



ADAPTATION FUND

AFB/PPRC.28-29/2
24 January 2022

Adaptation Fund Board
Project and Programme Review Committee

READINESS PACKAGE GRANT – CAMEROON

Background

1. At its twenty-second meeting, the Adaptation Fund Board Secretariat (the secretariat) had prepared document AFB/B.22/6 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 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 its twenty-third meeting, the Board had decided through decision B.23/26 to approve “the execution arrangements, criteria/eligibility criteria to allocate the funds to the accredited implementing entities for specific activities”, contained in document AFB/B.23/5, which included grants for technical assistance and South-South Cooperation (SSC).

3. Based on the Board Decision B.23/26, the first call for readiness project proposals was issued in May 2014 and eligible countries were given the opportunity to submit applications for a readiness grant.

4. At the tenth session of the Conference of the Parties serving as 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)

5. Upon completion of Phase I of the Readiness Programme, the secretariat had prepared document AFB/B.25/5 which outlined the progress made in Phase I and proposed Phase II of the Readiness Programme, taking into account the results from Phase I of the programme and integrating decision 2/CMP10. Following a discussion of the document, the Board decided to:

Approve Phase II of the Readiness Programme, as outlined in document AFB/B.25/5, with a total funding of US\$ 965,000, including funding of US\$ 565,000 to be transferred to the secretariat's budget and funding of US\$ 400,000 to be set aside for small grants to National Implementing Entities from resources of the Adaptation Fund trust fund.

(Decision B.25/27)

6. At its twenty-seventh meeting, the Board decided to integrate the Readiness Programme into the Adaptation Fund (the Fund) work plan and budget and set aside funding for small grants to be directly transferred from the resources of the Adaptation Fund Trust Fund. 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)

7. According to Board Decision B.28/30, a readiness project proposal can be submitted for consideration by the Project and Programme Review Committee (PPRC) and decision by the Board at the regular meetings of the Board and can also be submitted for review during an intersessional period of less than 24 weeks between two consecutive Board meetings.

8. At the thirty-sixth meeting of the Board, the PPRC had recommended to the Board to approve the Readiness Package Grant as a standing grant to support accreditation to the Fund.

The Readiness Package Grant would replace South-South Cooperation Grants and continue to facilitate peer-peer support for accreditation through South-South cooperation using a more enhanced and comprehensive approach. Having considered the comments and recommendation of the Project and Programme Review Committee, the Board decided to:

a) To approve the Readiness Package Grant as a standing window and replacement to South-South Cooperation Grants under the Readiness Programme to provide support for the accreditation of a National Implementing Entity (NIE) of the Fund;

b) That the Readiness Package Grant shall be available for accreditation of NIEs only, up to a maximum of US\$ 150,000 per country;

c) That Implementing Entities submitting proposals for the Readiness Package Grant should do so using the application form in Annex I of document AFB/PPRC.27/29 and that such proposals should be reviewed using the review sheet in Annex II of document AFB/PPRC.27/29;

d) That the review cycle and approval of Readiness Package Grants shall follow the review and approval process as well as reporting requirements for readiness grants under the Fund;

e) That already approved South-South Cooperation grants should continue implementation and fulfil all reporting requirements until completion;

f) To request the secretariat to prepare an analysis for opening the Readiness Package Grant to non-NIE intermediaries that are accredited implementing entities of the Fund;

g) To also request the secretariat to notify all accredited implementing entities of this decision by the Board on the Readiness Package Grant and South-South Cooperation Grants.

(Decision B.36/25)

9. At its thirty-sixth meeting, the Board had, through Decision B.36/30, approved the readiness workplan for FY22 as contained in the secretariat work schedule and work plan, document AFB/EFC.27/5. Following Decision B.36/30 by the Board, the secretariat launched a call for project proposals intersessionally between the thirty-sixth and thirty-seventh meetings of the Board and eligible countries and accredited NIEs were given the opportunity to submit applications for technical assistance and Readiness Package grants.

10. In response to the call by the secretariat for accredited NIEs of the Fund to submit proposals for Readiness Package grants, the secretariat received two grant proposals for two countries from one intermediary NIE.

11. It is expected that the Readiness Package grants will enhance South-South cooperation for accreditation to the Fund through a more comprehensive suite of tools to help institutions in

countries seeking direct access to the Fund's resources, to prepare and submit their applications for accreditation.

12. The following readiness package grant project proposal was submitted by the Centre de Suivi Ecologique (CSE) of Senegal (the intermediary), on behalf of the government of Cameroon.

13. The proposal includes a request for funding of US\$ 149,405 outlining the basic breakdown of the costs associated with providing support to help those applying for accreditation as an NIE prepare and submit their application.

14. The secretariat carried out an initial technical review of the project proposal and completed a review sheet. The secretariat noted that it was not able to conduct an adequate final technical review of the submitted Readiness Package grant proposal as the proposal did not provide sufficient information to ascertain the level of need and capacity requirements of the NIE seeking accreditation with the Fund. The secretariat noted that additional information from the applicant would be required through the application form and that the grant application form could be updated to enable the applicant to provide more comprehensive information. The secretariat also took note that the updates to the application form would not create a bottle neck or additional burden on the part of applicant NIEs nor the intermediary NIEs to submit a comprehensive Readiness Package grant proposal to the Board for consideration of approval.

15. In accordance with a request to the secretariat made by the Board in its 10th meeting, the secretariat held meeting and shared this review sheet with CSE.



ADAPTATION FUND

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT/PROGRAMME PROPOSAL

PROJECT/PROGRAMME CATEGORY Readiness Package Grant

Readiness Package support recipient Country: Cameroon
Accredited Implementing Entity: Centre de Suivi Ecologique (CSE)
Type of accredited Implementing Entity (NIE/RIE/MIE): NIE
Requested Financing from Adaptation Fund (US Dollars): \$149,405
AF Project ID:
Reviewer and contact person: Farayi Madziwa
IE Contact Person: Charlotte Aissata Boubou Sall

Co-reviewer(s): Ishani Debnath

Technical Summary	<p>The project to support NIE accreditation in Cameroon will be done through the three components below:</p> <p><u>Component 1:</u> Developing policies and manuals (USD 71,200).</p> <p><u>Component 2:</u> Workshops and meetings (USD 17,500)</p> <p><u>Component 3:</u> CSE's technical assistance (USD 28,000).</p> <p><u>Requested financing overview:</u> Total Project/Programme Cost: USD 116,700 Implementing Entity Fee: USD 11,705 Financing Requested: USD 149,405</p> <p>The initial technical review raises some issues, such as justification on the selection of the candidate NIE, clarification on the activities identified to address gaps and challenges and inclusion of a budget and timeframe for post submission support, as is discussed in the number of Clarification Requests (CRs) and Corrective Action Request (CAR) raised in the review.</p>
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	The secretariat noted that it was not able to conduct an adequate final technical review as the proposal did not provide sufficient information to ascertain the level of need and capacity requirements of the NIE seeking accreditation with the Fund. The secretariat noted that additional information from the applicant would be required through the application form and that the grant application form could be updated to enable applicant to provide more comprehensive information.	
Date:	1 December 2021	
Review Criteria	Questions	Comments on 1 December 2021
Country Eligibility	1. Is the country that does not yet have an accredited NIE a Party to the Kyoto Protocol?	Yes
Eligibility of IE	1. Is the project submitted through an Implementing Entity with an “accredited status with the Fund?	Yes, CSE is an accredited NIE
	2. Does the Implementing Entity have an approved project by the Adaptation Fund Board and has submitted at least one project performance report (PPR)?	Yes. CSE has completed implementation of the project “Adaptation to Coastal Erosion in Vulnerable Areas” and has submitted two PPRs for the project “Reducing vulnerability and increasing resilience of coastal communities in the Saloum Islands (Dionewar and Fadial)”.
	3. Has the Implementing Entity demonstrated adequate experience providing capacity building support to NIE candidates and other national/sub-national entities for access to climate change adaptation finance?	Yes. CSE has supported 8 countries for accreditation to the AF, supported 6 countries as a delivery partner of the GCF, and provided capacity-building support to several other countries in Africa.
Project Eligibility	1. Has the designated authority for the Adaptation Fund in the country seeking accreditation endorsed the project?	Yes. The letter of endorsement was signed on 11 August 2021 and is attached.

	2. Has the intermediary undertaken an assessment or had dialogue on the NIE candidate gaps/challenges and ability of the candidate NIE to meet the requirements stipulated in the AF accreditation application form?	<p>To some extent, yes. However, there is no description of the exchange with the DA or description of why FEICOM is the chosen NIE candidate compared to other alternatives.</p> <p>CR1: Please indicate whether and when the DA and staff of the NIE candidate have undertaken the AF e-learning course on accreditation and how that has contributed to CSE's initial assessment of accreditation gaps and challenges and the proposed solutions.</p> <p>CR2: Please provide a short (not more than 1 paragraph) overview explanation or justification why the Designated Authority considers FEICOM is the most suitable entity to navigate the AF accreditation process.</p>
	3. Have accreditation gaps/challenges been clearly identified and the approaches to address them clearly outlined?	Yes
	4. Are the proposed activities to address identified gaps/challenges for the NIE candidate to obtain accreditation with the Fund justified?	<p>Further clarification required. Activities to address identified gaps and challenges have been identified but it is not clear how the timeframe for implementation of newly developed policies and manuals is justified.</p> <p>CR3: Please clarify on the timeframe for implementation of newly developed policies and manuals is justified.</p>
Resource Availability	1. Is the requested project funding within the cap for the Readiness Package grants set by the Board?	Yes.
	2. Is the Implementing Entity Management Fee at or below 8.5 per cent of the total project/programme budget before the fee?	Yes, however, audit fees and travel have been presented as separate budget line items outside of the implementing entity management fee.

		CAR1: Please provide an explanation why travel and audit fees have not been included as part of the implementing entity management fee.
	3. Is there budget set aside to continue support post submission of a complete application for accreditation to the AF secretariat?	No. The proposal does not make provision for post submission support. CR4: Please set aside a budget to provide support after the candidate NIE has submitted a complete application for accreditation.
Implementation Arrangements	1. Has adequate time been provided to respond to and address comments and feedback that may be made by the Accreditation Panel?	No. The proposal does not make provision for responding and addressing any feedback that may come from the Accreditation Panel. CR5: Please include provision for continued support to address AP feedback to the candidate NIE following initial submission of a complete application for accreditation.
	2. Is a detailed budget including budget notes included?	Yes. However, the budget should be revised considering the above CAR and CRs.



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: CAMEROUN

Institution to navigate accreditation process, if already identified: Fonds Spécial d'équipement et d'intervention intercommunale (FEICOM)

Name of Implementing Entity delivering support: Centre de Suivi Ecologique (CSE)

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

A. Timeframe of Activity

Expected start date of support	April 2022
Completion date of support	June 2023

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

CSE was the first institution to experiment the direct access, first with the AF, then with the GCF. On the strength of this pioneering experience, CSE has been requested since 2012 by institutions from developing countries wishing to assess themselves against the requirements of accreditation (AF and GCF) and / or to prepare their accreditation files. The CSE thus aided in the form of advisory support by e-mail, but also through telephone interviews and site visits. In 2016, CSE organized in collaboration with the IFDD (Institute of the Francophonie for Sustainable Development) a regional workshop during which twelve (12) French-speaking countries of Africa and Haiti were familiarized

with the AF and the GCF, their policies and procedures, but also and above all their accreditation process.

The CSE was also the first institution to participate in the AF's Readiness programs, in particular in its South-South Cooperation component. Since 2014, the CSE has provided technical assistance to ten (10) institutions in developing countries. These include:

- identify a national institution applying for accreditation;
- strengthen the capacities of the institution selected for the accreditation process;
- support the institution selected in the collection and analysis of the documents required for accreditation; and
- assist the institution selected in the organization and submission of its accreditation request file.

The CSE has thus developed a number of tools relating to:

- screening to identify the institution with the best profile;
- analysis of the comments made by the Accreditation Panel (PA) on the accreditation request files during previous sessions of the AF Council;
- a summary of fiduciary standards;
- a checklist of required documents.

In addition, the CSE developed, submitted and implemented Readiness program of the GCF, serving as fiduciary agent for six (6) countries (Senegal, Togo, Cote d'Ivoire, Chad, Djibouti, DRC) with 8 Readiness programs implemented with as main missions from:

- Develop and implement Readiness requests;
- Manage legal arrangements and implementation of Readiness support
- manage financial resources;
- make purchases and recruitments;
- assist the Designated National Authority in monitoring and evaluating deliverables;
- Prepare progress and closure reports for Readiness agreements;
- carry out audits.

It is summarized in the table below the list of the various initiatives in which the CSE and its staff have participated over the past sixth (6) years.

CSE provided also intermediary services in the first Readiness Package launched in 2018 to support Mali and Burundi in preparation of relevant missing documents related to fiduciary and governance aspects. This process is closed in 2020 with the submission of accreditation folder through the accreditation's system by the two entities.

The readiness package comes as a complement to consolidate the technical support provided through the South-South cooperation grant. It enables NIE applicants to obtain the financial resources that allow us to recruit firms for the preparation of documents

related to (fiduciary aspects, strategic plan, internal audit, and ethics manual) that cannot be backed by conventional support.

The main results of this support are mentioned below:

- Grievance and redress mechanism in place;
- Technical assistance for developing a transparency policy and including procedures on conflict of interest and whistleblower protection;
- Internal audit manual developed;
- ESS & Gender policies developed;
- Strategic plan developed;
- Project cycle manual develop;
- M&E manual developed.

The following two tables summarize the various initiatives that the CSE and its staff have participated in over the past six (6) years.

- (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 support)	Type of support provided	Outcome of the support	Country/institution supported
2015	2016	Adaptation Fund	Readiness technical assistance	Application submitted; interaction underway with the secretariat	CHAD/ Fonds Spécial pour l'Environnement (FSE) with AF
2015	2016	Adaptation Fund	Readiness technical assistance	The institution is accredited as NIE	NIGER/ Banque Agricole du Niger (BAGRI)

Year support started	Year support ended	Climate Fund (source of support)	Type of support provided	Outcome of the support	Country/institution supported
2015	2020	Adaptation Fund	Readiness technical assistance	Supporting documents collected and under submission	Cape-Verde/ Agence Nationale de l'Eau et de l'Assainissement (ANAS)
2016	2020	Adaptation Fund	Readiness technical assistance	Application submitted; interaction underway the secretariat with AF	Mali/ Agence de l'Environnement et du Développement Durable (AEDD)
2016	2017	Adaptation Fund	Readiness technical assistance	Application submitted Interactions underway the Secretariat with AF	Sierra-Leone/ Ministry of Finance and Economic Development (MOFED)
2016	2019	Adaptation Fund	Readiness technical assistance	Application submitted; interaction underway the secretariat with AF	Guinée/ Centre d'Etude et de recherche en Environnement (CERE)
2017	2019	Adaptation Fund	Readiness technical assistance	Application submitted; interaction underway the secretariat with AF	Togo/ Office de Développement et d'Exploitation des Forêts (ODEF)

Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported
2017	2020	Adaptation Fund	Readiness technical assistance	Application submitted; interaction underway with the secretariat AF	Burundi/ OBPE
2018	2019	Adaptation Fund	Readiness technical assistance	The institution is accredited as NIE	Côte d'Ivoire/ Fonds Interprofessionnel pour la Recherche et Conseil Agricole (FIRCA)
2019	On Going	Adaptation Fund	Readiness technical assistance	In-house capacities developed Supporting documents under collection and analysis	Mauritius/ Ministry of Environment and Sustainable Development
2018	2020	Adaptation Fund	Readiness Package	Development of fiduciary and governance documents Submission	Mali/ AEDD & Burundi/ OBPE

- (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
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Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported
2015	2019	Green Climate Fund	Delivery partner	<p>National stakeholders trained on climate finance and informed about the GCF readiness program in Senegal</p> <p>A country program developed and submitted to GCF</p> <p>Several consultations organized at all levels</p> <p>A no objection manual developed and validated</p>	Senegal

Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported
2015	2020	Green Climate Fund	Delivery partner	<p>National stakeholders trained on climate finance and informed about the GCF readiness program in Djibouti</p> <p>A country program developed</p> <p>Several consultations organized at all levels</p> <p>A communication strategy developed</p>	Djibouti

Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported
2015	2019	Green Climate Fund	Delivery partner	<p>National stakeholders trained on climate finance and informed about the GCF readiness program in DRC</p> <p>A country program developed</p> <p>Several consultations organized at all levels</p> <p>A communication strategy developed under implemented</p> <p>A no objection manual developed</p>	Democratic Republic of Congo
2016	2016	IEDD	Capacity building	Enhanced capacity for French speaking countries for a better access to Climate Funds (AF and GCF)	Burkina Faso, Chad, Côte d'Ivoire, Djibouti, DRC, Gabon, Guinée, Haïti, Madagascar, Mali, Niger, Sénégal, Togo
2016	2016	WRI	Sharing experience achieving project	Experience of shared AF	National Environment Management Authority (NEMA) of Kenya

Year support started	Year support ended	Climate Fund (source of grant)	Type of support provided	Outcome of the support	Country/institution supported
2016	2018	Green Climate Fund	Delivery partner	Supporting documents collected and analysed	TOGO
2016	2019	Green Climate Fund	Delivery partner	National stakeholders trained on climate finance and informed about the GCF readiness program A country program developed Several consultations organized at all levels A communication strategy developed and implemented	CHAD
2017	2020	Green Climate Fund	Delivery Partner	National stakeholders trained on climate finance and informed about the GCF readiness	Côte d'Ivoire
2017	2018	SERVIR (CILSS-USAID)	Technical assistance	Experience shared on the GCF accreditation process	Niger/ AGRHYMET Center

Year support started	Year support ended	Climate Fund (source of support)	Type of support provided	Outcome of the support	Country/institution supported
2019	2021	Green Climate Fund	Delivery Partner	Training sessions organized Concept Notes developed Local forum organized	Togo
2019	2021	ACCF/ AfDB	Technical Assistance	Study on options for the accreditation of two national implementing with the Green Climate Fund: Technical assistance for the accreditation of two Ivorian institutions for accreditation Deliverables: -Mission report1 including the launch workshop report and the results of the simplified assessment -Mission report2 including the conclusions of the institutional assessment, the list of documents collected, the roadmaps -Mission report 3 including the submission report and recommendations	

C. Proposed activities to support NIE accreditation

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.

The Designated Authority of Cameroon has identified the “Fonds Spécial d'équipement et d'intervention intercommunale” to benefit from support from the Adaptation through under the Readiness Package.

CSE was identified by the DA to provide intermediary services and to assist the applicant institution in the preparation and submission of its accreditation application.

The CSE conducted an assessment to identify existing and missing documents within the institution. The results of the assessment showed that FEICOM has a sound system of financial management, transparency and control of fraud and mismanagement.

Project management has a good basis in that there is a Guide to Assistance in Project Implementation and a set of environmental, social and gender policies have been developed. However, it is important to update these documents to take into account screening, categorization, assessment and risk management procedures to take into account environmental, social and gender risks as well. It will be important to appoint gender focal points for the implementation of SSE and gender systems. The Guide to Assistance in Project Implementation doesn't take into account appraisal, quality at entry and project at risk system, the phase if monitoring and evaluation during project implementation.

the evaluation found that some documents were missing. The list is mentioned below:

- procurement manual which is backed by the public procurement code;
- the project cycle management manual, including appraisal, formulation, evaluation and risk management, quality review at project entry, implementation and closure;
- the project monitoring and evaluation manual;
- the gender policy and manual for gender mainstreaming in projects and programs;
- the grievance management mechanism for environmental, social and gender complaints;
- the strategic Plan -beef up on climate change component;
- Anti-fraud policy including the procedures of denunciation and whistleblowers protection.

This Grant will help the NIE to develop missing documents, nominate the focal points in ESS and Gender.

- (i) 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	Country/Institution to be Supported	Tentative completion date	Requested budget for component (USD)
Developing policies and manuals	The development and implementation of its Environmental and Social Management System (ESMS)	<i>an environmental and social policy;</i> <i>- the identification of environmental and social risks and impacts;</i> <i>- an environmental and social impact management program;</i> <i>- organizational capacity and skills (roles and responsibilities of staff implementing the ESMS) implementation of the ESMS);</i> <i>internal communication and training;</i> <i>- emergency preparedness and response.</i>	FEICOM	30/12/2022	12,000

	<p>Gender policy a gap analysis report with an action plan a guide on gender analysis approaches and tools A report on the establishment of an operational system for monitoring and evaluating the integration of gender gender mainstreaming in projects/progra ms; Grievance and redress mechanism Training reports;</p>	FEICOM	30/12/2022	8,000
<p>Technical assistance to develop a gender policy and gender mainstreaming manual</p>				
<p>Technical assistance for developing a project cycle management guide (integrating procedures for project identification, appraisal, quality at entry review, risks identification and mitigation development.</p>	<p>Project cycle management guide</p>	FEICOM	30/12/2022	8,000

	implementation, closure and evaluation)				
	Technical assistance for developing an M&E guide	M&E Framework including: M&E manual; Nomination of M&E officer; Training on M&E and independent evaluation;	FEICOM	30/12/2022	8,000
	The development and implementation of a procurement manual	A procurement system respecting competition and transparency rules	FEICOM	30/12/2022	11,200
	The development and implementation of anti-fraud and AML/ CFT policies	Antifraud and AML/CFT policies are operational and a mechanism of denunciation of fraud cases is set up	FEICOM	30/12/2022	12,000
	The development of a strategic plan	planning document and framework for monitoring the objectives set	FEICOM	30/12/2022	12,000

Workshop s and Meetings	Validation workshops (for validating all new policies and procedures developed)	Workshop reports	FEICOM	31/01/202 3	10,000
	Board meeting (for validating the new procedures)	Meeting minutes	FEICOM	28/02/202 3	7,500
CSE's technical Assistance	CSE's support collect review, submission and post submission documents	Monitoring and completion report	FEICOM	30/06/202 3	28,000
Travel	Travel	Mission report	FEICOM	30/12/202 2	16,000
Audits	Audits	Audit's report	FEICOM	30/06/202 3	5,000
Implementing entity fee					11,705
Total Grant Requested (USD)*					149,405

**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)

FEICOM is an economic and financial public establishment, responsible for financing local and regional authorities in Cameroon. FEICOM's policy in the fight against climate

change is anchored at international and national levels prescriptions. On the one hand on the SDGs, including Goals 6 (Clean Water and Sanitation), 7 (Clean and Affordable Energy), 13 (Measures to Combat Climate Change), 15 (Life on Earth) and 17 (Partnerships for Achieving the Goals) and, on the other hand on international Agendas. These international guidelines are included, adapted and contextualized in the National Development Strategy for 2030 (NDS30), the Predicted Contribution to the National Plan (CPDN) and in the National Plan for Adaptation to Climate Change (PNACC).

In line with these international and national guidelines, FEICOM has adopted an Environmental Policy which first phase covers the period 2020-2023. Through this policy, the organization is determined to make environmental protection an integral and fundamental part of its intervention strategy and its operating system.

It is based on principles that should contribute to reducing the environmental footprint of the organization, including the implementation of an Environmental Management System in accordance with the ISO 14001:2015 standard. Through this certification, FEICOM intends to develop:

- The mobilization of the personnel around a federative project aiming at stimulating the dynamics of progress towards a sustainable development;
- The integration of environmental management and its evaluation in the project cycle;
- Continuous improvement of environmental performance through an efficient and constantly evolving management system.

The application for accreditation as a National Implementing Entity to the Adaptation Fund is a complement to other initiatives already taken by the organization in the same target. We can mention the accreditation process to the Green Climate Fund and the Readiness programme initiated with the technical support of the Food and Agriculture Organization of the United Nations (FAO) or the acquisition of carbon offsetting certificates as part of its participation in the European Development Days or.

A successful outcome of this current process will allow FEICOM to mobilize additional resources from various donors and intend to finance climate adaptation projects developed by Local councils. Thanks to these resources, FEICOM will be able to reduce the observed gaps and to respect the commitments made in the framework of its Environmental Policy, namely:

- - Implement an environmental and social management framework at institutional level including noise, waste, air management;
- Develop specific procedures to undertake screening exercise for identification of risks category;
- Develop environmental and social risks and impacts management procedure in order to propose mitigation measures for each type of identified risks;
- Develop a monitoring and evaluation procedure for environmental and social risks and impacts management;
- Develop a grievance redress mechanism for environmental and social issues.

Gaps/ Challenges	Activities to be undertaken	New policies	Track record	Timeframe for demonstrating their effective operation and submission of evidence to the Accreditation Panel (AP)
Updating the Environmental and Social Management System (ESMS)	<ul style="list-style-type: none"> - Alignment of the ESMS with the AF requirements - Updating the screening procedure to identify environmental and social risks and impacts; -an environmental and social impact management program; - organizational capacity and skills (roles and responsibilities of staff implementing the ESMS); internal communication and training; - emergency preparedness and response; - stakeholder engagement; - external communication and grievance redress mechanism; - Continuous disclosure of information to affected communities; 	An updated environmental and social policy; Additional procedures for the identification of E&S risks and impacts and their management Grievance mechanism manual and external communication	ESMP of new project; Report ESMS implementation; Grievance mechanism implementation report	One year after policy approval


Gaps/ Challenges	Activities to be undertaken	New policies	Track record	Timeframe for demonstrating their effective operation and submission of evidence to the Accreditation Panel (AP)
Incomplete of gender policy and gender mainstreamin g manual	The existing gender sub- strategy will be reviewed in order to make sure that the AF Gender policy is well respected. For that, the following actions will be taken: A gap analysis report with an action plan; A guide on gender analysis approaches and tools; A report on the establishment of an operational system for monitoring and evaluating the integration of gender gender mainstreaming in projects/programs; Grievance and redress mechanism; Training session on the developed gender documents	Gender policy Gap analysis report Action plan Guide on gender analysis approaches and tools A report on the establishment of an operational system for monitoring and evaluating the integration of gender gender mainstreaming in projects/progra ms Grievance redress mechanism including gender issues	Gender assessment and action plan; Report on gender mechanism implementati on	One year after policy approval

Gaps/ Challenges	Activities to be undertaken	New policies	Track record	Timeframe for demonstrating their effective operation and submission of evidence to the Accreditation Panel (AP)
Lack of in-house project cycle management manual (integrating procedures for project identification, appraisal, quality at entry review, risks identification and mitigation development, implementation, closure and evaluation)	Development of project cycle management manual (integrating procedures for project identification, appraisal, quality at entry review, risks identification and mitigation development, implementation, closure and evaluation)	project cycle management manual (integrating procedures for project identification, appraisal, quality at entry review, risks identification and mitigation development, implementation, closure and evaluation)	appraisal report; concept note or full proposal report; Quality and Entry report	One year after policy approval
Incomplete M&E Guide	Implementation of M&E Framework with the update of the existing M&E guide	M&E manual; Nomination of M&E officer; Training on M&E and independent evaluation;	M&E reports ; Project's activities reports	Two Year after approval
Lack of procurement Manual	development of a procurement framework	establishment of an operational procurement committee	Procurement manual Minutes of the tenders' commission Tender audit's reports	One year after manual approval

Gaps/ Challenges	Activities to be undertaken	New policies	Track record	Timeframe for demonstrating their effective operation and submission of evidence to the Accreditation Panel (AP)
Need to strengthen the anti-fraud system and develop an AML / CFT policy	Development of anti-fraud including the procedures of denunciation in interest conflict case and protection of whistle-blowers and AML/CFT framework	establishment of an operational ethics committee Anti-fraud Policy; Ethics charter; AML/CFT policy	List of fraud cases Ethics committee meeting minutes AML/CFT report	One year after manual approval
Updating the strategic plan including climate change management aspects	Updating of a strategic plan (define the long-term resource mobilization framework indicating planned sources of funding, envisaged expenditure and evolution of financial reserves.)	New strategic plan; Action plan for strategic plan implementation	Annual activities plan; Annual activities report Mid –term evaluation report of strategic plan An evaluation of the strategic plan	One year after strategic plan approval (for AAP and annual reports) Mid-term for the evaluation of strategic plan Five years after approval

E. Implementing Entity

This request has been prepared in accordance with the Adaptation Fund Board's procedures

Head Implementing Entity	Signature	Date (Month, day, year)	Implementing Entity Contact Person	Telephone	Email Address
Dr Assize TOURE Centre de Suivi Ecologique (CSE)		27 SEP 2021	Aissata Boubou Sall	+221 338258066 +221 77 685 15 90	Aissata.sall@cse .sn

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 the date of endorsement. The letter of endorsement from the Designated Authority should be attached as an annex to the application.

(Enter Name, Position, Ministry) ABA'A ATEBA Theophile Herve Sub – Director for Environmental Economy Ministry of Environment, Protection of Nature and Sustainable Development Cameroon	Date: (Month, day, year) August 11, 2021
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The Designated Authority




ABA'A ATEBA Theophile Herve
Ingénieur du Génie de l'Environnement et Industriel

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

MINISTRE DE L'ENVIRONNEMENT,
DE LA PROTECTION DE LA NATURE ET
DU DEVELOPPEMENT DURABLE

CABINET



REPUBLIC OF CAMEROON
Peace – Work – Fatherland

MINISTRY OF ENVIRONMENT,
PROTECTION OF NATURE AND
SUSTAINABLE DEVELOPMENT

CABINET

N° 001 /LMINEPDED/SG/DPDD/SDECO/PF-FA

Yaounde, 11 1 AOUT 2021

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

Subject: Endorsement for the accreditation grant

In my capacity as designated authority for the Adaptation Fund in Cameroon, 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 the country Cameroon.

Accordingly, I am pleased to endorse the above grant proposal with support from the Adaptation Fund. If approved, the project will be implemented by the Ministry of Environment, Protection of Nature and Sustainable Development and executed by the The Special Fund for Equipment and Inter-Municipal Intervention of Cameroon (**FEICOM**).

Sincerely,

The Designated Authority / Cameroon

ABA'A ATEBA Theophile Herve B.Sc. (Hons)
Industrial Chemistry and Environmental Engineer
Sub – Director for Environmental Economics
Ministry of Environment, Protection of Nature and sustainable Development