



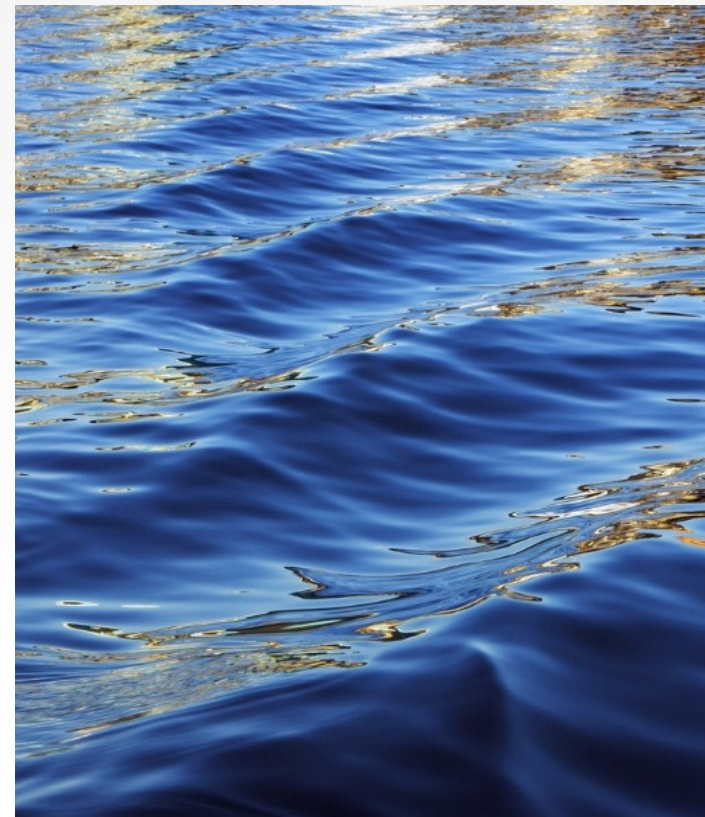
**ADAPTATION FUND**

## **Readiness Package: Access and Application**

**2021 ANNUAL CLIMATE FINANCE  
READINESS SEMINAR FOR ACCREDITED  
NATIONAL IMPLEMENTING ENTITIES**

**3-5 August 2021**

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Secretariat**



# The Readiness Package Grant



- ❖ The Readiness Package Grant is available for accreditation of NIEs only, up to a maximum of US\$ 150,000 per country.

- ❖ Approved at AFB 29, March 2017

## OBJECTIVE

- ✓ Provide enhanced support for accreditation
- ✓ Employing a suite of tools to advance the delivery of climate finance through Direct Access
- ✓ Enable recruitment of fiduciary guidance and other experts to support the accreditation process
- ✓ Shorten the length of time to achieve accreditation



# The Readiness Package Grant

- The grant continues to support South-South Cooperation (SSC) through a more comprehensive suit of tools to address accreditation gap areas within NIE candidates/applicants to help them adequately meet the Fund's accreditation criteria.
- Following a decision by the Board at AFB26 March 2021, countries may accredit 2 NIEs, but the readiness package grant remains US \$150K per country.



# Eligibility to Receive Accreditation Support

All developing country Parties to the Kyoto Protocol and Paris Agreement under the UNFCCC that wish to have an NIE accredited with the Fund are eligible to receive the Readiness Package grant.

**In addition, all applicants should meet the following criteria:**

In cases where the DA has not yet identified a suitable NIE candidate/applicant to navigate the accreditation process of the Fund:

- Be a developing country Party to the KP or PA with no existing NIE accredited with the Fund;

In cases where an NIE candidate/applicant has already been identified:

- The NIE candidate must be located in a developing country Party to the KP or PA that does not have an NIE accredited with the Fund;
- The country of the NIE candidate must have a Designated Authority (DA) to the Adaptation Fund;

# Eligibility to Provide Intermediary Services

The NIE intermediary should have tangible achievements with the Fund in programming adaptation finance through the preparation and implementation of concrete adaptation projects and programmes

**All NIE intermediaries have to meet the following eligibility criteria:**

- must currently have an “Accredited” status with the Adaptation Fund;
- must have experience advising or organizing support relevant to accreditation or capacity building to institutions, organizations or other entities in developing countries at the national, sub-national or local level to receive climate finance for adaptation projects and programmes;
- must have experience implementing a concrete Adaptation Fund project or programme and have submitted at least one project performance report (PPR), hence demonstrating commitment to adhere to the fund’s fiduciary standards, operational policies and guidelines

# Eligible Activities for Funding

## Support in one or more of the following:

- Support to the DA to nominate a suitable NIE candidate
- In-country support by the intermediary to an NIE candidate for the preparation of an application for accreditation.
- Technical support through experts to develop and/or put in place policies, procedures and other institutional arrangements to support the accreditation process with the Fund.
- Organization of local, national or regional consultations/workshops to assist in the preparation of applications for accreditations from several NIE candidates.
- Following consultations between the intermediary and NIE candidate

# Implementation Arrangements

## ► Responsibilities of the NIE intermediary

- ❖ undertaking initial assessment/dialogue with the NIE candidate/applicant and/or DA that includes a discussion of the AF accreditation application form
- ❖ management of all aspects of procurement, financial and non-financial reporting, including submission of a final completion report to the secretariat
- ❖ execute the readiness package and deliver on-the-ground support and technical assistance to the NIE candidate seeking accreditation with the Fund.
- ❖ manage activities of delivering capacity and technical support for the NIE candidate to navigate the accreditation process.

## ► Responsibilities of the entity receiving accreditation support

- ❖ drive the process of its accreditation and work with the intermediary to put in place the necessary institutional arrangements, policies, and capacities to adequately meet the requirements of the accreditation process.
- ❖ making the necessary management decisions, inter-departmental/organizational coordination, and availing the necessary human and financial resources to actively drive the accreditation process within the entity.
- ❖ submitting its own complete application for accreditation to the secretariat and ultimately be responsible for the application process.

# Application Form



## ADAPTATION FUND

### READINESS PACKAGE GRANT APPLICATION FORM TEMPLATE

**Application for a Grant to support NIE accreditation through the readiness package**

Submission Date:

**Adaptation Fund Grant ID:**

**Country receiving support:**

**Institution to navigate accreditation process, if already identified:**

**Name of Implementing Entity delivering support:**

**Type of Implementing Entity delivering support (NIE/RIE/MIE):**

#### A. Timeframe of Activity



Expected start date of support	
Completion date of support	

#### B. Experience participating in, organizing support to, or advising other NIE candidates

- (i) Describe the support provided for accreditation through readiness grants from the Adaptation Fund to developing countries and/or entities seeking to use the Fund's Direct Access modality.

Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported



- (ii) Describe any other type of support provided outside the grants from the Adaptation Fund to other national, sub-national and/or local entities relevant to the AF accreditation process.

Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported

### C. Proposed activities to support NIE accreditation

- (i) Describe the initial assessment and dialogue that the intermediary has had on the NIE candidate gaps/challenges and ability of the NIE candidate to meet the requirements stipulated in the AF accreditation application form. In the event that a candidate NIE has not yet been identified, describe such dialogue with the DA with clear articulation of identified gaps and the methods/approaches to fill in such gaps to meet the accreditation criteria of the Fund.
- (ii) Provide a list in chronological order of occurrence, of the main components/steps that would be implemented to address the NIE candidate gaps/challenges, the activities to be undertaken, and the requested budget to support accreditation of the NIE candidate. An example is provided within the table in italics.

Component	Proposed support activities to address Gap/Challenge	Expected Output of the Activities	Tentative completion date	Requested budget for component (USD)
<i>Developing policies and manuals</i>	<i>Updating environmental and social policy</i>	<i>Updated E&amp;S policy</i>	<i>April 2021</i>	<i>00,000</i>
	<i>Developing management operational manual</i>	<i>Manual for project quality at entry review</i>	<i>May 2021</i>	
	<i>Developing policy and procedures for internal control</i>	<i>Policy outlining the institution internal control framework</i>	<i>July 2021</i>	

Implementing entity fee				
<b>Total Grant Requested (USD)*</b>				

**\*Please provide a detailed budget (with budget notes including a notes of how the management fee will be used) attached as an annex to the application**

#### **D. Justification of project activities**

Provide a description of each identified NIE candidate gap/challenge and explain the status core, current processes and procedures within the NIE candidate regarding the identified gap/challenge and explain how the activities to be undertaken would address the identified gaps/challenges to advance accreditation of the NIE candidate. For new policies, procedures and institutional structures that need to be newly established, also provide a timeframe for demonstrating their effective operation and submission of evidence to the Accreditation Panel (AP), including responding to feedback from the AP. *(for missing policies, manuals and institutional structures, please list and explain each one individually)*

#### **E. 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



#### **F. Record of request of support on behalf of the government**

Provide the name and position of the government official who is the Designated Authority of the Adaptation Fund in the NIE candidate country and indicate date of endorsement. The letter of endorsement from the Designated Authority should be attached as an annex to the application.

(Enter Name, Position, Ministry)

Date: (Month, day, year)

The window for Readiness Package Grant proposal is now open and it will be open from 20 July to 20 September. Applications should be sent to [afbsec@adaptation-fund.org](mailto:afbsec@adaptation-fund.org) and carbon copy to [idebnath@adaptation-fund.org](mailto:idebnath@adaptation-fund.org) and [fmadziwa@adaptation-fund.org](mailto:fmadziwa@adaptation-fund.org).



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**THANK YOU**

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[www.climatefinanceready.org](http://www.climatefinanceready.org)

