



ADAPTATION FUND

AFB/PPRC.38/34/Add.1
20-21 October 2026

Adaptation Fund Board
Project and Programme Review Committee
Thirty-eighth meeting
Bonn, Germany, 20-21 October 2026

Agenda Item 6 b)

**PROJECT FORMULATION GRANT FOR
LLA SINGLE COUNTRY PROPOSAL 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”.

7. At its forty-second meeting the Board approved modifications to project formulation grants contained in document AFB/PPRC.33/40. Having considered the recommendation of the Project and Programme Review Committee, the Adaptation Fund Board decided:

- a) *That project formulation grants (PFGs) be made available for projects submitted through national, regional and multilateral implementing entities;*
- b) *That the maximum size of the PFG for single country projects for all windows, inclusive of the management fee, be set as follows:*
 - (i) For projects below US\$ 2,000,000, the limit is set at US\$ 50,000;*
 - (ii) For projects at or above US\$ 2,000,000 and below US\$ 5,000,000, the limit is set at US\$ 100,000;*
 - (iii) For projects at or above US\$ 5,000,000, the limit is set at US\$ 150,000;*
- c) *That an additional PFG amount (inclusive of the management fee) can be provided on a case-by-case basis for locally-led adaptation projects up to a maximum of US\$ 100,000, and that such amount should be dedicated to support activities that enable decision-making by local actors over how adaptation actions are defined, prioritized, designed and implemented;*
- d) *That the maximum size of the PFG for all regional projects, inclusive of the management fee, is set as follows:*
 - (i) For regional projects of US\$ 5,000,000 and above, and with less than three countries, the limit is set at US\$ 150,000;*
 - (ii) That this limit increase by US\$ 15,000 for each additional country involved, up to a maximum of US\$ 250,000;*
- e) *That requests for a PFG should be made at the same time as the submission of a project concept or pre-concept to the secretariat using the revised PFG form in annex I to document AFB/PPRC.33/40;*

- f) *That, for a PFG at the pre-concept stage, up to 20 percent of the maximum amount of the PFG set in out in subparagraphs (b), (c) and (d) above could be granted;*
- g) *That only activities that support project preparation and formulation would be eligible for PFG funding, as per paragraph 32 of document AFB/PPRC.33/40.*

(Decision B.42/37)

II. The Project Formulation Grant Request

8. This addendum to the document, AFB/PPRC.38/34 “LLA Single Country Proposal for Benin” includes a request for a Project Formulation Grant, requesting a budget of US\$ 231,105, comprising a PFG of US\$ 149,730 plus an additional amount of US\$ 81,375 which was received by the secretariat along with the concept-note for the project AF00000539 “*Locally Led Adaptation to Strengthen the Climate Resilience of Vulnerable Communities in Benin’s Coastal Lagoons Inter-Municipal Community*”. This proposal was submitted by the 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-seventh Board meeting.

9. 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. The US\$ 149,730 Project Formulation Grant (PFG) will support climate risk, vulnerability and impact assessments; development of a locally led adaptation sub-project mechanism and associated selection procedures; preparation of environmental and social safeguards instruments, including Gender Equality and Social Inclusion assessments and frameworks for Unidentified Sub-Projects; stakeholder engagement and participatory planning; and preparation of a fully developed proposal. The additional US\$ 81,375 PFG amount will support the development of technical guidance, eligibility criteria and quality standards for locally led adaptation investments, as well as community-led monitoring, reporting and verification systems to strengthen accountability, learning and adaptive management.

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



Revised PFG Submission Form¹ (additions in red)

Project Formulation Grant (PFG)

1st Submission Date: May, 13, 2026

2nd Submission Date: June, 26, 2026

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Adaptation Fund Project ID:

Country/ies: BENIN

Title of Project/Programme: Locally Led Adaptation to strengthen the climate resilience of vulnerable communities in Benin's ~~Coastal Lagoons Inter Municipal~~ Community of Coastal Lagoon Communes

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

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

Executing Entity/ies: Communauté des Communes des Lagunes Côtières du Bénin (CCLC) [~~Community of Coastal Lagoon Communes (CCLC)~~ Coastal Lagoons Inter Municipal Community]

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A. Project Preparation Timeframe

Start date of PFG	September 2026
Completion date of PFG	March 2027

B.- Proposed Project Preparation Activities (\$)

1.- Total Project Formulation Grant—

List of Proposed Project Preparation Activities	Output of the PFG Activities	US\$ Amount	Budget note ²
1.1. Feasibility studies, vulnerability assessment, and LLA project design support	1.1.1. Climate risk, vulnerability and impact assessment of Ecosystems and Crop, Livestock, and Fisheries Value Chains in the CCLC 1.1.2. Co-development of LLA sub-project application and evaluation templates, selection criteria and proportionate due diligencestudy, Cost-Effectiveness Analysis (CEA), Cost-Benefit Analysis (CBA), the locations	450,000	Includes consultant time, data collection, analysis, GIS mapping, and validation workshopstechnical, financial, and legal feasibility, the identification of the impact-based forecasting framework, and

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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.

	where the equipment and infrastructure will be placed report, and institutional role matrix and coordination plan <u>1.1.3. Preliminary technical and economic feasibility assessment of priority adaptation investments</u>		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
<u>1.2. Environmental and Social Management System (ESMS) and risk assessment (including FPIC, gender/social assessment, legal review) Impact Assessment (ESIA)</u>	<u>2.1. Environmental and Social Impact Assessment (ESMS/ESIA) and Environmental and Social Management Plan (ESMP)</u> <u>2.2. Environmental and Social Framework for Unidentified Sub-Projects</u>	<u>3320,000</u>	Covers consultant time for ESMS/ESIA and safeguards screening; field visits, workshops for FPIC and social inclusion, legal review (local expert input), translation, and reporting impact assessments, risk classification, and compliance with Adaptation Fund and national safeguards
<u>1.3. Stakeholder engagement and participatory planning</u>	<u>1.3.1. Stakeholder mapping</u> <u>1.3.2. Co-identified local priorities for adaptation</u> <u>1.3.3. Co-development of local decision-making frameworks clarifying local decision-making and risk management roles, consultation reports, local consultation summaries</u>	<u>2045,000</u>	Covers expert/consultant time for stakeholder mapping and decision-making frameworks for local actors, stakeholders' consultations inclusive participatory workshops and capacities needs assessment of key institutions
<u>4. Gender Assessment and Gender Action Plan</u>	<u>Gender Assessment (GA) report and Gender Action Plan (GAP)</u>	<u>10,000</u>	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.
<u>1. 4. Drafting full project proposal</u>	<u>Comprehensive proposal addressing Secretariat comments</u>	<u>40,000</u>	Covers expert/consultant time for drafting, stakeholder review meetings, internal quality assurance
<u>Sub-total</u>		<u>138,000</u>	
<u>5. IE fee</u>		<u>6,800</u>	<u>11,730</u>

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Implementing Entity management fee <u>(8.5%)</u>	<u>Covers coordination and supervision of project preparation activities, reports validation workshops, monitoring, and reporting on the use of PFG.</u>
Total Project Formulation Grant	<u>91,800,149,730</u>

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1.1. Feasibility studies, vulnerability assessment, and LLA project design support **1- Feasibility Studies (450,000 USD)**

This activity will produce the technical evidence needed to design a robust Locally Led Adaptation (LLA) project for the CCLC. The assessment will examine climate risks, vulnerabilities, and projected impacts on ecosystems and on crop, livestock, and fisheries value chains across the 5 Communes. Special focus will be given to vulnerable groups, including women, youth, ethnic minorities, persons with disabilities, and fishing communities. The assessment will identify priority adaptation needs and opportunities to enhance resilient livelihoods, providing a solid evidence base for project development.

Based on these findings, the activity will support the participatory development of a LLA sub-project mechanism. This mechanism will include application and evaluation templates, eligibility and selection criteria, and proportionate due diligence procedures. Created with input from local stakeholders, these tools will ensure community-led adaptation investments are transparent, inclusive, responsive to local priorities, and fully aligned with the Adaptation Fund's Locally Led Adaptation requirements. This activity will produce two key outputs.

○ **Output 1.1.1: Climate risk, vulnerability and impact assessment of Ecosystems and Crop, Livestock, and Fisheries Value Chains in the CCLC.**

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This output will deliver a thorough assessment of the climate risks and vulnerabilities impacting ecosystems, as well as the expected effects on crop, livestock, and fisheries value chains across the CCLC. The assessment will identify priority adaptation needs and climate-resilient livelihood opportunities. It will also emphasize the vulnerabilities of women, youth, persons with disabilities, ethnic minorities, and other at-risk groups. These findings will guide the design of locally led adaptation strategies and investment priorities for the upcoming Adaptation Fund project.

○ **Output 1.1.2: Co-development of LLA sub-project application and evaluation templates, selection criteria, and proportionate due diligence.**

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This output will establish the operational framework for the future LLA sub-project mechanism. This will be achieved by co-developing user-friendly applications and evaluation templates, transparent selection criteria, and proportionate due diligence procedures. These tools will be created through a participatory process involving the CCLC, local authorities, community organizations, and representatives of women, youth, persons with disabilities, and other vulnerable groups. This process will ensure that the financing mechanism is transparent, inclusive, accessible, and aligned with the Adaptation Fund's fiduciary, environmental, social, gender, and Locally Led Adaptation requirements. This output will provide communities with the practical foundation to identify, design, and implement locally led adaptation subprojects under future Adaptation Fund investments.

A comprehensive assessment of the project's technical, financial, legal and economic feasibility is essential to better understand the vulnerability of local communities in the intervention area. This study will provide an in-depth analysis of the climate risks, exposure and vulnerabilities of these communities and their impact on livelihoods. By comparing climate scenarios with and without the project, the study will assess its

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transformational impact and examine the effects of climate change on communities and key economic sectors in the ten targeted municipalities. Observed trends and projected climate impacts on livelihoods will form the basis for defining and comparing impact-based projections.

Additionally, the feasibility study will demonstrate the relative viability and effectiveness of the climate interventions outlined in the project. It will also evaluate the associated costs and benefits at national, societal and global levels while considering non market externalities that cannot easily be monetised. Finally, the various sub-projects selected will be documented.

Additionally, a comprehensive analysis of institutional roles and governance structures will be conducted to establish a well defined framework that improves coordination and ensures a clear division of responsibilities throughout project implementation. The objective is to define roles clearly, propose a coherent governance model and integrate the requirements of the Adaptation Fund into existing national mechanisms. Furthermore, an in depth assessment of institutional needs to strengthen the resilience of vulnerable populations to the impacts of climate change by adopting appropriate, sustainable, and inclusive adaptation practices will be undertaken, as will probabilistic risk analysis. This approach aims to encourage the adoption of sustainable and inclusive adaptation practices, while also helping to anticipate and manage climate risks effectively.

FiveTwo main deliverables will be provided:

- **Deliverable 1-1: Climate risk, vulnerability, and impact assessment report**; this report will include climate risk profiles of the 5 Communes of CCLC, analyses of ecosystem and value chain vulnerabilities, differentiated impacts on vulnerable groups, and evidence-based recommendations to inform the design and prioritization of locally led adaptation investments. Climate vulnerability and impact study report
- **Deliverable 1-2: Sub-project mechanism operational design package**, including application and evaluation templates, eligibility and selection procedures, and proportionate due diligence arrangements for community-led adaptation subprojects. Cost effectiveness analysis report (CEA)
- **Deliverable 1-3: Cost-benefit analysis (CBA) report**
- **Deliverable 1-4: Resilience and adaptation sub-project selection report**
- **Deliverable 1-5: Institutional analysis and implementation planning report**

2-1.2. Environmental and Social Management System (ESMS) and risk assessment (including FPIC, gender/social assessment, legal review)Environmental and Social Impact Assessment (3320,000 USD)

This activity will establish the environmental and social safeguards framework required for preparing the future LLA project, ensuring full compliance with the Adaptation Fund's Environmental and Social Policy. It will evaluate potential environmental, social, gender, legal, and institutional risks related to the proposed interventions. Additionally, it will develop the systems, procedures, and safeguard tools required to manage future Unidentified Sub-Projects (USP). Special focus will be placed on gender equality, social inclusion, stakeholder engagement, Free, Prior, and Informed Consent (FPIC), grievance redress, and adherence to national laws and Adaptation Fund standards.

o Output 1.2.1: Environmental and Social Management System (ESMS) / Environmental and Social Impact Assessment (ESIA) and Environmental and Social Management Plan (ESMP)

This output will deliver an Environmental and Social Management System (ESMS), an Environmental and Social Impact Assessment (ESIA), and an Environmental and Social Management Plan (ESMP). These documents will incorporate gender and social inclusion considerations, legal and institutional assessments, Free, Prior, and Informed Consent (FPIC), where applicable, and risk mitigation measures proportionate to the project's expected environmental and social risks.

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○ Output 1.2.2: Environmental and Social Framework for Unidentified Sub-Projects

This output will establish the environmental and social screening and management framework needed for Unidentified Sub-Projects (USPs). This framework will include eligibility and screening processes, risk categorization, proportionate safeguard tools, disclosure and grievance redress mechanisms, and implementation procedures. These procedures will ensure that all future community-led adaptation USPs meet the requirements of the Adaptation Fund's Environmental and Social Policy and USP standards.

The objective is to assess the potential environmental and social impacts of the planned project interventions, and to establish a framework for avoiding, preventing or mitigating the associated risks. The assessment will also include a gender analysis and make recommendations to ensure gender mainstreaming is effectively implemented throughout the project. The proposed management measures will comply with Benin's environmental and social regulations, as well as the Adaptation Fund's requirements. Additionally, the assessment will draw on existing studies concerning gender related challenges and priorities in strengthening the resilience of vulnerable communities.

Two main deliverables will be provided:

- **Deliverable 2-13: Environmental and Social Safeguards Package**, including the Environmental and Social Management System (ESMS), the Environmental and Social Impact Assessment (ESIA), the Environmental and Social Management Plan (ESMP), the Gender and Social Inclusion Assessment, a legal and institutional review, a Free, Prior, and Informed Consent (FPIC) assessment (where applicable), and risk mitigation measures. Environmental and Social Impact Assessment (ESIA) report
- **Deliverable 42-2: USP Environmental and Social Framework**, including screening and risk categorization procedures, proportionate safeguard instruments, disclosure and stakeholder engagement procedures, a Grievance Redress Mechanism (GRM), and implementation arrangements for future unidentified, Locally Led Adaptation (LLA) subprojects in accordance with the Adaptation Fund's Environmental and Social Policy. Environmental and Social Management Plan (ESMP).

1.3. Stakeholder Engagement and Participatory Planning (2015,000 USD)

This activity ensures that the future LLA project will be co-designed through an inclusive, participatory process. This process will involve the CCLC, local authorities, decentralized technical services, community organizations, traditional leaders, women's organizations, youth associations, disability rights organizations, local NGOs, the private sector, and other relevant stakeholders. Based on stakeholder mapping, consultations will be conducted in each of the 5 Communes to identify locally defined adaptation priorities, validate proposed interventions, and strengthen local ownership of the upcoming project. Special attention will be given to achieving balanced participation (aiming for at least 40% women), removing barriers for vulnerable groups, and systematically disaggregating participants by sex, age, disability, and ethnicity. Stakeholder feedback will be explicitly documented and used to inform project decisions, including the eligibility criteria, sub-project selection, environmental and social management measures, and local decision-making arrangements. These decisions will align with the Adaptation Fund's Environmental and Social Policy, Gender Policy, and USP requirements.

○ Output 1.3.1: Stakeholder mapping

This output identifies and examines all relevant stakeholders, including their roles, interests, capacities, and influence. It develops an inclusive stakeholder engagement strategy to ensure active participation throughout project preparation and implementation.

○ Output 1.3.2: Co-identified local priorities for adaptation

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This output will document community-defined adaptation priorities through inclusive consultations across the five municipalities. It will also ensure that stakeholder recommendations directly inform the project's investment priorities, eligibility criteria, and environmental and social management measures.

o **Output 1.3.3: Co-development of local decision-making frameworks**

This output will create transparent local governance structures that define the roles and responsibilities of the CCLC, local authorities, communities, and other stakeholders in planning, prioritizing, implementing, and supervising community-led adaptation investments.

A stakeholder analysis and engagement plan will identify the most effective strategies for mobilising potential beneficiaries, particularly vulnerable groups, central and local structures, and state institutions to guarantee the project's sustainability. To this end, multi-stakeholder consultations will be conducted through workshops organised at national and local levels in the ten targeted municipalities to gather the views of various stakeholders and refine the implementation strategy in collaboration with partner entities, including government institutions, local authorities, NGOs and the private sector. Additionally, a capacity building needs assessment will be conducted with key institutions to accurately identify training and resource gaps, ensuring the project's long-term sustainability.

Three main deliverables will be provided:

- ***Deliverable 3-15: Stakeholder mapping and engagement report***, including a stakeholder analysis, an inclusive engagement strategy, and a participation plan for women, youth, persons with disabilities, ethnic minorities, and other vulnerable groups. ***Stakeholder consultation report***
- ***Deliverable 3-26: Participatory adaptation priorities report***, documenting community-defined priorities and stakeholder recommendations to be integrated into the project's eligibility menu, sub-project selection criteria, and environmental and social management measures. ***Stakeholder Engagement Plan (SEP)***
- ***Deliverable 3-37: Local decision-making and governance framework***, defining institutional roles, participation mechanisms, and governance arrangements for the future CCLC sub-project mechanism. ***Institutional capacity building needs assessment reports***

1.4. Drafting full project proposal Gender Assessment and Gender Action Plan (4010,000 USD)

This activity will compile the results of all previous activities into a comprehensive, high-quality funding proposal to be submitted to the Adaptation Fund. The proposal will include the results of feasibility studies, stakeholder consultations, environmental and social assessments, governance arrangements, and technical guidance developed during the PFG process. It will also ensure that all technical annexes, the budget, the results framework, the implementation arrangements, and supporting documentation meet the Adaptation Fund's requirements, including those applicable to Locally Led Adaptation (LLA) and Unidentified Sub-Projects (USP). A To integrate gender considerations into the project, a gender assessment (GA) will be conducted to identify the specific roles, needs and challenges faced by different genders in the ten municipalities in relation to climate resilience. The assessment will focus on understanding gender dynamics in the project area, as well as the barriers faced by women, girls, and marginalised groups with regard to climate resilience and adaptation measures. It will also address gender-related barriers that hinder the effectiveness of current community resilience systems, as proposed by the CCLC.

The GA will evaluate existing disparities in gender-based access to resources, decision-making processes and opportunities for climate adaptation. It will also examine how these disparities affect the effectiveness of systems for building community resilience to the adverse effects of climate change, thereby highlighting the need for targeted actions to address gender-related vulnerabilities.

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~~A comprehensive Gender Action Plan (GAP) will then be developed, setting out specific actions, responsibilities, indicators and timelines to promote gender equality within the project. The GAP will set measurable targets to improve the participation of women, girls and marginalised groups in climate resilience.~~

~~It will be monitored regularly to ensure its objectives are met, with clearly defined implementation responsibilities 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 deliverable of this activitys will be providedis:~~

- ~~- ***Deliverable 4-18: Complete Adaptation Fund Funding Proposal package***, including the Funding Proposal and all required annexes, technical studies, safeguard instruments, implementation arrangements, budget, results framework, and supporting documents, ready for submission to the Adaptation Fund Gender Assessment Report (GA)~~

1.5 Justification for PFG funding (149,730 USD)

The requested Project Formulation Grant (PFG) of \$US149,730 is crucial to preparing a high-quality, fully compliant funding proposal for submission to the Adaptation Fund under its Locally Led Adaptation (LLA) window. The project will establish a decentralized financing mechanism through the Community of Coastal Lagoon Communes (CCLC), an intermunicipal public cooperation authority comprising the five Communes of Abomey-Calavi, Ouidah, Kpomassè, Comè, and Grand-Popo, to directly channel Adaptation Fund resources to locally led adaptation initiatives. Due to the innovative nature of this financing mechanism and the use of Unidentified Sub-Projects (USP), substantial preparatory work is essential to ensure technical robustness, institutional readiness, environmental and social compliance, and effective decentralized decision-making.

The PFG will finance the technical, environmental, social, institutional, and participatory work required to create an investment-ready proposal. This includes: (i) climate risk, vulnerability, and impact assessments of ecosystems and crop, livestock, and fisheries value chains; (ii) co-design of the CCLC LLA sub-project mechanism, including application procedures, selection criteria, and due diligence arrangements; (iii) preparation of the Environmental and Social Management System (ESMS), Environmental and Social Impact Assessment (ESIA), and Environmental and Social Management Plan (ESMP) for Unidentified Sub-Projects, as well as the safeguards framework; (iv) inclusive stakeholder engagement and participatory planning to identify locally defined adaptation priorities and governance arrangements; (v) development of technical standards and implementation guidelines for priority adaptation interventions; (vi) design of a community-led Monitoring, Reporting, and Verification (MRV) system; and (vii) preparation of the complete Adaptation Fund Funding Proposal and all supporting annexes.

The requested funding will enhance the institutional capacity of the CCLC and its partners, enabling them to implement the principles of Locally Led Adaptation. This will be accomplished by helping communities to identify, prioritize, design, and manage adaptation investments. There will be a special focus on ensuring meaningful participation of women, youth, persons with disabilities, and other vulnerable groups, all while adhering to the Adaptation Fund's Environmental and Social Policy, Gender Policy, and USP requirements.

Therefore, the requested amount is entirely justified by the scope and complexity of the preparatory activities needed to establish a transparent, inclusive, and technically sound financing mechanism, as well as to produce an implementation-ready, evidence-based Funding Proposal capable of mobilizing Adaptation Fund resources for locally led adaptation in the CCLC.

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Deliverable 4.2: Gender Action Plan (GAP)-2 – LLA Supplemental Project Formulation Grant

<u>List of Proposed Project Preparation Activities</u>	<u>Output of the PFG Activities</u>	<u>US\$ Amount</u>	<u>Budget note³</u>
2.1. Development of technical guidance and implementation guidelines for priority adaptation interventions	2.1.1 Validated eligibility menu and exclusion list for adaptation subprojects 2.1.2. Practical technical guidelines for ecosystem restoration and climate-resilient crop, livestock, and fisheries value chains 2.1.3. Technical specifications and minimum quality requirements for priority adaptation investments	45,000	Covers specialist consultants, validation workshops, field-based verification and design of user-friendly materials
2.2. Development of Community-Led Monitoring, Reporting & Verification (MRV) Systems	2.2.1. Community-led MRV framework and tools for LLA developed and operational	30,000	Covers expert/consultant time for designing, stakeholder review meetings, internal quality assurance
Sub-total additional budget			75,000
Implementing Entity management fee (8.5%)			6,375
Total additional budget			81,375

2.1. Development of technical guidance and implementation guidelines for priority adaptation interventions

This activity will develop the technical guidance needed to design, evaluate, and implement priority adaptation investments under the upcoming CCLC sub-project mechanism. Using vulnerability assessments, stakeholder consultations, and an environmental and social safeguards framework, the activity will provide practical guidance, eligibility criteria, and technical specifications. These will ensure that future locally led adaptation investments are climate-resilient, environmentally sustainable, and aligned with national policies and Adaptation Fund requirements.

Output 2.1.1: Validated eligibility menu and exclusion list for adaptation LLA sub-projects

This output will review the types of adaptation interventions eligible for financing under the future LLA sub-project mechanism (Appendix 3.1). It also establishes an exclusion list (Appendix 3.2) to ensure consistency

³ 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.

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with the project's objectives, national regulations, and the Adaptation Fund's Environmental and Social Policy.

○ ***Output 2.1.2: Practical technical guidelines for ecosystem restoration and climate-resilient crop, livestock, and fisheries value chains***

This output will provide practical guidance to support the design and implementation of ecosystem restoration and climate-resilient investments across crop, livestock, and fisheries value chains. This guidance will promote locally appropriate and sustainable adaptation practices.

○ ***Output 2.1.3: Technical specifications and minimum quality requirements for priority adaptation investments***

This output will establish technical specifications and minimum quality standards to guide the development and execution of priority adaptation investments, fostering consistency, quality, and long-term resilience across community-led subprojects. The main deliverable will be:

- ***Deliverable 8: Technical guidance package for Locally Led Adaptation sub-projects, including the validated eligibility menu and exclusion list, practical technical guidance, and technical specifications and quality standards for priority adaptation interventions.***

2.2. Development of Community-Led Monitoring, Reporting & Verification (MRV) Systems

This activity will establish a community-led Monitoring, Reporting, and Verification (MRV) system to support learning, adaptive management, transparency, and accountability throughout the future LLA project. Based on the participatory planning process and CCLC governance arrangements, this activity will develop a practical framework and user-friendly tools. These tools will enable communities, local authorities, and the CCLC to monitor adaptation investments, document results and lessons learned, and enhance evidence-based decision-making. The system will align with the Adaptation Fund's results framework, encouraging meaningful community participation, continuous learning, and knowledge sharing.

○ ***Output 2.2.1: Community-led MRV framework and tools for LLA developed and operational***

This project will create a community-led MRV framework along with practical tools for monitoring, reporting, learning, and verification. These tools will help communities and local institutions track the progress and outcomes of adaptation investments, support adaptive management, and produce evidence to guide project implementation, replication, and expansion. The main deliverable will be:

- ***Community-led MRV Framework and Operational Toolkit, including indicators, monitoring and reporting tools, community feedback and learning mechanisms, roles and responsibilities, and practical guidance for tracking, documenting, and communicating the results of locally led adaptation investments.***

2.3 Justification for LLA Supplemental Project Formulation Grant (81,375 USD)

The requested USD 81,375 for the LLA Supplemental Project Formulation Grant will support activities essential for implementing the principles of Locally Led Adaptation within the upcoming Adaptation Fund project. The supplemental funding will support the development of technical guidance, operational tools, and community-led monitoring systems. These systems will allow the CCLC and local stakeholders to design, implement, monitor, and expand community-led adaptation investments effectively.

Specifically, the grant will support the development of a Technical Guidance Package for future LLAs, including a validated eligibility menu and exclusion list, practical technical guidance for ecosystem restoration, and technical specifications along with minimum quality standards for climate-resilient crop, livestock, and fisheries value chains. These tools will ensure that community-led investments remain

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consistent, climate-resilient, environmentally sustainable, and fully aligned with national policies and the Adaptation Fund's requirements by providing a common technical reference.

The supplemental grant will also fund the development of a community-led MRV framework and operational toolkit. This system will enable communities, local authorities, and the CCLC to track adaptation investments, document outcomes and lessons learned, enhance accountability, and support adaptive management and evidence-based decision-making. The MRV system will encourage continuous learning and community ownership, helping to replicate and expand successful, locally led adaptation practices.

Therefore, the requested supplemental funding is entirely justified. It will create technical standards, operational guidance, and community-led monitoring systems specific to the LLA approach. These systems are crucial for implementing a transparent, high-quality, and scalable community-led adaptation program through the CCLC.

C.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, Director General of FNEC +2290197192464 gnanviappolinaire@yahoo.fr		May, 13, 2026	Fortunée DOSSOU WOROU	+2290195966314	ellidos@yahoo.fr

Appendix 1: Letter of endorsement from the AND



MINISTÈRE DU CADRE DE VIE
ET DES TRANSPORTS
EN CHARGE DU DÉVELOPPEMENT DURABLE
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ADAPTATION FUND

Direction Générale de l'Environnement et du Climat

Cotonou, le 04 JAN 2026

N° 0006/DGEC/MCVT/PF-CC/SD

Letter of Endorsement by Benin Government

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

Subject: Endorsement of Locally Led Adaptation to strengthen the climate resilience of vulnerable communities in Benin's Coastal Lagoons Inter-Municipal Community.

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

Accordingly, I am pleased to endorse the above project concept note with support from the Adaptation Fund. If approved, the project will be implemented by National Fund for Environment and climate and executed by national executing entity.

Sincerely,

M. Ibila DJIBRIL,

Director General for Environment and Climate,
Designated Authority for the Adaptation Fund.