



ADAPTATION FUND

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

Submission Date: 30/08/19

Adaptation Fund Grant ID:  
Country: Zimbabwe  
Implementing Entity: Environmental Management Agency

### A. Timeframe of Activity

Expected start date of activity	<b>20 January 2019</b>
Completion date of activity	<b>8 May 2019</b>

### B. Type of support requested

Describe the activities to be undertaken to support the compliance of the NIE with the Fund's Environmental and Social policy and Gender policy

Types of Support Activities	Support requested (please provide short description)	Type/name of provider for the requested support <sup>1</sup>	Requested budget (USD)
Development of manuals for screening projects for environmental and social risks as well as gender-related risks	The Paris Agreement acknowledges the importance of country-driven, gender-responsive, participatory and fully transparent approaches for adaptation action. Furthermore, to avoid unnecessary environmental and social harms from the NIE's projects, the Agency aims to review its manuals for screening projects for environmental and social risks as well as gender-related risks	Mr Muzamwese and Ms Tariro Chipepera	\$3000.00 Consultancy Fees

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

	<p>in order to strengthen them. The NIE has basic manuals for screening projects for environmental and social risks as well as gender-related risks and intends to align these to the national policy framework without compromising Adaptation Fund key principles. Support is requested for reviewing and revising the available tools and improving them based on empirical evidence. The finalized manuals will be printed for sharing with partners.</p> <p>Field work will constitute field pilot testing of the manual for comments. The manual will be pre tested with a community to check if it will deliver the intend purpose. Feedback from the pilot testing exercise will input into the finalisation of the manuals for screening for environmental and social as well as gender risks. Validation with targeted users will conclude the review process of the screening tools. Stakeholder consultation is a key component of the screening process and field pilot testing will determine if the manual will be an effective tool.</p>		\$3000.00 Field work
<p>Development of manual for undertaking project environmental and social risk assessment, gender assessment, and for formulating risk management plans that are gender responsive</p>	<p>Similar to the screening tools, manuals for undertaking project environmental and social risk assessment, gender assessment, and for formulating risk management plans are broad requiring strengthening to ensure gender responsiveness. Support is</p>	<p>Mr Muzamwese and Ms Tariro Chipepera</p>	<p>\$2 000.00 Consultancy Fees.</p>

	<p>requested to engage consultants (ESF and Gender) to strengthen and mainstream gender issues in the guidelines.</p> <p>The budget itemised “printing manuals” includes the cost for printing the Gender mainstreaming manual which will include a step by step approach to mainstreaming gender in the project cycle, the Environmental and Social risk assessment manual and the risk assessment manuals. A total of three manuals will be printed.</p>		<p>Printing Manuals</p> <p>\$4 000.00</p>
Development of a policy/avenues for public disclosure and gender-responsive consultation	Support is requested to develop a public disclosure and gender responsive consultation plan for projects. A workshop with stakeholders, gender specialists as well as EMA legal team to be conducted. The main outcome of the workshop will be strengthened systems for public disclosure and gender consultation.	Zimbabwe Environmental Law Association	<p>\$5 000.00</p> <p>Workshop fees</p>
Development of transparent, accessible, fair and effective mechanisms for receiving and addressing complaints about environmental or social harms and complaints related to gender inequalities and other adverse gender impacts caused by projects/programmes during implementation	The Agency’s Grievance and Redress Mechanism requires strengthening. Support is requested for a workshop to review the policy, publicize it and improve its accessibility through setting up of an independent channel.	EMA Communications Officer and Legal officer	
Training of select entity staff to carry out the relevant tasks related to the implementation of the Fund’s Environmental and Social Policy and the Gender Policy	The Environmental Management Agency will conduct training of officers from vulnerable districts that are prone to climate shocks and hazards. A total of 30 district officers who coordinate community projects will be	Tawanda Muzamwese	<p>\$2000.00</p> <p>Consultancy Fees</p> <p>\$6000.00</p> <p>Conferencing and</p>

	trained on the application of ESG policy that is aligned to the Adaptation Fund. The training will rolling out and raise awareness on the existence		accommodation for participants
Other type of support requested (please describe)			
<b>Total Grant Requested (USD)</b>			<b>\$25 000.00</b>

The time frame for the project has been reviewed to commence on 20 January 2020 ending on 8 May 2020 giving the project a duration of 107 days which translates to 3.5months. The Gantt chart annexed gives more detail on the specified activities and timelines.

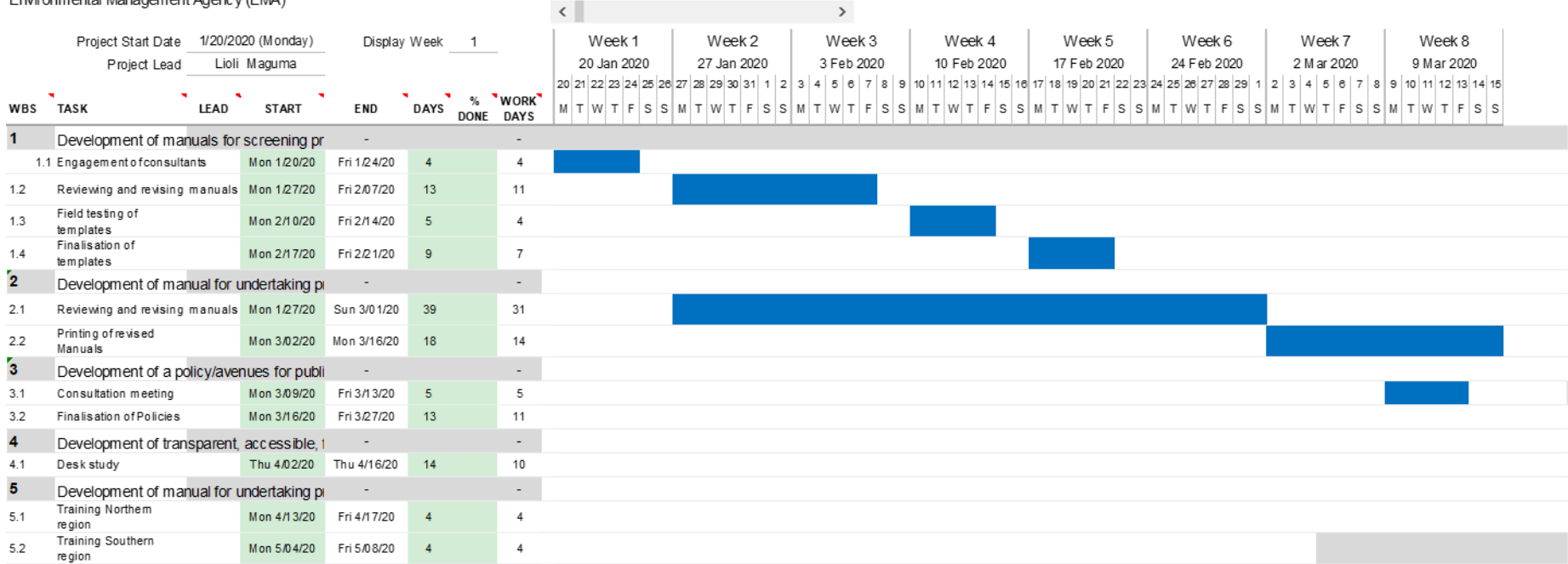
Environmental Management Agency (EMA)

Project Start Date 1/20/2020 (Monday)      Display Week 1  
 Project Lead Lioli Maguma

WBS	TASK	LEAD	START	END	DAYS	% DONE	WORK DAYS
<b>1</b>	Development of manuals for screening pr				-		-
1.1	Engagement of consultants		Mon 1/20/20	Fri 1/24/20	4		4
1.2	Reviewing and revising manuals		Mon 1/27/20	Fri 2/07/20	13		11
1.3	Field testing of templates		Mon 2/10/20	Fri 2/14/20	5		4
1.4	Finalisation of templates		Mon 2/17/20	Fri 2/21/20	9		7
<b>2</b>	Development of manual for undertaking pi				-		-
2.1	Reviewing and revising manuals		Mon 1/27/20	Sun 3/01/20	39		31
2.2	Printing of revised Manuals		Mon 3/02/20	Mon 3/16/20	18		14
<b>3</b>	Development of a policy/avenues for publi				-		-
3.1	Consultation meeting		Mon 3/09/20	Fri 3/13/20	5		5
3.2	Finalisation of Policies		Mon 3/16/20	Fri 3/27/20	13		11
<b>4</b>	Development of transparent, accessible, f				-		-
4.1	Desk study		Thu 4/02/20	Thu 4/16/20	14		10
<b>5</b>	Development of manual for undertaking pi				-		-
5.1	Training Northern region		Mon 4/13/20	Fri 4/17/20	4		4
5.2	Training Southern region		Mon 5/04/20	Fri 5/08/20	4		4


# Annex 1: Gantt Chart

Environmental Management Agency (EMA)



### C. Implementing Entity

This request has been prepared in accordance with the Adaptation Fund Board's procedures

Head of Implementing Entity	Signature	Date (Month, day, year)	Implementing Entity Contact Person	Telephone	Email Address
Aaron Chigona		29/08/19	Lioli Maguma	+2638677006244	lioli.maguma@ema.co.zw

### D. Record of endorsement on behalf of the government

Provide the name and position of the government official, Designated Authority (DA) of the Adaptation Fund, and indicate date of endorsement. The DA endorsement letter must be attached as an annex to the request.

<i>(Enter Name, Position, Ministry)</i> Washington Zhakata Director of Climate Change Management Ministry of Lands, Agriculture, Water, Climate and Rural Resettlement.	<i>Date: (Month, day, year)</i> 29/08/19
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*All correspondence should be addressed to*  
**“The Permanent Secretary”**  
**Telephone: 706081/9**  
**Fax: 734646**



**MINISTRY OF LANDS,  
AGRICULTURE, WATER,  
CLIMATE AND RURAL  
RESETTLEMENT**  
**1 Borrowdale Road**  
**Private Bag 7701**  
**Causeway**  
**Harare**

**Telex: ZIM AGRIC: 22455 ZW**

29 August 2019

To: The Adaptation Fund Board  
c/o Adaptation Fund Board Secretariat  
Email: Secretariat@Adaptation-Fund.org  
Fax: 202 522 3240/5

**Endorsement of the Technical Assistance Grant for the Environmental and Social Policy and Gender Policy (TA-ESGP) Readiness Package Grant for the Project on Complying with the Fund's Environmental and Social Policy and Gender Policy**

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In my capacity as the Designated National Authority for the Adaptation Fund in Zimbabwe, I confirm that the above national project concept is in accordance with the government's national priorities in implementing adaptation activities to reduce adverse impacts of, and risks, posed by climate change in the country.

Accordingly, I am pleased to endorse the above project concept titled: **Technical Assistance Grant for the Environmental and Social Policy and Gender Policy** to be funded by the Adaptation Fund. If approved, the project will be implemented by Zimbabwe's National Implementing Entity to the Adaptation Fund- Environmental Management Agency.

DIRECTOR CLIMATE CHANGE MANAGEMENT  
Ministry of Lands, Agric., Water,  
Climate and Rural Resettlement

29 AUG 2019

11th Floor, Kaguvu Building  
Cnr. Central Avenue & S.V. MUZENDA ST.  
P. BAG 7753, CAUSEWAY, HARARE  
ZIMBABWE TEL: 0242-701681-2/701399

  
W. Zhakata

Director, Climate Change Management Department/ UNFCCC/ Adaptation Fund/ GCF Focal Point  
For Secretary for Lands, Agriculture, Water, Climate and Rural Resettlement

c/o afbsec@adaptation-fund.org





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Submission Date: 30/08/19

Adaptation Fund Grant ID:  
Country: Zimbabwe  
Implementing Entity: Environmental Management Agency

### A. Timeframe of Activity

Expected start date of activity	1 October 2019
Completion date of activity	15 December 2019

### B. Type of support requested

Describe the activities to be undertaken to support the compliance of the NIE with the Fund's Environmental and Social policy and Gender policy

Types of Support Activities	Support requested (please provide short description)	Type/name of provider for the requested support <sup>1</sup>	Requested budget (USD)
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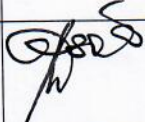
	<p>in order to strengthen them. The NIE has basic manuals for screening projects for environmental and social risks as well as gender-related risks and intends to align these to the national policy framework without compromising Adaptation Fund key principles. Support is requested for reviewing and revising the available tools and improving them based on empirical evidence. The finalized manuals will be printed for sharing with partners.</p>		
<p>Development of manual for undertaking project environmental and social risk assessment, gender assessment, and for formulating risk management plans that are gender responsive</p>	<p>Similar to the screening tools, manuals for undertaking project environmental and social risk assessment, gender assessment, and for formulating risk management plans are broad requiring strengthening to ensure gender responsiveness. Support is requested to engage consultants (ESF and Gender) to strengthen and mainstream gender issues in the guidelines.</p>	<p>Mr Muzamwese and Ms Tariro Chiopera</p>	<p>\$2 000.00 Consultancy Fees.</p> <p>Printing Manuals \$4 000.00</p>
<p>Development of a policy/avenues for public disclosure and gender-responsive consultation</p>	<p>Support is requested to develop a public disclosure and gender responsive consultation plan for projects. A workshop with stakeholders, gender specialists as well as EMA legal team to be conducted. The main outcome of the workshop will be strengthened systems for public disclosure and gender consultation.</p>	<p>Zimbabwe Environmental Law Association</p>	<p>\$5 000.00 Workshop fees</p>
<p>Development of transparent, accessible, fair and effective mechanisms for receiving and addressing complaints about environmental or social harms and complaints related to gender inequalities and other</p>	<p>The Agency's Grievance and Redress Mechanism requires strengthening. Support is requested for a workshop to review the policy, publicize it and improve its accessibility</p>	<p>EMA Communications Officer and Legal officer</p>	



adverse gender impacts caused by projects/programmes during implementation	through setting up of an independent channel.		
Training of select entity staff to carry out the relevant tasks related to the implementation of the Fund's Environmental and Social Policy and the Gender Policy	The Environmental Management Agency will conduct training of officers from vulnerable districts that are prone to climate shocks and hazards. A total of 30 district officers who coordinate community projects will be trained on the application of ESG policy that is aligned to the Adaptation Fund. The training will rolling out and raise awareness on the existence	Tawanda Muzamwese	\$2000.00 Consultancy Fees  \$6000.00 Conferencing and accommodation for participants
Other type of support requested (please describe)			
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