

# Portfolio Development: Project Cycle and Review Criteria

Readiness Workshop for Asia/Pacific and  
Eastern Europe Countries

29 June, 2021



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# Funding opportunities: overview

Action	Innovation	Learning & Sharing
<p>Single country projects (\$ 20 M per country) (NIE, RIE, MIE) + PFG/PFA (NIE only)</p> <p><a href="https://www.adaptation-fund.org/apply-funding/project-funding/project-proposal-materials/">https://www.adaptation-fund.org/apply-funding/project-funding/project-proposal-materials/</a></p>	<p>Small grants (&lt;US\$250 k) to foster innovation practices in CCA (NIE)</p> <p><a href="https://www.adaptation-fund.org/apply-funding/innovation-grants/nie-small-grants-for-innovation/">https://www.adaptation-fund.org/apply-funding/innovation-grants/nie-small-grants-for-innovation/</a></p>	<p>Learning grants (&lt;US\$150 K) to share best practices and lessons learned (NIE)</p> <p><a href="https://www.adaptation-fund.org/knowledge-learning/learning-grants/call-learning-grants/">https://www.adaptation-fund.org/knowledge-learning/learning-grants/call-learning-grants/</a></p>
<p>Regional projects (2 + countries) \$ 14 M (RIE, MIE) + PFG</p>	<p>Small grants (&lt;\$ 250k) in innovation for non accredited entities - AFCIA</p>	
<p>Enhanced Direct Access (EDA): US\$ 5 M per country (NIE)</p> <p><a href="https://www.adaptation-fund.org/apply-funding/enhanced-direct-access-eda-grants/">https://www.adaptation-fund.org/apply-funding/enhanced-direct-access-eda-grants/</a></p>	<p>Large grants (&lt;US\$5 M) to roll out innovative adaptation practices in CCA. Single country (NIE, RIE, MIE) or regional (RIE, MIE)</p> <p><a href="https://www.adaptation-fund.org/apply-funding/innovation-grants/large-grants-for-innovation/">https://www.adaptation-fund.org/apply-funding/innovation-grants/large-grants-for-innovation/</a></p>	
<p>Project scale-up grants: &lt; US\$ 100 k per project (NIE)</p>		

# What to keep in mind- General



**Concrete activities: visible and tangible impacts**



**No prescribed sectors or approaches: country-driven process that accommodates countries' circumstances and adaptation reasoning**



**No co-financing requirements**



**Total allocation for projects/ programmes submitted by MIEs cannot exceed 50% of cumulative resources available in the trust fund**



**Country cap recently raised to from USD 10 to USD 20 million under certain conditions**



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# What to keep in mind – Designated Authority (DA)

Responsible for **endorsing** each project/ programme submitted for AF funding from the country



**Understanding of the adaptation needs and priorities**



**Knowledge of adaptation-related and sector strategies and policies**



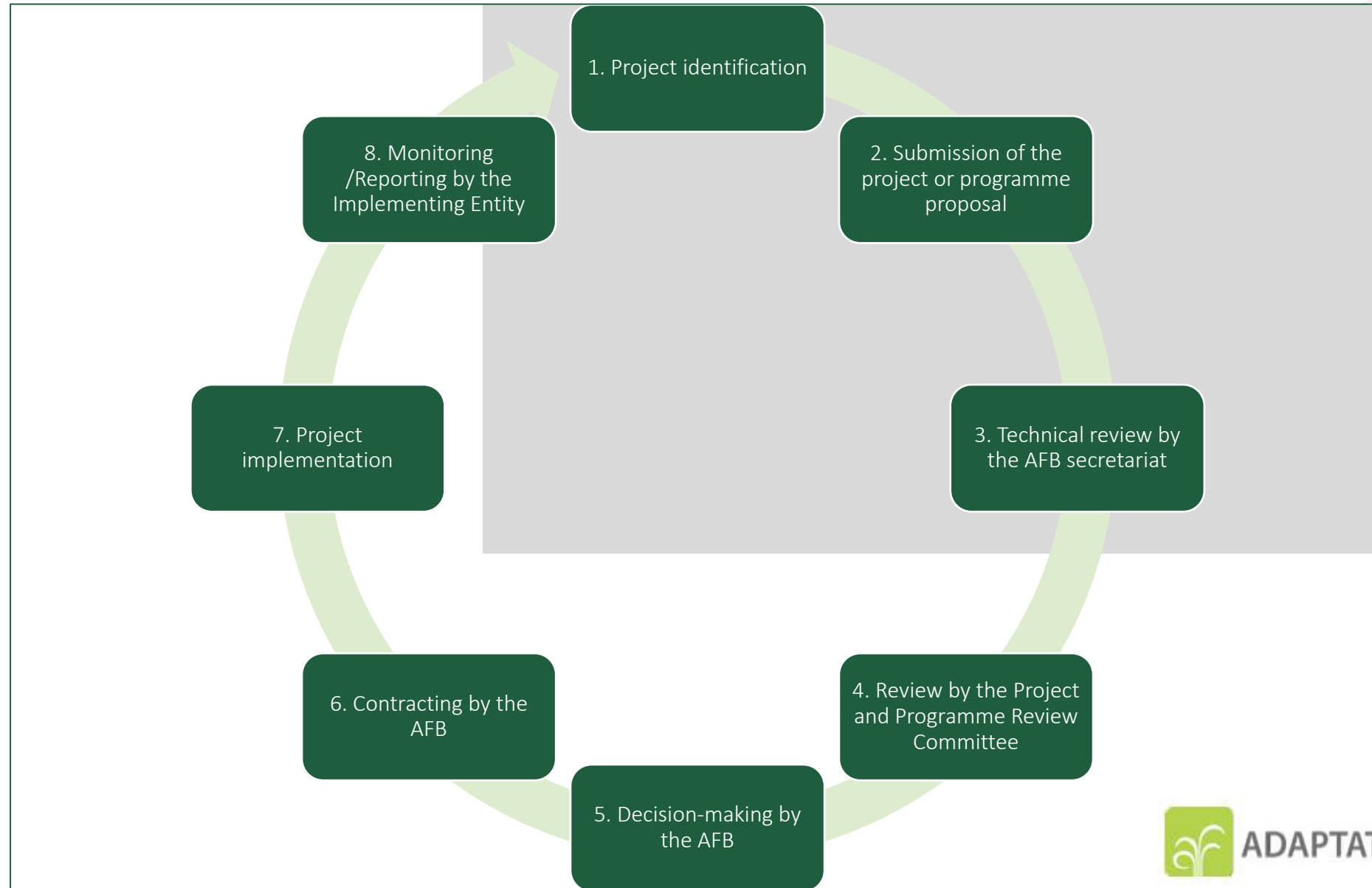
**Understanding of other adaptation activities taking place (avoidance of duplication and complementarity)**

**OPG:** *“The Designated Authority shall confirm that the endorsed project/programme proposal is in accordance with the government’s national or regional priorities in implementing adaptation activities to reduce adverse impacts of, and risks posed by, climate change in the country or region.”*



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# Steps from accreditation to implementation



# 1. Project identification

NIEs have followed different approaches, e.g.:

NIE, with support from Designated Authority, **identifies** key national adaptation projects for development

NIE opens a **call for proposals**, and best ideas are selected for developing proposals to the AF as **individual projects**

NIE opens a **call for proposals**, and best ideas are selected for developing **a programme** to the AF

Regardless of approach:

Consultation is mandatory

Project idea has to align with national priorities



## 2. Submission of the project or programme proposal



Implementing entities have to use the **project proposal materials** (including instructions and template for preparing a request for project/programme funding) - available at: <https://www.adaptation-fund.org/apply-funding/project-funding/project-proposal-materials/>



Project/programmes proposals (and endorsement letters) are submitted by accredited implementing entities to the AFB Secretariat



Implementing Entities can submit proposals twice a year, for consideration at the respective bi-annual Board meetings

In addition, an intersessional review cycle allows certain proposals to be submitted 3 times a year:

Resubmissions of pre-concepts/concepts + formulation grant requests

New submission of full proposal for which the concept had been endorsed

Resubmissions of full proposals

Delay avoided by proponents with intersessional review: 3 months

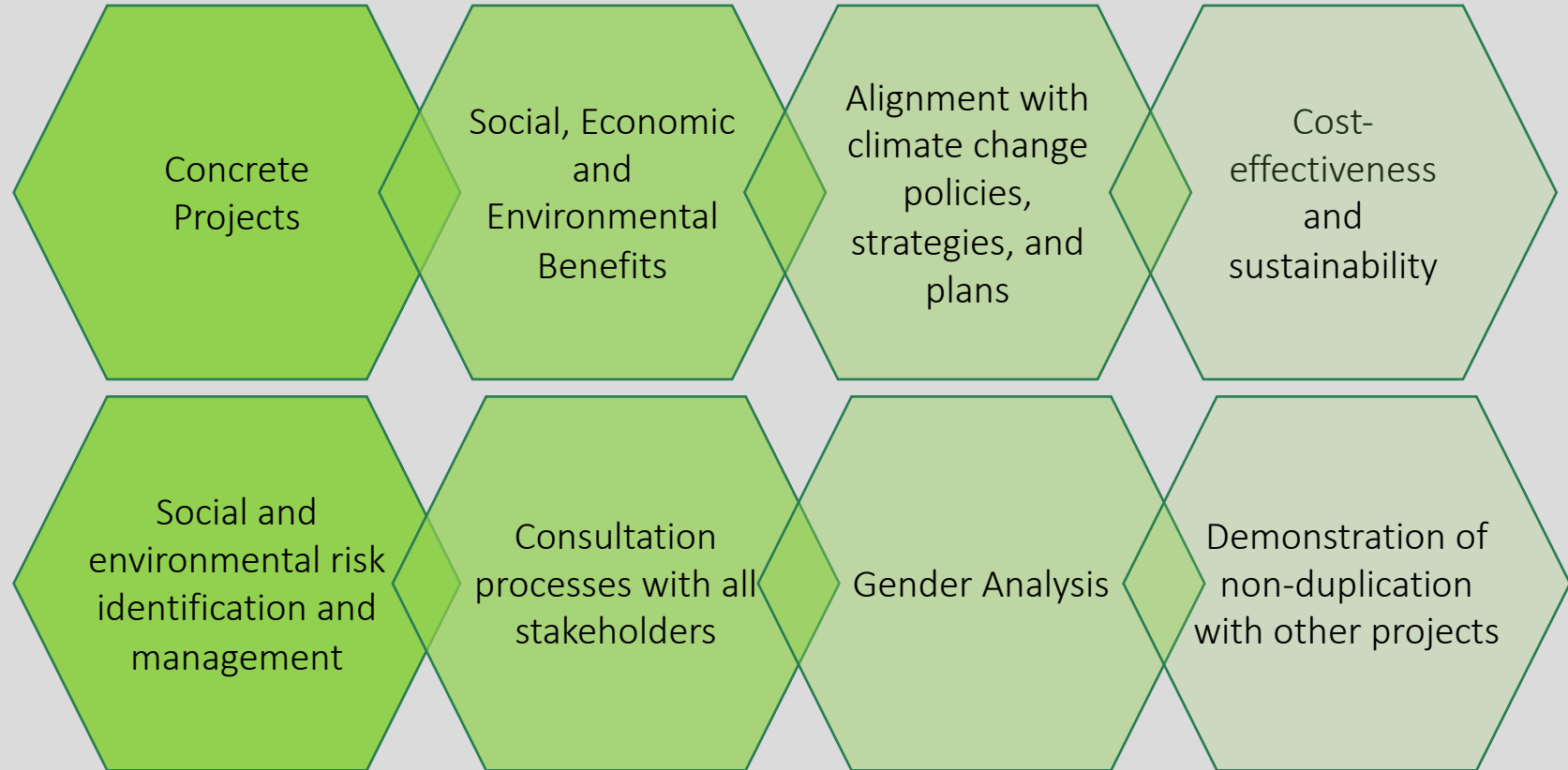


### 3. Technical review by the AFB secretariat

Once received, proposals are reviewed by the AFB secretariat

Reviews are done using review criteria (incl. ESP/gender policies-related)

Forward the proposals with the technical reviews to the PPRC





## 4. Review by the Project and Programme Review Committee (PPRC)

Considers and reviews projects and programmes submitted to the Board, technical reviews prepared by the AFB secretariat, and makes recommendation

## 5. Decision-making by the AFB

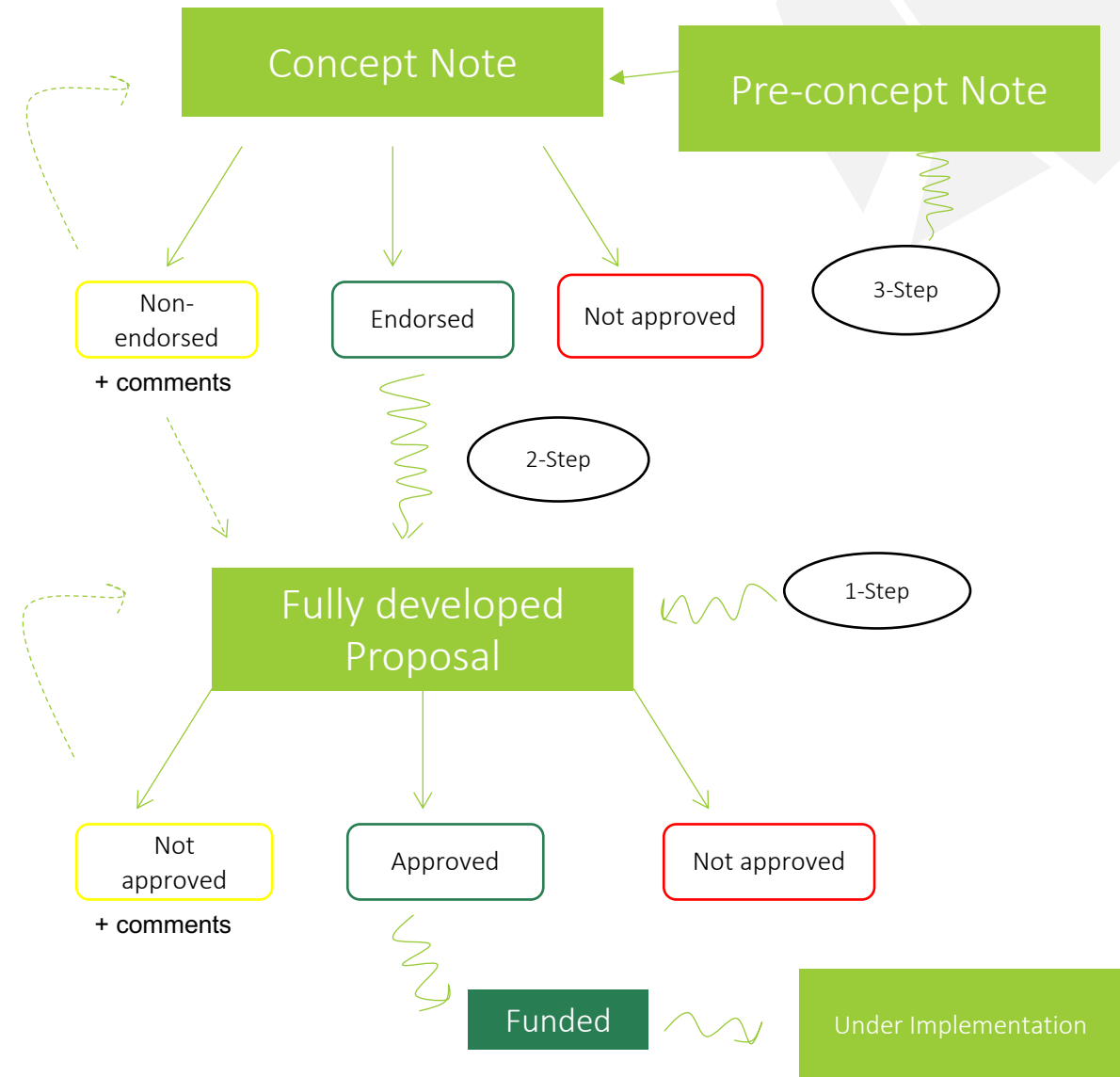
Takes decision on projects approval, following recommendation by the PPRC



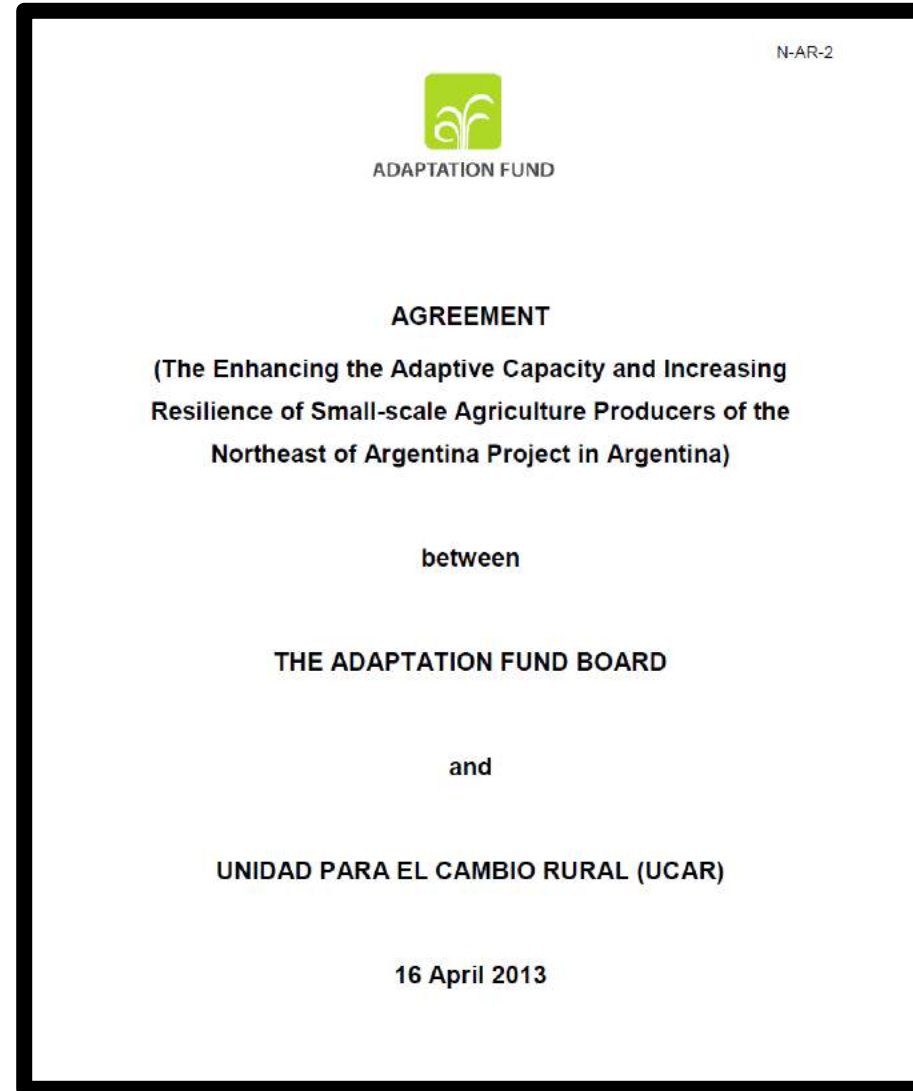
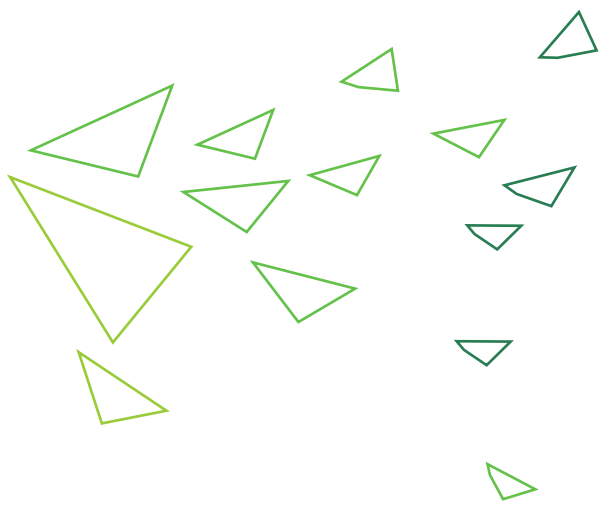
## 6. AF process of approving proposals

For all projects/programmes there is a choice of a **one step** (full proposal) or **two step** process (concept approval and project/programme document).

For **regional projects** programmes, additional choice of a **three-step** process (pre-concept, concept endorsement and project/programme document).



# 7. Contracting by the AFB – the agreement



# Eligibility – minimum criteria

- The proposal needs to be sent by an accredited implementing entity with a valid Letter of Endorsement (LOE) from the Designated Authority (DA) for the AF (<https://www.adaptation-fund.org/apply-funding/designated-authorities/>).
- If DA changes, AFBSEC needs to receive a formal communication. LOE needs to be addressed to the AFBSEC and shall be signed by a minister or a government representative (at cabinet or ambassador level).
- The LOE can be sent up to 1 month prior to the proposal submission deadline.
- Concept notes max 50 pages (annexes included) and fully-developed proposals up to 100 pages (project) and 100 pages for its annexes.

# Adaptation reasoning and concreteness

- ✓ The project is not a “business-as-usual” development or environmental protection.
- ✓ Include an assessment of climate impacts and disaster risks accompanied with reliable scientific resources and data.
- ✓ **Adaptation reasoning:** the suitability of activities in responding to the threats posed by future CC. Identify adaptation needs (climate drivers; key risks; adaptation barriers) and adaptation responses.
- ✓ The activities align with the project’s overall goal and objectives ensuring the cohesion of the components among themselves – a coherent **logical framework**.
- ✓ Regional projects/programmes should include national and regional perspectives to justify their value added.

# Cost-effectiveness

- ✓ It's about both costs and effectiveness.
- ✓ Provide a **logical explanation of the selected scope** and approach (why these measures would be the most effective compared to others).
- ✓ Demonstrate cost-effectiveness from a sustainability point of view, in quantified terms whenever possible.
- ✓ Include a clear **description of alternative options** to the proposed measures.
- ✓ Include comparison to other possible interventions that could have taken place to help adapt and build resilience in the same setting (sector, geographic region, and/or community); with quantitative estimates where feasible (preferably in a table format).

# Environmental and social risks (1/2)

- ✓ **Identify** all potential environmental and social impacts and risks.
- ✓ Elaborate on the gender-specific cultural and/or legal context in which the project will operate.
- ✓ State the **category** in which the screening process has classified the project. (Category A, B or C). *Ensure that these categories reflect AF ESP and not your organization's.*
- ✓ Provide a **checklist**, indicating which environmental and social impacts and risks have been identified (for each ESP principle) and provide **justification of the risk identification findings**.
- ✓ For the identified risk, carry out an **environmental impact assessment**.
- ✓ Include sufficient supporting documentation (annexes) including a **gender assessment and action plan report**.



## Environmental and social risks (2/2)

- ✓ **Unidentified Sub-Projects (USP)** - either the specific location and/or the specific activity are not sufficiently identified to allow adequate risks identification)
- ✓ **Try to avoid USP** – they are acceptable only on exceptional basis and their use must be well-justified.
- ✓ If the project contains USP, please include an Environmental and Social Management Plan or framework with adequate provisions to ensure that the USPs will also be compliant with the ESP and GP. (explain how).
- ✓ Include an accessible and meaningful **grievance mechanism** in place, mentioning all parts of the grievance process, including where grievances can be addressed



# Gender Policy requirements

PROJECT PROPSAL REQUIREMENTS	CONCEPT STAGE	FULL PROPOSAL STAGE
Initial Gender Assessment	✓	
Full Gender Assessment		✓
Gender-Responsive Indicators		✓
Gender-Responsive Implementation & Monitoring Programs		✓
Preliminary gender equal consultation	✓	
Comprehensive gender equal consultation		✓
Implement a fair and transparent Grievance Mechanism		✓



# Results framework and M&E


- ✓ The results framework includes **realistic, quantified expected results** with indicators and targets that are gender responsive and disaggregated by sex as appropriate.
- ✓ Include a table showing the **linkage between project objectives and outcomes to the Fund level outcome and outputs** (refer to the [revised](#) 2019 AF's result framework).
- ✓ The project result framework must include at least two **core impact indicators** “Number of beneficiaries including estimations for direct and indirect beneficiaries” and a 2<sup>nd</sup> one depending on the type of activities selected.
- ✓ Arrangements for M&E should include budgeted M&E plans. The M&E framework should include a break-down of how the IE fee will be utilized.

# Thank You



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