



ADAPTATION FUND

AFB/PPRC.37-38/1
29 June 2026

Adaptation Fund Board
Project and Programme Review Committee

**REPORT OF THE SECRETARIAT ON INITIAL
SCREENING/TECHNICAL REVIEW OF GRANT PROPOSALS
UNDER THE READINESS PROGRAMME**

Background

1. This document presents to the Project and Programme Review Committee (PPRC) of the Adaptation Fund Board (the Board) an overview of the readiness grant project proposals submitted by accredited Implementing Entities (IEs) for consideration during the intersessional period between the forty-third and forty-fourth meetings of the Adaptation Fund Board, and the process of screening and technical review undertaken by the Adaptation Fund Board Secretariat (the secretariat).

2. At the thirty-sixth meeting of the Board, the PPRC had discussed the review cycle for readiness grants and recommended to the Board for readiness grant project proposals to be submitted for review and consideration by the Board during both intersessional periods between the regular meetings of the Board. Having considered the recommendations of the PPRC, the Board decided:

- a) To request the secretariat to review readiness grant proposals during all intersessional periods between Board meetings while recognizing that such grants may also be reviewed at regular meetings of the Board;*
- b) To request the PPRC to consider intersessionally the technical review of such readiness grant proposals as prepared by the secretariat and to make intersessional recommendations to the Board;*
- c) To consider such intersessionally reviewed proposals for intersessional approval in accordance with the Rules of Procedure;*
- d) To also request the secretariat to send a notification to implementing entities and other stakeholders informing them about the new arrangement;*
- e) To further request the secretariat to present, at the twenty-eighth meeting of the PPRC, and at subsequent PPRC meetings following each intersessional review cycle for readiness grants, an analysis of the intersessional review cycle.*

(Decision B.36/26)

3. At its forty-first meeting, the Board, through decision B.41/15, had updated the review cycle for readiness grants allowing accredited IEs to submit responses to the initial technical review by the secretariat within two weeks of receiving the initial technical review, effectively extending the readiness grant project review cycle to 12 weeks.

4. Based on decision B.36/26 by the Board, the secretariat launched a call for project proposals intersessionally between the forty-fifth and forty-sixth meetings of the Board for review by the secretariat and consideration by the Board intersessionally between its forty-sixth and forty-seventh meetings. Accredited IEs were given the opportunity to submit proposals for technical assistance (TA) grants and readiness package grants (RPGs) on behalf of eligible¹ countries.

¹ All developing country Parties to the Kyoto Protocol and Paris Agreement under the United Nations Framework Convention on Climate Change (UNFCCC) that wish to have an NIE accredited with the Fund are eligible to receive the readiness package grant, including those that had previously accessed the SSC grant. The grant is available as a once off grant per NIE

Technical Assistance Grant Proposals Submitted by NIEs

5. In response to the call by the secretariat, accredited national implementing entities (NIEs) of the Fund could submit project proposal documents for a technical assistance (TA) grant to enable them to source external expertise to help improve NIE capacity to assess and manage environmental, social and gender related issues and to comply with the Fund's Environmental and Social Policy (ESP) and Gender Policy (GP). An NIE could submit a proposal for one of two types of TA grants available, that is, a TA Grant for the ESP and GP (TA-ESGP) or a TA Grant for the Gender Policy (TA-GP). NIEs eligible to submit proposals for the TA-ESGP would be those that had not previously received a grant for technical assistance and would be expected to build capacity on environmental and social safeguards and gender safeguards simultaneously. NIEs eligible to submit proposals for the (TA-GP) would be those that had previously not received a TA-ESGP that would like to integrate gender considerations into existing robust ESP and environmental and social safeguards to align with the Fund's GP.

Technical Assistance Grants for the ESP and the GP (TA-ESGP)

6. The secretariat received two TA-ESGP grant proposals to build internal capacity to simultaneously manage environmental and social as well as gender-related risks within adaptation projects and programmes.

7. The proposals were submitted by the Environmental Investment Fund (EIF) of Namibia, and the Ministry of Finance and Economic Management (MFEM) of Cook Islands. The two proposals were both eligible to be considered and the details of these proposals are contained in the PPRC working documents as follows:

Table 1: Details of TA-ESGP project proposals submitted to the intersessional period between the forty-fifth and forty-sixth meetings of the Board

IE requesting support	Country	PPRC document number
EIF	Namibia	AFB/PPRC.37-38/2
MFEM	Cook Islands	AFB/PPRC.37-38/3

8. Both proposals requested funding within the cap of US\$ 25,000 for TA-ESGP grants as outlined in document AFB/B.27/7 which presented the proposal for the Readiness Programme for the fiscal year 2017 (FY17) approved by the Board through decision B.27/38.

9. The submitted technical assistance grant proposals provide an explanation and a basic breakdown of the costs associated with the accredited NIEs building their capacity to assess and manage environmental, social and gender related issues and to comply with the Fund's ESP and GP. The proposals included IE management fees², which complies with Board Decision B.11/16 to cap management fees at 8.5% of the project/programme budget. A summary of the proposals and fees requested is provided in Table 2 below.

Table 2: TA-ESGP grant proposal amounts and fees requested during the intersessional period between the forty-fifth and forty-sixth meetings of the Board

² The implementing entity management fee percentage is calculated compared to the project budget including the project activities and the execution costs, before the management fee.

IE	Country	Initial Financing Requested (USD), (current period)	Final Financing Requested ³ (USD), (current period)	IE Fee (USD)	IE Fee, %
EIF	Namibia	\$25,000	\$24,819	\$1,944	8.5%
MFEM	Cook Islands	\$25,000	\$25,000	\$1,958.53	8.5%
Total		\$50,000	\$49,819	\$3,903.53	8.5%

Technical Assistance Grants for the Gender Policy (TA-GP)

10. The secretariat did not receive any project proposal for a TA-GP grant during the current review cycle.

Readiness package grant Proposals submitted by IEs

11. The secretariat received a single proposal for the readiness package. However, following the initial technical review by the secretariat, the proposal was ineligible and was subsequently withdrawn by the proponent and is expected to be resubmitted by the proponent in subsequent review cycles.

The review process

12. In accordance with the operational policies and guidelines, following the receipt of the proposals, the secretariat screened and prepared technical reviews of the three project proposals.

13. In line with the Board request at its tenth meeting, the secretariat shared the initial technical review findings with the NIE applicants and solicited their responses to specific items requiring clarification. Responses were requested by e-mail, and the time allowed for the NIE to respond was two weeks. The IEs were offered the opportunity to discuss the initial review findings with the secretariat via online video conference call as per the usual practice.

14. The secretariat subsequently reviewed the IEs' responses to the clarification requests, and compiled comments and recommendations that are presented in the addendum (AFB/PPRC.37-38/1/Add.1) to this document.

Issues Identified During the Review Process

15. There were no particular issues identified during this review process.

³ Final technical assistance grant financing requested after the secretariat's initial technical review and request for further clarification to the applicant.