



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

**Project Title:** Developing a market for Biogas Resource Development and Utilization in Guinea

**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:** 15 August 2013

**Initiation Plan End Date:** 31<sup>st</sup> August 2014

CPAP Programme Component: 2013 - 2017

ATLAS Project Award: 00075270

ATLAS Project ID: 00087268

PIMS Project ID: 4780

Management Arrangement: DIM

Total budget: **60,000 US\$**

Allocated resources:

- GEF 60,000 US\$

AGREED BY UNDP RESIDENT REPRESENTATIVE

Resident Representative a.i

METSI MAKHETHA

Signature

Date...13...:/August/2013



**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:** this section is mandatory but the suggested text is not and can be kept or removed at the discretion of the RTA

**A. Component A: Technical review**

- I. Baseline studies: this will include a desktop review of all relevant documents, actual and previous studies in the biogas 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
- 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 GEF focal area tracking tool: CCM Tracking Tool
- 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 :**

<b>Award ID:</b>	00075270
<b>Award Title:</b>	Attenuation emissions GES
<b>Business Unit:</b>	GIN 10
<b>Project Title:</b>	Developing a market for Biogas Resource Development and Utilization in Guinea
<b>Project ID:</b>	00087268
<b>Implementing Partner (Executing Agency)</b>	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 "Developing a market for Biogas Resource Development and Utilization in Guinea"				71200	International Consultants *	25,000
				71300	Local Consultants **	15,000
				71600	Travel	7,000
			62000	GEF TRUSTEE	Supplies	1,000
					Miscellaneous Expenses	2,000
					Training, Workshops & Conference	10,000
					<b>PROJECT TOTAL</b>	<b>60,000</b>

(\*) ONE INTERNATIONAL CONSULTANTS ON BIOGAS / BIOENERGY DEVELOPMENT

(\*\*) TWO NATIONAL CONSULTANTS SPECIALISED IN: BIOENERGY (1) AND LIVESTOCK (1)

Annex 1: GEF CEO PIF approval letter



**Naoko Ishii PhD**  
Chief Executive Officer and Chairperson

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April 24, 2013

Ms. Adriana Dinu  
Deputy GEF Executive Coordinator  
United Nations Development Programme  
One United Nations Plaza  
New York, NY 10017

Dear Ms. Dinu:

I am pleased to inform you that the following submission is CEO cleared/approved and will be funded by the GEF Trust Fund:

Approval Stage:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant (PPG) Approval
GEFSEC ID:	5289
Agency ID:	4780 (UNDP)
Agency(ies):	UNDP
Project Type:	Full Size Project
Country(ies):	Guinea
Name of Project:	Developing a Market for Biogas Resource Development and Utilization in Guinea
Indicative GEF Project Grant:	\$2,647,706
Indicative Agency Fee:	\$251,532
PPG Grant:	\$60,000
PPG Agency Fee:	\$5,700

\* Out of the above indicative Agency fee amount, Trustee will commit the first tranche (40%) of the Agency fee which is \$100,613 at the time of Council approval of the work program. The second tranche (60%) of the Agency fee which is \$150,919 will be committed at the time of CEO endorsement of the FS

This PIF clearance and PPG approval are subject to the comments made by the GEF Secretariat in the attached document. It is also based on the understanding that the project is in conformity with GEF focal areas strategies and in line with GEF policies and procedures.

The final project document should be submitted for endorsement no later than 18 months after Council approval of the work program.

Sincerely,

Naoko Ishii  
CEO and Chairperson

Attachment: GEFSEC Project Review Document

cc: Country Operational Focal Point, GEF Agencies, STAP, Trustee