



**INITIATION PLAN TEMPLATE
FOR A GEF PROJECT PREPARATION GRANT (PPG)**

Project Title: Ecosystem-Based Adaptation targeting vulnerable communities of the Upper Guinea Region

Country: Guinea

Expected CP Outcome(s)/Indicator (s):

- Sustainable management of Guinea environment: good practice and technology, including those regarding irrigation and energy are adopted and disseminated.
- **Indicator:** Sharp drop in degradation of the land and the environment.

Initiation Plan Start Date: 5th August 2014

Initiation Plan End Date: 30th July 2015

CPAP Programme Component: 2013 - 2017
ATLAS Project Award: 00075525
ATLAS Project ID: 00087379
PIMS Project ID: 5176
Management Arrangement: DIM

Total budget: 250,000 US\$

Allocated resources:

- LDCF 200,000 US\$
- UNDP TRAC 50,000 US\$

Other contribution

- Government: in kind: participation of the government counter parts.

AGREED BY UNDP RESIDENT REPRESENTATIVE

Metsi Makhetha
**Country Director
Metsi Makhetha**

Signature

Date 13./August/2014



A. Brief Description of Initiation Plan:

During the initiation plan period, a number of studies and stakeholder consultations will be undertaken with the view to further develop the approved project concept (see GEF PIF attached in Annex 1) into a fully formulated project document. The final output of the initiation plan will be a UNDP-GEF project document and GEF CEO Endorsement template ready for submission to UNDP and GEF.

B. Project preparation activities:

A. Component A: Technical review

- I. Baseline studies: this will include a desktop review of all relevant documents, actual and previous studies in the ecosystem development sector.
- II. Studies to address any opportunities/risks identified during an environmental and social screening of the project proposal: see attached pre-screening.
- III. Identification of specific sites for intervention and review of management arrangements. Assessments to consider site location of the project activities taking into account a variety of risks including the unfolding Ebola crisis.
- IV. Integration with development plans, policies, budgets and complementary projects: on-going projects and other initiatives will be identified and incorporated in the project document. Activities of the same types could be implemented jointly and or in parallel as long as projects calendar will permit it.
- V. Completion of LDCF AMAT Tracking Tools and other required Tracking Tools (if applicable)
- VI. Stakeholder consultations during technical review: Mobilize and engage stakeholders during project design. Negotiate partnerships with on-going projects to align their activities and the project to build synergies. Document these consultations.

B. Component B: Institutional arrangements, monitoring and evaluation

The outputs of Component A will be used as technical input to Component B for the formulation of the UNDP-GEF project document.

- I. Finalization of project results framework: Further define the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, and end-of-project targets. Special attention will be made to include socio-economic and sex disaggregated indicators.
- II. Definition of monitoring and evaluation (M&E): A detailed M&E work plan will be developed, including clear identification of responsibilities and accountabilities, as well as an appropriate M&E budget. The plan will be based on the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.
- III. Define sustainability plan: The sustainability plan will outline the principles and guidelines for ensuring the long-term sustainability of project achievements. It will also outline an exit strategy, seeking the continuation of key activities/achievements without the need of long-term international financing.

- IV. Definition of management arrangements: The organisational structure governing the project will be decided. This will include identification of the project board.
 - V. Stakeholder consultations during Component B: Involve key agencies in the development of the project strategy to ensure a strong national ownership. In close collaboration with key government representatives and other stakeholders ensure full participation in the development of the project results framework and ensure agreement on the project objectives and outcomes. Undertake consultations to secure agreement(s) on project implementation arrangements, including roles, responsibilities, and accountabilities of lead and partner agencies. Document these consultations.
- C. Component C: Financial planning and co-financing investments:
- I. Prepare a detailed multi-year budget following the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.
 - II. Explore multilateral and bilateral co-financing opportunities: Undertake series of consultations with partners to ensure a coherent and sustainable financing package for the project including post- GEF grant phase.
 - III. Ensure completion of required official endorsement letters: An official endorsement letter will be prepared by the GEF Operational Focal Point of the Government. A co-financing guarantee will be collected from participating government institutions, bilateral development partners, multilateral development partners and NGOs who wish to provide cash or in kind contributions to the project.
 - IV. Stakeholder consultations during Component C: to identify modalities of appropriation and buy-in before, during and after the implementing phases.
- D. Component D: Validation workshop
A validation workshop will gather representatives from all relevant stakeholders to present, discuss and validate the final draft project document.

C. Total Budget and Work Plan :

Award ID:	00075525
Award Title:	Ecosystem-Based Adaptation the prefecture HG
Business Unit:	GIN 10
Project Title:	Ecosystem-Based Adaptation targeting vulnerable communities of the Upper Guinea Region
Project ID:	00087379
Implementing Partner (Executing Agency)	United Nations Development Programme – Guinea Country Office

GEF Outcome/Atlas Activity	Responsible Party/	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$
Project preparation grant to finalize the UNDP-GEF project document for project "Ecosystem-Based Adaptation targeting vulnerable communities of the Upper Guinea Region"	UNDP	62160	GEF TRUSTEE / LDCF	71200	International Consultants	120,000.00
				71300	Local Consultants **	50,000.00
				71600	Travel	30,000.00
				SubTotal GEF/LDCF		200,000.00
	UNDP	4000	TRAC	72500	Supplies	12,000.00
				74500	Miscellaneous Expenses	8,000.00
				75700	Training, Workshop and Conferences	30,000.00
SubTotal TRAC						50,000.00
					PROJECT TOTAL	250,000.00

(*) ONE CABINET OF INTERNATIONAL CONSULTANTS

(**) FOUR NATIONAL CONSULTANTS SPECIALISED IN: BIODIVERSITY, AGRICULTURE, IRRIGATION, SOCIO-ECONOMIST



Annex 1: GEF CEO PIF approval letter



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

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Chief Executive Officer and Chairperson

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July 3, 2013

Dear LDCF/SCCF Council Member,

I am writing in reference to my letter of May 29, 2013 which circulated a Project Identification Form (PIF) for a full-sized project proposal from UNDP for the Council's review and approval.

I am pleased to inform you of the Council's decision as follows:

*The LDCF/SCCF Council reviewed the PIF entitled **Guinea: Ecosystem-Based Adaptation Targeting Vulnerable Communities of the Upper Guinea Region (GEF ID : 5382)** (LDCF Project Grant \$8,000,000) (Agency Fee \$760,000)*, posted on May 29, 2013 and approves it on a no objection basis subject to the comments submitted to the Secretariat.*

The Council finds that the PIF (i) is, or would be, consistent with the Instrument and GEF policies and procedures, and (ii) maybe endorsed by the CEO for final approval by the GEF Agency, provided that the final project document fully incorporates and addresses the Council's and the STAP reviewer's comments on the PIF, and that the CEO confirms that the project continues to be consistent with the Instrument and GEF/LDCF/SCCF policies and procedures.

The final project document will be posted on the GEF website for information after CEO endorsement. If the GEF CEO determines that there has been a major change to the present scope and approach since PIF approval, the final project document shall be posted on the web for Council review for four weeks prior to CEO endorsement.

Sincerely,

Naoko Ishii
CEO and Chairperson

Attachment: GEFSEC Project Review Document
cc: Country Operational Focal Point, GEF Agencies, STAP, Trustee

* Out of the above indicative Agency fee amount, Trustee will commit the first tranche (40%) of the Agency fee which is \$304,000 at the time of LDCF/SCCF Council approval of the work program. The second tranche (60%) of the Agency fee which is \$456,000 will be committed at the time of CEO endorsement of the PIF.