

**Application for a Grant to support NIE accreditation through the readiness support package**

Submission Date: 09th May, 2018

Adaptation Fund Grant ID: Countries: Mali & Burundi

Implementing Entity: Centre de Suivi Ecologique (CSE)

1. **Timeframe of Activity**

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| Expected start date of support | June 2018 |
| Completion date of support | June 2019 |

1. **Experience participating in, organizing support to, or advising other NIE candidates**

CSE was the first institution to experience direct access, with the AF first, with the GCF afterwards. On the strength of this pioneering experience, CSE was also solicited since 2012 by institutions from developing countries wishing to self-assess against the requirements of accreditation (AF and GCF) and / or to prepare their accreditation files. CSE provided technical assistance in the form of e-mail advice support, but also through phone or Skype interviews and on-site visits. In 2016, the CSE organized in collaboration with the IFDD (Institut de la Francophonie pour le Développement Durable) a regional workshop during which twelve (12) francophone countries from Africa and Haiti were familiar with the AF and the GCF, their policies and procedures, but also and especially their accreditation process.

CSE was also the first institution to participate in the Readiness programs of the FA, particularly in its South-South Cooperation component. Since 2014, CSE has been providing technical assistance to nine (9) institutions in developing countries. These include:

- identify a national institution applying for accreditation;

- strengthen the capacity of the selected institution in the accreditation process;

- accompany the institution selected in collecting and analyzing the documents required for accreditation; and

- assist the institution selected in the organization and submission of its application for accreditation.

CSE has developed a number of tools on:

- screening to identify the institution with the best profile;

- analysis of the comments made by the Accreditation Panel (AP) on accreditation application files during previous sessions of the AF Council;

- a summary of the fiduciary standards;

- a checklist of the required documents.

In addition, CSE participates in the GCF's Readiness program, serving as fiduciary agent for six (6) countries with the main missions of:

- manage financial resources;

- make purchases and recruitments;

- Assist the National Designated Authority in the monitoring and evaluation of the deliverables; and

- carry out audits.

The following two tables summarize the various initiatives that the CSE and its staff have participated in over the past six (6) years.

1. Describe the support provided to direct access entities for accreditation through readiness grants from the Adaptation Fund and other climate funds.

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| **Year** | **Climate Fund (source of grant)** | **Type of support provided** | **Outcome of the support** | **Country/institution supported** |
| 2015 | Adaptation Fund | Readiness technical assistance | Application submitted, interactions underway with the AF Secretariat | Chad / *Fonds Spécial pour l’Environnement (FSE)* |
| 2015 | Adaptation Fund | Readiness technical assistance | BAGRI is accredited as NIE | Niger / Banque Agricole du Niger (BAGRI) |
| 2015 | Adaptation Fund | Readiness technical assistance | Supporting documents collected and under analysis | Cape-Verde / Agence Nationale de l’Eau et de l’Assainissement (ANAS) |
| 2015 | Green Climate Fund | Delivery partner | - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal- A country programme drafted- Several consultations organized at all levels- A communication strategy developed and under implementation | Senegal |
| 2015 | Green Climate Fund | Delivery partner | - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal- A country programme drafted- Several consultations organized at all levels- A communication strategy under development | Djibouti |
| 2015 | Green Climate Fund | Delivery partner | - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal- A country programme drafted- Several consultations organized at all levels- A communication strategy developed and under implementation | Democratic Republic of Congo |
| 2016 | Adaptation Fund | Readiness technical assistance | - In-house capacities developed- Supporting documents under collection and analysis | Mali/ Agence de l’Environnement et du Développement Durable (AEDD) |
| 2016 | Adaptation Fund | Readiness technical assistance | - Application submitted- Interactions underway with the AF Secretariat | Sierra Leone/ Ministry of Finance and Economic Development (MOFED) |
| 2016 | Adaptation Fund | Readiness technical assistance | - In-house capacities built - Supporting documents under collection and analysis | Guinea / Centre d’Etude et de Recherche en Environnement (CERE) |
| 2016 | Green Climate Fund | Delivery partner | - Supporting documents under collection and analysis | Togo  |
| 2016 | Green Climate Fund | Delivery partner | - National stakeholders trained on climate finance and informed about the GCF readiness programme in Senegal- A country programme under development- A communication strategy under developement | Chad |
| 2017 | Adaptation Fund | Readiness technical assistance | - In-house capacities developed- Supporting documents under collection and analysis | Togo / Office de Développement et d’Exploitation des Forêts (ODEF) |
| 2017 | Adaptation Fund | Readiness technical assistance | - In-house capacities developed- Supporting documents under collection and analysis | Burundi / Fonds de Promotion pour l’Habitat Urbain (FPHU) |
| 2017 | Green Climate Fund | Delivery partner | - Procurement underway- Launch activities under preparation | Cote d’Ivoire |
| 2018 | Adaptation Fund | Readiness technical assistance | Launch activities under preparation | Cote d’Ivoire |

1. Describe any other type of support provided to other national institutions, relevant to the accreditation process

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| --- | --- | --- | --- |
| Year | Type of support provided | Outcome of the support | Country/institution supported |
| 2012 | Technical Support to Department of Finance for Assessment of Institutional Capacity and Readiness for the Adaptation Fund’s NIE Accreditation | Documentation collected and reviewed, strengths and weaknesses of the DOF identified, as well as the remedial actions to be undertaken.  | Philippines / Department of Finance (DOF) |
| 2013 | Facilitating accreditation of a National Implementing Entity to the Adaptation Fund | Application submitted | Nigeria / Bank of Industry |
| 2013 | Technical advice on project formulation and implementation | Experience shared | Benin / Direction Générale du Fonds National pour l'Environnement (FNE)  |
| 2014 | Technical advice on grant management (type of bank account used), payment of services, procurement process, implementation arrangements | CSE’s experience regarding grant management, procurements and implementation arrangements shared  | Morocco / Agence de Développement Agricole (ADA) |
| 2014 | Sharing execution documents (project launching report, technical and financial reports) and technical advice  | CSE’s experience regarding grant management, procurements and implementation arrangements shared | Rwanda / Ministry of Natural Resources (MINIRENA) |
| 2014 | Sharing of experience of achieving NIE accreditation  | Experience shared | Malawi / Civil society Network on Climate change (CISONEC) |
| 2014 | Sharing execution documents (Project Risk assessment/management manual, Project Monitoring and evaluation Manual) and technical advice | Templates of documents shared | Nigeria / Bank of Industry (BOI) |
| 2014 | Sharing execution documents (Project Risk assessment/management manual, Project Monitoring and evaluation Manual) and technical advice | Templates of documents shared | Tanzania / National Environment Management Council (NEMC) |
| 2016 | Capacity building | Enhanced capacity for French speaking countries for a better access to Climate Funds (AF and GCF) | Burkina Faso, Chad, Côte d’Ivoire, Djibouti, DRC, Gabon, Guinea, Haiti, Madagascar, Mali, Niger, Senegal, Togo (Funded by the IFDD/OIF)  |
| 2016 | Sharing of experience of achieving AF project  | Experience shared | National Environment Management Authority (NEMA) of Kenya (with financial support from WRI) |
| 2017 | Technical assistance | Experience shared on the GCF accreditation process | Niger/ AGRHYMET Center |

1. **Proposed activities to support NIE accreditation**

Describe the activities to be undertaken to support the accreditation of the NIE candidate(s).

Through the AF South-South cooperation programme, CSE is providing technical assistance to AEDD and FPHUTo date, a number of activities have already been implemented, including the identification of a potential entity for accreditation, setting up a task force, collecting and reviewing supporting documents.
During this latest phase, some gaps have been identified relating mainly to missing policies, procedures and control bodies within these institutions. In order to address these gaps, activities to be undertaken are summarized in the table below.

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| --- | --- | --- | --- | --- | --- |
| Identified Accreditation Gaps/Challenges | Proposed support activities to address Gaps/Challenges | Expected Output of the Activities | Country/Institution to be Supported | Requested budget (USD) | Tentative timeline (Completion date) |
| Lack of mechanism to deal with complaints on fraud , mismanagement and other forms of malpractice | Technical assistance for developing a grievance and redress mechanism | Grievance and redress mechanism in place[[1]](#footnote-1) | AEDD/ Mali |  22 500  | December 2018 |
| Lack of formal project level payment and disbursement procedure | Technical assistance for updating the FPHU’s internal procedures manual by incorporating disbursement and payment procedures and highlighting project-related payment and disbursement procedures | Internal procedures manual updated | FPHU/ Burundi |
| Lack of code of ethics | Technical assistance for developping a code of ethics  | Code of ethics  | FPHU/ Burundi |
| Lack of transparency policy | Technical assistance for developping a transparency policy and including procedures on conflict of interest and whistleblower protection  | Transparency policy | FPHU/ Burundi |
| Lack of ESS policy | Technical assistance for updating the environmental policy by integrating social aspects | ESS policy updated | FPHU/ Burundi |  22 500  | January 2018 |
| Technical assistance for developping an ESS policy | ESS policy | AEDD/ Mali |
| Lack of gender policy | Technical assistance to develop a gender policy | Gender policy | AEDD/Mali &FPHU/ Burundi |
| Lack of formal project cycle management procedures  | Technical assistance for developing a project cycle management guide (integrating procedures for project identification, appraisal, development, implementation, closure and evaluation) | Project cycle management guide | AEDD/Mali &FPHU/ Burundi |
| Lack of formal M&E procedures | Technical assistance for developing an M&E guide | M&E guide | AEDD/Mali &FPHU/ Burundi |
| Lack of mechanism to deal with complaints on environmental, social and gender related harms  | Technical assistance for developing a grievance and redress mechanism | Grievance and redress mechanism | AEDD/Mali &FPHU/ Burundi |
|   | Board meeting (for validating the new procedures) | Meeting minutes | AEDD/Mali &FPHU/ Burundi |  6 000  | February 2019 |
|   | Restitution validation workshops (of all new policies and procedures developed) | Workshops reports | AEDD/Mali &FPHU/ Burundi |  10 000  | February 2019 |
|   | Translation of supporting documents | Supporting documents available in English | AEDD/Mali &FPHU/ Burundi |  10 000  | March 2019 |
|   | Travel  | Mission report | AEDD/Mali &FPHU/ Burundi |  8 000  | N/A |
|  | CSE support after submission | Note summarizing CSE’s advises | CSE | 5000 | May 2019 |
|   | Audits | Audit Report | CSE |  6 000  | June 2019 |
| Implementing entity fee or other type of support requested (please describe) | Monitoring, review and reporting | Monitoring and completion report | CSE |  10 000  | June 2019 |
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|  | **Total Grant Requested (USD)\*** |  100 000  |   |

**\*Please provide a detailed budget attached as an annex to the application**

Through its support to FPHU and AEDD, CSE will raise awareness on the importance of documenting the implementation of policies and procedures. For policies and procedures the development of which is completed early enough, CSE will ensure that they are operationalized with track records. A special note on this aspect will be developed and presented to the top management of the NIE candidate and the NDA.

1. **Implementing Entity**

This request has been prepared in accordance with the Adaptation Fund Board’s procedures



1. **Record of request of support on behalf of the government**

Provide the name and position of the government official, the Designated Authority of the Adaptation Fund in the NIE candidate country, and indicate date of endorsement. If the proposed support targets more than one country, list the officials requesting support for all the participating countries. The letter of endorsement from each of the Designated Authorities should be attached as an annex to the application.

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| *(Enter Name, Position, Ministry)* | Date*: (Month, day, year)* |

ANNEX: DETAILED BUDGET

See attached Excel file

1. This includes the procedures as well as the structures needed for implementation (ethics committee, audit committee) [↑](#footnote-ref-1)