



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

Project Title: Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions

Country: Egypt

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

Outcome 5: Environment and Natural Resources Management

Output 5.3 The Government of Egypt and local communities have strengthened mechanism for sustainable management of and access to natural resources.

Initiation Plan Start Date: 15 August 2016

Initiation Plan End Date: 30 June 2017

CPAP Programme Component: Outcome 2
ATLAS Project Award: 00097298
ATLAS Project ID: 00101082
PIMS Project ID: 5498
Management Arrangement: DIM

Total budget: US\$50,000
Allocated resources:
• GEF US\$ 50,000

AGREED BY UNDP RESIDENT REPRESENTATIVE

Resident Representative
El-Mostafa Benlamlih,
Resident Representative, a.i
UNDP Egypt

Signature

Date: day/July/2016

17/8/2016

MB

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. Egypt is a signatory to the Rio Conventions and is going through various environmental reforms to enable it to fulfill its international commitments. The PPG phase will include the preparation of the following baseline studies:
 - i. A rapid update of the stocktaking and Gap Identification reports for the three conventions that were prepared under the CB2 project and its integration in The Sustainable Development Strategy (Egypt's vision 2030).
 - ii. Review of the sustainable development courses and global environmental topics included in national school and university curriculums.
 - iii. Assessment of the institutional capacity and general knowledge on global environmental topics within relevant ministries, universities, private sector, media, youth, etc.
- II. Studies to address any opportunities/risks identified during an environmental and social screening of the project proposal: see attached pre-screening (5498 CCCD Egypt SESP RTA Pre-screening.docx).
- III. Identification of specific sites for intervention
- IV. Integration with development plans, policies, budgets and complementary projects: Sustainable Development Strategy includes Egypt's integrated vision for 2030. This strategic plan includes one pillar for Environment that set national indicators and targets for climate change, land degradation and biodiversity conservation. Furthermore the project is in agreement with the national strategies for biodiversity conservation, climate change adaptation, land degradation, national communication reports, etc..
- V. Completion of GEF focal area tracking tool: CCCD projects do complete Capacity Development Scorecards. One way to ensure mitigation of risks is to regularly apply the Capacity Development Scorecard (GEF Tracking Tool), which ensures that the project stakeholders learn how to consolidate capacity building in the institutional framework for environmental governance. This Scorecard was elaborated specifically for the development of cross-cutting capacities (CCC) projects, inspired by recent capacity building work by GEF, its implementing agencies and external research. Together with other tools and methods set out in the Guidelines for the Capacity Development in GEF projects, it will be incorporated into the project and its overall M&E plan.
- VI. Stakeholder consultations during technical review: Mobilize and engage stakeholders during project design. Negotiate partnerships with on-going projects and academic institutions 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 SMARTError! Bookmark not

defined. 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:** A series of consultations during the PPG phase with all relevant stakeholders in the Government of Egypt, development partners, academia, registered NGOs will be organized to ensure complementarity of the proposed project with existing interventions and to allow maximizing the benefits from lessons of the past programmes. Moreover, these consultations will allow to streamline the project interventions with planned activities of these stakeholders during project implementation phase. Local level consultations with municipal level administration and direct beneficiaries are also planned to capture the local insights around the project activities and interventions during the PPG phase. Exclusive bilateral consultations with proposed co-financing agencies as stated in the PIF will be organized to ensure the project activities are adequately con-financed I n line with the project objectives.

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. Project preparation activities work plan, timeframe, responsibilities and budget:

PPG Activity	Timeframe (in months) ¹												Responsibility	GEF Budget US\$ (estimated)		
	July 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17				
Recruitment of Consultant (s)															UNDP	
Component A: Technical review															UNDP	25,000
Component B: Institutional arrangements, monitoring and evaluation															UNDP	10,000
Component C: Financial planning and co-financing investments:															UNDP	8,000
Component D: Consultation and Validation workshops															UNDP	7,000
Submission to RTA for internal review															UNDP	
Submission to GEF Sec/Review															UNDP	
Operational and Financial Closure															UNDP	

¹ If an FSP project please add additional six months noting 18 month deadline between GEF approval of the PIF and GEF CEO endorsement of the project document

D. Total Budget and Work Plan:

Award ID:	00097298
Award Title:	PPG - Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions
Business Unit:	EGY10
Project Title:	Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions
Project ID:	00101082
PIIMS #:	5498
Implementing Partner (Executing Agency)	UNDP

GEF Outcome/Atlas Activity	Responsible Party/	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget notes:
Project preparation grant to finalize the UNDP-GEF project document for project "Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions"	UNDP	62000	GEF TRUSTEE	71200	International Consultants	20,000	1
				71300	Local Consultants	15,000	2
				71600	Travel	5,500	3
				72500	Supplies	500	4
				74500	Miscellaneous Expenses	1,000	5
				75700	Trainings, Workshops and Confer	8,000	6
PROJECT TOTAL					50,000		
1. International Consultant to Develop ProDoc and CEO ER, 25 working days, approx. 450-500 USD/day, including 2 missions for Consultation and Validation workshops 2. Local consultant(s) to undertake background studies as per Annex 2 3. Local travel costs to project sites and venues 4. Office supplies 5. Communications and other miscellaneous costs 6. Consultation and Validation Workshops, including stakeholder participation							

Annex 1: GEF CEO PIF approval letter

PIF: CCCD Egypt PIF 23 Oct. 2015.



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

Naoko Ishii
CEO and Chairperson

June 03, 2016

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

Dear Ms. Dinu:

I am pleased to inform you that I have approved the medium-sized project concept detailed below. I have also approved your request for project preparation grant.

Decision Sought:	Project Identification Form (PIF) and Project Preparation Grant (PPG) Approval
GEFSEC ID:	9334
Agency(ies):	UNDP
Agency ID:	5498 (UNDP)
Focal Area:	Multi Focal Area
Project Type:	Medium Size Project
Country(ies):	Egypt
Name of Project:	Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions
Indicative GEF Project Grant:	\$991,000
Indicative Agency Fee:	\$94,145
PPG Grant:	\$50,000
PPG Agency Fee:	\$4,750
Funding Source:	GEF Trust Fund

This PIF and PPG approval is subject to the comments made by the GEF Secretariat in the attached project review 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. Please submit your final medium-sized project document for my approval no later than 12 months after PIF approval.

Sincerely,

Naoko Ishii
Chief Executive Officer and Chairperson

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

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Annex 2: Summary of Consultants Financed by the Initiation Plan

Summary Tasks to be Performed
Local Consultants
Preparation of baseline studies
Work with international consultant and other local consultants to support the preparation of the project document
Consult with project stakeholders to identify project risks, address project information gaps, and solicit their interest and engagement in the project preparation activities
Follow-up with project partners to facilitate securing co-financing commitments
Under the guidance of the international consultant, carry out a baseline assessment of cross-cutting capacities
Work with the UNDP Country Office and project partners to recommend cost-effective implementation arrangements
International consultants
Work together with the local consultants (LC), UNDP and national counterparts on setting PPG implementation strategy;
Finalize PPG work plan, TOR for LCs, and design consultation and validation workshops
Oversee completion of background studies, ensuring they are appropriate in scope and provide required analyses;
Facilitate and guide consultations to determine project strategy, priorities, key partners, and key barriers to success;
Provide technical and professional support to the LCs and national stakeholders.
Develop the project strategy; detailed budget, work plan and logical framework, develop a replication strategy.
Assume main responsibility for finalizing the project document, with significant input from all local consultants.
Follow-up with project partners to facilitate securing co-financing commitments
Consultations with key partners in National Government, responsible for environmental management as well as relevant sectoral ministries; broker implementation arrangements and MoUs with partner organisations
Facilitation of project validation workshop
Preparation of a Medium Size Project document in the GEF 6 template and CEO Approval request with all necessary supporting documents for submission to GEF Secretariat

