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**United Nations Development Programme
GCF Readiness Programme Support/ Initiation Plan**

Project title: GCF Readiness and Preparatory Support for Dominica	
Country: Dominica	
Management Arrangements : DIM	
UNDAF/Country Programme Outcome: MSDF Outcome 4.1: Policies and programmes for climate change adaptation, disaster risk reduction and universal access to clean and sustainable energy in place SPD Priority Area 2: Climate change, clean energy and disaster risk management	
UNDP Strategic Plan Output: <u>Output 1.4:</u> Scaled up action on climate change adaptation and mitigation cross sectors which is funded and implemented.	
UNDP Gender Marker: 2	
Atlas Award ID number: 00102192	Atlas Output ID number: 00104341
UNDP-GEF PIMS ID number: 6064	
Planned start date: 01/08/2017	Planned end date: 30/07/2019
Brief project description: The project is designed to enhance the readiness of the Commonwealth of Dominica to access climate change funding available from the Green Climate Fund (GCF). This Readiness Project will involve building nationally designated authority (NDA) capacity to perform its roles and responsibilities for GCF-related matters; developing a country programme aligned with the national Low-Carbon Climate-Resilient Development Strategy (LCCRDS) 2012-2020 (Dominica's Nationally Determined Contribution), setting the groundwork for direct access; and engaging the private sector in climate finance consultative processes.	
FINANCING PLAN	
GCF grant	USD \$422,525
Total Budget administered by UNDP	USD \$422,525
SIGNATURES	
Signature: 	Agreed by Stephen O'Malley, UNDP Resident Representative
Date/Month/Year: 10 August 2017	

Readiness and Preparatory Support Proposal

How to complete this document?

- A [readiness guidebook](#) is available to provide information on how to access funding under the GCF Readiness and Preparatory Support programme. It should be consulted to assist in the completion of this proposal template.
- This document should be completed by National Designated Authorities (NDAs) or focal points with support from their delivery partners where relevant.
- Please be concise. If you need to include any additional information, please attach it to the proposal.
- Information on the indicative list of activities eligible for readiness and preparatory support and the process for the submission, review and approval of this proposal can be found on pages 11-13 of the guidebook

Where to get support?

- If you are not sure how to complete this document, or require support, please send an e-mail to countries@gcfund.org. We will aim to get back to you within 48 hours.
- You can also complete as much of this document as you can and then send it to countries@gcfund.org. We will get back to you within 5 working days to discuss your submission and the way forward.

Note: Environmental and Social Safeguards and Gender

Throughout this document, when answering questions and providing details, please make sure to pay special attention to environmental, social and gender issues, in particular to the situation of vulnerable



populations, including women and men. Please be specific about proposed actions to address these issues. Consult page 4 of the readiness guidebook for more information.

SECTION 1: SUMMARY	
1. Country submitting the proposal	Country name: Commonwealth of Dominica Name of institution (representing National Designated Authority or Focal Point): Ministry of Finance Name of official: Mr. Samuel Carrette Position: Chief Development Planner Telephone: 1767-266-3561 Email: carrettes@dominica.gov.dm Full Office address: 5 th Floor Financial Center, Kennedy Avenue, Roseau, Commonwealth of Dominica
2. Date of initial submission	25/01/2017
3. Last date of resubmission (if applicable)	1/03/2017
4. Which entity will implement the Readiness and Preparatory Support project? (Provide the contact information if entity is different from NDA/focal point)	<input type="checkbox"/> National Designated Authority <input type="checkbox"/> Delivery partner * Accredited entity Name of institution: United Nations Development Programme, Barbados and the OECS Name of official: Chisa Mikami Position: Deputy Resident Representative Telephone: 1 (246) 4676003 Email: chisa.mikami@undp.org Full Office address: UN House, Marine Gardens, Hastings, Christ Church, Barbados
5. Title of the Readiness and Preparatory Support Proposal	GCF Readiness and Preparatory Support in Dominica
6. Brief summary of the request (200 words)	The NDA to the GCF in Dominica has requested UNDP to support readiness activities in the country. UNDP will facilitate services to: <ol style="list-style-type: none"> 1) build NDA capacity to perform its roles and responsibilities for GCF-related matters; 2) develop the country programme aligned with the national Low-Carbon Climate-Resilient Development Strategy (LCCRDS) 2012-2020, i.e. Dominica's Nationally Determined Contribution (NDC), based on GCF criteria and approval process; 3) set the groundwork for direct access; and 4) engage the private sector in climate finance consultative processes.
7. Total requested amount and currency	US\$464,778 (including DP fee)
8. Anticipated duration	24 months
9. Is the country receiving other Readiness and Preparatory Support related to the GCF?	<input type="checkbox"/> Yes * No If yes, please attach the relevant scope of work, and briefly (100 words) describe the scope of support provided by other institutions

SECTION 2: COUNTRY READINESS LOGICAL FRAMEWORK!!

Please complete the table below, which enables a country to assess its readiness for the GCF and set targets for strengthening its readiness, including proposed outputs and activities to improve the country's readiness. For further guidance on completing the table, please refer to the guidebook "Accessing the GCF Readiness and Preparatory Support Programme".

OUTCOMES ¹	BASELINE	TARGET	ACTIVITIES <i>(including key outputs or deliverables where applicable)</i>
1. Country capacity strengthened	1-8	7-8	
1.1 NDA/focal point leads effective coordination mechanism	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	Development of operational guidelines for the NDA and the national coordination mechanism Develop national arrangements for promotion, consideration and facilitation of funding proposals Establish the Technical Working Group and conduct training for TWG and National Climate Change Committee
1.2 No objection procedure established and implemented	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	Develop guidelines for the no-objection procedure and train relevant staff on implementation
1.3 Bilateral agreements between the country and the GCF executed	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	Bilateral agreement negotiated, signed and ratified
1.4 Monitoring, oversight and streamlining of climate finance	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	Strategic institutional capacity of the NDA enhanced for monitoring of financial flows
2. Stakeholders engaged in consultative processes	1-8	6-8	
2.1 Stakeholders engaged in consultative processes	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	Multi-stakeholder multi-sector consultation and validation workshops for country programme and revised Low-Carbon Climate-Resilient Development Strategy (LCCRDS)/Nationally Determined Contribution (NDC) Implementation Plan. This inclusive consultative process will involve direct targeting and engagement of marginalised groups, including the indigenous Kalinago community, as well as communities most vulnerable to climate change. Additionally, gender inclusiveness and the involvement of youth will be mainstreamed during consultations. To this end, entities such as the National Council of Women and the Kalinago Council will be invited to all relevant consultations and workshops.

¹ Based on decisions: B.08/10, annexes XII, XIII & XIV; B.08/11; B.11/10, annex I; B.12/20, annex I

			<p>Consultation with stakeholders to facilitate stocktaking of climate change investments/projects in the country.</p> <p>A framework for annual engagement between the NDA, accredited entities and the Secretariat on an annual basis established and operationalized.</p> <p>Develop and implement a communication strategy for raising awareness and facilitating stakeholder engagement in the GCF processes</p> <p>Climate finance decision-making mechanisms established and consultations held with stakeholders on priority project ideas</p>
2.2 Country programmes, including adaptation priorities, developed and continuously updated	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>Country programme developed including a shortlist of priority projects agreed with stakeholders and approved by Cabinet.</p> <p>Mechanism documented for periodic review and update of the country programme and agreed by NDA, TWG and NCCC.</p>
2.3 Stakeholder consultations conducted with equal representation of women	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>Specific guidelines developed to ensure gender equality in participatory processes and gender mainstreaming in project selection, proposal development and implementation</p>
2.4 Annual participatory review of GCF portfolio in the country organized	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
3. Direct access realised	0-8	4-8	
3.1 Candidate entities identified and nominated for accreditation	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>Mapping of potential National Implementing Entities (NIEs) and nomination of a national body for accreditation</p> <p>Baseline assessment of potential gaps conducted, including in relation to fiduciary standards, gender and inclusiveness and environmental and social safeguards (ESS). This activity will include the development of an action plan to support the NIE in filling the identified gaps and ensure that the entity is operationally compliant with the GCF standards.</p>
3.2 Direct access entity accredited	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<p>A proposal for NIE accreditation preparatory support based on the action plan in 3.1, developed and submitted.</p>

3.3 Entity/ies annual/multi-annual work programme developed	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	Development of a multi-annual work programme with specific project interventions and capacity building needs initiated from the priority list within the country programme for the implementation of the LCCRDS/NDC
3.4 Funding proposals through enhanced direct access modality approved	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
4. Access to finance	1-8	2-8	
4.1 Structured dialogue between the NDA/Accredited Entities and the GCF Secretariat organized	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	
4.2 Country programme developed based on priorities identified in NDCs and other national strategies or plans	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
4.3 Project/programme preparation support, including for adaptation, to develop funding proposals provided	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
4.4 Funding proposals, including for adaptation, that are aligned with country priorities approved	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
5. Private sector mobilization	2-8	3-8	
5.1 Private sector engaged in country consultative processes	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>Conduct a scoping study to determine entry points/opportunities for establishing/enhancing the enabling environment to facilitate private sector engagement in the NDC and country programme implementation process. Scoping study to be informed by a series of structured consultations with private sector entities and industry groups, including but not limited to the Dominica Association of Industry and Commerce (DAIC). Emphasis will be placed on ensuring the participation of micro-small and medium sized enterprises.</p> <p>A framework for private sector engagement is developed to include periodic consultations between business service organisations and the NDA, accredited agencies, GCF and other national stakeholders.</p>
5.2 Enabling environment for crowding-in private sector	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	



<i>investments at national, regional and international levels exists</i>			
<i>5.3 Funding proposals for private sector projects/programmes, including for adaptation, approved</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
<i>5.4 Funding proposals under the Private Sector Facility programmes (small- and medium-sized enterprises and mobilizing funds at scale) submitted and approved</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	
TOTAL	5-40	22-40	

SECTION 3: ADDITIONAL INFORMATION

Please explain how this grant will help deliver on the country's readiness needs as identified above and build on institutions, processes or existing work already underway in the country (*maximum 500 words*)

The current Focal Point in the Ministry of Finance faces severe capacity constraints. None of the procedures for the efficient functioning of an NDA have been established. Although significant progress was made on designing a robust national Low-Carbon Climate-Resilient Development Strategy (LCCRDS) i.e. Nationally-Determined Contribution (NDC) and preliminary project ideas, they still need to be translated into bankable project and programme concepts and proposals.

The readiness grant will assist in building the capacity of the NDA and relevant government ministries, e.g. Ministry of Finance and Ministry of Planning, Economic Development and Investment; in establishing an effective coordination mechanism by strengthening the existing high-level National Climate Change Committee (NCCC); implementing the no-objection procedure; and monitoring climate finance flows. The activities will see all relevant stakeholders, including government entities, private sector associations, civil society and academia engaged in consultations, with effective participation of women and representation of gender, environmental and social issues.

The NCCC is a high level representative body comprising of senior government officials, private sector and NGO representatives important to addressing Dominica's response to climate change challenges. The establishment of a Technical Working Group (TWG) will complement, support and report to the NCCC. It will serve in a technical advisory capacity, with technical representatives from key stakeholders including line ministries, the private sector and civil society, tasked with conducting relevant research, analysis and scenario modelling to provide the evidence to inform the Project Coordinator's implementation strategy and NCCC recommendations, and ongoing guidance to the readiness programme.

The country and multi-annual work programmes will build on Cabinet's pre-approved list of priority interventions for the LCCRDS/NDC, and identified capacity needs in Dominica's Third National Communication to the UNFCCC. Ongoing support of NAMA articulation and community-based adaptation under UNDP's Japan-Caribbean Climate Change Partnership (JCCCP), and the recently-approved GCF/IDB geothermal project will also help to frame the programme, and prioritise projects for development of concept notes and subsequently requests for project preparation support. The collective capacities built will facilitate better management of the public-sector climate-related programme portfolio, but more specifically to deliver GCF funding programmes and project concept notes/proposals.

At the end of the project, the Commonwealth of Dominica will have a formal and effective structure for achieving the objectives outlined in the LCCRDS/NDC and a clear roadmap (country programme) for its engagement with the GCF in the short and longer term. It is anticipated that these activities and structures will endure beyond the initial impetus of the GCF as this Strategy forms the core of Dominica's sustainable development efforts.

SECTION 4: BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT

GCF Readiness Outcome/Atlas Activity	Atlas Budgetary Account Cod	ATLAS Budget Description	Amount US\$ (Year 1)	Amount US\$ (Year 2)	Total Amount US\$	See budget note:*
GCF Readiness Outcome 1	71200	International Consultants	60,000	-	60,000	1
	71300	Local Consultants	20,000	-	20,000	2
	71600	Travel	3,500	2,000	5,500	3
	75700	Training, Workshops and Conferences	-	10,000	10,000	4
Total Outcome 1			83,500	12,000	95,500	
GCF Readiness Outcome 2	71200	International Consultants	43,000	30,000	73,000	5
	71300	Local Consultants	15,000	20,000	35,000	6
	71600	Travel	3,000	2,000	5,000	7
	72500	Supplies	15,000	2,000	17,000	8
	75700	Training, Workshops and Conferences	28,000	10,000	38,000	9
Total Outcome 2			104,000	64,000	168,000	
GCF Readiness Outcome 3	71200	International Consultants	20,000	35,000	55,000	10
	71600	Travel	2,000	1,500	3,500	11
	75700	Training, Workshops and Conferences	12,000	-	12,000	12
Total Outcome 3			34,000	36,500	70,500	
GCF Readiness Outcome 5	71200	International Consultants	10,000	5,000	15,000	13
	71600	Travel	2,500	1,500	4,000	14
	75700	Training, Workshops and Conferences	20,000	-	20,000	15
Total Outcome 5			20,000	-	20,000	
Total operation costs (Outcome 1+2+3+4+5)			32,500	6,500	39,000	
Contingency (max. 5% of total operation costs)	74500	Miscellaneous Expenses	12,700	5,950	18,650	16
Total operation costs + Contingency			266,700	124,950	391,650	
Project Management Costs	71300	Local Consultants	19,500	11,375	30,875	17
Total Project Management Costs			19,500	11,375	30,875	
TOTAL PROJECT COSTS EXCLUDING DP FEE			286,200	136,325	422,525	
DP fee (10%)			28,620	13,633	42,253	
TOTAL PROJECT COSTS INCLUDING DP FEE			314,820	149,958	464,778	

Notes:

- International consultant to develop NDA operational guidelines, no objection procedure and terms of reference and scope of work for the establishment of the technical working group
- Local consultant to develop the national arrangements for the promotion, consideration and facilitation of funding proposals
- Travel costs for Outcome 1
- Costs associated with training of relevant staff for implementation of operational guidelines and training of the Technical Working Group and National Climate Change Committee. At least 3 sessions are expected with 20 persons each. Endeavours will seek the equitable representation of voices of women, men, marginalised and vulnerable groups as relevant.
- International consultant to: develop the country programme using a multi-stakeholder consultative process to short-list priority projects; and provide technical support to the revision of the LCCRDS/NDC implementation plan and to establish and support the operationalization of a framework for annual engagement between the NDA, accredited entities and the Secretariat.
- Consultant to develop gender-centred consultation mechanisms for periodic review and update of the country programme, and preparation for Cabinet approval, working in concert with the consultant developing the overall country programme (\$15,000); Consultant to undertake the development and implementation of a communications strategy (\$20,000)
- Travel costs for participation of relevant international consultants and regional stakeholders

- 8 Media and promotion supplies for the public awareness campaign
- 9 Consultation with stakeholders to facilitate stocktaking of climate change investments/projects in the country. At least 3 sessions are expected with 75 persons each, emphasising equitable representation of voices of women, men, marginalised and vulnerable groups, as relevant. Additional stakeholder engagement and public awareness/multi-sector stakeholder workshops for country programme development. At least 4 sessions are expected with 50 persons each, emphasising equitable representation of voices of women, men, marginalised and vulnerable groups as relevant (\$38,000)
- 10 An international consultant to identify and map potential National Implementing Entities (NIEs), facilitate nomination of a national accreditation body (\$20,000); An international consultant to undertake a baseline gap assessment and associated action plan; development of a multi-year work plan for the NIE (\$35,000)
- 11 Travel costs for Outcome 2
- 12 Costs associated with public sector stakeholder engagement to facilitate nomination of national accreditation body. At least 2 sessions are expected with 75 persons each. Endeavours will seek the equitable representation of voices of women, men, marginalised and vulnerable groups as relevant.
- 13 Travel costs related to Outcome 4.
- 13 Scoping study examining the existing enabling framework for private sector engagement in the NDC and country programme implementation process.
- 14 Travel costs related to Outcome 5
- 15 Support for public-private stakeholder engagement workshops for the revision of the LCCDRS/NDC Implementation Plan. At least 3 sessions are expected with 50 persons each.
- 16 Miscellaneous expenses. The budget will be used for any unforeseen programme (output level) cost that is unrelated to implementation/service fee.
- 17 Part-time Project Coordinator to co-ordinate all project activities, including planning, implementation, monitoring and evaluation. The cost is based on an average daily professional fee rate for junior-level consultant in Dominica plus daily subsistence, insurance, travel/transportation and administrative support.
- 18 DP fee (to be managed separately by UNDP-GEF HQ)

Procurement plan

For goods or services to be procured/hired, list the items to be procured/hired (including consultants), the estimated cost of each item, and the procedure to be used (i.e. direct procurement, open tender, shopping, other and related thresholds). Please include the procurement plan for at least the first tranche of disbursement requested below.

Description of Good/Service Procured	Value of Good/Service US\$	Procurement Method	Threshold Associated to Method
International Consultants	203,000	International RFQ	US 10,000 to US 149,999
Local Consultants	85,875	Desk Review/Expert Roster	US 100,000
Travel	18,000	Direct Contracting/LTA	N/A
Training, Workshops and Conferences	80,000	Local RFQ	US 10,000 to US 149,999
Supplies	17,000	Micro Canvass (Multiple)	US 10,000

UNDP will manage the readiness funding and be responsible for providing and contracting the services described in this proposal, as well as reporting on the progress of its implementation in close coordination with and under guidance of the

NDA. Procurement processes will be in accordance with the procurement guidelines and policies of UNDP. The NDA will approve the interim progress report and completion report provided by the Accredited Entity.

UNDP, in collaboration with the NDA, will competitively procure services consistent with its procurement policies and rules.

- Consultants will be procured on a competitive basis and the terms of reference of consultants will be jointly developed to include the tasks outlined in the request summary above. The NDA may also add other tasks to the TORs of the consultants in accordance with the Fund's defined scope of work on NDA strengthening within the resource envelope in this proposal and any supplementary resources secured from other sources.
- For items such as venues and travel for stakeholder workshops to be organised, a shopping method will be used to procure such services consistent with UNDP's procurement policies and rules. Information on the process and the results of procurement to be undertaken will be included in the inception report where such information can be provided in advance, and in interim progress or completion reports when such procurement has been undertaken and completed.

Disbursement schedule

Specify the proposed schedule for requesting disbursements from the GCF, including amounts and periodicity. For amounts requested, keep to multiples of USD 5,000, and for periodicity, specify whether it's quarterly, bi-annually or annually only.

This readiness grant is expected to start implementation in September 2017, for a 24-month period. Disbursement request will be managed at portfolio level by the UNDP, as agreed in the "Framework Readiness and Preparatory Support Grant Agreement" between GCF and UNDP.

The disbursement requests and schedule for this project will be in line with Clause 4 of said Framework Agreement.

Additional information

This box provides an opportunity to include further explanations related to the budget, procurement plan and disbursement schedule, including any details on the assumptions to justify costs presented in the budget.

Dominica is located at 15°N, 61°W, occupying a central position in the eastern Caribbean archipelago. The country is bordered by the French territories of Guadeloupe and Martinique. Dominica is volcanic in origin and is characterised by very rugged and steep terrain with approximately 90 miles of coastline. The island's volcanic natural history remains evident in continuing seismic activity and in scenic attractions such as the Valley of Desolation and the Boiling Lake, which together with dense forests dotted with an abundance of natural lakes and waterfalls, provide the basis for a growing eco-tourism industry. Dominica has a forest area of 45,000 hectares, constituting more than half of the island.

The Dominica economy reflects many of the traditional features of a small open economy. This includes a high level of dependence on external trade as a proportion of gross domestic product (GDP), dependence on single sector export products (in this case agriculture) and tourism revenue, high levels of under-employment and unemployment, and dependence on foreign capital (both public and private sector) for investment into productive sectors and for infrastructural development. The island has always been in a vulnerable position economically, socially, culturally, and environmentally. Economic development, in particular, is significantly affected by both natural and man-made external factors as is increasingly evidenced by the negative impact on the local economy of changes associated with international phenomena such as globalisation and trade liberalisation.

Dominica, by its very nature is vulnerable, given its susceptibility to natural hazards and its ecological and economic fragility. Vulnerability to climate change in Dominica, like many developing countries, is aggravated by external

pressures affecting its resilience and adaptive capacity such as terms of trade, impacts of globalisation (both positive and negative), financial crises, international conflicts, external debt, and internal local conditions such as growth in emigration, incidence of poverty, unemployment, reduced social cohesion, and a widening gap between poor and rich. It is widely acknowledged that climate change can exacerbate natural hazards with enormous human and economic costs. The people of the Caribbean region are among the most vulnerable to climate change and related risks and disasters. The impacts of climate change are being experienced, yet, an environmentally sustainable approach still remains to be fully mainstreamed into development policy in many countries. Dominica's Low Carbon Climate Resilient Strategy 2012-2020 is intended to address this deficiency.

Dominica is extremely exposed to multiple natural hazards, which may occur simultaneously, ranking 12 in the Composite Vulnerability Index, produced by the Commonwealth Secretariat and the World Bank, and is impacted almost annually by tropical weather systems. "The average economic losses associated with extreme hydro-meteorological events are equivalent to roughly 7.4% of GDP. Singular events like Hurricane Dean (2007) caused extensive damage to the island, estimated at 58% of GDP, or US\$162 million, with significant damages to buildings and infrastructure. More recently in 2011, record level flooding and landslides associated with heavy rain caused in excess of US\$100 million in damage. In April 2013, heavy rains caused landslides, flooding and a 40-foot deep split in a section of the East Coast main road resulting in two deaths, and more recently in December 2013 heavy rains caused widespread damages to infrastructure and housing with damages in the range of US\$20 million."²

As recently as 2015 the country was ravaged by Tropical Storm Erika, resulting in damage amounting to over 90% of GDP. Over 15,000 persons were affected (22% of the population)³, 1,000 people were made homeless and 9 communities were declared disaster areas, with 2 communities in the south of the island being totally abandoned. The data indicates a proportion of female-headed households amongst the affected population was high at 35%, and has high as 47%; this suggests a higher vulnerability to shocks, greater difficulty with regard to access to labour markets, may find themselves in the lowest wage segments of the market and most significantly carry a burden of care and the role of main earner simultaneously. The consequence is that such heads of households suffer from more pronounced time and mobility constraints than their male counterparts. The population of these communities is in the process of being resettled by the state.

² Government of the Commonwealth of Dominica. 2015. Rapid Damage and Impact Assessment Tropical Storm Erika August 27 2015

³ Government of the Commonwealth of Dominica, UNDP. 2016. The Commonwealth of Dominica: Social and Livelihood Assessment following Tropical Storm Erika

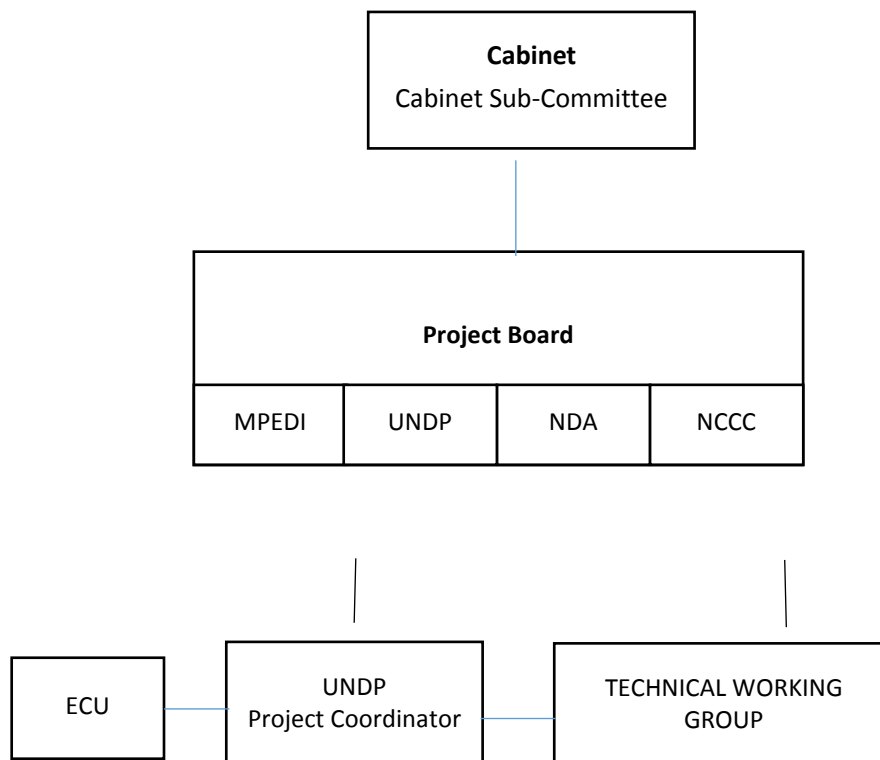
SECTION 5: IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

Please attach an “implementation map” or describe how funds will be managed by the NDA/FP or delivery partner

If the entity implementing the readiness support is not an accredited entity of the GCF, please complete the [Financial Management Capacity Assessment \(FMCA\)](#) questionnaire and submit it with this proposal.

The Ministry of Finance (the **National Designated Authority**) will provide oversight to the readiness activities as part of the Project Board governance and assurance structure, working closely with UNDP that will serve as the implementing entity. The NDA will report to a Cabinet Sub-Committee which will be chaired by the Minister of Planning, Economic Development and Investment.

Project Board meetings will be co-chaired by the **Ministry of Planning, Economic Development and Investment (MPEDI)** and UNDP. The **National Climate Change Committee (NCCC)** will provide policy, implementation and quality assurance guidance to the project, and in this respect the **Ministry of Health and Environment** as Chair of the NCCC will sit on the Project Board along with the NDA. The NCCC will also serve in a technical advisory capacity and coordinating capacity to project implementation. The Project Coordinator will be responsible for day-to-day management of the project and shall coordinate climate change policy as it relates to GCF matters with international partners in conjunction with the **Environmental Coordinating Unit (ECU)**, which is Dominica’s climate change focal point.



In its implementation, the Readiness Project will receive technical support from a **Technical Working Group**. It will serve in an advisory capacity, with technical representatives from key stakeholders including line ministries, the private sector and civil society, tasked with conducting relevant research, analysis and scenario modelling to provide the evidentiary basis which informs the Project Coordinator and NCCC. Its membership will include technical representatives of the Ministries of: Health and the Environment, Lands and Water Resource Management, Agriculture and Fisheries; Planning, Economic Development and Investment; Tourism and Urban Affairs; and Communication and Works; the Public Sector Investment Programme (PSIP); and the Office of the Prime Minister. Membership will also include, *inter alia*, statutory bodies, the private sector, civil society, donors/financial institutions.

Audit: The project will be audited according to UNDP Financial Regulations and Rules and applicable audit policies on DIM implemented projects.

Other relevant information

This box provides an opportunity to include any important information you wish to bring to the attention of the GCF Secretariat, but did not have an opportunity to provide in the sections above.

Risks	Type	Impact/probability*	Mitigation measures
Limited buy-in from key national partners to support coordination and implementation	Operational	I = 4 P = 4	Enhance engagement with the ECU and Ministry of Health and the Environment to guide and mobilise NCCC
Stakeholder engagement is not fully inclusive and underserved or marginalised groups, particularly women and youth, are not adequately represented in the formalised coordination mechanism.	Operational	I = 4 P = 2	Input from key CBOs, NGOs and relevant government agencies that represent women and youth will be actively sought and directly included and embedded into the final stakeholder engagement framework.

*1 = lowest, 5 = highest

Annex I: Terms of Reference for Project Coordinator

The United Nations Development Programme (UNDP) Sub-Regional Office for Barbados and the OECS is providing support to national authorities in the Commonwealth of Dominica in strengthening the National Designated Authority (NDA) and associated institutional infrastructure necessary for effective resource mobilization through the Green Climate Fund. The project will aim to build capacity and build the national framework for GCF engagement through:

1. Building NDA capacity to perform its roles and responsibilities for GCF-related matters
2. Development of a country programme aligned with Dominica's Nationally Determined Contribution (NDC) and based on GCF criteria and approval process
3. Setting the groundwork for direct access by national counterparts
4. Engaging the private sector in climate finance consultative processes.

Based on the proposal developed in collaboration with the Ministry of Finance, the two-year project will strengthen the national coordination mechanisms for conceptualizing, developing and submitting new, transformative projects for funding under the GCF framework. This will involve broad, multi-sector stakeholder consultations with government, the private sector, NGOs and CBOs. The Project Coordinator will also work closely with the Ministry of Finance and UNDP to coordinate training for government personnel and the development of a comprehensive country programme. The incumbent will be required to be conversant with the energy landscape in Dominica, including the national Low-Carbon Climate-Resilient Development Strategy (LCCRDS) i.e. the NDC, as well as have a clear understanding of national energy and disaster risk reduction priorities.

Under the guidance of the Project Board (PB), the Project Coordinator will report to the Programme Officer in the UNDP Sub-Regional Office and will work in collaboration with the Ministry of Finance to achieve stated project outcomes. S/he will perform the following duties:

- Support the delivery of high quality project outputs through the preparation of annual and quarterly work plans, budgets and procurement plans
- Sequence and coordinate all project activities, ensuring that each is results-oriented and impact-driven, in line with the UNDP Strategic Plan and the Sub-Regional Programme Document 2017-2021
- Undertake project monitoring in line with the monitoring plan and against the approved work plan and budget
- Assist in the preparation of quarterly and annual implementation reports and ad hoc status updates
- Completion of all other UNDP and GCF-required reporting, including to the Project Board
- Provide communication support on the project to all stakeholders, and logistical support to project activities and personnel, when required
- Lead related procurement processes, including preparation of TORs and convening evaluation committees
- Ensure that value for money is observed throughout project implementation, including compliance to guidelines for allowable expenses at established rates
- Manage the financial resources in line with UNDP requirements, ensuring accountability and transparency.
- Manage and monitor the project risks initially identified and progressively provide management updates and submit new risks if any to the Project Board for consideration and decision on possible actions if required. He/she will update the status of these risks by maintaining the project risk log
- Capture lessons learnt during project implementation