



ADAPTATION FUND

AFB/PPRC.27/27
9 March 2021

Adaptation Fund Board
Project and Programme Review Committee
Twenty-seventh Meeting
Bonn, Germany (virtual), 22-23 March 2021

Agenda item 10 a)

PROPOSAL FOR LEARNING GRANT FOR KENYA

Background

1. At its twenty-second meeting, the Adaptation Fund Board (the Board) considered document AFB/B.22/6 prepared by the Adaptation Fund Board Secretariat (the secretariat), which outlined the possible elements and options for a phased programme to support readiness for direct access to climate finance for National and Regional Implementing Entities and presented a framework and budget for a first phase of the Programme. Following a discussion of the document, the Adaptation Fund Board (the Board) decided to:

(a) Approve Phase I of the Readiness Programme as detailed in document AFB/B.22/6, on the basis that it would follow performance-based funding principles;

(b) Take note of the options provided by the secretariat on a programme to support readiness for direct access to climate finance for national and regional implementing entities;

(c) Request the secretariat to submit to the Board intersessionally between the twenty-second and twenty-third meetings, execution arrangements, criteria/eligibility criteria to allocate the funds to the accredited implementing entities for specific activities, as well as a timeline of activities, with a view to start implementing the programme before the twenty-third Board meeting; and

(d) Approve an increase in the Administrative Budget of the Board, secretariat and trustee for FY2014 of US\$ 467,000 for the programme described in AFB/B.22/6, and authorize the trustee to transfer such amount to the secretariat and request the trustee to set aside the balance amount of US\$ 503,000 from the Adaptation Fund Trust Fund resources for subsequent commitment and transfer at the instruction of the Board.

(Decision B.22/24)

2. At the tenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 10), the Parties recognized the Readiness Programme of the Adaptation Fund and decided to:

Invite further support for the readiness programme of the Adaptation Fund Board for direct access to climate finance in accordance with decision 2/CMP.10, paragraph 5;

Decision 1/CMP.10

and also decided to:

Request the Adaptation Fund Board to consider, under its readiness programme, the following options for enhancing the access modalities of the Adaptation Fund:

(a) Targeted institutional strengthening strategies to assist developing countries, in particular the least developed countries, to accredit more national or regional implementing entities to the Adaptation Fund;

(b) Ensuring that accredited national implementing entities have increased and facilitated access to the Adaptation Fund, including for small-sized projects and programmes;

Decision 2/CMP.10

3. At its twenty-seventh meeting, the Board decided through decision B.27/38 to make the Readiness Programme a more permanent feature of the Adaptation Fund (the Fund) by integrating it into the Fund's work plan and budget and setting aside funding for small grants to be directly transferred from the resources of the Adaptation Fund Trust Fund.

4. At its thirtieth meeting, the Board adopted the medium-term strategy (MTS) for the Fund through decision B.30/42, and subsequently approved the implementation plan for the strategy at its thirty-first meeting. At this meeting, 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;

[...]

(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;

[...]

(Decision B.31/32)

5. At the thirtieth-second meeting of the Board, the secretariat had presented document AFB/B.32/10 which outlines the objectives, review criteria, expected grant sizes, implementation modalities, review process and eligibility criteria for learning grants. Having considered the proposed approach, application process, review criteria and features of the learning grants as set out in document AFB/B.32/9, the Board decided:

(a) To make learning grants available for national implementing entities between fiscal year 2019 and 2023 up to a maximum of US\$ 400,000 per year as direct transfers from the resources of the Adaptation Fund Trust Fund;

(b) That the learning grants would not count against the country cap approved by the Board in decision B.13/23;

- (c) *To approve:*
- (i) *The features and implementation arrangements of the learning grants as set out in document AFB/B.32/9; and*
 - (ii) *The application form, review criteria and review template for the learning grants as set out in annexes II, III and IV of document AFB/B.32/9;*
- (d) *To request the secretariat to issue a call for proposals in accordance with the tentative timeline set out in Annex I to document AFB/B.31/5/Rev.1 and the budget pursuant to (a) above;*
- (e) *To request the secretariat to develop and present to the Board at its thirty-third meeting:*
- (i) *A standard legal agreement for learning grants;*
 - (ii) *Notification templates for project start and project completion for learning grants;*
 - (iii) *Monitoring and evaluation templates for learning grants; and*
 - (iv) *A results framework for learning grants;*
- (f) *To request the Project and Programme Review Committee (PPRC) of the Board to review learning grant proposals and make recommendations to the Board in line with other grant approval procedures approved by the Board; and*
- (g) *To request the secretariat to report to the Board annually on the implementation progress for learning grants through the annual performance report; and*
- (h) *To request the secretariat to present to the PPRC at its twenty-fifth meeting an analysis of the project review cycle for learning grants, with potential options, for its consideration.*

(Decision B.32/38)

6. Based on the Board Decision B.32/38, the call for learning grant proposals was issued in November 2018 and eligible national implementing entities (NIEs) were given the opportunity to submit proposals. In addition, the learning grants were launched at a side-event at the margins of the twenty-fourth conference of the Parties (COP24) to the United Nations Framework Convention on Climate Change (UNFCCC).

7. According to the criteria outlined in document AFB/B.32/9 eligible NIEs to receive learning grants were those that have at a minimum an Adaptation Fund funded project that has

reached the mid-point in implementation or where a mid-term review or evaluation (MTR/MTE) has been submitted. All the criteria had to be met, which stipulates that the NIE:

- (i) Must be an accredited national implementing entity of the Adaptation Fund and have an accreditation status of "Accredited".
- (ii) Must have, at minimum, an Adaptation Fund funded project that has reached the mid-point in implementation or where a Mid-Term Review or Evaluation (MTR/MTE) has been submitted. For projects that have a duration of less than 4 years, at least one Project Performance Report (PPR) should have been submitted.
- (iii) Must submit together with the application form, a letter of endorsement by the Designated Authority to the Adaptation fund in support of the learning grant application.

8. It is expected that learning grants help encourage a culture of learning across institutions and help build NIE capacities. They present an opportunity to capture, study and disseminate practical lessons from adaptation interventions that are additional to Knowledge Management activities already financed under Adaptation Fund approved projects/programmes. They may be utilized to complement collaborative knowledge and sharing efforts with respect to partnerships with diverse stakeholders on the ground

9. The present document introduces the learning grant proposal for Kenya submitted by the National Environment Management Authority (NEMA), which is the national implementing entity (NIE) of the Adaptation Fund in Kenya. It includes a request for funding of US\$ 143,545 to complement and enhance the knowledge management and learning activities undertaken under the Kenya Climate Change Adaptation Program (KCCAP). The proposed learning activities build on the experiences and gaps identified during the implementation of the Kenya Climate Change Adaptation Programme. The proposed activities will enhance knowledge and learning outcomes, increase outreach and impact, and promote sustainability of KCCAP interventions. Moreover, the project aims to enhance resilience and adaptive capacity to climate change of vulnerable communities in selected counties in Kenya with a focus on agriculture and food security, water management, disaster risk reduction, and coastal zone management sectors.

10. This is the first submission of the proposal.

11. The proposal was received by the secretariat in time to be considered in the thirty-sixth Board meeting. The secretariat carried out a technical review of the project proposal, assigned it the diary number Kenya/NIE/Multi/2021/Learning, and completed a review sheet.

11. The secretariat carried out a technical review of the project proposal and completed a review sheet. In accordance with a request to the secretariat made by the Board in its 10th meeting, the secretariat shared this review sheet with NEMA, and offered it the opportunity of providing responses before the review sheet was sent to the PPRC.

12. The secretariat is submitting to the PPRC the summary and, 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.



ADAPTATION FUND

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT PROPOSAL FOR LEARNING GRANTS

PROJECT CATEGORY: **LEARNING GRANTS**

Country:	Kenya		
Implementing Entity:	National Environment Management Authority (NEMA)		
AF Project ID:	Kenya/NIE/Multi/2021/Learning		
Reviewer and contact person:	Cristina Dengel	Co-reviewer(s):	Alyssa Gomes
IE Contact Person:	Wangare Kirumba	Requested Financing from Adaptation Fund (US Dollars):	143,545

Technical Summary

The learning grant aims to complement and enhance the knowledge management and learning activities undertaken under the Kenya Climate Change Adaptation program (KCCAP) by organizing knowledge exchanges among NIEs to increase collaborative learning, creating communities of practice and enhancing the community outreach learning to increase their adaptive capacity

Component 1: Country exchange visits programs between Kenya's NIE Secretariat to SANBI and CSE (USD 20,500)

Component 2: Peer to peer learning between executing entities of KCCAP (USD 31,800)

Component 3: Enhancement of community outreach learning to increase the adaptive capacity (USD 30,000)

Component 4: Establishment of a community of practice for climate change adaptation (USD 25,000)

Component 5: Development of learning materials for communities (USD 25,000)

Requested financing overview:

Project/Programme Execution Cost: USD 0

Total Project/Programme Cost: USD 132,300

Implementing Fee: USD 11,245

Financing Requested: USD 143,545

The initial technical review finds that the proposal needs some clarification in terms of ways to capture and use the knowledge by the entity, dissemination strategies and how some proposed activities avoid duplication of KM and learning activities already included in the AF-funded project for NEMA. A several clarification requests (CRs) have been raised by the technical review.

The final technical review finds the proposal has addressed all pending CRs and CARs. The grant is being

	utilised to pilot an innovative approach to community learning through the establishment of “adaptation villages”. The proposed adaptation villages serve as a point of social transformation among communities to ensure sustainability of the programme initiatives and to provide a centre for communities for continuous learning and innovation in adapting to climate change on preidentified sectors and on cross cutting areas like gender inclusion, sustainability, value chain management, community engagement and monitoring.
Date:	26 February 2021

Review Criteria	Questions	Comments at Initial Technical Review	Comments at Final Technical Review
Country Eligibility	1. Is the country that has an accredited entity Party to the Kyoto Protocol?	Yes.	-
Eligibility of IE	1. Is the project submitted through an Implementing Entity accredited by the Board?	Yes. The letter dated Jan 15, 2021 has been provided.	-
	2. Is the Implementing Entity already implementing a project/programme funded by the Adaptation Fund? If so, has this project/programme reached the mid-point in implementation and has a Mid-term Review or Evaluation (MTR/MTE) been submitted?	Yes.	-
Project Eligibility	1. Has the designated government authority for the Adaptation Fund endorsed the project?	Yes.	-

	<p>2. Are the proposed activities to support learning adequate?</p> <ul style="list-style-type: none"> • Do they reflect knowledge gaps and learning needs identified by the users? • Do they build on established “best practices” for project/programme learning? Are they based on shared resources and knowledge? • Do they address gender considerations and include concerns of the most vulnerable groups and communities? • Are they generated in an inclusive way? • Do they emphasize innovative, effective solutions and practices to adaptation that are viable on the ground? • Do they include expertise and knowledge of local stakeholders, whenever possible? 	<p>Unclear.</p> <p>Some clarification is needed related to duplication of some proposed activities with KM and learning activities under the existing AF project implemented by NEMA.</p> <p>CR1: Please provide clarification on approaches used to address the language barriers during the country exchange with CSE/Senegal. How will the knowledge captured during the exchanges be used by the entity and disseminated?</p>	<p>CR1: Sufficiently addressed.</p> <p>The revised proposal provides sufficient clarification on ways to address the language barrier during the country exchange with CSE/Senegal. This is also reflected in the revised budget.</p> <p>It also provides additional clarification on ways to the usage of the knowledge captured during the exchanges and the dissemination strategy (pg. 7).</p>
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		<p>CR2: Please provide a breakdown of how the budget will be used for the community meetings</p>	<p>CR2: Addressed.</p> <p>The revised proposal and budget include sufficient clarification and a breakdown of the costs related to community meetings.</p>
		<p>CR3: Please provide more details on a dissemination strategy for the workshop report on adaptation learning.</p>	<p>CR3: Addressed.</p> <p>The revised proposal provides additional clarification on the ways of dissemination and platforms used to share the workshop report and materials on adaptation learning (pg. 10).</p> <p>It would be recommendable to consider a separate space/platform for the community of practice for adaptation learning for a more dedicated dissemination of knowledge products stemming from the webinars, community forums mentioned on pg. 10. This dedicated platform could also be used as space to facilitate discussion between the interested stakeholders and to share knowledge products related to adaptation.</p>

		<p>CR4: Please elaborate more on the platform to be used for the proposed community of practice and the dissemination strategy of lessons learned within the community; also provide more clarity on the timeframe as this is supposed to be a continuous activity.</p>	<p>CR4: Addressed.</p> <p>The revised proposal includes more details on the community of practice, the dissemination strategy for the knowledge products produced and the future model for engagement.</p> <p>It is recommendable to consider a separate space/platform for the community of practice for adaptation learning from the NEMA website for a more dedicated dissemination of knowledge products stemming from the webinars, community forums mentioned on pg. 10. This dedicated platform could also be used as space to facilitate discussion between the interested stakeholders and to share knowledge products related to adaptation.</p>
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		<p>CR6: Please clarify how the activity of development of communication materials to encourage learning will not duplicate the KM and learning activities under the existing AF-funded NEMA project?</p>	<p>CR6: Addressed. The IE will develop standardized learning materials for the adaptation villages– on smart agricultural practices, water efficient technologies, alternative livelihoods, gender inclusion and monitoring, value chain management, community engagement and operational and maintenance among others.</p> <p>Training of trainers (ToTs) from the community to support knowledge generation and technology transfer for sustainability of the project outcomes. At least 100 community ToTs trained as per p.14.</p>
Resource Availability	<p>1. Is the requested project funding within the cap for Learning Grants set by the Board?</p>	<p>Yes.</p> <p>CAR1: However there seems to be totalling error. Please rectify the actual amounts requested as the proposal mentions a total of USD 149,900 but the sum of all activities including the administration fee adds up to USD 145,545.</p>	<p>CAR1: Addressed. The revised proposal includes a rectified budget.</p>
	<p>2. If the implementing entity has requested, is the Implementing Entity Management Fee at or below 8.5 per cent of the total</p>	<p>Yes</p>	<p>-</p>

	project/programme budget before the fee?		
Duplication with AF project(s)/programme(s)'s learning activities	1. Do the proposed activities duplicate with the project/programme's learning activities as approved by the Board or do they duplicate activities financed from other sources of funding?	Unclear. Pending further details to be provided by the entity.	No.
Implementation Arrangements	2. Is the timeframe for the proposed activities adequate?	Unclear for some activities. CR7: Please elaborate and justify the timeframe for planned activities	CR7: Addressed The revised proposal and budget include the timeframe for all planned activities.
	3. Is a summary breakdown of the budget for the proposed activities included? Is the proposed budget adequate and reasonable?	The detailed budget has been provided. However, the agency needs to provide some more specificity on the planned activities and outputs along with clear budget lines. Please see CRs 2	Addressed in CR2 above and the revised budget in Excel.



ADAPTATION FUND

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT PROPOSAL FOR LEARNING GRANTS

PROJECT CATEGORY: **LEARNING GRANTS**Country: **Kenya**Implementing Entity: **National Environment Management Authority (NEMA)**AF Project ID: **Kenya/NIE/Multi/2021/Learning**Requested Financing from Adaptation Fund (US Dollars): **143,545**Reviewer and contact person: **Cristina Dengel**Co-reviewer(s): **Alyssa Gomes**IE Contact Person: **Wangare Kirumba**

Technical Summary	<p>The learning grant aims to complement and enhance the knowledge management and learning activities undertaken under the Kenya Climate Change Adaptation program (KCCAP) by organizing knowledge exchanges among NIEs to increase collaborative learning, creating communities of practice and enhancing the community outreach learning to increase their adaptive capacity</p> <p><u>Component 1:</u> Country exchange visits programs between Kenya's NIE Secretariat to SANBI and CSE (USD 20,500)</p> <p><u>Component 2:</u> Peer to peer learning between executing entities of KCCAP (USD 31,800)</p> <p><u>Component 3:</u> Enhancement of community outreach learning to increase the adaptive capacity (USD 30,000)</p> <p><u>Component 4:</u> Establishment of a community of practice for climate change adaptation (USD 25,000)</p> <p><u>Component 5:</u> Development of learning materials for communities (USD 25,000)</p> <p><u>Requested financing overview:</u> Project/Programme Execution Cost: USD 0 Total Project/Programme Cost: USD 132,300 Implementing Fee: USD 11,245 Financing Requested: USD 143,545</p> <p>The initial technical review finds that the proposal needs some clarification in terms of ways to capture and use the knowledge by the entity, dissemination strategies and how some proposed activities avoid duplication of KM and learning activities already included in the AF-funded project for NEMA. A several clarification requests (CRs) have been raised by the technical review.</p>
Date:	4 February 2021

Review Criteria	Questions	Comments	Responses
Country Eligibility	2. Is the country that has an accredited entity Party to the Kyoto Protocol?	Yes.	
Eligibility of IE	3. Is the project submitted through an Implementing Entity accredited by the Board?	Yes. The letter dated Jan 15, 2021 has been provided.	
	4. Is the Implementing Entity already implementing a project/programme funded by the Adaptation Fund? If so, has this project/programme reached the mid-point in implementation and has a Mid-term Review or Evaluation (MTR/MTE) been submitted?	Yes.	
Project Eligibility	3. Has the designated government authority for the Adaptation Fund endorsed the project?	Yes.	

	<p>4. Are the proposed activities to support learning adequate?</p> <ul style="list-style-type: none"> • Do they reflect knowledge gaps and learning needs identified by the users? • Do they build on established “best practices” for project/programme learning? Are they based on shared resources and knowledge? • Do they address gender considerations and include concerns of the most vulnerable groups and communities? • Are they generated in an inclusive way? • Do they emphasize 	<p>Unclear.</p> <p>Some clarification is needed related to duplication of some proposed activities with KM and learning activities under the existing AF project implemented by NEMA.</p>	
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	<p>innovative, effective solutions and practices to adaptation that are viable on the ground?</p> <ul style="list-style-type: none"> Do they include expertise and knowledge of local stakeholders, whenever possible? 	<p>CR1: Please provide clarification on approaches used to address the language barriers during the country exchange with CSE/Senegal. How will the knowledge captured during the exchanges be used by the entity and disseminated?</p>	<p>The language barrier during CSE/Senegal country exchange visit will be addressed by having the services of a translator. This has been factored in the budget.</p> <p>Although the rationale for both exchange visits has been provided in the justification for the choice of the countries and specific areas of interest, as well as objectives and expected outputs, for clarity, 2 new paragraphs have been introduced to explain how the knowledge captured during the visits will be used and disseminated.</p>
		<p>CR2: Please provide a breakdown of how the budget will be used for the community meetings</p>	<p>Each meeting to cost \$1000 distributed as follows: Lunch for 30 community participants @ \$10= \$300 Transport reimbursement for 30 community participants @\$5 = \$150 Hall hire @ \$150=\$150 Accommodation for 3 EE Officers @ \$100/= \$300 Fuel for EE officers for \$100= \$100</p>
		<p>CR3: Please provide more details on a dissemination strategy for the workshop report on adaptation learning.</p>	<p>Additional paragraph on dissemination strategy included.</p>

		<p>CR4: Please elaborate more on the platform to be used for the proposed community of practice and the dissemination strategy of lessons learned within the community; also provide more clarity on the timeframe as this is supposed to be a continuous activity.</p>	<p>The proposal is to establish a community of practice. The grant will support the initial steps including an inventory of relevant institutions and individuals, establishment of governance structure, and the first national workshop. Thereafter, the forum is expected to strategize on a self-sustaining model.</p> <p>Lessons learnt and knowledge generated by the Community of practice will be shared on NEMA's website and through regular virtual events e.g. webinars.</p>
		<p>CR6: Please clarify how the activity of development of communication materials to encourage learning will not duplicate the KM and learning activities under the existing AF-funded NEMA project?</p>	<p>The proposed learning materials are specifically to support learning in Adaptation Villages. This is not covered under KM activities under the existing KCCAP. It is also clarified that what is proposed is learning materials and not communication materials which are covered under KCCAP.</p>
Resource Availability	<p>3. Is the requested project funding within the cap for Learning Grants set by the Board?</p>	<p>Yes.</p> <p>CAR1: However there seems to be totalling error. Please rectify the actual amounts requested as the proposal mentions a total of USD 149,900 but the sum of all activities including the administration fee adds up to USD 145,545.</p>	<p>The calculation error has been corrected. The rightful total budget is USD 143,545 as captured in the Excel sheet.</p>
	<p>4. If the implementing entity has requested, is</p>	<p>Yes</p>	

	the Implementing Entity Management Fee at or below 8.5 per cent of the total project/programme budget before the fee?		
Duplication with AF project(s)/programme(s)'s learning activities	4. Do the proposed activities duplicate with the project/programme's learning activities as approved by the Board or do they duplicate activities financed from other sources of funding?	Unclear. Pending further details to be provided by the entity.	No, the proposed activities do not duplicate activities in the AF project. Rather, they enhance the AF learning activities. A new paragraph has been added to clarify what activities are funded under KCCAP.
Implementation Arrangements	5. Is the timeframe for the proposed activities adequate?	Unclear for some activities. CR7: Please elaborate and justify the timeframe for planned activities	The time frame for planned activities has been provided, with a detailed implementation gantt chart inserted in the proposal document
	6. Is a summary breakdown of the budget for the proposed activities included? Is the proposed budget adequate and reasonable?	The detailed budget has been provided. However, the agency needs to provide some more specificity on the planned activities and outputs along with clear budget lines. Please see CRs 2	This has been address in CR2 above and in the detailed excel budget.



ADAPTATION FUND

Application for a Grant to facilitate learning and knowledge sharing

Adaptation Fund Grant ID: NIEO

22 Country/ies: Kenya

National Implementing Entity: National Environment Management Authority (NEMA)

A. Timeframe of Activity

Expected start date	July 2021
Completion date	December 2021

B. Proposed learning activities

Describe the activities to be undertaken to share knowledge with other NIEs or the wider climate adaptation community or to develop knowledge/guidelines through partnerships

Introduction

NEMA as an NIE to the Adaptation Fund, is implementing the Kenya Climate Change Adaptation Programme (KCCAP) entitled: **Integrated Programme to build resilience to climate change of vulnerable communities in Kenya**. The programme seeks to enhance resilience and adaptive capacity to climate change of vulnerable communities in selected Counties in Kenya in the following sectors: agriculture and food security, water management, disaster risk reduction, and coastal zone management. Component

5 of the programme deals with strengthening institutional capacity and knowledge management on climate change adaptation.

Output 5.1 of the Programme seeks to disseminate knowledge on climate change adaptation through various platforms print and electronic media, community forums, producing assorted knowledge products, developing an interactive website, and a central knowledge and information depository system, and peer reviewed journal papers on adaptation.

Under component 5 of the KCCAP the following knowledge management activities are to be undertaken:

- a. Establish database and web-based information system for the programme
- b. Hold meetings/conferences to profile success stories, best practices and lessons learnt from the program
- c. Hold community forums for information generation and dissemination
- d. Farmer tours, visits and field days to showcase project best practices and success stories
- e. Print information, education and communication materials about the programme.
- f. Trainings for communities to create awareness on climate change
- g. Develop and air nationwide documentary on scenario changes due to climate change and best adaptation approaches.

Objective of the Grant Application

The main purpose of the learning and knowledge sharing grant application is to complement and enhance the knowledge management and learning activities undertaken under the Kenya Climate Change Adaptation Program (KCCAP). The proposed learning activities build on the experiences and gaps identified during the implementation of the Kenya Climate Change Adaptation Programme. Moreover, the proposed activities will enhance knowledge and learning outcomes, increase outreach and impact, and promote sustainability of KCCAP interventions.

Rationale and Relationship with KCAAP

The proposed grant application will build on the knowledge management and learning activities undertaken by KCCAP by addressing the following:

1. Enhancing institutional capacity of NEMA through learning from other EEs and other parties involved in adaptation projects. This will be achieved through the proposed exchange visits as well as the establishment of a community of practice on adaptation. Through these exchange visits, NEMA will also have an opportunity to share with other EEs its experiences in implementing its project. This will increase knowledge sharing and sustainability of the projects through application of lessons learnt from other projects.
2. Enhance Peer to Peer learning among the Executing Entities (EEs) of the KCCAP. The programme has 10 Executing Entities with different challenges and successes. Through this grant, NEMA intends to increase the interaction and peer to peer learning among the EES by supporting cross-project visits to share knowledge and experiences.

3. Enhancing community outreach. To ensure the experiences learnt from exchange visits are transmitted to the communities who are the ultimate users of the knowledge, this proposal provides for community platforms where NEMA and the NIEs can interact with the communities directly to share the knowledge. Community action plans will be developed, implemented and monitored.

4. Support learning in adaptation villages. Under KCCAP, NEMA is piloting an innovative approach to community learning through the establishment of adaptation villages. This is as a result of lessons learnt during the implementation of the project. The proposed Adaptation villages serve as a point of social transformation among communities to ensure sustainability of the programme initiatives and providing a centre for communities for continuous learning and innovation in adapting to climate change. The villages are composed of a water asset, basic training hall, sanitation facility, and demonstration sites- modelled along the farmer field school concept. This presents the communities with a longer term benefit. To ensure sustainability and community ownership of the adaptation villages, this grant shall be used to:

- Support the development of standardized learning materials for the adaptation villages– on smart agricultural practices, water efficient technologies, alternative livelihoods, gender inclusion and monitoring, value chain management, community engagement and operational and maintenance among others.
- Train ToTs from the community to support knowledge and technology transfer for sustainability of the project.

Proposed Activities

Activity 1: Support collaborative learning and sharing with other NIEs i.e. SANBI (South Africa) and CSE (Senegal).

Activity description: Under this activity, NEMA proposes to undertake 2 exchange/learning visits to similar projects undertaken by SANBI (South Africa), and CSE(Senegal), both funded by the Adaptation Fund. The choice of Senegal and South Africa was informed by the fact that they completed or are almost completing the implementation their AF funded programmes- the first in Africa with important successes stories, challenges, and experiences to learn from. The visiting delegation will involve 3 project staff from NEMA and 1 other person from the most relevant Executing Entity.

The following themes will be addressed during the exchange/learning visits:

- a. **Senegal:** The main focus will be on disaster risk reduction and management, community participation, gender mainstreaming and knowledge management system. The Kenyan team will seek to learn from the already completed project titled *Adaptation to Coastal Erosion in Vulnerable Areas*, a project that is similar to Kenya's AF project initiatives at the coast. The team will be keen to learn on the sustainability of the project since completion. This will inform the exit and sustainability strategies for the Kenyan program. **A translator will be engaged to address the language barrier between the French-speaking Senegal and English-speaking Kenya.**

b. **South Africa:** The focus will be on Adaptation initiatives and vulnerability reduction among agricultural communities in programmes under the South Africa National Biodiversity Institution (SANBI), a peer NIE to NEMA. The project to be visited for this exchange will be the Adaptation fund funded project titled *Building Resilience in the greater uMngeni Catchment, South Africa which is a 5-year project that commenced in 2015 and has been implemented slightly longer than the Kenyan programme*. The Kenyan team will seek to learn more on Early warning and response systems for local communities and small scale farmers impacted by Climate change. Lessons learnt will inform sustainability initiatives for similar projects being implemented in Kajiado, Embu and other vulnerable areas targeted under the Kenya climate change adaptation programme.

The Kenyan team will also seek to learn from another project by SANBI titled *Taking adaptation to the ground: A small Grants Facility for enabling local-level responses to climate change*. The team will seek to learn from the project's experience of on-granting to vulnerable communities to support adaptation initiatives and also learn from their experiences, successes and challenges.

Objectives of the Exchange Visits:

- To facilitate learning from the success and challenges of the Adaptation Projects in Senegal and South Africa: Senegal and South Africa as the foremost NIEs in Africa have been at the forefront and recorded immense success stories with their projects.
- Increase the exposure of participants to the challenges and mitigation measures involved in implementing adaptation projects.
- Increase the networking among the project staff implementing AF programmes to meet and share their experiences and challenges. This Exchange/Learning visit will bring participants to share their experiences and challenges in their respective countries. During the visit, formal & informal discussions as well as development of personal friendship would motivate participants for further communications after the visits.
- Facilitate participants to reflect and assesses what the visits help them to do things differently in Kenyan Program.

Expected Output: At the end of the exchange/learning visits, a report shall be prepared on the lessons learnt. This report will be shared with EEs during the proposed National conference on Adaptation learning as a form of dissemination. Additionally, participants will develop an action plan to implement the lessons learnt in the programme. The implementation of the action plan will be monitored to assess the effectiveness and value for money of the visit.

The knowledge captured during the visits will be used by NEMA to:

- a. **Improve the execution of the Kenya Climate Change Adaptation Programme (KCCAP) by incorporating lessons learnt and best practices**
- b. **Design an exit and sustainability strategy for KCCAP based on lessons learnt from Senegal and South Africa Projects which are ahead in completion. KCCAP is expected to end in December 2021, and a strategy to sustain the outcomes is critical for sustainability.**

- c. Enrich future adaptation programming by NEMA and other stakeholders based on lessons learnt

The knowledge captured will be disseminated within NEMA, other stakeholders, and the community through:

- a. An internal seminar to NEMA staff to share lessons learnt
- b. A summary of the visit and lessons learnt shall be shared with NEMA staff in an internal newsletter – The Ecoflash upon return
- c. A summary of the visit and lessons learnt shall be shared with the wider public through publication on the NEMA website
- d. The findings of the visits shall also be shared during the proposed community of practice during the National Conference on Adaptation, and during community outreach meetings.
- e. Incorporation in the relevant learning materials and ToTs

Activity 2: Peer to peer learning between the Executing Entities of KCCAP

Activity Description: Under this activity, NEMA will organize 3 peer to peer learning visits by the Executing entities to learn from each other. In the KCCAP, there are ten EEs that are implementing adaptation interventions to help vulnerable communities cope with impacts of climate change. However, there is little interaction among them, and as a result lessons that are learned in one organization are not always passed on to others. An important way to strengthen the work of the Executing Entities is to help them learn from each other. Cross-project visits give them an opportunity to interact with the projects, project staff, and beneficiaries.

The visits will involve 2 persons from each of the EEs (20 participants). The themes will revolve around the following themes: Climate smart agriculture practices, efficient water management, community engagement and gender mainstreaming, and operational and maintenance of adaptation assets developed.

Objective of peer exchange visits: Peer exchange is a practical and effective tool to foster learning between EEs. The objective of a peer exchange visit is to enable EEs to improve program quality and effectiveness by learning from each other. Exchange visits are intended to benefit all participants through an open exchange of ideas, knowledge, and sound practices. The host EEs should expect to gain as much from the experience as the visitors, if not more.

Expected Output: The expected output is a report by each participating EE highlighting the lessons learnt and an action plan on how they will be incorporated in their projects, and how the findings/experiences will be disseminated to the beneficiary communities.

Activity 3: Enhancing community learning to increase their adaptive capacity to climate change

Activity Description: This activity is meant to address the dissemination gap between the lessons learnt by both NEMA and EEs, and the communities by providing platforms where these lessons can be shared. It proposes a series of community meetings between the EEs, NEMA, and the beneficiary communities. Appropriate learning aide/approach will be developed to suit the communities to impact them for longer term sustainability.

These forums will also be used to disseminate information products developed by the KCCAP project. For greater impact, communities beyond direct beneficiaries will be considered for the outreach.

Objective: To disseminate the lessons learnt and good practices from exchange visits and information products developed under KCCAP to the community to enhance sustainability and impact.

Expected Output: Community outreach reports shall be prepared highlighting action plan by the communities on how the new knowledge will be used by the community to enhance their resilience to climate change impacts.

Activity 4: Establishing a community of practice for climate change adaptation

Description of the activity: This activity will make the first attempt to establish an Adaptation community of practice in Kenya by undertaking an inventory of organizations/projects with adaptation intervention, and organizing the first national workshop on adaptation learning that will bring together key actors/ projects to share experiences, lessons learnt, and chart the way forward on how to collectively collaborate in achieving the objectives of Kenya's National Climate Change Adaptation Plan. This will also enhance future programming in adaptation. **After the initiation, the Community will put in place a self-sustaining model for their activities and engagements. To share the knowledge generated and lessons learnt, regular virtual events e.g. webinars will be organized and discussions posted on NEMA's website with links to other relevant institutional websites.**

Objective: To establish an Adaptation Community of practice to enhance learning and knowledge sharing.

Expected outputs: This activity will have two expected outputs:

- a. An Adaptation Community of practice
- b. Workshop report on Adaptation learning

The Workshop report on Adaptation Learning will be widely disseminated through:

- a. **NEMA website for access to a wider audience and linked to other relevant institutional websites**
- b. **NEMA's social media platforms i.e. twitter and Facebook pages**
- c. **Hard copies to the Community of practice members**
- d. **Available community forums**

Activity 5: Supporting learning in adaptation villages

Activity Description: Adaptation villages are designed to be centers of community learning and transformation to build community resilience. KCCAP is putting up 20 such villages by the end of the program. To ensure sustainability and community ownership of the adaptation villages, the proposal is to:

- Support the development of standardized learning materials for the adaptation villages– on smart agricultural practices, water efficient technologies, alternative livelihoods, gender inclusion and monitoring, value chain management, community engagement and operation and maintenance among others.
- Train ToTs from the community to support knowledge and technology transfer for sustainability of the project.

Objective: Enhance community learning on climate change adaptation interventions.

Expected Outputs: The activity has two major outputs:

- a. Appropriate community learning materials developed
- b. At least 100 community ToTs trained

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Table1: Summary of the Proposed Project Activities

Proposed Learning Activities	Description of activities	Expected Output of the Activities	Country/Institution to share/transfer knowledge with/to or to develop guidelines for, including NIE(s)	Requested budget (USD)	Tentative timeline (Completion date)
Activity 1: Support collaborative learning and sharing with other NIEs i.e. SANBI (South Africa) and CSE (Senegal)	Undertake two (2) Country Exchange visits by Kenya NIE Secretariat to SANBI (South Africa) and CSE (Senegal).	<ol style="list-style-type: none"> a. A report on lessons learnt b. An action plan to implement the lessons learnt in the programme 	South Africa Senegal	20500	July ,2021
Activity 2: Peer to peer learning between the Executing Entities of KCCAP	Undertake 3 peer to peer learning visits by the Executing entities to learn from each	<ol style="list-style-type: none"> a. A report by each participating EE highlighting the lessons learnt b. An action plan on how the EEs will incorporate the lessons learnt in 	10 KCCAP Executing Entities 2 participants per EE	31,800	October 2021

	other.	their projects, and how the findings/experiences will be disseminated to the beneficiary communities.			
Activity 3: Enhancing community outreach learning to increase their adaptive capacity	This activity is meant to address the dissemination gap. It involves the transfer of lessons learnt by both NEMA and EES to communities through community meetings using appropriate strategies	a. Community outreach reports b. Community Action plans by on how the new knowledge will be used by the community to enhance their resilience to climate change impacts.	KCCAP Beneficiary Communities, NEMA, EES	30,000	November, 2021
Activity 4: Establishing a community of practice for climate change adaptation	Establish a community of practice by conducting a baseline of organizations/projects with adaptation intervention. Organize a national	a. An Adaptation Community of practice b. Workshop report on Adaptation learning	EES, other partners, Experts, policy makers, communities, academics	25000	October 2021

	workshop on adaptation learning that will bring together key actors/projects to share experiences, lessons learnt,				
Activity 5: Supporting learning in adaptation villages	<p>a. Support the development of learning materials – on smart agricultural practices, water efficient technologies, alternative livelihoods, gender inclusion and monitoring, value chain management etc.</p> <p>b. Train ToTs from the community for sustainability of the project</p>	<p>a. Appropriate community learning materials developed</p> <p>b. At least 100 community ToTs trained</p>	Beneficiary Communities	25,000	October 2021
Administration fee				11245	
Total				143,545	

Below is the detailed program implementation timeline:

ACTIVITY	DESCRIPTION	BUDGET	IMPLEMENTATION TIME FRAME					
			JULY	UG	SEP	OCT	NOV	DEC
Activity 1: Support collaborative learning and sharing with other NIEs i.e. SANBI (South Africa) and CSE (Senegal).	Undertake two (2) Country Exchange visits by Kenya NIE Secretariat to SANBI (South Africa) and CSE (Senegal).	20500						
Activity 2: Peer to peer learning between the Executing Entities of KCCAP	Undertake 3 peer to peer learning visits by the Executing entities to learn from each other.	31,800						
Activity 3: Enhancing community outreach learning to increase their adaptive capacity	This activity is meant to address the dissemination gap. It involves the transfer of lessons learnt by both NEMA and EES to communities community meetings using appropriate strategies	30,000						
Activity 4: Establishing a community of practice for climate change adaptation	Establish a community of practice by conducting a baseline of organizations/projects with adaptation intervention.	25000						
	Organize a national workshop on adaptation learning that will bring together key actors/ projects to share experiences, lessons learnt,							
Activity 5: Supporting learning in adaptation villages	Support the development of learning materials – on smart agricultural practices, water efficient technologies, alternative livelihoods, gender inclusion and monitoring, value chain management etc.	25,000						
	Train ToTs from the community for sustainability of the project							

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
Mamo B. Mamo DIRECTOR GENERAL		11.01.2021	Wangare Kirumba	+254712815514	wangarekirumba4@gmail.com

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D. Record of endorsement on behalf of 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> DR. CHRIS KIPTOO, CBS PRINCIPAL SECRETARY MINISTRY OF ENVIRONMENT AND FORESTRY KENYA	<i>Date: (Month, day, year)</i> 11 th January 2021
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Annex 1: Supplementary Form

Please answer the following questions:

1. Describe the purpose of the learning grant (maximum 100 words)

The main purpose of the learning and knowledge sharing grant application is to complement and enhance the knowledge management and learning activities undertaken under the Kenya Climate Change Adaptation Program (KCCAP). The proposed learning activities build on the experiences and gaps identified during the implementation of the Kenya Climate Change Adaptation Programme. Moreover, the proposed activities will enhance knowledge and learning outcomes, increase outreach and impact, and promote sustainability of KCCAP interventions.

2. Please provide a detailed budget with budget notes, indicating the break-down of costs at the output level (see separate document)



**MINISTRY OF ENVIRONMENT AND FORESTRY
OFFICE OF THE PRINCIPAL SECRETARY**

Telegrams: "NATURE", Nairobi
Telephone: 254-20- 2730808/9
Fax: 254-20- 2734722
Email: psoffice@environment.go.ke
When replying please quote:

N.H.I.F BUILDING
RAGATI ROAD
P. O. BOX 30126-00100
NAIROBI

Ref No: MEF/EMC/1/1 VOL.V

15th January, 2021

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

**SUBJECT: ENDORSEMENT FOR LEARNING GRANT FUNDING
SUPPORT FOR NATIONAL ENVIRONMENT MANAGEMENT
AUTHORITY (NEMA) KENYA**

In my capacity as designated authority for the Adaptation Fund in Kenya, I confirm that the above national grant proposal 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 Kenya.

Accordingly, I am pleased to endorse the above Learning Grant proposal with support from the Adaptation Fund. If approved, the project will be implemented by NEMA- Kenya.

A handwritten signature in blue ink, appearing to read 'Chris Kiptoo'.

**DR. CHRIS KIPTOO, CBS
PRINCIPAL SECRETARY**

Annex 1: Detailed Budget

No.	Budget Item	Description	Cost Drivers	Actual Costs (USD)	Quantity	Total Costs (USD)	TIME FRAME					
							JUL	AUG	SEP	OCT	NOV	DEC
1	Support collaborative learning and sharing with other NIEs i.e. SANBI (South Africa) and CSE (Senegal).	Undertake 2 Country Exchange visits by Kenya NIE Secretariat to SANBI (South Africa) and CSE (Senegal). SANBI and CSE are implementing Adaptation projects with similar elements as KCCAP.	Flight ticket for 4pax	800	8	6400	X					
			Accommodation costs for 4 pax for 4 days	400	24	9600						
			Local travel	1500	2	3000						
			Local interpreter for Senegal	1500	1	1500						
2	Peer to peer learning between the Executing Entities of KCCAP	Undertake 3 Field Exchange visits among KCCAP Executing Entities to project sites, to learn from each other, exchange experiences, transfer knowledge and innovations.	Accommodation costs for the EEs under exchange for 20 pax for 3 days	150	180	27000		X	X	X		
			Travel costs; 3 van hire @600 per exchange visit	600	3	1800						

		Hold a National Workshop on: Enhancing Adaptive capacity of communities through learning and knowledge exchange. The workshop will bring together practitioners of KCCAP as well other adaptation projects nationwide to share their experiences, lessons learnt, and success stories.	Conference facility for 50 pax for 2 days	25	100	2500				X		
			Accommodation for 50pax for 2 days	150	100	15000						
			Transport reimbursement	50	50	2500						
			Documentation of the adaptation knowledge shared	5000	1	5000						
5	Supporting learning in adaptation villages	Support the development of learning materials	Support the development of learning materials	10	1000	10000					X	

		Train 100 ToTs from the community for sustainability of the project	Training of 100 TOTs	150	100	15000						
6		Adminstration Fee 8.5%	Meetings, travels,conference package, air tickets	Programme management cost	1	11,245						
	Total sum of learning grant					143545						