



## ADAPTATION FUND

AFB/PPRC.36/26/Add.1  
15 September 2025

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

Agenda Item 5(c)

### **PROJECT FORMULATION GRANT FOR KAZAKHSTAN, KYRGYZSTAN, TAJIKISTAN, TURKMENISTAN, UZBEKISTAN**

## 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.36/26 “Proposal for Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan” includes a request for a Project Formulation Grant, requesting a budget of US\$ 39,000, which was received by the secretariat along with the pre-concept for the regional programme AF00000420 “*Integrated Drought Management for Central Asia (IDCA)*”. This proposal was submitted by World Meteorological Organization (WMO), which is a Multilateral 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 the development of the project proposal, and comprehensive consultation process.

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



**Revised PFG Submission Form<sup>1</sup>**  
**Project Formulation Grant (PFG)**

**Submission Date:** 10 February 2025 (Submission after 1 Rev: 15 April 2025, submission after 2<sup>nd</sup> Rev: 20 May 2025)

**Adaptation Fund Project ID:** n/a

**Country/ies:** Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan

**Title of Project/Programme:** Integrated Drought Management for Central Asia (IDCA)

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

**Implementing Entity:** World Meteorological Organization (WMO)

**Executing Entity/ies:**

- WMO

**A. Project Preparation Timeframe**

|                               |             |
|-------------------------------|-------------|
| <b>Start date of PFG</b>      | 01/01/2026  |
| <b>Completion date of PFG</b> | 31/106/2026 |

**B. Proposed Project Preparation Activities (\$)**

| # | List of Proposed Project Preparation Activities   | Output of the PFG Activities  | US\$ Amount | Budget note <sup>2</sup>  |
|---|---|---|-------------|---|
| 1 | Hold preparatory virtual meetings with project focal points from all countries  | - Joint agreement on date and location of regional stakeholder consultation workshop  | 0           | No budget required – WMO in-kind contribution   |
| 2 | Organize and hold regional stakeholder consultation workshop to define overall project activities, discuss next steps | - Specific activities to be included in the project, aimed at achieving desired outputs, identified and agreed<br>- Activities, milestones, and indicators per output defined | 20,100      | Travel and DSA for approximately 30 participants, meeting venue, local transportation, stationary |

<sup>1</sup> As presented in AFB/PPRC.33/40 Annex 1.

<sup>2</sup> 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.

|  |  |  |               |   |
|--|--|--|---------------|---|
|  |  | <ul style="list-style-type: none"> <li>- Roles and responsibilities of each stakeholder in the project defined</li> <li>- Project resources allocation defined</li> <li>- Ownership of national and regional stakeholders of the project strengthened</li> </ul>           |               | (Cost breakdown depending on location & time) |
| 3                                      | Identify and hire consultant(s) to support the development of the project proposal | <ul style="list-style-type: none"> <li>- Project proposal, environmental, social risk management plan, monitoring and evaluation plan developed</li> <li>- Project concept well-coordinated with country stakeholders and in line with AF rules and regulations</li> </ul> | 15,000        | Daily rate of USD 500,00<br>Duration: 30 days |
| <b>Total</b>                           |  |  |               |   |
| 4                                      | Implementing Entity Management Fee   | <ul style="list-style-type: none"> <li>- Project concept in line with latest standards and state of the art methodologies</li> </ul>   | 3,900         | 10% of Total                                  |
| <b>Total Project Formulation Grant</b> |  |  | <b>39,000</b> |   |

**Please describe below each of the PFG activities and provide justifications for their need and for the amount of funding required:**

1. Preparation of the regional Stakeholder Consultation Workshop
2. A regional stakeholder consultation workshop will be organized in one of the target countries, with participants from governments, civil society, academia and private sector. In the preparation of the pre-concept, key stakeholders had been engaged already – however since the project will be discussed and defined in detail, more relevant stakeholders will be included at this stage to ensure the project targets persisting and prioritized gaps and needs, to ensure country commitment, transparency and sustainability of activities.
3. External consultant(s) will be hired to support the drafting of the project concept and to coordinate with all national and regional stakeholders as well as the executing entities. This will ensure that all needs and expectations are well coordinated with country stakeholders and in line with Adaptation Fund rules and regulations. The proposed budget allows to hire a consultant for 50 days at a daily rate of USD 500. The consultant will be hired through a Special Service Agreement between the consultant and the executing entity.

4. Implementing Entity Management Fee: Different experts of the implementing and executing entities will be engaged in the process of preparing the project concept, providing expert input on different fields like Early Warning Systems (EWS), Monitoring etc. This amount is to compensate for the capacity of these experts within the executing entity.

**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     |
|--|-------------------------|-------------------------|------------------------|--------------|-------------------|
| Mr. Moyenda Chaponda                     | <i>Moyenda Chaponda</i> | 20 May 2025             | Ms. Stephanie Gallasch | +41227308209 | SGallasch@wmo.int |

ҚАЗАҚСТАН РЕСПУБЛИКАСЫ  
ЭКОЛОГИЯ  
ЖӘНЕ ТАБИҒИ РЕСУРСТАР  
МИНИСТРЛІГІ



MINISTRY  
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RESOURCES OF THE  
REPUBLIC OF KAZAKHSTAN

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12.04.2024 № 14-2-12/6041

**TO: The Adaptation Fund Board  
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Fax: 202 522 3240/5**

CC: Stephanie Gallasch  
World Meteorological Organization  
7bis Avenue de la Paix  
CH-1211 Geneva 2  
Switzerland  
SGallasch@wmo.int

**Subject: Endorsement for the development of a regional project proposal on Integrated Drought Management for Central Asia**

In my capacity as the Designated Authority of the Republic of Kazakhstan to the Adaptation Fund, I am expressing our interest in the development and implementation of a regional project proposal with the aim to increase drought resilience in Central Asia.

We confirm that the project 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 Republic of Kazakhstan.

Accordingly, I am pleased to endorse the project proposal with appreciation of the support from the Adaptation Fund, that will – if approved – be implemented by the World Meteorological Organization.

Please be informed that Ms. Gulzhan Tulebayeva, Director of Administrative Department of the Kazhydromet RSE is assigned for further contacts on the issues of the development of project proposal on integrated drought management and delivering of input of experts from the Republic of Kazakhstan. Her contact details are as followings: office +7 7172 798401, mobile +7 777 222 5500; tulebayeva\_g@meteo.kz, and copy to interkaz@meteo.kz.

Yours sincerely,

Mrs. Saule Sabieva   
Director  
Climate Policy Department  
Ministry of Ecology and Natural Resources  
of the Republic of Kazakhstan

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КЫРГЫЗ РЕСПУБЛИКАСЫНЫН  
ЖАРАТЫЛЫШ РЕСУРСТАРЫ,  
ЭКОЛОГИЯ ЖАНА ТЕХНИКАЛЫК  
КӨЗӨМӨЛ МИНИСТРЛИГИ



МИНИСТЕРСТВО ПРИРОДНЫХ  
РЕСУРСОВ, ЭКОЛОГИИ И  
ТЕХНИЧЕСКОГО НАДЗОРА  
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4 ноябрь 2024 № 01-10/9072

На № \_\_\_\_\_

Bishkek, Kyrgyz Republic

TO: The Adaptation Fund Board  
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SGallasch@wmo.int

**Subject: Endorsement for the development of a regional project  
proposal on Integrated Drought Management for Central Asia**

In my capacity as the Designated Authority of the Kyrgyz Republic to the Adaptation Fund I am expressing our interest in the development and implementation of a regional project proposal with the aim to increase drought resilience in Central Asia.

We confirm that the project 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 Kyrgyz Republic.

Accordingly, I am pleased to endorse the project proposal with appreciation of the support from the Adaptation Fund, that will – if approved – be implemented by the World Meteorological Organization.

Please be informed that Mr. Almazbek Sokeev, Deputy Minister, NFP UNCCD, Ministry of Water Resources, Agriculture, Processing Industry is assigned for

further contacts on the issues of the development of project proposal on integrated drought management and delivering of input of experts from the Kyrgyz Republic. His/Her contact details are as followings: office + 996 312 54 90 87; e-mail: [sokeev\\_nfp@mail.ru](mailto:sokeev_nfp@mail.ru), and copy to Rysbek Apasov, UNCCD IWG: [invest305@mail.ru](mailto:invest305@mail.ru)

Yours sincerely,

Mr. Meder Mashiev  
Minister



Ministry of Natural Resources, Environment and Technical Supervision  
Kyrgyz Republic

Adaptation Fund Designated Authority

КУМИТАИ  
ҶИФЗИ МУҶИТИ ЗИСТИ  
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COMMITTEE FOR ENVIRONMENTAL PROTECTION

UNDER THE GOVERNMENT OF THE REPUBLIC OF TAJIKISTAN

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№ 1/9-03-3396 from « 13 » 12 2024

To \_\_\_\_\_ from « \_\_\_\_ » \_\_\_\_ 2024

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7bis Avenue de la Paix  
CY-1211 Geneva 2, Switzerland  
[SGallasch@wmo.int](mailto:SGallasch@wmo.int)

**Subject:** Endorsement for the development of a regional project proposal on Integrated Drought Management in Central Asia.

Dear Colleagues,

By this letter, the Committee for Environmental Protection under the Government of the Republic of Tajikistan (CEP), and I in my capacity as the designated authority for the Adaptation Fund-Tajikistan are expressing our interest in the development of a regional project proposal with the aim to increase drought resilience in Central Asia.

In addition, the employees of the Agency for Hydrometeorology express their readiness to contribute to the development of the project proposal on drought resilience and to contribute to the implementation of the resulting project to its full capacity at a later stage.

We confirm that the project 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 Tajikistan.

Accordingly, I am pleased to endorse the project proposal with appreciation of the support from the Adaptation Fund, which will - if approved – be implemented by the World Meteorological Organization.

Please be informed that Mr. Abdullo Habibullo Qurbonzoda as Permanent Representative of Tajikistan with the WMO Agency for Hydrometeorology is assigned for further contacts on the issues of the development of project proposal on drought resilience and delivering of input by Tajikistan expert. His contact details are as followings: (+992) 907-70-14-31; e-mail: [qurbonzoda1967@gmail.com](mailto:qurbonzoda1967@gmail.com).



Yours sincerely,

Bahodur Sheralizoda

Chairman Committee for Environmental Protection under the  
Government of the Republic of Tajikistan and  
Adaptation Fund Focal Point

Subject: Endorsement for the development of a regional project proposal on Integrated Drought Management in Central Asia.

Dear Colleagues,

By this letter, the Committee for Environmental Protection under the Government of the Republic of Tajikistan (CEP), and I in my capacity as the designated authority for the Adaptation Fund-Tajikistan are expressing our interest in the development of a regional project proposal with the aim to increase drought resilience in Central Asia.

In addition, the employees of the Agency for Hydrometeorology express their readiness to contribute to the development of the project proposal on drought resilience and to contribute to the implementation of the resulting project to its full capacity at a later stage.

We confirm that the project proposal is in accordance with the government's national policies in implementing adaptation activities to reduce adverse impacts of, and risks, posed by climate change in Tajikistan.

**TÜRKMENISTANYŇ  
DAŞKY GURŞAWY GORAMAK  
MINISTRRLIGI**



**MINISTRY OF ENVIRONMENT  
PROTECTION OF  
TURKMENISTAN**

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№ 08-1284

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7bis Avenue de la Paix  
CH-1211 Geneva 2  
Switzerland  
SGallasch@wmo.int**

**Subject: Endorsement for the development of a regional project  
proposal on Integrated Drought Management for Central Asia**

In my capacity as the Designated Authority of Turkmenistan to the Adaptation Fund, I am expressing our interest in the development and implementation of a regional project proposal with the aim to increase drought resilience in Central Asia.

I confirm that the project 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 Turkmenistan.

Accordingly, I am pleased to endorse the project proposal with appreciation of the support from the Adaptation Fund, that will – if approved – be implemented by the World Meteorological Organization.

Please be informed that Mr. Serdar Eyeberenov, Head of Hydrometeorology Department of the Ministry is assigned for further contacts on the issues of the development of project proposal on drought resilience and delivering of input by Turkmenistan experts. His contact details are as followings: +99365 696898 (mob), +99312 448065; e-mail: serdar.05@mail.ru

Yours sincerely,

**H.E. Mr. Babanyyazov, Ch.G.  
Minister of Environmental Protection  
Adaptation Fund Focal Point**



"11" 12 2024

No 01-01/2-1806

Tashkent

**The Adaptation Fund Board**  
1818 H Street NW  
Washington DC 20433 USA

**Subject:** Endorsement for the development of a regional project proposal on Integrated Drought Management for Central Asia

On behalf of the Ministry of Ecology, Environmental Protection and Climate Change of the Republic of Uzbekistan (Ministry) and in my capacity as the Designated Authority of Uzbekistan to the Adaptation Fund, I hereby express interest in the development of a regional project proposal with the aim to increase drought resilience in Central Asia.

I hereby confirm that the project proposal is in accordance with the Government's national priorities in implementing adaptation activities to reduce the adverse impacts of climate change in Uzbekistan.

In addition, we express the readiness of the Ministry experts to contribute to the development of the project proposal on integrated drought management and the implementation of the resulting project at a later stage.

With this, I am pleased to endorse the project proposal with appreciation of the support from the Adaptation Fund, which, if approved – will be implemented by the World Meteorological Organization (WMO).

Please be informed that Mr. Sherzod Khabibullayev, Director of Uzhydromet assigned to further contact (P: +99897 4551939, E: [uzhydro@gmail.com](mailto:uzhydro@gmail.com)) on the project proposal development and to provide any needed input from the expert side. We look forward to your positive consideration and further support.

Sincerely yours,

**Aziz Abdukhakimov**  
**Minister**

**Adaptation Fund Designated Authority**

