



**Centre de Suivi Ecologique**

GENERAL DIRECTOR

Centre de Suivi Ecologique  
Rue Léon Gontran Damas – Fann Résidence



December 23<sup>th</sup> 2017

**Subject: Notification of readiness project completion**

This letter is to inform you that the project to implement the grant proposal for South-South cooperation approved by the Adaptation Fund Board in October 2014 has officially been completed. Details of the project completion are below:

**Implementing Entity:** Centre de Suivi Ecologique

**Country:** CHAD

**Grant Type:** South-South Cooperation Grant

**Project Description:** Grant to support national implementing accreditation through South-South cooperation in Chad

**Project Start Date:** 13<sup>th</sup> April 2015

**Project Completion Date:** 31<sup>st</sup> January 2016

Sincerely

Dr. Assize TOURE

**The Adaptation Fund Board**  
1818 H Street NW  
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**TEMPLATE FOR EVALUATION OF READINESS GRANT PROJECTS**

**A. COMPLETION REPORT AT LEAST THREE MONTHS BUT NOT MORE THAN SIX MONTHS AFTER PROJECT COMPLETION**

**Implementing Entity:** Centre de Suiivi Ecologique

**Country:** CHAD

**Adaptation Fund Project I.D.:** N/A

**Grant Type:** S-S Cooperation Grant

**Grant Description:** This Grant was approved to provide financial resources to CSE, to support the DA of Chad in identifying a National Institution and to provide technical assistance to this latter for preparing and submitting its application for accreditation as National Implementing Entity (NIE) with the Adaptation Fund.

Support Activity Provided/Received	Expected Outcomes	Outcome Achieved/Not Achieved	Comment/Explanation (also explain any deviation from initial plan)
Screening exercise, including an information workshop on the AF and the main features of an operational NIE Assessment of institutional capacity and readiness, including a seminar on the AF's accreditation process and the role of an NIE in directly accessing AF resources	An NIE candidate is nominated  Institutional capacity of the NIE candidate is assessed  A task force is set-up	Achieved  Achieved	Assessment criteria's was developed based on guidance provided by the AF. An NIE candidate was selected (Fonds Spécial en faveur de l'Environnement).  Assessment criteria used for the purpose of the screening exercise was used to conduct an institutional assessment of the FSE. The result of the assessment was shared with the DA highlighting key gaps. A task-force has been set-up. A capacity building workshop has been organized to share with the task-force members key information on: <ul style="list-style-type: none"> <li>- NIE's role and responsibilities;</li> <li>- the accreditation process;</li> <li>- the accreditation form.</li> </ul> Finally, a roadmap was developed to serve as a frame for the preparation of the accreditation file.
Collecting supporting documents	Relevant documents collected	Achieved	Under CSE's supervision, the Task force members have collected supporting documents required. CSE's oversight was done both remotely and through in-country mission. Supporting documents collected by the task-force have been analyzed as they were shared with CSE, in terms of relevancy and the completeness. Suggestions and



Review of the adequacy of all required back-up documentation to ensure it meets the requirements of the AF Accreditation Panel, and filling gaps			recommendations were made on a regular basis.
Submission of the application folder	Achieved		CSE backs the FSE for addressing comments made by the secretariat from one end, and from the Accreditation Panel on another end with the view to meet the requirement..
Providing technical after submission	Achieved		The application folder was submitted with all relevant supporting documents that were available at this time.
	Achieved		CSE provided technical support to FSE in addressing comments received from the AF Secretariat, and also advised FSE in their aim of seeking accreditation.
<b>Budget</b>		There was no over expenditure under the planned budget. The approved budget is 49.592 The total expenses is US \$ 49.089,93 The balance on the approved budget is US \$ 501,07 <sup>1</sup>	
<b>Overall outcome</b>		The accreditation folder was submitted with the maximum of required documents that was possible to collect, to produce and to improve taking into account FSE's capacities and mandate. Few lacking procedures and policies were formalized, based on CSE's advice and orientations: ESS policies, Grievance mechanism, Gender policies, Procedure to deal with complains.	

**General Comment:** FSE is tailored to be an NIE, but is a young institution that had not yet completed the implementation of a project. Therefore, it was challenging to provide important document such as project evaluation, audit reports, etc. Furthermore, as it is the case for many national institutions, some procedures were still to be formalized, meaning that it would be difficult to show that they were operationalized.

**Implementing Entity Contact Person:**

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<sup>1</sup> See audited financial report submitted.