



ADAPTATION FUND

AFB/B.35.a-35.b/4
27 April 2020

Adaptation Fund Board

**REQUEST FOR DIRECT PROJECT SERVICES:
WORLD FOOD PROGRAMME (LESOTHO)**

Background

1. The Adaptation Fund Board (the Board) at its thirty-third/thirty-fourth intersessional meeting, approved a four-year project titled “Improving adaptive capacity of vulnerable and food-insecure populations in Lesotho”, submitted by the World Food Programme (WFP) for total amount of US\$ 9,999,894 (Decision B.33-34/18).

2. The overall objective of the project is to enhance the adaptive capacity and build the resilience of vulnerable and food insecure households and communities to the impacts of climate change on food security. The project aims to achieve its objective by (i) Strengthening government capacities to generate climate information and promote its use to forecast risks of climate shocks, mobilize early action, and co-develop tailored and locally relevant climate services for communities, (ii) Raising awareness of communities, women, youth, people living with HIV, and other vulnerable groups on the impacts of climate change, the importance of adaptation, and the use of climate information for seasonal planning and climate risk management and (iii) Designing and implementing, through a community-based planning process, local resilience and adaptation plans focusing on robust asset creation schemes, income diversification and market linkages, for increased adaptive capacity and household resilience.

3. The disbursement of first tranche for the implementation of the project was released following signature of the agreement on December 4th, 2019. To date, the project has not started implementation and the project inception meeting report is yet to be submitted by the entity. Following signature of the agreement, WFP and the Government of Lesotho (GoL), through the executing entities for the project, the Lesotho Meteorological Services (LMS) of the Ministry of Energy and Meteorology and the Ministry of Forestry, Range and Soil Conservation, have been discussing arrangements to expedite the project implementation. On March 31st, 2020, the secretariat has received a correspondence from WFP informing that LMS requested WFP to provide execution services notably direct project services on cash-based transfers; project personnel and goods and services. Following discussions with the secretariat, WFP submitted on April 23rd, 2020 a formal request letter (Annex 1) along with a letter signed by the country designated authority requesting WFP to provide such services (Annex 2).

4. The execution services proposed to be devolved to WFP are as follows:

- Cash-based transfers (CBT) for assets creation under component 3;
- Recruitments of project staff to support the Project Management Unit; and
- Procurement of goods and services and their payments on behalf of the Executing Entities.

5. To this end and under the project steering committee, the proposed activities to be carried out by WFP will be conducted using the following approaches:

- EEs will liaise with WFP for all recruitment processes for Project staff using WFP’s recruitment guidelines and using WFP’s payroll procedures. Specifically, the EEs will prepare TORs for all project staff and consultants and request WFP to commence the recruitment and subsequent contractual processes. The EEs will participate in the selection process, including screening of the candidates and participation in the selection panel;

- EEs will liaise with WFP for all procurement processes using WFP's procurement procedures. In particular, the EEs will establish and confirm specifications for all materials and tools that will be used in the three components of the AF project. All the procured materials and tools will be stored and distributed to beneficiaries by the EEs; and
- Cash transfers under component 3 will be distributed directly by WFP, using its CBT procedures and guidelines.

Secretariat's review of the request

6. Following a review of the request, the secretariat finds that the request from the GoL for WFP to provide direct project services, will ensure timely delivery of project activities for the communities. In addition, this process will ensure compliance with the Adaptation Fund fiduciary risk management standards to be met during project implementation.

7. The original administrative costs remain unchanged, with a suggested allocation of two project execution staff (administrative and finance assistants) to support WFP to cover the direct services for procurement and payment services.

8. Given the above, the secretariat finds, therefore, the request reasonable and relevant for a timely implementation of the approved project.

Recommendation

9. The Board may consider and decide to approve, on an exceptional basis, the provision by WFP of a no-additional-cost Direct Project Services for the project "Improving adaptive capacity of vulnerable and food-insecure populations in Lesotho".

Annex

1. Letter from WFP informing of the Adaptation Fund Board to provide direct project services;
2. Letter from the Government of Lesotho Designated Authority endorsing the RDPS

Annex 1 – Letter from WFP informing of the Adaptation Fund Board to provide direct project services;



World Food Programme
Programme Alimentaire Mondial
Programa Mundial de Alimentos
برنامج الأغذية العالمي

SAVING
LIVES
CHANGING
LIVES

22nd April 2020

Dear Adaptation Fund Board Secretariat,

I am writing about the project "Improving adaptive capacity of vulnerable and food-insecure populations in Lesotho", for which WFP is Multilateral Implementing Entity and the Lesotho Meteorological Services (LMS) and the Ministry of Forestry are Executing Entities.

On 27th February 2020 LMS on behalf of the Project Steering Committee has requested WFP to use its systems and processes for the following functions:

- Cash-based transfers (CBT) for assets creation under Component 3;
- Recruitments of project staff to support the Project Management Unit;
- Procurement of goods and services and their payments on behalf of the Executing Entities.

We have discussed with the Executing Entities and the Project Steering Committee and reached the following agreement:

- a) EEs will liaise with WFP for all recruitment processes for Project staff using WFP's recruitment guidelines and using WFP's payroll procedures. Specifically, the EEs will prepare TORs for all project staff and consultants and request WFP to commence the recruitment and subsequent contractual processes. The EEs will participate in the selection process, including screening of the candidates and participation in the selection panel.
- b) EEs will liaise with WFP for all procurement processes using WFP's procurement procedures. In particular, the EEs will establish and confirm specifications for all materials and tools that will be used in the three components of the AF project. All the procured materials and tools will be stored and distributed to beneficiaries by the EEs.
- c) Cash transfers under component 3 will be distributed directly by WFP, using its CBT procedures and guidelines.
- d) Points a), b), and c) above will be undertaken under the auspices of the Project Steering Committee.

We don't foresee any budget realignment to carry out these functions. An administrative assistant and a finance assistant were already budgeted under Project Execution Costs. In the new arrangements, these two staff will be seated at WFP and support the tasks described above.

Best regards,

Mary Njoroge

WFP Lesotho Country Director and Representative

Annex 2 - Letter from the Government of Lesotho Designated Authority endorsing the RDPS



LESOTHO METEOROLOGICAL SERVICES
We are at your service/ Re sebelise



27th February 2020

Mrs, Mary Njoroge
Country Director
WFP Lesotho

Dear Mrs Mary Njoroge,


Sub: Request for project support

This is in reference to the adaptation fund project titled “Improving adaptive capacity of vulnerable and food-insecure populations in Lesotho” where Lesotho Meteorological Services under the Ministry of Energy and Meteorology and the Ministry of Forestry, Range and Soil Conservation, are executing entities while WFP is the implementing entity. In the framework of the project objectives and the need to ensure timely delivery and utilization of funds in line with Adaptation fund management rules, Project Steering Committee decision, Lesotho Meteorological Services, requests WFP to use its systems and processes for the following functions:

- a) Cash based transfers for asset creation under component 3
- b) Recruitments of project staff to support the Project Management Unit
- c) WFP will process all the procurement of goods and services and their payments on behalf of the executing entities following submission of such requests by executing entities, based on the agreed upon workplans

The above request is to enable smooth implementation of the project and timely accountability as well as reporting to the Adaptation Fund. Whilst we assure WFP of our full engagement in executing the project, we would request that WFP’s systems and processes be used in order to ensure timeliness of the project.

Yours sincerely,

 Mrs. Mabafokeng Mahahabisa
Director, Lesotho Meteorological Services,
Ministry of Energy and Meteorology