



**ADAPTATION FUND**

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

### **Enhanced Direct Access Workshop in Costa Rica**

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Ishani Debnath: Readiness Consultant, Adaptation Fund Board  
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 NIE.

- ❖ 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
- ✓ 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.
- Following a decision by the Board at AFB26, March 2021, countries may accredit 2 NIEs, and the readiness package grant is US \$150K per NIE.





# Eligibility to Receive Accreditation Support

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**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.**

- You are eligible even if you previously accessed the SSC grant
- It is available as a once off grant per NIE

# 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

# Application Form

## APPLICATION FORM/PROPOSAL TEMPLATE FOR READINESS PACKAGE GRANTS



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### 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 exchange that took place with the candidate entity and with the DA e.g., state with who (director, committee, DA etc.). Also state when the discussion took place and state what conclusions were arrived at. e.g., briefly state what issues the identified candidate NIE(s) is likely to face considering its experience managing project finance, its institutional capacity and experience implementing and managing the full climate change or development finance project life cycle, and its competency for transparency, self-investigative powers and anti-corruption measures.
- (ii) Describe results of the self-assessment done by the candidate NIE or assessment done by intermediary on suitability of the candidate/nominated NIE to meet the accreditation criteria. Confirm whether any candidate NIE staff took the AF online course on accreditation and explain how the learning outcome from taking this course has been incorporated into the proposal. (The AF accreditation course can be found [here](#)).
- (iii) Briefly justify why the nominated NIE candidate is best suited to meet the accreditation criteria.
- (iv) 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 for</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				
Total Grant Requested (USD)*				

**\*Please provide a detailed budget (with budget notes including a note 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**

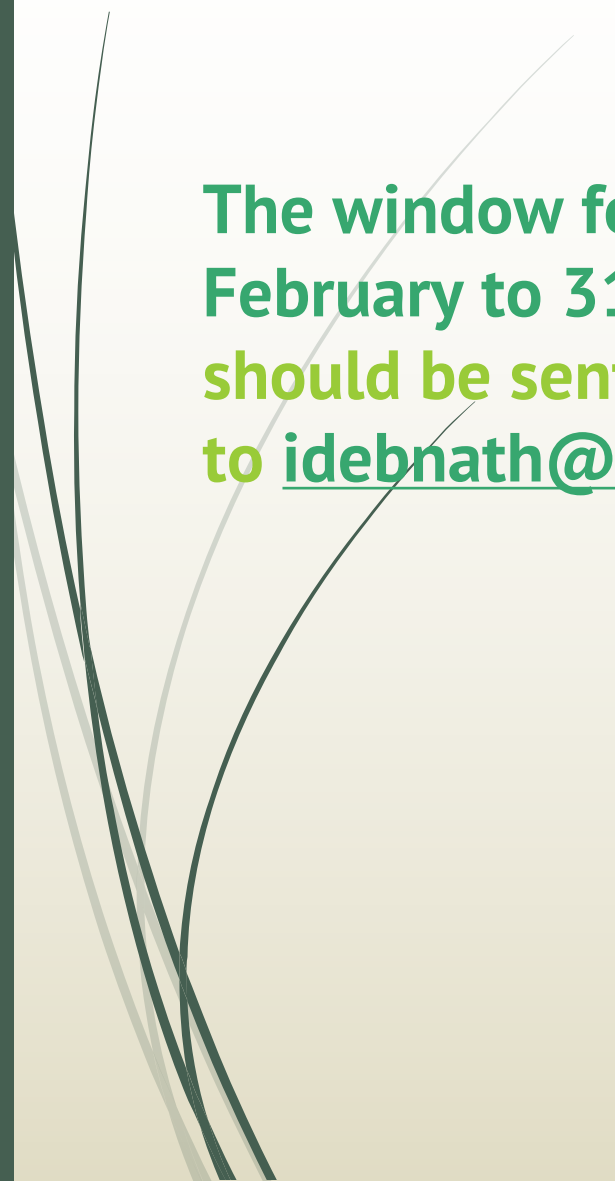
This request has been prepared in accordance with the Adaptation Fund Board's procedures

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.

<i>(Enter Name, Position, Ministry)</i>	Date: <i>(Month, day, year)</i>



The window for the Readiness Package Grant proposal is open from 1 February to 31 March and from 1 July to 31 August every year. 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).

# Thank You



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## Readiness Team at the Adaptation Fund

Farayi Madziwa



[fmadziwa@adaptation-fund.org](mailto:fmadziwa@adaptation-fund.org)



Ishani Debnath



[idebnath@adaptation-fund.org](mailto:idebnath@adaptation-fund.org)



Sophie Hans-Moevi



[shansmoevi@adaptation-fund.org](mailto:shansmoevi@adaptation-fund.org)



[www.adaptation-fund.org](http://www.adaptation-fund.org)

