



ADAPTATION FUND

AFB/PPRC.26-27/1
2 November 2020

Adaptation Fund Board
Project and Programme Review Committee

**REPORT OF THE SECRETARIAT ON INITIAL
SCREENING/TECHNICAL REVIEW OF GRANT PROPOSALS
UNDER THE READINESS PROGRAMME**

Background

1. This document presents to the Project and Programme Review Committee (PPRC) of the Adaptation Fund Board (the Board) an overview of the grant proposals/request documents submitted by National Implementing Entities (NIE) under the Readiness Programme for intersessional approval, and the process of screening and technical review undertaken by the Adaptation Fund Board Secretariat (the secretariat).

2. The analysis of the request documents mentioned above is contained in a separate addendum to this document.

3. At its twenty-second meeting the Board had set aside funding from the Adaptation Fund Trust Fund resources for subsequent commitment and transfer at the instruction of the Board¹ to enhance capacities for accreditation through South-South cooperation (SSC), i.e. accredited NIEs supporting countries to identify potential NIEs and submit accreditation applications, and accredited NIEs' capacities to comply with the Adaptation Fund (the Fund) environmental and social policy (ESP) through technical assistance grants. The Board had approved this funding through small grants under the Readiness Programme.

4. At the twenty-sixth meeting of the Board, the secretariat had presented to the Board to consider whether the rules in the intersessional project review cycle that had been passed through decision B.23/15 and decision B.25/2, could be applied to grant proposals received under the Readiness Programme and allow the secretariat to review and submit proposals by NIEs for technical assistance and SSC intersessionally, with a view to speeding up the grant approval process. To facilitate timely review of the grant proposals, the Board decided to:

Request the secretariat to review intersessionally, between the 26th and 27th meetings of the Board, proposals submitted by National Implementing Entities for technical assistance grants and South-South cooperation grants under the Readiness Programme, and to submit the reviews to the PPRC for intersessional recommendation to the Board.

(Decision B. 26/28)

5. At its twenty-seventh meeting, the Board had decided to integrate the Readiness Programme into the Fund's work plan and budget in a more permanent manner. The Board had also set aside funding for small grants as direct transfers from the resources of the Adaptation Fund Trust Fund, for the fiscal year 2017. At this meeting, the Board decided to:

- a) *Take note of the progress report for phase II of the Readiness Programme;*
- b) *Integrate the Readiness Programme into the Adaptation Fund work plan and budget; and*
- c) *Approve the proposal for the Readiness Programme for the fiscal year 2017 (FY17), comprising its work programme for FY17 with the funding of US\$ 616,500 to be transferred to the secretariat budget and US\$ 590,000 for direct transfers from the resources of the Adaptation Fund Trust Fund for allocation as small grants.*

(Decision B.27/38)

¹ Decision B.22/24

6. At the twenty-eighth meeting of the Board, the PPRC had recommended to the Board to establish a standing rule following on decision B.26/28 on the intersessional project review cycle for grants under the Readiness Programme to allow for continued review and approval of readiness grant proposals intersessionally each year. Having considered the comments and recommendation of the Project and Programme Review Committee, the Board decided to:

- a) *Request the secretariat to continue to review readiness grant proposals annually, during an intersessional period of less than 24 weeks between two consecutive Board meetings;*
- b) *Notwithstanding the request in paragraph (a) above, recognize that any readiness grant proposal can be submitted to regular meetings of the Board;*
- c) *Request the PPRC to consider intersessionally the technical review of such readiness grant proposals as prepared by the secretariat and to make intersessional recommendations to the Board;*
- d) *Consider such intersessionally reviewed proposals for intersessional approval in accordance with the Rules of Procedure; and*
- e) *Request the secretariat to present, in the twentieth meeting of the PPRC, and annually following each intersessional review cycle, an analysis of the intersessional review cycle.*

(Decision B.28/30)

7. Following Decision B.35.a-35.b/28 by the Board to approve the secretariat work schedule and work plan for fiscal year 2021 as contained in document AFB/EFC.26.a-26.b/2. Rev.1, the secretariat launched a call for project proposals intersessionally between the first and second part of the thirty-fifth meetings of the Board and eligible countries and accredited NIEs were given the opportunity to submit applications for technical assistance grants and SSC grants.

Technical Assistance Grant Proposals Submitted by NIEs

8. In response to the call by the secretariat, accredited NIEs of the Fund could submit proposal documents for a technical assistance (TA) grant to enable them to source external expertise to help improve NIE capacity to assess and manage environmental, social and gender related issues and to comply with the Fund's Environmental and Social Policy (ESP) and Gender Policy (GP). An NIE could submit a proposal for one of two types of TA grants available, that is, a TA Grant for the ESP and GP (TA-ESGP) or a TA Grant for the Gender Policy (TA-GP). NIEs eligible to submit proposals for the TA-ESGP would be those that had not previously received a grant for technical assistance and would be expected to build capacity on environmental and social safeguards and gender safeguards simultaneously. NIEs eligible to submit proposals for the (TA-GP) would be those that had previously not received a TA-ESGP that would like to integrate gender considerations into existing robust ESP and environmental and social safeguards to align with the Fund's gender policy.

9. The secretariat did not receive any proposals for S-S cooperation grants during the current review cycle.

Technical Assistance Grants for the ESP and the GP (TA-ESGP)

10. Accredited NIEs submitted two TA-ESGP grant proposals to the secretariat, with the total requested funding amounting to US\$ 49,820. One of the proposals included US\$ 1,945 or 8.5% in Implementing Entity (IE) management fees.

11. The proposals were submitted by the Interprofessional Fund for Agricultural Research and Advice (FIRCA) of the Republic of Côte d'Ivoire (Côte d'Ivoire), and the Mexican Institute of Water Technology (IMTA) of the United Mexican States (Mexico). The two proposals were all eligible to be considered and the details of these proposals are contained in the PPRC working documents as follows:

AFB/PPRC.26-27/2 TA-ESGP - Interprofessional Fund for Agricultural Research and Advice (Côte d'Ivoire)

AFB/PPRC.26-27/3 TA-ESGP - Mexican Institute of Water Technology (Mexico)

12. Both proposals requested funding within the cap of US\$ 25,000 for TA-ESGP grants as outlined in document AFB/B.27/7 which presented the proposal for the Readiness Programme for the fiscal year 2017 (FY17) approved by the Board at its twenty-seventh meeting through decision B.27/38.

13. The submitted technical assistance grant proposals provide an explanation and a basic breakdown of the costs associated with the accredited NIEs building their capacity to assess and manage environmental, social and gender related issues and to comply with the Fund's ESP and GP. The proposal submitted by FIRCA included US\$ 1,945 or 8.5%² in IE management fees, which complies with Board Decision B.11/16 to cap management fees at 8.5% of the project/programme budget. A summary of the proposals is provided in Table 1 below.

Table 1: TA-ESGP grant proposals submitted to the intersessional period between the first and second part of the thirty-fifth meetings of the Adaptation Fund Board

Country	IE	Initial Financing Requested (USD), (current period)	Final Financing Requested ³ (USD), (current period)	IE Fee (USD)	IE Fee, %
Côte d'Ivoire	FIRCA	\$25,000	\$24,820	\$1945	8.5%
Mexico	IMTA	\$25,000	\$25,000	\$0	0%
Total		\$50,000	\$49,820	\$1945	4.1%

Technical Assistance Grants for the Gender Policy (TA-GP)

14. Accredited NIEs submitted one TA-GP grant proposals to the secretariat, with the total requested funding amounting to US\$ 10,000. The proposal did not include any implementing entity management fees.

15. The proposal was submitted by the National Fund for Environment and Climate (FNEC) of the Republic of Benin (Benin). The proposal was eligible to be considered and the details of the proposal are contained in the PPRC working document as follows:

² The implementing entity management fee percentage is calculated compared to the project budget including the project activities and the execution costs, before the management fee.

³ Final technical assistance grant financing requested after the secretariat's initial technical review and request for further clarification to the applicant.

AFB/PPRC.26-27/4 TA-GP - National Fund for Environment and Climate (Benin)

16. The proposal requested funding within the cap of US\$ 10,000 for TA-GP grants as outlined in document AFB/B.27/7 which presented the proposal for the Readiness Programme for the fiscal year 2017 (FY17) approved by the Board at its twenty-seventh meeting through decision B.27/38.

17. The submitted technical assistance grant proposal provides an explanation and a basic breakdown of the costs associated with the accredited NIEs building their capacity to assess and manage gender related issues and to comply with the Fund's GP. A summary of the proposal is provided in Table 2 below.

Table 2: TA-GP grant proposals submitted to the intersessional period between the first and second part of the thirty-fifth meetings of the Adaptation Fund Board

Country	IE	Initial Financing Requested (USD), (current period)	Final Financing Requested ⁴ (USD), (current period)	IE Fee (USD)	IE Fee, %
Benin	FNEC	\$10,000	\$10,000	\$0	0%
Total		\$10,000	\$10,000	\$0	0%

South-South Cooperation Grant Proposals Submitted by Implementing Entities

18. The secretariat did not receive any proposals for S-S cooperation grants during the current review cycle.

The review process

19. In accordance with the operational policies and guidelines, following the receipt of the proposals, the secretariat screened and prepared technical reviews of the three project proposals.

20. In line with the Board request at its tenth meeting, the secretariat shared the initial technical review findings with the NIE applicants and solicited their responses to specific items requiring clarification. Responses were requested by e-mail, and the time allowed for the NIE to respond was one week. In some cases, however, the process took longer. The Implementing Entities were offered the opportunity to discuss the initial review findings with the secretariat by telephone.

21. The secretariat subsequently reviewed the NIEs' responses to the clarification requests, and compiled comments and recommendations that are presented in the addendum (AFB/PPRC.26-27/1/Add.1) to this document.

Issues Identified During the Review Process

22. There were no particular issues identified during this review process.

⁴ Final technical assistance grant financing requested after the secretariat's initial technical review and request for further clarification to the applicant.