



ADAPTATION FUND

AFB/PPRC.36/13/Add.1
15 September 2025

Adaptation Fund Board
Project and Programme Review Committee
Thirty sixth Meeting
Bonn, Germany, 7-8 October 2025

Agenda Item 4(k)

PROJECT FORMULATION GRANT FOR BENIN

I. Background

1. The Board at its eleventh meeting discussed the document "Funding for Project Formulation Costs" (AFB/11/6) and agreed, in its Decision B.11/18, that:

- i. project formulation grants (PFG) should be given once a project concept has been approved
- ii. consideration should be given in terms of differentiating between NIEs and MIEs, since some NIEs might have financial difficulties in trying to formulate project or programme proposals;
- iii. a flat rate should be given for project formulation costs;
- iv. a list of eligible activities and items still needed to be prepared; v. the grant should be additional to the project cost; and
- v. the fate of funds if the final project document was rejected should be determined.

2. There was consensus that a three-tiered system should be considered for project formulation grants: endorse a project concept with a PFG amount, endorse a project concept without a PFG amount, or reject the project concept.

3. Following the discussion, the Board decided:

To request the secretariat to reformulate the document, to include a comparison of eligible activities provided by other funds for project formulation grants, to take into account guidance provided by the Board at the present meeting, and to submit the document to the Board at its twelfth meeting, through the EFC. The EFC should review and finalize the process and policy of the project formulation grant focusing, in particular, on: the issue of unspent project funds; the procedures followed by other funds in that regard; and the determination of a flat-rate.

4. A document was prepared by the secretariat in response to the above mandate and presented at the third EFC meeting, which made specific recommendations to the Board at its twelfth meeting. Having considered the recommendation of the Ethics and Finance Committee, the Board, in its Decision B.12/28, decided that:

(a) Project Formulation Grants (PFGs) will only be made available for projects submitted through NIEs. The Board would continue reviewing the question of PFGs for projects submitted through MIEs and would solicit comments from members and alternate members by February 14, 2011; the views would be compiled by the secretariat for presentation to the Board at its March 2011 meeting;

(b) If a country required a project formulation grant, a request should be made at the same time as the submission of a project concept to the secretariat. The secretariat will review and forward it to the PPRC for a final recommendation to the Board. A PFG could only be awarded when a project concept was presented and endorsed;

(c) A PFG form, reproduced in Annex V, should be submitted;

- (d) Only activities related to country costs would be eligible for PFG funding;*
- (e) A flat rate of up to US\$30,000 shall be provided, inclusive of the management fee, which cannot exceed 8.5 per cent of the grant amount. The flat fee would be reviewed by the Board at its thirteenth and all subsequent meetings;*
- (f) If the final project document is rejected, any unused funds shall be returned to the Adaptation Fund Trust Fund;*
- (g) Once a project/programme formulation grant is disbursed, a fully developed project document should come to the Board for approval within 12 months. No additional grants for project preparation can be received by a country until the fully developed project/programme document has been submitted to the Board; and*
- (h) The Trustee was instructed to remove the set-aside of US\$100,000 for project preparation that had been decided at the June 2010 meeting, as project preparation would be approved on a project-by-project basis.*

5. In its twenty-fourth meeting, the Board had initiated steps to launch a pilot programme on regional projects and programmes, not to exceed US\$ 30 million and had requested the secretariat to prepare for the consideration of the Board a proposal for such a pilot programme (Decision B.24/30). In its twenty-fifth meeting, the secretariat submitted such document and the Board decided to:

- (a) Approve the pilot programme on regional projects and programmes, as contained in document AFB/B.25/6/Rev.2;*
- (b) Set a cap of US\$ 30 million for the programme;*
- (c) Request the secretariat to issue a call for regional project and programme proposals for consideration by the Board in its twenty-sixth meeting; and*
- (d) Request the secretariat to continue discussions with the Climate Technology Center and Network (CTCN) towards operationalizing, during the implementation of the pilot programme on regional projects and programmes, the Synergy Option 2 on knowledge management proposed by CTCN and included in Annex III of the document AFB/B.25/6/Rev.2.*

(Decision B.25/28)

6. The approved document AFB/B.25/6/Rev.2 contained provisions for the approval of project formulated grants for regional project and programme proposals, at different development stages, as follows:

“It is proposed that the Board open a structured call for MIEs and RIEs to submit pre-concepts for regional projects and programmes. The optional pre-concepts would be very brief proposals of maximum 5 pages that would explain the proposed regional adaptation project/programme. The pre-concepts would be screened and technically reviewed by the

secretariat, and subsequently reviewed by the PPRC. Together with the pre-concept, the proponent could submit a Phase I PFG request, up to the maximum level of US\$ 20,000. While endorsing the pre-concept, the Board could also approve the Phase I PFG request. The endorsement of the pre-concept would not create an obligation for the Board for later funding. As the next step, the proponent would submit a concept, and with it the proponent could submit a Phase II PFG request. The maximum AFB/PPRC.18/25/Add.1 level of the Phase II PFG would be US\$ 80,000 for proposals that had been previously granted Phase I PFG, and US\$ 100,000 for proposals that bypassed the optional pre-concept stage. While endorsing the concept, the Board could also approve the Phase II PFG request. The endorsement of the concept would not create an obligation for the Board for later funding, as it is the case for the national projects. The final stage of the proposal process would be the submission of the fully-developed regional project document”.

II. The Project Formulation Grant Request

7. This addendum to the document, AFB/PPRC.36/13 “Proposal for Benin” includes a request for a Project Formulation Grant, requesting a budget of US\$ 91,800, which was received by the secretariat along with the concept for the project AF00000429 “*Strengthening Meteorological Services and Establishing a Multi-Hazard Early Warning System to Enhance the Climate Resilience of Local Communities in Benin*”. This proposal was submitted by National Fund for Environment and Climate (FNEC), which is a National Implementing Entity of the Adaptation Fund, in time for consideration by the Adaptation Fund Board at its forty-fifth Board meeting.

8. In accordance with Decision B.12/28, paragraph (b), the secretariat carried out an initial review of the PFG request and found that the document provided detailed information on the use of the requested funds. The proposed activities were aligned with the goal of the project and would support feasibility studies and project design, Environmental and Social Impact Assessment (ESIA), stakeholder engagement and participatory planning and Gender Assessment and Gender Action Plan.

9. Therefore, the PPRC may want to consider and recommend to the Board to approve the PFG Request, provided that the related concept proposal is endorsed.



Revised PFG Submission Form¹ (additions in red)
Project Formulation Grant (PFG)

Submission Date: ~~28 July 2025~~ 07/06/2025

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Adaptation Fund Project ID:

Country/ies: BENIN

Title of Project/Programme: Strengthening Meteorological Services and Establishing a Multi-Hazard Early Warning System to Enhance the Climate Resilience of Local Communities in Benin

Type of IE (NIE/RIE/MIE): NIE

Implementing Entity: ~~National Fund for Environment and Climate (FNEC)~~ ~~FNEC (Fonds National pour l'Environnement et le Climat)~~

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Executing Entity/ies: ~~National Meteorological Agency (METEO BENIN)~~ ~~(Agence nationale de la Météorologie)~~ ~~METEO BENIN (Agence nationale de la météorologie)~~

A. Project Preparation Timeframe

Start date of PFG	September 2025
Completion date of PFG	March 2026

B. Proposed Project Preparation Activities (\$)

List of Proposed Project Preparation Activities	Output of the PFG Activities	US\$ Amount	Budget note ²
1. Feasibility studies and project design	Climate vulnerability and impact study, Cost-Effectiveness Analysis (CEA), Cost-Benefit Analysis (CBA), the locations where the equipment and infrastructure will be placed report, and institutional role matrix and coordination plan	40,000	Includes technical, financial, and legal feasibility, the identification of the impact-based forecasting framework, and identification of the locations where the equipment and infrastructure will be placed. Covers also the role distribution, governance framework, and integration of probabilistic risk modeling

¹ As presented in AFB/PPRC.33/40 Annex 1.

² The proposal should include a detailed budget with budget notes indicating the break - down of costs at the activity level. It should also include a budget on the Implementing Entity management fee use.

2. Environmental and Social Impact Assessment (ESIA)	Environmental and Social Impact Assessment (ESIA) and Environmental and Social Management Plan (ESMP)	20,000	Covers impact assessments, risk classification, and compliance with Adaptation Fund and national safeguards
3. Stakeholder engagement and participatory planning	Stakeholder mapping, consultation reports, local consultation summaries	15,000	Covers inclusive participatory workshops and capacities needs assessment of key institutions
4. Gender Assessment and Gender Action Plan	Gender Assessment (GA) report and Gender Action Plan (GAP)	10,000	Covers identification of the specific roles, needs, and challenges faced by different genders in the context of climate resilience and the development of the GAP.
5. IE fee	Implementing Entity management fee	6,800	Covers coordination and supervision of project preparation activities, reports validation workshops, monitoring, and reporting on the use of PFG.
Total Project Formulation Grant		9185,8000	

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1. Feasibility Studies (40,000 USD)

A comprehensive assessment of the project's technical, financial, legal, and economic feasibility is crucial for a deeper understanding of the vulnerability of local communities in the intervention area. This study will provide an in-depth analysis of climate hazards, exposure, and community vulnerabilities, as well as their impact on livelihoods. By comparing climate scenarios with and without the project, it will assess the project's transformational impact and examine the effects of climate change on communities and key economic sectors across the twelve targeted municipalities. Observed trends and projected climate impacts on livelihoods will serve as a basis for defining and comparing impact-based forecasts.

Furthermore, the feasibility study will demonstrate the relative viability and efficiency of the climate interventions outlined in the project. It will also assess the costs and benefits at a national, societal, or global level, while capturing non-market externalities that are not easily monetized. Lastly, the locations designated for the installation of equipment and infrastructure will be identified and documented.

Additionally, a comprehensive analysis of institutional roles and governance structures will be conducted to establish a well-defined framework that enhances coordination and ensures a precise allocation of responsibilities throughout project implementation. The objective is to clearly define roles, propose a coherent governance model, and integrate the Adaptation Fund's requirements into existing national arrangements. Additionally, an in-depth evaluation of institutional needs for incorporating impact-based forecasts and early warnings, along with probabilistic risk analysis, will be undertaken. This approach aims to facilitate the transition from a deterministic to a probabilistic model, thereby enhancing the ability to anticipate and manage climate risks effectively.

Five main deliverables will be provided:

- **Deliverable 1.1:** Climate vulnerability and impact study report
- **Deliverable 1.2:** Cost-Effectiveness Analysis (CEA) report

- **Deliverable 1.3:** Cost-Benefit Analysis (CBA) report
- **Deliverable 1.4:** Site identification and justification report for the installation of meteorological and climate equipment and infrastructure
- **Deliverable 1.5:** Institutional analysis and implementation planning report

2. Environmental and Social Impact Assessment (20,000 USD)

The objective is to assess the potential environmental and social impacts of the project's planned interventions and to establish a framework for avoiding, preventing, or mitigating associated risks. This assessment will also include a gender analysis, providing recommendations to ensure effective gender mainstreaming throughout project implementation. The proposed management measures will align with Benin's environmental and social regulations, as well as the requirements of the Adaptation Fund. Additionally, the assessment will draw on existing studies regarding gender-related challenges and priorities related to access to meteorological services.

Three main deliverables will be provided:

- **Deliverable 1.1:** Environmental and Social Impact Assessment (ESIA) report
- **Deliverable 1.2:** Environmental and Social Management Plan (ESMP)

3. Stakeholder Engagement and Participatory Planning (15,000 USD)

The stakeholder analysis and the development of an engagement plan will help identify the most effective strategies to mobilize potential beneficiaries, particularly focusing on the most vulnerable groups, central and local structures, as well as state institutions that ensure the project's sustainability. To achieve this, multi-stakeholder consultations will be conducted in the twelve targeted communes through workshops at both national and local levels to gather stakeholder insights and refine the implementation strategy in collaboration with partner entities (government institutions, local authorities, NGOs, and the private sector). Additionally, a capacity-building needs assessment will be conducted for key institutions to accurately identify gaps in training and resources, thereby ensuring the project's long-term sustainability.

Three main deliverables will be provided:

- **Deliverable 3.1:** Stakeholder consultation report
- **Deliverable 3.2:** Stakeholder Engagement Plan (SEP)
- **Deliverable 3.3:** Institutions' capacity-building needs assessment report

4. Gender Assessment and Gender Action Plan (10,000 USD)

To integrate gender considerations into the project, a Gender Assessment (GA) will be conducted to identify the specific roles, needs, and challenges that different genders face in the twelve communes within the context of climate resilience. The assessment will focus on understanding gender dynamics in the project area and the barriers that women, girls, and marginalized groups encounter regarding climate resilience and adaptation measures. It will also address the gender barriers to the meteorological and climatological services offered by METEO BENIN.

The GA will assess existing gender disparities related to access to resources, decision-making processes, and climate adaptation opportunities. The GA will also investigate how these disparities affect the efficacy of Early Warning Systems (EWS), highlighting the necessity for targeted actions to tackle gender-based vulnerabilities.

A comprehensive Gender Action Plan (GAP) will be developed, outlining specific actions, responsibilities, indicators, and timelines to promote gender equality within the project's scope. The GAP will set measurable targets to improve the participation of women, girls, and marginalized groups in climate resilience.

The GAP will be regularly monitored to ensure its objectives are met, with clear implementation responsibilities outlined for relevant stakeholders. This approach will promote gender equality at every stage of the project, addressing existing disparities and contributing to more inclusive and sustainable climate resilience outcomes.

Two main deliverables will be provided:

- **Deliverable 4.1:** Gender Assessment (GA) report
- **Deliverable 4.2:** Gender Action Plan (GAP)

C. Implementing Entity

This request has been prepared in accordance with the Adaptation Fund Board’s procedures and meets the Adaptation Fund’s criteria for project identification and formulation.

Implementing Entity Coordinator, IE Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Dr. Appolinaire D. GNANVI General Director of FNEC DMRE		28 July 2025	Fortunée DOSSOU WOROU	+229 0195966314	ellidos@yahoo.fr

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Annex 2: AND Endorsement Letter



MINISTRE DU CADRE DE VIE
ET DES TRANSPORTS
EN CHARGE DU DEVELOPPEMENT DURABLE
REPUBLICQUE DU BENIN

01 BP 3502 - 01 BP 3621 Cotonou
+ 229 21 31 29 12 / 21 31 47 12
mvt.info@gouv.bj
www.cadredevie.gouv.bj

N° 0026 DGEC/MCVT/PT-CC/SD

28-01-2025



ADAPTATION FUND

Letter of Endorsement by Government

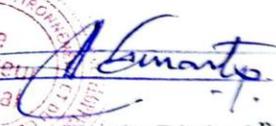
To: The Adaptation Fund Board
c/o Adaptation Fund Board Secretariat
Email: Secretariat@Adaptation-Fund.org
Fax: 202 522 3240/5

Subject: Endorsement for **strengthening meteorological services and establishing a multi-risk early warning system to improve the climate resilience of local communities in Benin.**

In my capacity as designated authority for the Adaptation Fund in Benin, I confirm that the above national project/programme 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 Benin.

Accordingly, I am pleased to endorse the above project/programme proposal with support from the Adaptation Fund. If approved, the project/programme will be implemented by FNEC and executed by METEO-BENIN.

Sincerely,


Martin Pépin AINA
Designated National Authority
General Director for Environment and Climate

