

AFB/PPRC.36-37/2



ADAPTATION FUND

AFB/PPRC.36-37/2
17 November 2025

Adaptation Fund Board
Project and Programme Review Committee

**TECHNICAL ASSISTANCE GRANT FOR THE ENVIRONMENTAL
AND SOCIAL POLICY AND GENDER POLICY (TA-ESGP) FOR
NATIONAL ENVIRONMENT TRUST FUND (NETFUND), KENYA**

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Background

1. The Adaptation Fund (the Fund) delivers readiness and capacity-building support to developing countries that are Parties to the United Nations Framework Convention on Climate Change (UNFCCC) Kyoto Protocol and the Paris Agreement through its Readiness Programme for Climate Finance (the Readiness Programme). The objectives of the Readiness Programme as established by the Adaptation Fund Board (the Board) at its twenty-ninth meeting through Decision B.29/42 are:

- I. to increase the preparedness of applicant national implementing entities seeking accreditation by the Adaptation Fund, and;
- II. to increase the number of high-quality project/programme proposals submitted to the Board after accreditation.

2. The Fund systematically delivers readiness and capacity building support using a country driven approach and employs a diverse range of activities and instruments. These include readiness grants, workshops, webinars, communities of practice, country exchanges, and other knowledge sharing platforms.

3. At its twenty-third meeting, the Board had decided through decision B.23/26 to approve the execution arrangements and 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).

4. At its thirty-sixth meeting, and following completion of the pilot phase, the Board approved the readiness package grant (RPG) as a standing grant to support national implementing entity (NIE) accreditation to the Fund (Decision B.36/25). The RPG aims to enhance support for the accreditation of NIEs via accredited implementing entity (IE) intermediaries that have experience programming adaptation finance through the Fund's resources.

5. The RPG can be accessed up to a maximum of US\$150,000 per entity seeking accreditation with the Fund. The grant facilitates peer-peer support through South-South cooperation. The grant project proposal template and technical review sheet are available on the Fund website and were approved by the Board through Decision B.38/38. It should be noted that a maximum of two NIEs can be accredited per country¹.

6. Peer support for accreditation provided by the intermediary can involve a combination of activities that include (i) support to the designated authority (DA) to nominate a suitable NIE candidate (ii) In-country support by the intermediary to an NIE candidate (iii) technical support through experts (iv) organization of local, national or regional consultations/workshops, and (v) continuous support during the accreditation application process to address and respond to feedback provided by the accreditation panel (AP) during assessment of the NIE candidate application for accreditation. It is expected that the peer-peer support would effectively help build national capacity and sustainability and that RPGs will enhance South-South cooperation for accreditation to the Fund through a more comprehensive suite of tools to help entities in countries

¹ Decision B.36/42

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

7. In response to the call for readiness grant project proposals launched by the secretariat intersessionally between the forty-fourth and forty-fifth meetings of the Board, the secretariat received three project proposals for a technical assistance grant and one RPG for a single country to receive peer support for accreditation from one intermediary NIE.

8. The present document introduces the Technical Assistance grant for the environmental and social policy and gender policy (TA-ESGP) project proposal submitted by National Environment Trust Fund (NETFUND) of Kenya.

9. The secretariat carried out a technical review of the project proposal and completed a review sheet.

10. In accordance with a request to the secretariat made by the Board in its 10th meeting, the secretariat shared this review sheet with NETFUND and offered them the opportunity to provide responses before the review sheet was sent to the PPRC.

11. The secretariat is submitting to the PPRC pursuant to decision B.17/15, the final technical review of the project, prepared by the secretariat, along with the final submission of the proposal in the following section. In accordance with decision B.25/15, the proposal is submitted with changes between the initial submission and the revised version.



ADAPTATION FUND

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT PROPOSAL UNDER THE READINESS PROGRAMME

PROJECT CATEGORY: Technical Assistance Grant for the ESP and GP

Country: **Kenya**Implementing Entity: **National Environment Trust Fund (NETFUND)**AF Project ID: **AFRDG00084**Requested Financing from Adaptation Fund (US Dollars): **24,917**Reviewer and contact person: **Ishani Debnath**Co-reviewer(s): **Farayi Madziwa**Implementing Entity Contact Person: **Andrew Machora**

Technical Summary	<p>The National Environment Trust Fund (NETFUND) proposes to support NIE capacity in environmental and social risk management and addressing gender related issues in Kenya through the three components below:</p> <p><u>Component 1:</u> Development of guidelines for screening projects for environmental, social, and gender-related risks; and guidelines for undertaking project environmental and social risk assessment, as well as gender assessment to inform development of gender action plans, as well as environmental and social risk management plans (USD 10,000).</p> <p><u>Component 2:</u> Development of a policy/avenues for public disclosure and gender- responsive consultation (USD 5,000).</p> <p><u>Component 3:</u> Training of select entity staff to carry out the relevant tasks related to the implementation of the Fund's Environmental and Social Policy and the Gender Policy (USD 9,917)</p> <p>Total Project/Programme Cost: USD 24,917 Implementing Entity Fee: USD 0 Financing Requested: USD 24,917</p> <p>The initial technical review raises some issues, such as clarifying on the type of support provided for the capacity building activities provided by the IE, on phrasing of activity components and the proposed timeline, as is discussed in the number of Clarification Requests (CRs) and Corrective Action Requests (CARs) raised in the review.</p> <p>The final technical review finds that the revised proposal has sufficiently addressed all the clarification and corrective action requests made in the initial technical review.</p>
Date:	7 November 2025

Review Criteria	Questions	Comments on 16 October	Comments on 7 November
Country Eligibility	1. Is the country Party to the Kyoto Protocol?	Yes	-
Eligibility of IE	1. Is the project submitted through an Implementing Entity accredited by the Board?	Yes The letter was signed on 27 August 2025.	-
Project Eligibility	1. Has the designated government authority for the Adaptation Fund endorsed the project?	Yes	-

	<p>2. Are the proposed activities to support the implementing entity to implement the Environmental and Social Policy and/or the Gender Policy of the Fund adequate?</p>	<p>Not Cleared.</p> <p>The proposed activities to support the NETFUND in implementing the Fund’s Environmental and Social Policy (ESP) and Gender Policy exhibit a commendable commitment to strengthening institutional capacity through targeted technical assistance and training. The engagement of technical experts to develop procedures and guidelines for screening environmental, social, and gender-related risks, as well as to formulate gender-responsive risk management plans, is appropriately aligned with the Fund’s requirements.</p> <p>The first two components refer to the development of guidelines (plural) for screening projects for environmental, social, and gender-related risks, and separately for undertaking environmental and social risk assessments, gender assessments, and formulating gender-responsive risk management plans.</p> <p>CR1: Please provide clarification on whether NETFUND intends to produce separate multiple guidelines for screening projects and for undertaking risk assessments or if a single, consolidated guideline under each category is envisaged. This clarification</p>	<p>Cleared</p> <p>CR1: Cleared NETFUND has indicated that it will produce a single, consolidated guideline for each policy and have combined the two components.</p> <p>CR2: Cleared NETFUND has expanded the duration significantly allocating 45 days for the development of each policy guideline and 20 days for staff and executing entity training. Moreover, NETFUND’s inclusion of stakeholder consultations, validation workshops, and sensitization sessions demonstrates a comprehensive plan for embedding the ESP and GP across all relevant units, ensuring that implementation goes beyond one-off training to achieve genuine institutional strengthening.</p> <p>CAR1: Cleared NETFUND has clarified that an effective complaint-handling and grievance mechanism already exists within the institution and has accordingly removed the redundant activity from the proposal.</p> <p>CAR2: Cleared NETFUND has resolved this issue by rephrasing and restructuring the</p>
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		<p>will help ensure a clear understanding of the scope, avoid potential duplication of effort, and support comprehensive institutional adoption aligned with the Fund's Environmental and Social Policy and Gender Policy requirements.</p> <p>The relatively limited duration allocated for expert input on developing core manuals (6 and 5 days respectively) and training (2 days for 30 staff members) suggests potential challenges in fully institutionalizing these policies within the stipulated timeframe. The compressed timeline may constrain deeper capacity building, iterative refinement of drafted policies, and operational embedding across diverse units.</p> <p>CR2: Please clarify how the proposed timelines and allocated expert days adequately ensure thorough institutionalization of these policies across all relevant departments. Specifically, provide additional detail on mechanisms for ongoing monitoring, evaluation, and iterative policy refinement to sustain compliance beyond initial training phases. Please also consider revising the budget and timeline to allocate the appropriate time for the development of the documents.</p>	<p>activities to specify concrete support measures, such as consultations, validation, and sensitization.</p>
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		<p>The inclusion of design workshops for public disclosure and consultation guidelines is positive, but further detail on stakeholder engagement and integration of feedback into final policies would strengthen the robustness of the approach.</p> <p>One of the proposed activities under component 4 refers to the development of a fair and effective complaint handling and grievance mechanism; however, under the “support requested” column, it is noted as “not applicable,” as NETFUND already has a grievance redress mechanism guideline in place. This needs further clarification.</p> <p>CAR1: Please provide clarification on whether for component 4, NETFUND plans to develop a transparent, accessible, fair and effective mechanisms for receiving and addressing complaints. If this already exists in NETFUND as mentioned in the “support requested” column, where it is noted as “not applicable,” then this component should be removed altogether.</p> <p>Please note that the activity components represent activities proposed by the NIE based on its organizational capacity assessment aimed at improving compliance with the</p>	
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		<p>Fund's Environmental and Social Policy (ESP) and Gender Policy (GP). Therefore, any guidelines or mechanisms that are already in place and do not require development or updating should ideally not be included as separate components or activities.</p> <p>Furthermore, the descriptions provided under "support requested" for all components largely restate the type of activity rather than specifying the nature of the support to be provided—for example, whether it will involve workshops, development of risk screening tools, audits, or the establishment of communication channels for the grievance mechanism. Activity/component 6 refers to "other types of support requested (please describe)," and doesn't provide a specific detail on what the actual component will entail.</p> <p>CAR2: Please rephrase the component from "other types of support requested (please describe)" to what it will actually be, corresponding to the support being requested.</p>	
<p>Resource Availability</p>	<p>1. Is the requested project funding within the cap for Technical Assistance Grants for the Environmental and Social Policy and</p>	<p>Cleared.</p> <p>The requested funding is USD 24, 917 which is within the funding cap of USD 25,000.</p>	<p>-</p>

	Gender Policy set by the Board?		
	2. If the implementing entity has requested, is the Implementing Entity Management Fee at or below 8.5 per cent of the total project/programme budget before the fee?	Cleared. No management fee has been requested.	-
Implementation Arrangements	1. Is the timeframe for the proposed activities adequate?	Cleared. The stated timeline is 6 months.	-
	2. Is a summary breakdown of the budget for the proposed activities included?	Cleared.	-



ADAPTATION FUND

ADAPTATION FUND BOARD SECRETARIAT TECHNICAL REVIEW OF PROJECT PROPOSAL UNDER THE READINESS PROGRAMME

PROJECT CATEGORY: Technical Assistance Grant for the ESP and GP

Country: **Kenya**Implementing Entity: **National Environment Trust Fund (NETFUND)**AF Project ID: **AFRDG00084**Requested Financing from Adaptation Fund (US Dollars): **24,917**Reviewer and contact person: **Ishani Debnath**Co-reviewer(s): **Farayi Madziwa**Implementing Entity Contact Person: **Andrew Machora**

Secretariat's Overall Comment	<p>The National Environment Trust Fund (NETFUND) proposes to support NIE capacity in environmental and social risk management and addressing gender related issues in Kenya through the six components below:</p> <p>Component 1: Development of procedures/manuals/guidelines for screening projects for environmental and social risks as well as gender-related risks (USD 924).</p> <p>Component 2: Development of procedures manual/guidelines for undertaking project environmental and social risk assessment, gender assessment, and for formulating risk management plans that are gender responsive (USD 770)</p> <p>Component 3: Development of a policy/avenues for public disclosure and gender- responsive consultation (USD 4,615).</p> <p>Component 4: Development of transparent, accessible, fair and effective mechanisms for receiving and addressing complaints about environmental or social harms and complaints related to gender inequalities and other adverse gender impacts caused by projects/programmes during implementation</p> <p>Component 5: Training of select entity staff to carry out the relevant tasks related to the implementation of the Fund's Environmental and Social Policy and the Gender Policy (USD 4,308).</p>
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	<p>Component 6: Other type of support requested (please describe) (USD 14,300)</p> <p>Total Project/Programme Cost: USD 24,917 Implementing Entity Fee: USD 0 Financing Requested: USD 24,917</p> <p>The initial technical review raises some issues, such as clarifying on the type of support provided for the capacity building activities provided by the IE, on phrasing of activity components and the proposed timeline, as is discussed in the number of Clarification Requests (CRs) and Corrective Action Requests (CARs) raised in the review.</p>
Date:	16 October 2025

Review Criteria	Questions	Comments	NETFUND's Response
Country Eligibility	2. Is the country Party to the Kyoto Protocol?	Yes	Not Applicable
Eligibility of IE	2. Is the project submitted through an Implementing Entity accredited by the Board?	Yes The letter was signed on 27 August 2025.	Not Applicable
Project Eligibility	3. Has the designated government authority for the Adaptation Fund endorsed the project?	Yes	Not Applicable

	<p>4. Are the proposed activities to support the implementing entity to implement the Environmental and Social Policy and/or the Gender Policy of the Fund adequate?</p>	<p>Not Cleared.</p> <p>The proposed activities to support the NETFUND in implementing the Fund's Environmental and Social Policy (ESP) and Gender Policy exhibit a commendable commitment to strengthening institutional capacity through targeted technical assistance and training. The engagement of technical experts to develop procedures and guidelines for screening environmental, social, and gender-related risks, as well as to formulate gender-responsive risk management plans, is appropriately aligned with the Fund's requirements.</p> <p>The first two components refer to the development of guidelines (plural) for screening projects for environmental, social, and gender-related risks, and separately for undertaking environmental and social risk assessments, gender assessments, and formulating gender-responsive risk management plans.</p> <p>CR1: Please provide clarification on whether NETFUND intends to produce separate multiple guidelines for screening projects and for undertaking risk assessments or if a single, consolidated guideline under each category is envisaged. This clarification</p>	<p>NETFUND has combined the first two components and will develop a consolidated screening and risk assessment guideline for each policy.</p>
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		<p>will help ensure a clear understanding of the scope, avoid potential duplication of effort, and support comprehensive institutional adoption aligned with the Fund's Environmental and Social Policy and Gender Policy requirements.</p> <p>The relatively limited duration allocated for expert input on developing core manuals (6 and 5 days respectively) and training (2 days for 30 staff members) suggests potential challenges in fully institutionalizing these policies within the stipulated timeframe. The compressed timeline may constrain deeper capacity building, iterative refinement of drafted policies, and operational embedding across diverse units.</p> <p>CR2: Please clarify how the proposed timelines and allocated expert days adequately ensure thorough institutionalization of these policies across all relevant departments. Specifically, provide additional detail on mechanisms for ongoing monitoring, evaluation, and iterative policy refinement to sustain compliance beyond initial training phases. Please also consider revising the budget and timeline to allocate the appropriate time for the development of the documents.</p>	<p>As per revised activity schedule we allocated 45 days for development of each policy guideline, incorporated stakeholder consultation and validation. Additionally, component 4 focuses on training for NIE staff and EEs for a duration of 20 days.</p>
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		<p>The inclusion of design workshops for public disclosure and consultation guidelines is positive, but further detail on stakeholder engagement and integration of feedback into final policies would strengthen the robustness of the approach.</p> <p>One of the proposed activities under component 4 refers to the development of a fair and effective complaint handling and grievance mechanism; however, under the “support requested” column, it is noted as “not applicable,” as NETFUND already has a grievance redress mechanism guideline in place. This needs further clarification.</p> <p>CAR1: Please provide clarification on whether for component 4, NETFUND plans to develop a transparent, accessible, fair and effective mechanisms for receiving and addressing complaints. If this already exists in NETFUND as mentioned in the “support requested” column, where it is noted as “not applicable,” then this component should be removed altogether.</p> <p>Please note that the activity components represent activities proposed by the NIE based on its organizational capacity assessment aimed at improving compliance with the Fund’s</p>	<p>We have incorporated design, consultation and validation for each policy guidelines as well as sensitization sessions of approved policy and guidelines with NIE staff and EEs.</p> <p>NETFUND has already approved effective complaint handling and grievance mechanism thus this activity has been excluded in the request.</p>
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		<p>Environmental and Social Policy (ESP) and Gender Policy (GP). Therefore, any guidelines or mechanisms that are already in place and do not require development or updating should ideally not be included as separate components or activities.</p> <p>Furthermore, the descriptions provided under “support requested” for all components largely restate the type of activity rather than specifying the nature of the support to be provided—for example, whether it will involve workshops, development of risk screening tools, audits, or the establishment of communication channels for the grievance mechanism.</p> <p>Activity/component 6 refers to “other types of support requested (please describe),” and doesn’t provide a specific detail on what the actual component will entail.</p> <p>CAR2: Please rephrase the component from “other types of support requested (please describe)” to what it will actually be, corresponding to the support being requested.</p>	<p>This has been revised and is now part of component 4 of the schedule of activities.</p>
<p>Resource Availability</p>	<p>3. Is the requested project funding within the cap for Technical Assistance Grants for the Environmental and</p>	<p>Cleared.</p>	

	Social Policy and Gender Policy set by the Board?	The requested funding is USD 24, 917 which is within the funding cap of USD 25,000.	
	4. If the implementing entity has requested, is the Implementing Entity Management Fee at or below 8.5 per cent of the total project/programme budget before the fee?	Cleared. No management fee has been requested.	
Implementation Arrangements	3. Is the timeframe for the proposed activities adequate?	Cleared. The stated timeline is 6 months.	
	4. Is a summary breakdown of the budget for the proposed activities included?	Cleared.	



Request for assistance in complying with the Fund's Environmental and Social Policy and Gender Policy

Submission Date: ~~27th~~26th August 2025

Adaptation Fund Grant ID: AFRDG00084

Country: Kenya

Implementing Entity: National Environment Trust Fund (NETFUND)

A. Timeframe of Activity

Expected start date of activity	January 2026 December 2025
Completion date of activity	June May 2026

B. Type of support requested

Describe the activities to be undertaken to support the compliance of the NIE with the Fund's Environmental and Social policy and Gender policy

Types of Support Activities	Support requested (please provide short description)	Type/name of provider for the requested support[1]	Requested budget (USD)
Development of guidelines for screening projects for environmental, social, and gender-related risks; and guidelines for undertaking project environmental and social risk assessment, as well as gender assessment to inform development of gender action plans, as well as environmental and social risk management plans.	1. Consultant to development a standard environmental and social risk of environmental and social screening and risk assessment guideline for 45 days, screening guideline for 12 days.		
Development of procedures/manuals/guidelines for screening projects for environmental and social risks as well as gender-related risks	2. Consultant to development of a standard gender screening and risk assessment guideline	Engage a firm with technical experts in ESS and gender Engage a firm with technical experts in ESS and gender	6,000 107,000

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Types of Support Activities	Support requested (please provide short description)	Type/name of provider for the requested support[1]	Requested budget (USD)
<p>Development of procedures manual/guidelines for undertaking project environmental and social risk assessment, gender assessment, and for formulating risk management plans that are gender responsive</p>	<p>for 45 days, screening guideline for 12 days</p> <p>2.3. Hold a one day one-day stakeholder consultation and validation workshop for the ESS and Gender screening and risk assessment guidelines to gather their inputs.</p> <p>3. Incorporate stakeholders' comments and finalize development of ESS and Gender screening and risk assessment guidelines within 2 days based on stakeholder feedback.</p> <p>a) Consultant to develop of environmental and social risk assessment guidelines for 15 days:</p> <p>b) Consult ant to develop gender assessment guidelines for 15 days.</p> <p>e) Hold a one-day stakeholder eonsultation and validation workshop for the ESS and Gender Risk</p>		

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Types of Support Activities	Support requested (please provide short description)	Type/name of provider for the requested support[1]	Requested budget (USD)
	<p style="text-align: center;">assessment guidelines</p> <p>d)4. Incorporate stakeholders' comments and finalize ESS and Gender Risk assessment guidelines within 3 days.</p>		
<p>Development of a policy/avenues for public disclosure and gender-responsive consultation</p>	<ol style="list-style-type: none"> 1. Consultant to dDevelopment of a public disclosure policy for the NIE for 45 days. 2. Consultant to hHold a one-day stakeholder consultation and validation workshop on public disclosure policy to gather and incorporate inputs within 3 days. 3. Hold <u>a one-day a day</u> sensitization workshop on public disclosure policy for the NIE staff and Executing Entities 4. Hold a day sensitization workshop on public disclosure policy for the Executing Entities 	<p>Engage a firm with technical experts in stakeholder consultation</p>	<p>5,500,000</p>
<p>Training of select entity staff to carry out the relevant tasks related to the implementation of the Fund's Environmental and Social Policy and the Gender Policy</p>	<ol style="list-style-type: none"> 1. Consultant to D development of a training module manual for ESS and Gender Policies and guidelines for 5 days. 	<p>Engage a firm with technical experts in ESS and gender</p>	<p>69,417,917</p>

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Types of Support Activities	Support requested (please provide short description)	Type/name of provider for the requested support[1]	Requested budget (USD)
	2. Hold a 5-day training workshop on the implementation of ESS Policy, <u>screening, and risk assessment</u> and guidelines for NIE staff. 3. Hold a 5-day training workshop on the implementation of the Gender <u>Policy, screening, and risk assessment guidelines</u> Policy and guidelines for NIE. 4. Hold a 5-day sensitization workshop on the implementation of ESS and Gender <u>Policies, screening, and risk assessment guidelines</u> Policies and guidelines with EEs.		
Total Project/Programme Cost			24,917
Project/Programme Cycle Management Fee charged by the Implementing Entity, if any. (Maximum of 8.5%)			
Total Grant Requested (USD)			24,917

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C. 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
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Mr. Samson Toniok		<u>27th August 2025</u>	Mr. Andrew Machora	+254 20 2369563	info@netfund.go.ke; samson.toniok@netfund.go.ke; andrew.machora@netfund.go.ke
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D. Record of endorsement on behalf of the government

Provide the name and position of the government official, Designated Authority (DA) of the Adaptation Fund, and indicate date of endorsement. The DA endorsement letter must be attached as an annex to the request.

(Enter Name, Position, Ministry) Dr. Eng. Festus K. Ng'eno, MIEK Principal Secretary, Ministry of Environment, Climate Change and Forestry	Date: (Month, day, year) <u>27th August 2025</u>
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REPUBLIC OF KENYA

MINISTRY OF ENVIRONMENT, CLIMATE CHANGE & FORESTRY
State Department for Environment & Climate Change
Office of the Principal Secretary

Telegrams: "NATURE", Nairobi
Telephone: 254-20- 2730808/9
Fax: 254-20- 2734722
Email : psoffice@environment.go.ke

SHA BUILDING
RAGATI ROAD
P. O. BOX 30126-00100
NAIROBI

When replying, please quote:

Ref. No. MEF/EMC/1/5

27th August, 2025

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

Dear

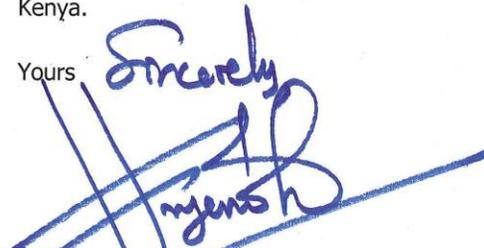
Board,

SUBJECT: ENDORSEMENT OF NETFUND'S TECHNICAL ASSISTANCE GRANT APPLICATION ON THE ENVIRONMENTAL AND SOCIAL POLICY AND GENDER POLICY (TA-ESGP)

In my capacity as Designated Authority for the Adaptation Fund in Kenya, I confirm that the above readiness concept note is in accordance with the government's national priorities in strengthening the implementation of adaptation activities to reduce adverse impacts of, and risks, posed by climate change in Kenya.

Accordingly, I am pleased to endorse the above readiness concept note for the Technical Assistance Grant application on the Environmental and Social Policy and Gender Policy (TA-ESGP) with support from the Adaptation Fund. If approved, technical assistance will benefit and be implemented by the National Environment Trust Fund (NETFUND), an accredited National Implementing Entity in Kenya.

Yours

Sincerely,


Dr. Eng. Festus K. Ng'eno, PhD, MIEK
PRINCIPAL SECRETARY