Amount of Financing Requested:	US\$ 5,000,000.00

Programme Background and Context:

Provide brief information on the problem the proposed programme is aiming to solve.

The Multiple Regional Programme proposal is addressing two of the main challenges facing climate change adaptation:

- Limited innovative solutions to increase adaptive capacity of vulnerable communities Article 10, paragraph 5 of the Paris Agreement² emphasizes the critical role of innovation in addressing challenges presented by climate change as follows: “*Accelerating, encouraging and enabling innovation is critical for an effective, long-term global response to climate change and promoting economic growth and sustainable development.*”
- Lack of private sector participation/investment in adaptation The 2017 Joint Report on Multilateral Development Banks’ Climate Finance³ clearly shows that adaptation finance by private sector accounts for only 3.33% of the total adaptation finance comparing with 36.3% of mitigation finance by private sector. Furthermore, the total adaptation finance account for only 19.5% of total climate finance from MDB and Co-finance sources.

Programme Objectives:

List the main objectives of the programme.

The AF-UNDP Innovation Small Grant Aggregator Platform (ISGAP) aims to support the development and diffusion of innovative adaptation practices, tools, and technologies with two expected results:

- *New innovations promoted and accelerated:* Development of innovative adaptation practices, tools and technologies encouraged and accelerated and
- *Evidence base generated:* Evidence of effective and efficient adaptation practices, products and technologies generated as a basis for implementing entities and other funds to enable scaling up.

² UNFCCC, 2015, Paris Agreement https://unfccc.int/sites/default/files/english_paris_agreement.pdf

³ 2017 Joint Report on Multilateral Development Banks’ Climate Finance
<https://publications.iadb.org/en/publication/13065/2017-joint-report-multilateral-development-banks-climate-finance>

The expected overarching development outcome is innovation for effective, long-term adaptation to climate change accelerated promoted and enabled with particular emphasis on vulnerable groups and gender equity.

ISGAP is designed to meet these objective, results, and outcome through an effective and efficient backbone management architecture and network of global best practitioners to (i) competitively source and screen innovative adaptation project ideas; (ii) grant funding and administering to bring selected project ideas to fruition; (iii) provision of customized technical and business development capacity building, incubation, and acceleration support; and (iv) knowledge management and sharing and result-based monitoring and evaluation.

In parallel, AF is providing direct access to similar innovation small grants through National Implementing Entities (NIEs). Therefore, ISGAP's knowledge management and information sharing design will include joint activities and participation from NIEs that have received the Innovation Small Grants so as to ensure a degree of consistency and parity between NIE and non-NIE recipients of the small grants.

Programme Components and Financing:

Fill in the table presenting the relationships among programme components, outcomes, outputs, and the corresponding budgets.

For the case of a programme, individual components are likely to refer to specific sub-sets of stakeholders, regions and/or sectors that can be addressed through a set of interventions/projects.

Programme Components	Expected Outcomes	Expected Outputs	Countries	Indicative Amount (US\$)
1. Provision of Innovation Small Grants	Development of innovative adaptation practices, tools and technologies promoted and accelerated. Evidence of effective, efficient adaptation practices, products and technologies generated as a basis for implementing entities and other funds to enable scaling up.	Innovative adaptation practices, tools and technologies promoted through at least 10 small innovation grant projects Quantity and quality of key findings on effective and efficient adaptation practices, products and technologies generated through at least 10 small innovation grant projects	Multi-regional Programme	3,000,000
2. Provision of Technical and Business Development Capacity Building, Incubation, and Acceleration Support	Timely and efficient completion of business milestones demonstrated through additional investment and/or support chaptalized for scaling	Customized technical training, business development and management mentoring, partnering prepared and organized.	Multi-regional Programme	927,600
3. Knowledge Management and sharing and Result-Based Monitoring and Evaluation	Lessons learned codified, documented, and disseminated leading to adoption or replication of project introduced innovations	Annual knowledge sharing and peer learning conference arranged Annual report prepared and disseminated.	Multi-regional Programme	542,445
4. Programme Execution cost				138,250
5. Total Programme Cost				4,608,295
6. Programme Cycle Management Fee charged by the Implementing Entity (if applicable)				391,705
Amount of Financing Requested				5,000,000

Projected Calendar:

Indicate the dates of the following milestones for the proposed programme

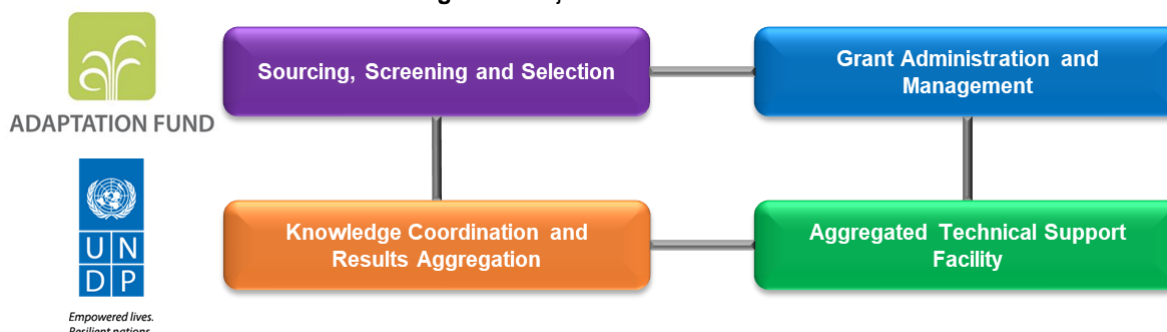
Milestones	Tentative Expected Dates
Start of Programme Implementation	December 2019
Mid-term Review (if planned)	January 2022
Programme Closing	December 2023
Terminal Evaluation	March 2024

PART II: PROGRAMME JUSTIFICATION

- A. Describe the programme components, particularly focusing on the concrete adaptation activities, how these activities would contribute to climate resilience. Please show how the combination of individual projects would contribute to the overall increase in resilience.

In order to achieve the programme's objective of supporting the development and diffusion of innovative adaptation practices, tools, and technologies, ISGAP will be established and managed by UNDP with four main functions: (1) Sourcing, screening, and selection; (2) Grant Administration and Management; (3) Aggregated technical advisory and business development support; and (4) Knowledge coordination and result aggregation.

Figure 1: Major Functions of ISGAP



ISGAP programme is comprised of four major components:

- Provision of Innovation Small Grants (USD 3,000,000)** The small grant size will be grouped into three categories: (i) USD 75,000 or less; (ii) between USD 75,000 to USD 175,000; and (iii) between USD 175,000 to USD 250,000. Two global calls for proposal will be issued in 2020 and 2021. Each grantee will have up to 24 months to complete the project. Small grants proposals will be reviewed and screened according to the screening criteria that will comply with AF's Guidelines for MIE Aggregators.
- Provision of Technical and Business Development Capacity Building, Incubation, and Acceleration Support (USD 927,600)** ISGAP will leverage both in-house expertise as well as external expertise (on competitive basis) to efficiently deliver Technical and Business Development Capacity Building, Incubation, and Acceleration Support.
- Knowledge Management and sharing and Result-Based Monitoring and Evaluation (USD 542,445)** ISGAP will coordinate with AF's direct access grantees to share knowledge and lessons learned to further enhance the effectiveness and sustainability of the programme.
- Programme Execution and Management (USD 138,250)** This will include grant administration and management as well as results aggregation and reporting.

The small innovation grant proposals will address the following screening criteria:

- Climate change adaptation;
- Innovation criteria;
- Financial and economic viability; and
- Environment and social benefits and impacts including gender equality.

On adaptation criteria, the proposals will define concrete adaptation activities that lead to stronger climate resilience and achievement of “Outcome 8: Support the development and diffusion of innovative adaptation practices, tools and technologies” and multiple AF’s core outcome indicators⁴.

The **adaptation criteria** include:

Addressing climate change induced risks The proposal should be clearly linked to a sector identified at the national level (i.e. through NDCs, NAPA or National Communications) that is particularly vulnerable to climate change including variability and any emerging themes, identified by the government, e.g., urban adaptation, food security, nature-based solutions (ecosystems approaches, land-based issues), water resources management, disaster risk reduction.

Addressing the adaptive capacity or resilience of a community to climate change including vulnerable and marginalized peoples ISGAP will support projects, that increase the adaptive capacity of a community and/or increase their resilience (including, for example, by increasing the resilience of the natural systems on which they depend) to climate change, including climate variability, as well as in the formation of resilient social networks. All proposed projects will be required to address gender and vulnerability aspects of the target beneficiaries such as how to enhance adaptive capacity of women and girls, indigenous peoples, youth, and peoples with disabilities who are particularly vulnerable to climate risks.

Assessment of community vulnerabilities Proposed projects will be based on the application of the innovation assessment methodologies and will describe the characteristics of community vulnerability and options considered to accelerate tried-and-tested and innovative solutions to climate change risks.

Scale-up and replicate successful adaptation innovation results With UNDP’s global network and partners, successful adaptation innovation technologies, practices and business models from ISGAP will be scaled up or replicated through either public or private channels. Public channels include UNDP’s adaptation projects supported by AF, GEF and GCF. Private channels include UNDP’s partners network and potential private sector investors.

Knowledge sharing for Climate Adaptation Innovation Proposed project will describe how lessons learned and knowledge created will be documented and shared with wider audience. ISGAP may work with development partners such as Global Resilience Partnership and Climate-KIC to provide support to manage and maintain the knowledge generated from projects funded by ISGAP. Lessons learned will be codified, documented, integrated and synthesized, and disseminated leading to improve global practice on resilience building and climate adaptation. ISGAP will coordinate with UNE as well as direct access grantees to

⁴ Outcome 1: Reduced exposure at national level to climate-related hazards and threats

Outcome 2: Strengthened institutional capacity to reduce risks associated with climate-induced socioeconomic and environmental losses

Outcome 3: Strengthened awareness and ownership of adaptation and climate risk reduction processes at local level

Outcome 4: Increased adaptive capacity within relevant development and natural resource sectors

Outcome 5: Increased ecosystem resilience in response to climate change and variability-induced stress

Outcome 6: Diversified and strengthened livelihoods and sources of income for vulnerable people in targeted areas

Outcome 7: Improved policies and regulations that promote and enforce resilience measures

Outcome 8: Support the development and diffusion of innovative adaptation practices, tools and technologies

ensure that lessons learned and knowledge are cross-shared among all AF's grantees and broader audience.

Lessons learned and knowledge created through ISGAP will be part of UNDP's permanent corporate climate adaptation and innovation knowledge database and information system. UNDP will utilize share this knowledge with relevant client organizations beyond ISGAP project.

Below is a draft scorecard that could be used for grantee evaluation/selection:

Adaptation criteria:

- *Addressing climate change induced risks for the (country or region)*
- *Alignment between climate change induced risks and business solution*
- *Addressing the adaptive capacity or resilience of a community to climate change*
- *Assessment of community vulnerabilities*

Innovation criteria:

- *Degree of innovation*
- *Potential Scale-up*
- *Whether replicate successful adaptation innovation result can be achieved*
- *Financial sustainability*

ESG criteria:

- *Whether innovations have gender mainstreaming*
- *Social inclusion score*
- *End-beneficiaries (end-user) vulnerability (degree of poverty)*
- *Safeguard risks*

B. Describe how the programme would promote new and innovative solutions to climate change adaptation, such as new approaches, technologies and mechanisms.

All small innovation grant proposals will also be subject to **adaptation innovation criteria** including:

Different or Better The proposed idea must be an improvement over existing solution or new solution that is different than the existing adaptation solutions. It must have an added value over and above what the target beneficiary is currently using/practicing to address the adaptation problem that they are facing. These innovative solutions could be not only new technologies and approaches, but also building on and/or reviving traditional knowledge of indigenous peoples and local communities. The proposal should also show potential for systemic and sustained improvement of such practices or approaches.

Delivers Value/Solves an Adaptation Problem The proposed idea must address a specific and sizable adaptation problem that is incurring a cost (either in cash or in kind) to the target beneficiaries. For example, a revival of indigenous technology could be proposed to increase

access to water during dry-spell resulting in reduction of multiple planting costs. It must deliver value and or impact that can be quantified. Although, it is not required that the target beneficiaries have to pay (in-kind or in-cash) for such solution, it is crucial that project proponent articulate how the project would be operationally sustainable.

Cross-scale policy and acceleration potential. It is critical that replication and scale up potential are embedded in a project design from the beginning to increase the likelihood of project replicability and scalability. Therefore, all proposed projects will identify and engage tested solutions for potential replication, up-scaling, or integrating of the innovations to be supported, and describe a process to support such processes (e.g. holding knowledge fairs to promote replication, engagement of social impact investors etc.).

Doable/Practical. The proposed idea may be a remarkable idea but if it is beyond the capability of current technologies and not on the cutting-edge of technology development path, it will be difficult and costly to develop the product and / or service and will be difficult to convince the target market that they need it. Most markets value proven technologies that provide potential solutions that are also testable. Capacity, commitment, and track record of the proposal developers are also crucial in determining whether the idea can be realized and further developed into a successful venture.

- C. Describe how the programme would provide economic, social and environmental benefits, with particular reference to the most vulnerable communities, and vulnerable groups within communities, including gender considerations. Describe how the programme would avoid or mitigate negative impacts, in compliance with the Environmental and Social Policy of the Adaptation Fund.

ISGAP's screening criteria will address **economic and financial viability criteria** by describing value proposition and an economic / financial benefit and cost analysis to clearly and quantitatively (as much as possible) both direct and indirect costs and economic and financial, social and environmental benefits, with specific reference to the most vulnerable communities, and vulnerable groups within communities, including gender considerations. Additionally, the proposal will have to compare the benefit/cost of its innovation against the existing baseline and/or current practices to demonstrate its innovative aspects as well it cost effectiveness of the proposed innovation.

Potential **environment and social impacts and their management will also be part of the screening criteria** in alignment with Adaptation Fund and UNDP Environmental and Social Policy. The project proponent will provide brief environmental and social impact assessment and the corresponding management and monitoring and evaluation plan as required according to the AF and UNDP relevant policies.

The small grant proposal will describe how the project would adhere to the AF's Gender policy including gender mainstreaming and women's empowerment. The proposal should ensure that women and men are provided with an equal opportunity to build resilience, address their differentiated vulnerabilities and increase their capability to adapt to climate change impacts. The proposal should illustrate how gender equality is imbedded in the project design, consultation, implementation, monitoring, reporting, and evaluation.

- D. Describe or provide an analysis of the cost-effectiveness of the proposed programme and explain how the multi-regional approach would support cost-effectiveness.

To identify and realize the best innovation ideas for adaptation without a priori knowledge of where the best ideas would come from, this programme will not put a limit on a geographical region, but will allow for global (i.e., multi-regional) competition. The selection criteria for the most suitable proposals will take into account the adaptation and innovation, sustainability, and performance based criteria as well as environmental and social policies of both AF and UNDP. Additional attention will be given to proposals that provide tangible economic, social and environmental benefits to the vulnerable groups and gender equality.

Since, UNDP has a long experience in managing multi-regional funding through the GEF SGP and many sustainable development innovation facilities, existing organization structures and expertise are already in place and ready to be deployed, which are much more cost effective than establishing from scratch a new entity and organization structure with new recruits. Furthermore, UNDP will also leverage additional support from development partners who are interested in pulling resources to achieve the same objective of supporting the development and diffusion of innovative adaptation practices, tools, and technologies. As of the submission of this proposal, Global Resilience Partnership (GRP), Climate-KIC, a few private sector companies have indicated their strong interest in collaborating with ISGAP.

- E.** Describe how the programme is consistent with national or sub-national sustainable development strategies, including, where appropriate, national or sub-national development plans, poverty reduction and climate change strategies, national communications, or national adaptation programs of action, or other relevant instruments, where they exist. If applicable, please refer to relevant regional plans and strategies where they exist.

Alignment with Sustainable Development Goals (SDGs), Paris Agreement and National Determined Contribution (NDC), national and sub-national sustainable development strategies/plans and/or poverty reduction strategies, national communications, or national adaptation programs of action, or other relevant instruments will form part of the selection criteria. The proposal template will required project proponents to describe how their ideas are aligned with the global, national and sub-national sustainable development strategies/plans and/or other relevant instruments. For example, the proposal might describe that the innovative water saving technology designed particularly for women/girls in agriculture sector is aligned with the National Adaptation Plan and NDC, which call for building resilience in water resources sector. The proposal is also aligned with several SDGs such as SDG 2 Zero Hunger, SDG 5 Gender Equality, SDG 6 Clean Water and Sanitation, and SDG 13 Climate Action.

- F.** Describe how the programme meets relevant national technical standards, where applicable, such as standards for environmental assessment, building codes, etc., and complies with the Environmental and Social Policy of the Adaptation Fund.

Alignment with national priorities and standard as well as the Environmental and Social Policy of the Adaptation Fund are required as a part of the grant proposal and selection criteria. Innovative products and/or services proposed by project proponents will have to comply with relevant national and/or international standard (in case the products/services will be internationally offered). Small grant project proposal will describe how relevant standard will be complied with. During project implementation phase, the grantees will report on how they have complied with the standards stated in the proposals. Necessary certificate (or similar evidence) will be provided by the grantee and verified by ISGAP through M&E process in partnership with UNDP's country office.

- G.** Describe if there is duplication of programme with other funding sources, if any.

After a thorough review, no duplication was found with other funding sources. The Global Resilience Partnership (GRP) has reached out to UNDP to explore potential synergy in pursuing a Medium Size Project (up to US\$ 2 million) with funding from the Global Environment Facility (GEF), focusing on building resilience for peace and stability in vulnerable and fragile regions. However, no decision has been made toward any concrete activity.

- H. If applicable, describe the learning and knowledge management component to capture and disseminate lessons learned.

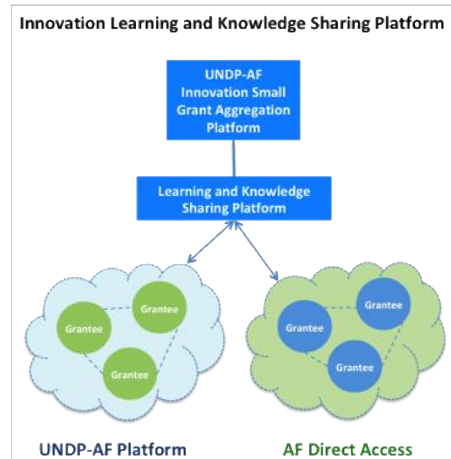
The learning and sharing mechanism proposed for ISGAP will encourage cross-fertilization, scaling up and replication, and problem solving which is in line with the following: AF MTS's Pillar on Knowledge and Sharing, or Strategic Focus 3 (SF3) Learning and Sharing about adaptation finance and action with the following expected results; ER1 Lessons Learned and Shared; and ER2 Knowledge and Guidance Developed.

Since learning and knowledge sharing are one of the critical factors that feed into innovation as well as replication and scaling up processes, ISGAP will allocate resources to facilitate learning and knowledge sharing. This will build on what existing lessons, knowledge, indigenous culture and wisdoms and the rich diversity of experiences and lessons from on-going initiatives with in UNDP. The Platform will rely on UNDP SGP's experience of a Global Citizens Knowledge Platform, UNDP's work on South-South Cooperation, Knowledge Fairs and other existing UNDP initiatives as an effective and efficient way to operationalize knowledge sharing and learning activities.

The main objective of a Knowledge Platform associated with the Aggregator Platform will be to support learning and sharing of adaptation finance and actions at national, regional and global levels, through AF small grants channelled via multilateral (UNDP and UNE) or direct access channels. Potential activities that could be supported include: knowledge identification, codification, capturing, validation, and packaging periodically to (a) support scaling up efforts; (b) build knowledge management capacity of grantees including youth and women group; and (c) outreach. These learning activities will be organized in coordination with UNE and direct access grantees. This Knowledge Platform will utilize all available mediums and communication channels such as social media to encourage exchange of data, information, blog and working paper, ideas, lessons learned, open source code and applications, case studies, good practices, and etc.

To broaden the knowledge base, UNDP through relevant internal units such SGP, FSH, and Youth Co:Lab will facilitate a virtual linkage between the Knowledge Platform and network of leading incubators, accelerators, innovation labs, and climate change adaptation practitioners. To deepen knowledge creation and sharing, result driven knowledge sharing events (such as hackathon, innovation fair, product showcase), will be organized in coordination with UNE and direct access grantees as well as UNDP's public and private partners. Both Knowledge Platform and Knowledge Sharing Events will be open for both grantees awarded by the ISGAP, UNE, and grantees awarded by AF's direct access mechanism. A strategic communication and dissemination program will be developed and implemented in coordination with UNE to enhance the transparency and visibility of the AF-UNDP Partnership for Innovation Small Grant Program and UNE Program among development partners and other stakeholder.

Figure 2: ISGAP Innovation Learning and Knowledge Sharing Platform



- I. Describe the consultative process, including the list of stakeholders consulted, undertaken during programme preparation, with reference to vulnerable groups, including gender considerations, in compliance with the Environmental and Social Policy of the Adaptation Fund.

ISGAP has been designed with consultation with relevant UNDP internal teams and experts in various fields such as youth and gender, governance, innovation and impact investment, social development and several development partners and private sector including Global Resilience Partnership and Climate-KIC, most of whom have extensive experience working with vulnerable groups and demonstrated strong support of the ISGAP concept. Some partners have shown interest in both parallel financing as well as co-financing to further scale up and/or replicate of the selected grantees toward the end of the program.

ISGAP call for proposal will be globally assessable to all stakeholders. Potential applicants do not have any restriction on which MIE they should submit their small innovation grant applications to. ISGAP selection criteria and process will openly disclose at the global level as well as through UNDP country offices around the world and our development partners. Applications will be reviewed and screened based on their merits and how well they match with the section criteria without any prejudice by independent technical panel and global committee.

For the small grant project proposal, stakeholder consultation results will be part of the information included in the application form and screening criteria with specific reference to vulnerable groups and gender consideration. Stakeholder meeting summary and response matrix to stakeholder comments and suggestions are required and will be appended to the application forms.

- J. Provide justification for funding requested.

Baseline Scenario

The current global climate finance landscape focus heavily on efforts to mitigate future temperature rise by removing greenhouse gas emissions. However, a lot less attention has been paid to risk reduction and adaptation. According to the Climate Policy Initiative, only \$22

billion per year, goes to climate change adaptation comparing to the \$436 billion per year for climate change mitigation.

Adaptation is a much-complicated challenge as there is no single common unit of measure such as greenhouse gas emission. There is no “one size fits all” solution; which may, in part, explain why adaptation receives less attention and funding. This is especially true for the investment in adaptation innovation. However, the very nature of non-standard solution of adaptation is a massive opportunity. Entrepreneurship in all forms, whether is non-profit, social, for profit and partnership is a great approach to find potential multi-functional solutions for adaptation challenges.

The scale of finance from private sector in the SME market space is very limited, only private equity and venture capital funds are active in this landscape. In developing countries, this constraint is even more obvious. Therefore, entrepreneurs in developing countries face expensive debt & equity cost and many entrepreneurs choose not to receive equity funding as they don't want to lose ownership of their company. Innovative non-profit organisations and social enterprises suffer more due to their limited ability to take on equity or debt finance; further restricting their ability to grow and expand.

Climate change adaptation innovation has been identified as a new pathway to address climate change challenges by a few governments and vertical funds. Public funding is proven to be extremely crucial for incubating and accelerating innovation when entrepreneurs are still operating at pre-seed stage with limited (or no) revenue potential. Therefore, the objectives of this AF-UNDP Innovation Small Grant Aggregator Platform: 1. New innovations promoted and accelerated, 2. Evidence base generated; are essential building blocks of the global climate change adaptation work; filling in the current vacuum of pre-seed adaptation innovation funding.

Additionality

ISGAP is designed to develop and diffuse of innovative adaptation practices, tools, and technologies that will result in improved climate resilient of the target beneficiaries over the baseline or business as usual scenario. The programme is aimed to provide 10 small grants to promote innovative adaptation practices, business models and technologies; 10 small to medium size grants to accelerate innovative adaptation practices, business models and technologies with scaling potential. Technical assistance from the network of UNDP and partners will be provided to grantees to enhance the results. ISGAP is also providing grantees a pathway to scale, either through public funding projects or through potential private funding channels brokered by UNDP and partners.

In coordination with UNE and Utilizing existing networks, ISGAP also aims to share lessons learned and best practices through an open platform. Sharing best practices can help individuals/organisations in different regions of the world to better prioritize their options based on need and capacity. UNDP's vertical fund portfolio works directly with agricultural enterprises and farmer cooperatives, these businesses are perfect distribution channels for adaptation resources, since they aggregate hundreds or even thousands of farmers.

The results of the ISGAP will assist the landscape innovation for climate change adaptation with the focus on pre-seed non-profit organisations and social enterprises while sharing the experience and evidence of adaptation innovations with global communities.

- K. Describe how the sustainability of the programme outcomes has been considered, when designing the programme.

All small grant proposals are required to describe clear pathway on how the proposed projects will be technically, financially, and operationally sustainable. Evidence of project equity, existing funding, and forthcoming funding will be demonstrated by the project developers. Fund raising strategy and relevant partners should also be included. Project risk assessment and management as pertaining to the project's expected outcome and its sustainability will be part of the proposal and screening criteria. Exit strategy will be designed for each grantee and a portion of the technical assistance facility will be dedicated to ensure the exit strategy of grantees are implemented.

Furthermore, the proposal should clearly define transparent and efficient procurement procedures, including competition. The proposal should describe procedure to (i) record financial transactions and account balances and (ii) manage and disbursing funds according to the project objectives. This procedure should be in line with acceptable financial management good practices. Financial and budget plan as well as financial audit should be carried out at least once per year.

The project will be audited as per UNDP Financial Regulations and Rules and applicable audit policies. Audit cycle and process must be discussed during the inception workshop.

- L. Provide an overview of the environmental and social impacts and risks identified as being relevant to the programme.

All grant proposals will be screened and evaluated according to AF and UNDP environmental and social impacts and gender policies as well as additional risk factors listed below at the short list stage. Additional screening will be carried out prior to signing grant agreements with the selected grantees. During projects implementation, grantees are required to provide Quarterly Progress Briefs highlighting progress of their projects as well as status of compliance with AF and UNDP environment, social, and gender policy. PMU will carry out regular monitoring of the compliance with required environmental and social management plan and risk management plan. Findings will be documented in the annual evaluation report.

ISGAP grievance redress mechanism will be set up according to the AF Environment and Social Policy and UNDP Safeguard Policy. In case stakeholder concerns and complaints are detected during monitoring/inspection visits or otherwise communicated directly to the ISGAP or UNDP Country Offices, these concerns should be addressed properly in a writing form within to the grievance redress mechanism. After receiving of written concerns and complaints, UNDP will follow the procedures outlined in the UNDP Stakeholder Response Mechanism (SRM)⁵. The ISGAP grievance process will be communicated to all ISGAP grantees in writing as well as during the orientation workshop.

The ISGAP grievance mechanism will provides people affected by projects/programmes supported by the ISGAP and AF⁶ with an accessible, transparent, fair and effective process

⁵ https://www.accountabilitycounsel.org/wp-content/uploads/2017/11/2015-UNDP-SRM-Guidance-Note-r4_2015.01.01.pdf

⁶ As per AF Environmental and Social Policy, complaints regarding projects/programmes supported by AF can also be filed with the secretariat at the following address: Adaptation Fund Board secretariat: Mail stop: MSN P-4-400, 1818 H Street NW, Washington, DC, 20433 USA; Tel: 001-202-478-7347; afbsec@adaptation-fund.org

for receiving and addressing their complaints about environmental or social adverse impacts caused by any such project/programme.

Checklist of environmental and social principles	No further assessment required for compliance	Potential impacts and risks – further assessment and management required for compliance
<i>Compliance with the Law</i>	Risk assessment will be required as a part of small grant proposal and screening criteria. If further assessment is required, ISGAP will communicate with the applicants and request additional assessment and corresponding risk management and monitoring plan.	
<i>Access and Equity</i>		
<i>Marginalized and Vulnerable Groups</i>		
<i>Human Rights</i>		
<i>Gender Equity and Women's Empowerment</i>		
<i>Core Labour Rights</i>		
<i>Indigenous Peoples</i>		
<i>Involuntary Resettlement</i>		
<i>Protection of Natural Habitats</i>		
<i>Conservation of Biological Diversity</i>		
<i>Climate Change</i>		
<i>Pollution Prevention and Resource Efficiency</i>		
<i>Public Health</i>		
<i>Physical and Cultural Heritage</i>		
<i>Lands and Soil Conservation</i>		

PART III: IMPLEMENTATION ARRANGEMENTS

- A. Describe the arrangements for programme management at the regional and national level, including coordination arrangements within countries and among them. Describe how the potential to partner with national institutions, and when possible, national implementing entities (NIEs), has been considered, and included in the management arrangements.

ISGAP is established and managed by UNDP with the support of global and regional teams and shared experience from GEF SGP, UNDP Innovation Facility, YouthCO:Lab, as well as over 150 country offices. As a Multilateral Implementing Entity (MIE), UNDP is responsible for providing a number of key oversight and specialized technical support services. These services are provided through UNDP's global network of country, regional and headquarters offices and units and include assistance in: project formulation and appraisal; determination of execution modality and local capacity assessment; briefing and de-briefing of staff and consultants; general oversight and monitoring, including participation in reviews; receipt, allocation and reporting to the donor of financial resources; thematic and technical backstopping; provision of systems, IT infrastructure, branding, and knowledge transfer; research and development; participation in policy negotiations; policy advisory services; programme identification and development; identifying, accessing, combining and sequencing financing; troubleshooting; identification and consolidation of learning; and training and capacity building. UNDP will also work in coordination with network of development partners,

who share similar passion and objective of building climate resilience through innovation and participation from private sector.

The project will be executed by the UNDP Project Management Unit (PMU) based in Bangkok under the UNDP Direct Implementation Modality (DIM) in line with UNDP's Programme and Operations Policies and Procedures and Bangkok Regional Hub Standard Operating Procedures for Regional Programme Management. UNDP PMU will be responsible for overall management, ensuring project coherence, the preparation and implementation of work plans and annual audit plans; preparation and operation of budgets and budget revisions; disbursement and administration of funds; recruitment of national and international consultants and personnel; financial and progress reporting; and monitoring and evaluation.

In summary, the following process map illustrates the key components of the ISGAP:

- Step 1. Global Call of Proposal
- Step 2. First Stage Screening – PMU
- Step 3. Second Stage Screening – Technical Panel (on adaptation, resilience building, etc)
- Step 4. Final Stage Screening -Investment Panel (on scalability, financial potential & sustainability, cost benefit)
- Step 5. Global Committee decision
- Step 6. Winners Announcement & Grant Signing
- Step 7. For Private Sector – Performance based Payment or Grant administrated through partner, e.g.,: UNCDF, GCF. For NGOs/CSOs– UNDP low value grant agreement.
- Step 8. UNDP Oversight and M&E, Independent Assurance M&E (if needed), impact report
- Step 9. PMU generates donor specific reports
- Step 10. Best Practices, Lessons learnt, Knowledge products, knowledge sharing with donors (in coordination with UNE).

Exit Strategy: Including scale-up with AF, GEF, GCF projects, or with a concessional finance facility supported by other development partners. This entail support to develop market/business strategy, networking/matchmaking, legal due-diligence, etc.

UNDP ISGAP Project Management Unit (PMU) will include dedicated specialists with experience in climate change adaptation, grant execution and management, and innovation facility. The Team is accountable to deliver the expected outcomes of the programme according to AF's requirement and will directly report to UNDP senior management of the Environmental Finance, the office of which will provide overall quality assurance of the project. The quality assurance activities include monitoring of overall project progress against input/output/outcome indicators; overseeing project budgets and expenses; and procurement of key personnel and services. The PMU will be led by a full-time ISGAP Manager, who will be responsible for overseeing day to day operations of ISGAP, internal collaboration with relevant UNDP teams (SGP, Accelerator Labs, and YouthCO:Lab) and country offices and external coordination with AF, network of development partners, grantees, and government counterparts.

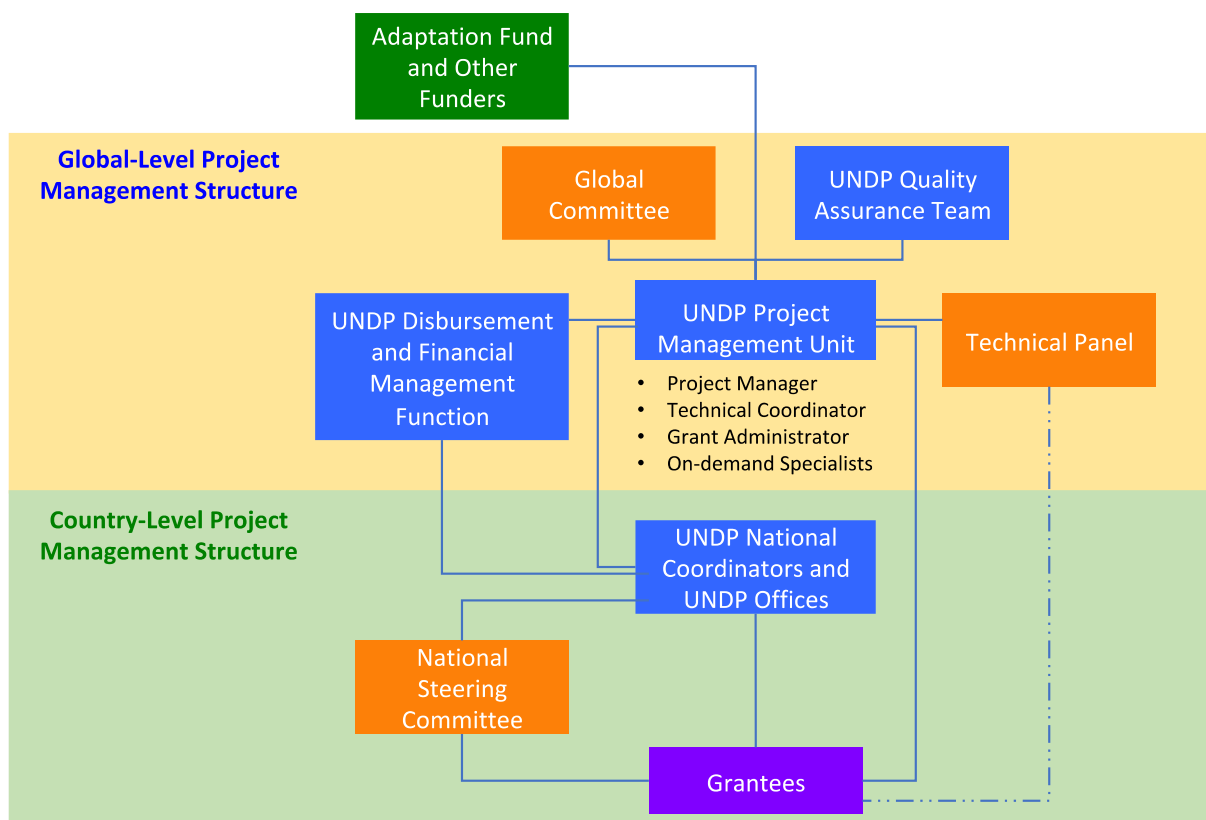
The ISGAP manager will be supported by technical coordinator and grant administrator as well as on-demand subject matter specialists from within UNDP as well as from external sources and development partners. The Technical Coordinator will be in responsible for the effective operations of the technical and business development/acceleration component of the program

while the full-time Grant Administrator will be responsible for all aspects of efficient grant administration including accounting and financial management, budget tracking, logistic support, and liaison with AF's administration team. The ISGAP Operations Team will mobilize UNDP's corporate knowledge Management and Learning expertise as well as Results-Based Monitoring and Evaluation Expertise through out the Programme implementation. On demand subject matter specialists will be sourced from within UNDP and network of development partners on a competitive basis.

Technical Panel will be responsible for providing (i) unbiased review of small grant proposals and recommendation for the lists of semi-finalists and finalists and (ii) technical advice to the finalists during the Programme implementation. Technical Panel will comprise of 5 experts and practitioners selected by ISGAP Operations Team in consultation with AF, the senior management of UNDP-Environmental Finance, and development partners, from relevant fields such as climate change adaptation, innovation development, venture capital, seasoned entrepreneurs, engineers, gender specialist and social scientists.

Global Committee (also called Project Board) will comprise of 5-7 globally recognized leaders in relevant fields and be invited by UNDP. The Committee will be responsible for reviewing and making the final decision on the list of finalists based on recommendations from ISGAP Operations Team and the Technical Panel. If required, donor representatives can also be part of the global committee. The Global Committee is also responsible for taking corrective action as needed to ensure the project achieves the programme objective and the desired results. In case consensus cannot be reached within the Committee, the UNDP senior management of the Environmental Finance (or their designated) will mediate to find consensus and, if this cannot be found, will take the final decision to ensure programme implementation is not unduly delayed. The Project Management Structure at the Global and National Levels is illustrated in Figure 3.1

Figure 3.1 Project Management Structure at the Global and National Levels



The UNDP Country Offices (Cos) will provide support in the implementation of in-country activities as per agreed workplans. PMU will ensure financial allocations to Country Offices as per established workplans / activities for each of the country where the grantee is located. The assigned CO staff will provide necessary support the project implementation, monitoring, and contribute to the financial and operational closure and final reporting. National Coordinators will be coordinating all project activities at the national level, including: (i) identification and engagement of key stakeholders in the country and arranging regular consultations with them; (ii) keeping track of the financial status of the activities and allocations at all times, to control expenses, to handle outstanding commitments, to make payments and to monitor the performance of contractors; (iii) organizing and supporting National Steering Committee meetings and national stakeholder consultation workshops and events; (iv) ensuring regular communication and coordination with the national government counterparts; (vi) overall project management at the national level and reporting to the PMU.

As the 'Implementing Partner, under the DIM modality, UNDP is directly responsible for the execution of the project. Thereby, the Project Management Costs include costs incurred by UNDP directly in the provision of services related to operational and administrative support activities carried out. This entails cost of staff time to provide services such as: i) Payments, disbursements and other financial transactions; ii) Recruitment of staff, project personnel, and consultants; iii) Procurement of services and equipment, including disposal; iv) Organization of training activities, conferences, and workshops, including fellowships; v) Travel authorization, visa requests, ticketing, and travel arrangements; vi) Shipment, custom clearance, vehicle registration, and accreditation.

Globally Competitive and Transparent Innovation Sourcing and Screening Process

Once the ISGAP is operationalized, operational procedure and supporting document will be prepared, finalized, and publicly made available through ISGAP web site and other social media channels. These documents include Small Grant Application form (electronic as well as paper based), screening criteria, draft grant agreement, procurement and financial management guideline, grant monitoring report template, and Terms of References for the Technical Panel and Global Committee. UNDP in consultation with network of part will set up the Technical Panel and Global Committee and by the middle of 2020, the first global call for proposal will be prepared and issued through UNDP's country offices and network of development partners.

Global Environment Facility (GEF) Small Grant Programme (SGP), UNDP

SGP will have two sourcing mechanics. One: select existing portfolio projects that both fit the criteria of ISGAP and scale up potential to enter the global call of proposal. Two: Sourcing new grantees using theme ISGAP's global call of proposal with the criteria of ISGAP. SGP channels will be working in coordination with the SGP National Steering Committee network with great domestic reach and assistance with pre-screening.

UNDP Youth Co:Lab

Youth Co:Lab will select their successful entrepreneurs that are ready to scale-up to apply for the ISGAP's global call of proposal. New entrepreneurs from the Youth Co:Lab network that meet the criteria of ISGAP will also be encouraged to apply from the global call of proposal. Youth Co:Lab will perform pre-screening before submitting proposals.

UNDP Finance Sector Hub

UNDP Finance Sector Hub includes UNSIF team and International Center for Private Sector In Development and their venture acceleration service and network. The ISGAP global call of proposal will be distributed through these internal partners to reach the ecosystem of impact oriented start-up, growth stage ventures for greater outreach and pre-screening.

More specifically sourcing and solicitation for proposals and application this will be channelled through the following:

- 1) Network of operational and ecosystem integrated venture accelerators in Armenia, Serbia, Indonesia, Philippines, Turkey, Denmark, which by end of 2019 will be expanded to include India, Thailand and Singapore.
- 2) Accelrate2030, UNDP's joint initiative with ImpactHub which, since 2016 has been sourcing, selecting and accelerating SDG targeting impact ventures from 16 countries (Nigeria, South Africa, Zimbabwe, Cambodia, Indonesia, Malaysia, Philippines, Brazil, Colombia, Costa Rica, El Salvador, Mexico, Venezuela, Armenia, Serbia, Turkey).
- 3) UNDP's SDG Finance Geneva Summit (SGS Geneva) that brings together high-level decision makers and investors with 20 developing country entrepreneurs, early stage and advanced growth stage – sourced through global accelerators, impact funds, family offices, and venture philanthropists to pitch products and services that advance the implementation of the SDGs.
- 4) Business Call to Action (BctA), IICPSD's initiative which provides guidance on inclusive business models and impact measurement and management advisory have already reached over 200 companies, ranging from multinationals to social enterprises working in 70 countries committed to impact activities targeting lives and livelihoods of millions and environmental sustainability in developing countries.

- 5) Network of dedicated focal points in Cos specialised in engagements with private sector, social entrepreneurship and impact investment that are guided through advisory support of UNSIF, IICPSD and regional private sector engagement teams under FSH.

Solicitation and pre-screening of the proposals depends on several aspects of the targeted country / ecosystem and will be in a range of \$5-10K per country.

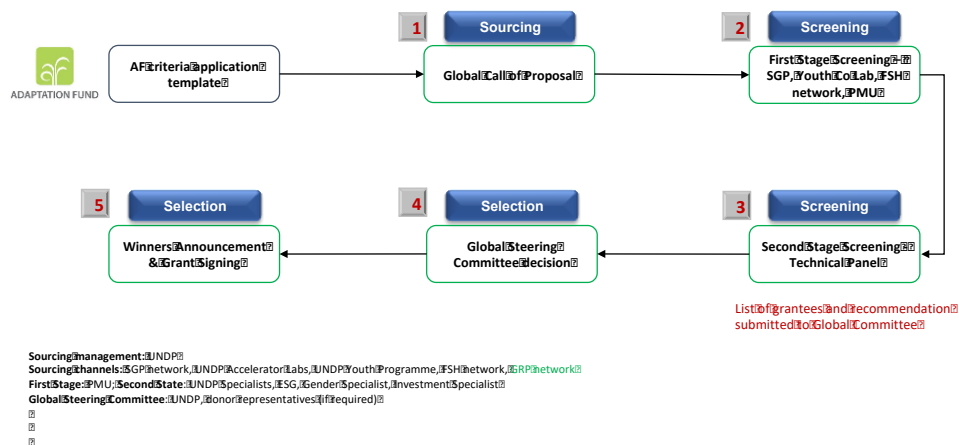
ISGAP PMU Outreach

Existing Government Focal Points from vertical funds (AF, GEF, GCF, etc) would be contacted to advise on the launching of ISGAP global call of proposal. Current existing partners that are working with GEF and GCF projects will also be contacted and encouraged to apply for the global call of proposal. The PMU will also coordinate with SGP NSC on the launch and outreach activities at the national level.

The ISGAP will review proposals submitted from all the UNDP networks and prepare review summary and recommendation for further consideration by the Technical Panel. The Technical Panel will be virtually convened by ISGAP to make final decision on the semi-finalists according to the screening criteria and the available funding in the first tranche. The semi-finalists will be notified and invited to participate in capacity development webinar to refine and enhance the quality of the proposals. Through UNDP partnership network, ISGAP will provide virtual one-on-one mentoring from global experts in the specific fields to further strengthen and finalize the proposals.

ISGAP structural diagram with Sourcing, Screening, and Selection process is illustrated in Figure 3.2.

Figure 3.2: ISGAP Structure with Sourcing, Screening, and Selection Process



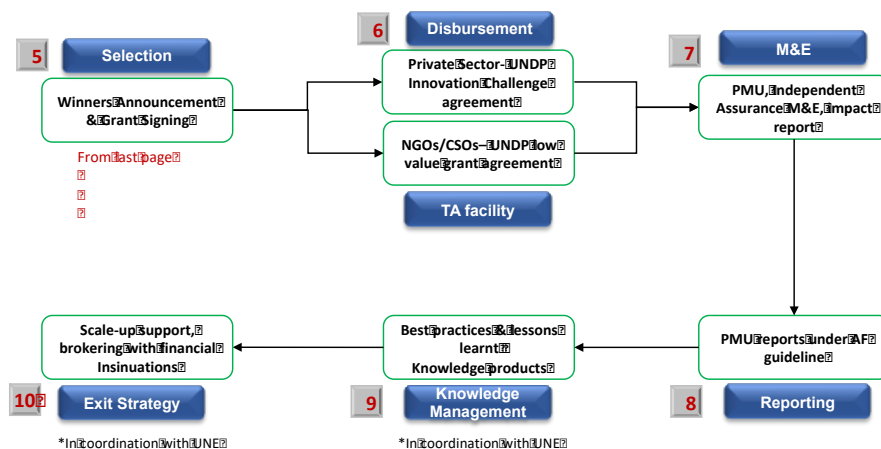
The semi-finalists will be invited to submit the final proposal accompanied by a 10-minute video pitch (TBD) to the ISGAP, who will prepare a review summary and recommendation for the consideration of the Global Committee. ISGAP will organize a virtual meeting of the Global Committee to select the finalists, which will be web cast via UNDP country offices and Internet where the semi-finalists along with national partners and government representatives are invited to participate. After the finalists are announced, ISGAP in coordination with UNDP

country offices will work with the finalists to request Endorsement Letter or No Objection Letter⁷ from their Adaptation Fund's Designated Authorities prior to the signing of the Grant Agreement. Corresponding country process of requesting the Endorsement Letter will be followed. After the Endorsement Letter or No Objection Letter is issued, ISGAP will transmit them to AF. The semi-finalists who are not selected in the final round will be advised to refine their ideas/products/services according to the comments from the Global Committee/Technical Panel and seek further support from the network of development partners including national government agencies.

Results Oriented Grant Implementation Process

ISGAP structure with grant implementation, learning, and monitoring and evaluation process is depicted in Figure 3.3. The grant implementation process starts with grantees' orientation, which will be arranged in coordination with development partners via webinar through country offices and SGP country teams. Direct Access grantees (NIEs) will also invited to join the orientation webinar. Web link will also be shared with UNE. Grantees will be provided with required information to efficiently and transparently manage the grants, according to AF and UNDP's fiduciary requirements (governance, procurement and financial management, environmental and social policy, and gender) as well as results-based monitoring and evaluation procedure. Cloud based collaboration platform will be created, which is accessible (with different level of accessibility) by all grantees, ISGAP Operations Team, development partners, mentors/experts.

Figure 3.3: ISGAP Structure with Implementation, Learning, and Monitoring and Evaluation Process



Project Oversight and Assurance

GEF Small Grant Programme (SGP), UNDP

The implementation and oversight function of the ISGAP grants will also be performed by the NSC. SGP will also provide their current TA support functions to the ISGAP grantees.

UNDP Youth Co:Lab

⁷ Letter of Endorsement is required in a case that a grantee is a public entity while No Objection Letter is required in a case that a grantee is a non-public entity.

Youth Co:Lab currently provide support to a network of over 500 social entrepreneurs across the Asia-Pacific region and expect to engage more youth led SDG solutions in near future. Based on the key requirements, Youth Co:Lab will select their successful entrepreneurs that are ready to scale-up to apply for the ISGAP's global call of proposal. The implementation and oversight function of the ISGAP grants in respect to youth led solutions in Asia-Pacific will also be performed by the Youth Co:Lab country teams. In addition, Youth Co:Lab will also provide their current TA support functions to the ISGAP grantees.

UNDP Finance Sector Hub

The standard oversight measures (methods, instructions, controls etc.) of the program will be focused on the core aspect of the functional stages. At the sourcing stage the focus of the focal points will be made on managing proper outreach to potential participants in terms of effectiveness of the channels, clarity of communications on the requirements, follow-up before and after proposal submitting. At the screening stage focus will be made on following range of specified exclusion criteria. At screening and selection assurance of impartial review (excluding conflict of interests and biased judgements) is necessary, at the same time strategic “big picture” program priorities should be followed. Effectiveness and relevance would be the major aspects of the TA stage and could be controlled through curriculum management, intelligent selection of consultants and mentors, as well as periodic surveys of the participants.

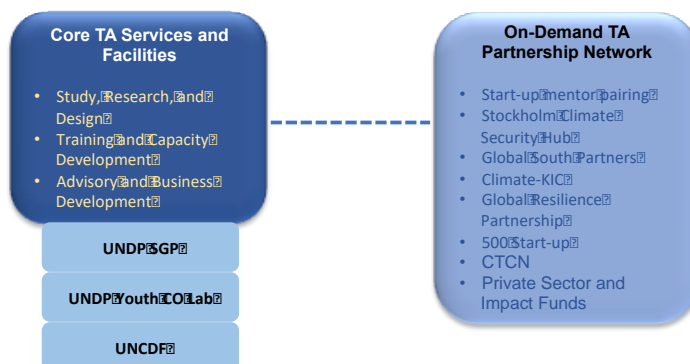
ISGAP PMU

For grantees coming from the global call of proposal and not from any of the existing internal network, ISGAP PMU will support grant implementation by assisting in monitoring project budgets and expenditures, recruiting and contracting project personnel and consultant services, subcontracting and procuring equipment. At a global level, PMU in coordination with country office focal points will also monitor the result and achievement of the grantees and ensure the efficient use of donor funds through an assigned the Project Manager.

Technical Assistance Ecosystem

Technical and business development/acceleration support will be designed and planned according to the results of the rapid demand⁸ and capacity assessment carried out by ISGAP in close collaboration with each grantee and the Technical Panel.

Figure 3.4 ISGAP Technical Assistance Ecosystem



⁸ Technical and business development/acceleration capacity development request is included in the application form.

Existing UNDP networks (SGP and its capacity building initiatives, Youth Co:Lab, FSH) will provide their technical assistance support (in-kind support) to the grantees with their current capacity through their local network by involving grantees in relevant trainings, booth camps, consulting and mentorship sessions as periodically done by these structures. In certain cases, whenever organisation specific engagements are required (diagnostics, narrow domain specific technical advisory, business management advisory, local market intelligence, impact management and measurement) the local level support will be factored and provided based at full the cost recovery mechanism within the limits pre-agreed with ISGAP PMU. Additional global technical assistance will be established by the ISGAP PMU with two key components:

One centralised online portal with common business development/mentorship function that is opened to all grantees. This is designed to achieve cost efficient business development and innovation support that is commonly applied to all grantees.

A global expert network for specific innovation assistance. UNDP will work with global partners such as Global Resilience Partnership, Climate-KIC, Stockholm Climate Security Hub, 500 Start-ups and Global South Partners to augment resources from the AF and provide tailored assistance to grantees in required and/or common fields to fill the remaining demand. The global experts will be on stand by to provide just-in-time mentoring and advice through out the programme. The PMU will also provide match making service to grantees to find the right global partner to assist the grantee' innovation. This continuous process aims to improve the likelihood of success in translating proposed innovative idea into a workable prototype/model that can be further tested, refined, and ultimately commercially/widely rolled out. The grantees are encouraged to collaborate with relevant national institutions and private sector to further enhance their ideas.

Grant disbursement will be made to grantees accounts according to the agreed performance milestones such as Proof of Concept, Prototyping, Customer/Client Analysis, and Pilot/Demonstration. Procurement of goods and services by the grantees will comply with AF and UNDP procurement guidelines. A summary of financial transaction will be included as a part of periodic progress report while a financial audit will be part of an annual progress report.

Knowledge Management

During the Programme implementation, ISGAP will coordinate with UNE (another MIE aggregator), NIEs, and network of development partners will periodically organize Peer learning and knowledge sharing events such as hackathon, boot camp, an business pitching workshop, to foster collaboration, Knowledge fairs and networking of all grantees funded by AF's innovation small grant programs to learn from one another as well as from global experts and guest speakers in specific fields suggested by the grantees themselves. More detail of the Knowledge Sharing and Learning strategy is provided under section II.H above.

Exiting Strategy

Toward the end of a grant implementation cycle (up to 24 months), a Project Pitching event will be organized by ISGAP aiming to provide scale up and replication opportunity to the grantees. Invitees include UNE and their grantees, grantees from direct access channels, venture capitalists, social impact investors, representatives from international financial institutions, global environment funds such as GEF and GCF, philanthropists, and private sector. One of the key success indicators of ISGAP is how much support the grantees receive from the Project Pitching event.

Mechanisms for local participation

The project will use the existing locally established mechanisms for local consultation and participation (SGP national committee, Youth Co:Lab Country team, UNDP Country Office).

B. Describe the measures for financial and programme risk management.

The following table provides a summary of potential financial and programme risks and corresponding risk management strategy.

Potential Risk	Risk Level	Risk Management Strategy
Misappropriation of the grant funding	Low	Performance based disbursement will be used instead of providing the total grant amount at the grant signing stage. Grantees may be asked to get an agreement from ISGAP (with advise from UNDP country office) if procurement of goods/services exceeds a certain threshold. Financial audit is required as a part of the annual progress report.
Lack of participation at the global call for proposals	Low	During the global call for proposals, ISGAP will also actively source innovation ideas from the network of development partners who are working on innovation, incubation, and acceleration topics. With the extensive network of SGP, Accelerator Labs, Youth CO:Lab, the risk of lacking participation is relatively low.
Project implementation delay	Medium	ISGAP, through the on demand and continual technical and business development/acceleration support, will (i) closely monitor the progress of each grantee and discover challenges and barriers that could prevent timely completion of the project and (ii) devise mitigation strategy to resolve the challenges.
Success is overstated in the progress report while failure is understated or unreported	Medium	It is crucial that both success and failure are documented and analysed by the grantees. It is a critical part of the knowledge sharing and lessons learned. In fact, one often learns from failure than success. This message will be communicated throughout the programme implementation cycle and regularly monitored.
Grantees fail in securing scale up and replication support and funding from other sources after the completion of the project	Medium/High	It is critical to note that the success rate of any start-up or innovation venture is quite low. With all the support provided by ISGAP and its partners, it is anticipated that the success would be in the range of 20%-30%.
Environmental, social and governance risk not managed, triggering risk events	Medium	Environmental, social and governance criteria will be established in every step of the ISGAP programme. UNDP Social and Environmental Safeguards Procedure (SESP) will be used to ensure the controls of this risk are in place. ESG management plan will be prepared before the programme

Potential Risk	Risk Level	Risk Management Strategy
		implementation. Call of proposal will highlight potential ESG risk, selection template will contain ESG risk identification questions, ESG expert will be presented in the technical panel, M&E will also contain a ESG reporting section.
ISGAP does not attract sufficient support from private sector	Medium	Throughout the various project phases (launch, global call, evaluation, fund disbursement, showcasing etc.), emphasis will be given to engaging like minded private sector partners. Specific conversations related to unlocking private sector support to this agenda will be curated alongside the key project activities. Also engage local and global private sector partners in evaluation panels.

Financial Risk Management Potential financial risks include misappropriation of the grant funding which will be mitigated by performance-based disbursement and monitoring of procurement practices and financial transaction over a certain threshold.

- C.** Describe the measures for environmental and social risk management, in line with the Environmental and Social Policy of the Adaptation Fund.

Since the environmental and social risk is not known at the proposal preparation time, the environmental and risk assessment according to Adaptation Fund and UNDP Social and Environmental Policy will be carried out during the Programme implementation as a part of small grant proposal screening. The checklist of environmental and social principles provided in Section II.L will also be followed. The grantees will comply with the agreed environment and social management plan if their projects are found to have adverse environment and social impacts. During project implementation, the grantees will report on the results of their implementation of the environment and social management plan, which will be verified by ISGAP.

- D.** Describe the monitoring and evaluation arrangements and provide a budgeted M&E plan.

Project monitoring and evaluation (M&E) will be carried out in accordance with established AF Guideline and UNDP procedures by the PMU and project team and verified by UNDP Climate Change Adaptation Team and Country Offices where the grantees are located. Dedicated support by the Adaptation team in the relevant UNDP regional hubs and UNDP-Global Environment Finance New York will be provided on a regular basis. Furthermore, UNDP will take advantage of M&E capability of participating internal teams depending on which channels the grantees get their applications through. For example, if the grantee is identified through UNDP SGP channel and networks, the PMU will work with SGP's M&E structure at the national level with specific ISGAP innovation and adaptation performance indicators. M&E activities will be arranged in coordination with UNE who will manage another AF MIE Aggregator Program. Joint M&E activities and communication with AF could be collaboratively designed and carry out, accordingly. PMU will be in regular communication with UNE focal point to ensure effective cooperation between the two MIEs.

A comprehensive Performance and Results Based Framework for the project will define execution indicators for project implementation as well as the respective means of measurement and frequency, reporting, and verification. A Monitoring and Evaluation system for the project will be established based on these indicators and means of verification.

Targeted M&E activities for the proposed project include the following:

A Project Launch Workshop within three months of project start with the full PMU team, relevant partners and stakeholder. The Launch Workshop is crucial to building ownership for the project results and planning the first-year annual work plan. A fundamental objective of the Launch Workshop will be to present the modalities of project implementation and execution, document mutual agreement for the proposed executive arrangements amongst stakeholders and assist the PMU to understand and take ownership of the project's goals and objectives.

Another key objective of the Launch Workshop is to introduce the project team, which will support the project during its implementation. A Launch Summary will be prepared and shared with participants to formalize various agreements decided during the meeting.

The PMU will regularly review and update the risk matrix in intervals of no less than every six months in which critical risks to the project have been identified.

Grantees are required to prepare Quarterly Performance Briefs on the progress of their projects including status of their compliance with AF and UNDP environment, social, and gender policy. Input and feedback from national coordinators, mentors/advisors and other TA providers will be attached to each Brief. PMU will aggregate and synthesize the briefs for review by the Global Committee on a regular basis to identify gaps and form response measures. Occasionally, Technical (non-proprietary information) Brief/blog on specific topics may be prepared and made publically available for knowledge.

Monitoring of the program effectiveness would be based on examining qualitative aspects of TA (e.g. effectiveness of the trainings, mentorship support, specific support services such as business plan development, due diligence, valuation, access to funding sources etc.) Practical aspects shall be tracked at program management level through analysis of the feedback from Mentors/ Advisors on the progress achieved by the ventures (a special scoring after each milestone presentation, pitch competitions, demo-days, etc.)

Business performance shall be based on relevant parameters such as market indicators (e.g. client base, revenue per customer and related parameters); economic and financial indicators (profitability, sales, growth rate etc.); as well as auditing strategic expansion plans in theirs of business models for scalability and replicability;

Comprehensive Impact Measurement and Management framework for ventures will assume the following major elements:

1. Defining the impact intent in the context of Adaptation as well as other impact criteria (if any) in the context of SDGs.
2. Setting the logic model based on Result/Impact Value Chain, Logical Chain, and Theory of Change (e.g., Need/Challenge, Inputs, Outputs, Outcome, Impact/SDG Context)

3. Identify Indicators (according to SMART principles per SROI) addressing the impact goals using IMP framework (5 dimensions of impact, impact data categories relevant to Adaptation, ABC framework, grantor/investor contribution strategies, impact risks)
4. Setting Monitoring plan (baselines, targets, sources, means of data collection, parameterization: frequency of collection, population and sample size, geo locations, verification methods).
5. Analysis and Management (venture level; and the program cohort level)

Annual Project Performance Reports (PPR) will be prepared to monitor progress made since project start and for the previous reporting period. These reports will be structured as the following:

- Executive Summary
- Overview of the Adaptation Fund's Innovation Small Grants Aggregator Platform
 - Project Implementation Modality
 - Innovation Discovery Process
 - Grant Approval Process
 - Proposal Review Criteria and Results
 - Impact Measurement and Monitoring Framework
 - Learning and Knowledge Sharing Platform
- Portfolio Financial Report
 - Distribution of Resources Dedicated for Projects by Thematic/Cross Cutting Areas
 - Distribution of Projects by Region/Typology of Countries (LDCs/SIDS etc.)
 - Diversity of Grantee Partners
- Results from Portfolio
 - Progress made toward project objective and project outcomes and challenges faced during the implementation – each with indicators, baseline data and end-of-project targets (cumulative)
 - Review of compliance with environmental and social as well as gender policies
 - Project outputs delivered per project Outcome (annual)
 - Capacity Development Results
 - Knowledge Sharing and Exchange Results
 - Measures Undertaken to Address Gender Equality
 - Measures Undertaken to Address needs of youth, people with disabilities and indigenous peoples
 - Impact Measurement from Acceleration Support
 - Reporting on project risk management
- Contribution to Agenda 2030/Sustainable Development Goals

Government authorities, members of Global Committee and responsible UNDP staff will conduct regular field visits to project sites based on the agreed schedule with the grantees in Annual Work Plan to assess first hand project progress.

Final External Evaluation will be conducted no later than 3 months before project closure.

Budgeted Monitoring and Evaluation Plan

Type of M&E activity	Responsible Parties	Budget USD	Timeframe
----------------------	---------------------	------------	-----------

Building web-based monitoring and evaluation interface with data query and reporting capability	PMU	40,000	Within 9 months after the project start
Project Inception Workshop (Project Launch Workshop) and Report	PMU in coordination with partners UNDP	10,000	Within 3 months after the project start
Quarterly Performance Briefs	PMU in coordination with partners	None	Quarterly
Annual reports (PPR)	PMU in coordination with partners UNDP	None	Annually
Annual Showcasing Events	PMU in coordination with partners	40,000 (10,000 per year)	Annually
Web-based publication/blog of lessons learned	PMU	12,000 (3,000 per year)	Annually
Technical briefs/blogs and reports	PMU and external consultants	None	To be determined by PMU
Oversight missions	UNDP	None	Troubleshooting as needed
Final external evaluation	PMU and external consultants	25,000	End of project implementation
Final report	PMU and external consultants	None	At least one month before end of project
Project board meetings and report	PMU in coordination with partners	6,000 (1,500 per year)	Annually
Audit	PMU	10,000 (2,500 per year)	Annually
Total Indicative Cost		USD 143,000	

E. Include a results framework for the programme proposal, including milestones, targets and indicators.

Objective: to support the development and diffusion of innovative adaptation practices, tools, and technologies.					
Item	Indicator	Baseline	Target at Project Completion	Mean of Verification	Risk and Assumption
Outcome 1.1: Development of innovative adaptation practices, tools and technologies encouraged and accelerated	Number of innovative adaptation practices, tools and technologies funded	0	Minimum of 5 out of 10 funded projects with innovative adaptation practices, tools and technologies (up to 50% with women as a team leader)	Quarterly Performance Briefs; Annual Monitoring Reports including feedback from mentors/TA providers, and field visit/web cast/video submission	Sufficient pool of applicants with innovative ideas after the global call for proposals with proactive sourcing from development partners with particular emphasis on LDCs/SIDs, women and other vulnerable groups
Outcome 1.2: Evidence of effective, efficient adaptation practices, products and technologies generated as a basis for implementing entities and other funds to assess scaling up	Quantity and quality of key findings on effective, efficient adaptation practices, products and technologies generated	0	Minimum of 5 out of 10 funded projects that demonstrate findings and evidences of effective and efficient adaptation practices, products, and technologies (up to 50% with women as a team leader)	Quarterly Performance Briefs; Annual Monitoring Reports including feedback from mentors/TA providers as well as assessment from users of adaptation practices, products, and technologies; and field visit/web cast/video submission	Successful generation of findings and evidences of effective and efficient adaptation practices, products and technologies from the funded projects
Outcome 2: Grantees' innovation and business development capacity enhanced	Number of grantees that successfully complete innovation and business development milestones and grant disbursement according to agreed grantees' performance target	Grantees with limited technical, innovation, and business development capacity	All grantees complete grant disbursement against performance target within 24 months after grant agreement signed	Quarterly Performance Briefs; Annual Monitoring Reports including feedback from mentors/TA providers	With technical and business development/acceleration support, all grantees can achieve their performance and disbursement target within 24 months provided there are no force majeure events

	Number of grantees that receive additional support/funding to scale up and/or replication	0	At least half of the grantees received additional support/funding to scale up and/or replication	Summary report of the final pitching events and investors/funders feedback	There are sufficient pool of investors and funders as well as proven innovative projects funded by ISGAP
Outcome 3: Lessons learned are codified, documented, and disseminated/shared leading to adoption or replication of project ideas by others	Citation and/or adoption of shared lessons learned and codified knowledge	0	Four annual web-based publication/blog and lessons learned, and at least four technical brief/blog on specific topics	Annual Monitoring Reports, web posting of lessons learned and occasional technical briefs/blog and annual traffic count of the web pages	Lessons learned and codified knowledge are widely shared with potential users

F. Demonstrate how the programme aligns with the Results Framework of the Adaptation Fund

Programme Objective(s)⁹	Programme Objective Indicator	Fund Outcome	Fund Outcome Indicator	Grant Amount (USD)
The AF-UNDP Innovation Small Grant Aggregator Platform (ISGAP) aims to support the development and diffusion of innovative adaptation practices, tools, and technologies	Number of Innovative adaptation practices, tools, and technologies projects funded by ISGAP that generate finding and evidence of effective and efficient adaptation practices, products, and technologies by the targeted users	Outcome 8: Support the development and diffusion of innovative adaptation practices, tools and technologies	8. Innovative adaptation practices are rolled out, scaled up, encouraged and/or accelerated at regional, national and/or subnational level.	5,000,000
Programme Outcome(s)	Programme Outcome Indicator(s)	Fund Output	Fund Output Indicator	Grant Amount (USD)
Outcome 1.1: AF MTS ER3 – Development of innovative adaptation practices, tools and technologies encouraged and accelerated	Number of innovative adaptation projects funded by the ISGAP	Output 8: Viable innovations are rolled out, scaled up, encouraged and/or accelerated.	8.1. No. of innovative adaptation practices, tools and technologies accelerated, scaled-up and/or replicated	3,000,000
Outcome 1.2: AF MTS ER4 – Evidence of effective, efficient adaptation practices, products and technologies generated as a basis for implementing entities and other funds to assess scaling up	Number and quality of findings and evidences of effective and efficient adaptation practices, products, and technologies generated by the project funded by ISGAP		8.2. No. of key findings on effective, efficient adaptation practices, products and technologies generated	
Outcome 2: Grantees' innovation and business development capacity enhanced	Number of grantees that successfully complete innovation and business	Output 2.1: Strengthened capacity of national and regional centers and networks to respond rapidly to extreme weather events	Number of staff trained to respond to, and mitigate impacts of, climate-related events	927,600

⁹ The AF utilized OECD/DAC terminology for its results framework. Programme proponents may use different terminology but the overall principle should still apply

	<p>development milestones and grant disbursement according to agreed grantees' performance target</p> <p>Number of grantees that receive additional support/funding to scale up and/or replication</p>		Capacity of staff to respond to, and mitigate impacts of, climate-related events from targeted institutions increased	
Outcome 3: Lessons learned are codified, documented, and disseminated/shared leading to adoption or replication of project ideas by others	Citation and/or adoption of shared lessons learned and codified knowledge	Output 3.2: Strengthened capacity of national and subnational stakeholders and entities to capture and disseminate knowledge and learning	Number of national and subnational stakeholders and entities received capacity support and participated in knowledge sharing and learning activities.	542,445

G. Include a detailed budget with budget notes, broken down by country as applicable, a budget on the Implementing Entity management fee use, and an explanation of the execution costs.

Award ID:	TBA	Project ID:	TBA
Award Title:	Adaptation Fund-UNDP Innovation Small Grant Aggregator Platform (ISGAP)		
Business Unit:	UNDP1		
Project Title:	Adaptation Fund-UNDP Innovation Small Grant Aggregator Platform (ISGAP)		
PIMS no.	6266		
Implementing Partner (Executing Agency)	United Nations Development Programme (UNDP)		

Outcome/Atlas Activity	Fund ID	Atlas Budgetary Account Code	ATLAS Budget Description	Amount USD (year 1)	Amount USD (year 2)	Amount USD (year 3)	Amount USD (year 4)	Total Amount US\$	Budget note
Component 1: Provision of Innovation Small Grants	62040	72600	Grants	500,000	1,300,000	700,000	500,000	3,000,000	1
Total Component 1				500,000	1,300,000	700,000	500,000	3,000,000	
Component 2: Provision of Technical and Business Development Capacity Building, Incubation, and Acceleration Support	62040	61300	Salary & Post Adj Cst-IP Staff	122,500	122,500	122,500	122,500	490,000	2
		71200	International Consultants	12,000	12,000	12,000	12,000	48,000	3
		72100	Contractual Services-Companies	20,000	20,000	20,000	20,000	80,000	4
		71600	Travel	11,500	11,500	11,500	11,500	46,000	5
		75700	Training, Workshops and Conferences	15,000	18,000	18,000	35,000	86,000	6
		74200	Audio Visual&Print Prod Costs	2,000	2,000	2,000	2,000	8,000	7

		61200	Salaries Costs-GS Staff	4,900	4,900	4,900	4,900	19,600	8
		71400	Contractual Services-Indiv	35,000	35,000	35,000	35,000	140,000	9
		74500	Miscellaneous	2,500	2,500	2,500	2,500	10,000	10
Total Component 2				225,400	228,400	228,400	245,400	927,600	
Component 3: Knowledge Management and sharing and Result-Based Monitoring and Evaluation	62040	61300	Salary & Post Adj Cst-IP Staff	47,500	47,500	47,500	47,500	190,000	11
		71400	Contractual Services-Indiv	15,000	15,000	15,000	15,000	60,000	12
		75700	Training, Workshops and Conferences	20,000	20,000	20,000	29,135	89,135	13
		74200	Audio Visual&Print Prod Costs	2,000	2,000	2,000	2,910	8,910	14
		61200	Salaries Costs-GS Staff	2,100	2,100	2,100	2,100	8,400	15
		71200	International Consultants	44,000	44,000	44,000	44,000	176,000	16
		74500	Miscellaneous	2,500	2,500	2,500	2,500	10,000	17
Total Component 3				133,100	133,100	133,100	143,145	542,445	
Project Management	62040	61300	Salary & Post Adj Cst-IP Staff	15,000	15,000	15,000	15,000	60,000	18
		74100	Professional Services	2,500	2,500	2,500	2,500	10,000	19
		71600	Travel	2,000	2,000	2,000	3,250	9,250	20
		71200	International Consultant				25,000	25,000	21
		61200	Salaries Costs-GS Staff	6,000	6,000	6,000	6,000	24,000	22
		73100	Rental & Maintenance-Premises	2,500	2,500	2,500	2,500	10,000	23
Total Project management				28,000	28,000	28,000	54,250	138,250	
TOTAL PROJECT COSTS				886,500	1,689,500	1,089,500	942,795	4,608,295	

Note: Please see Annex 1 for a breakdown of the MIE fee.

Budget Note:

Budget Note No.	Clarification of the budget items
1	Provision of small innovation grants of up to USD 250,000 per grants following two global calls for proposal in year 1 and year 2. The grant disbursement is based on the grantees' performance and agreed milestone.
2	ISGAP Project Manager. Post estimated at USD 150,000 per year for 4 years. 70% is budgeted in Component 2; 20% in Component 3; and 10% in PMC. UNDP technical support provided to grantees (including business development, business advisory, financial brokering, linkage with global innovation programmes) at an estimated cost of 35,000/year (17,500/year budgeted in Component 2 and 3 each)
3	Technical Coordinator. The consultant(s) will provide technical support on common technical assistance needs requested by grantees at USD 400 per day for 30 days in a year for four years
4	Company providing TA & business development support
5	Travels by international and regional experts/mentors estimated for 3 persons average total \$11,500 a year
6	Consultation, hackathon, training workshop/webinar. Expected one workshop per year, to be attended by grantees from all regions. For the last year, there will also be a pitching event with investors
7	Audio equipment rental and printing cost for the workshop estimated at USD 2,000 per year for four year
8	Grant administration support from existing admin UNDP staff time (estimated at \$7,000/year; 70% budgeted in Component 2 and 30% in Component 3)
9	Grant administration support (Finance) - 70% budgeted in Component 2 and 30% in Component 3; Technical Associate - 70% budgeted in Component 2 and 30% in Component 3
10	Miscellaneous expenses
11	ISGAP Project Manager. Post estimated at USD 150,000 per year for 4 years. 70% is budgeted in Component 2; 20% in Component 3; and 10% in PMC. UNDP technical support provided to grantees (including business development, business advisory, financial brokering, linkage with global innovation programmes) at an estimated cost of 35,000/year (17,500/year budgeted in Component 2 and 3 each)
12	Grant administration support (Finance) - 70% budgeted in Component 2 and 30% in Component 3; Technical Associate - 70% budgeted in Component 2 and 30% in Component 3
13	Knowledge sharing workshop/webinar/podcast/blog post, annual idea showcasing, and monitoring conferences. Cost estimation is based on expected participants/grantees from all regions.
14	Audio equipment and printing cost for the workshop and annual report estimated at USD 2,000 per year for the first three years. \$2,910 for year 4
15	Grant administration support from existing admin UNDP staff time (estimated at \$7,000/year; 70% budgeted in Component 2 and 30% in Component 3)
16	Knowledge Management Consultant (\$300x40 days/ year for 4 years); M&E Consultant (\$400x80 days/year for 4 years)
17	Miscellaneous expenses
18	ISGAP Project Manager. Post estimated at USD 150,000 per year for 4 years. 70% is budgeted in Component 2; 20% in Component 3; and 10% in PMC.
19	Annual consolidated financial audits at USD 2,500 per year
20	PMU office travels during project implementation
21	Terminal Evaluation (\$25,000)

22	<p>Support provided by the existing UNDP staff - from HR (selection and recruitment, medical clearance, contract issuance, benefits administration and contract management) @USD 2,285 per year x 4 years = USD9,140</p> <p>Support from procurement (procurement of goods and services/procurement committee review and consultant recruitment) @USD 575 per year x 4 years = USD2,300</p> <p>Support from finance (vendor profile setup and payment processes) @USD 2,334 per year x 4 years = USD9,336</p> <p>Support from IT and admin (IT support and visa/ticket issuance) @USD 806 per year x 4 years = USD3,224</p>
23	Office space rental for PMU unit

A. Include a disbursement schedule with time-bound milestones.

Disbursement schedule					
	Upon signature of Agreement	One Year after Project Start	Year 2	Year 3	Total
Scheduled date	December 2019	December 2020	December 2021	December 2022	
Project Funds	886,500	1,689,500	1,089,500	942,795	4,608,295
Implementing Entity Fees	201,893	86,164	55,564	48,083	391,705
Total	1,088,393	1,775,664	1,145,064	990,878	5,000,000

PART IV: CERTIFICATION BY THE IMPLEMENTING ENTITY

A. Implementing Entity certification *Provide the name and signature of the Implementing Entity Coordinator and the date of signature. Provide also the programme contact person's name, telephone number and email address*

I certify that this proposal has been prepared in accordance with guidelines provided by the Adaptation Fund Board and subject to the approval by the Adaptation Fund Board, commit to implementing the programme in compliance with the Environmental and Social Policy of the Adaptation Fund.



Pradeep Kurukulasuriya
Executive Coordinator & Director- Global Environmental Finance
Lead, Natural Capital and Environment
Bureau for Policy and Programme Support (BPPS)
Global Policy Network
United Nations Development Programme

Date: August 11, 2019

Tel.: +1 212 906 5143

Email: pradeep.kurukulasuriya@undp.org

Programme Contact Person: Srilata Kammila

Tel.: +66 92 987 4508; Email: srilata.kammila@undp.org

Annex 1 A breakdown of the MIE fee

Category	Services Provided by UNDP	MIE Fee
Identification, Sourcing and Screening of Ideas	<p>Provide information on substantive issues in adaptation and innovation associated with the purpose of the Adaptation Fund (AF).</p> <p>Engage in upstream policy dialogue related to a potential application to the AF.</p> <p>Verify soundness & potential eligibility of identified ideas for AF.</p>	\$19,585
Feasibility Assessment / Due Diligence Review	<p>Provide up-front guidance on converting general idea into a feasible project/programme.</p> <p>Source technical expertise in line with the scope of the project/programme.</p> <p>Verify technical reports and project conceptualization.</p> <p>Provide detailed screening against technical, financial, social and risk criteria and provide statement of likely eligibility against AF requirements.</p> <p>Determination of execution modality and local capacity assessment of the executing entity</p> <p>Assist in identifying technical partners. Validate partner technical abilities. Obtain clearances from AF.</p>	\$58,756
Development & Preparation	<p>Provide technical support, backstopping and troubleshooting to convert the idea into a technically feasible and operationally viable project/programme.</p> <p>Source technical expertise in line with the scope of the project/programme needs.</p> <p>Verify technical reports and project conceptualization.</p> <p>Verify technical soundness, quality of preparation, and match with AF expectations.</p> <p>Negotiate and obtain clearances by AF. Respond to information requests, arrange revisions etc.</p>	\$78,341
Implementation	<p>Technical support in preparing TORs and verifying expertise for technical positions.</p> <p>Provide technical and operational guidance project teams.</p> <p>Verification of technical validity / match with AF expectations of inception report.</p> <p>Provide technical information as needed to facilitate implementation of the project activities.</p> <p>Provide advisory services as required.</p> <p>Provide technical support, participation as necessary during project activities.</p>	\$176,267

Category	Services Provided by UNDP	MIE Fee
	<p>Provide troubleshooting support if needed. Provide support and oversight missions as necessary.</p> <p>Provide technical monitoring, progress monitoring, validation and quality assurance throughout.</p> <p>Allocate and monitor Annual Spending Limits based on agreed work plans.</p> <p>Receipt, allocation and reporting to the AFB of financial resources.</p> <p>Oversight and monitoring of AF funds.</p> <p>Return unspent funds to AF.</p>	
Evaluation and Reporting	<p>Provide technical support in preparing TOR and verify expertise for technical positions involving evaluation and reporting.</p> <p>Participate in briefing / debriefing.</p> <p>Verify technical validity / match with AF expectations of all evaluation and other reports</p> <p>Undertake technical analysis, validate results, and compile lessons.</p> <p>Disseminate technical findings</p>	\$58,756
Total		\$391,705