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Global Project Initiation Plan (PIP)

Project Title: Climate Investment Platform (CIP) - Support to the Start-up Phase

Lead UNDP Office: UNDP Headquarters, New York

Expected SP Outcome(s): Outcome 1: Eradicate poverty in all its forms and dimensions (Primary)
Outcome 2: Accelerate structural transformations for sustainable development

Expected SP Output(s): 1.5.1: Solutions adopted to achieve universal access to clean, affordable and sustainable energy

Initiation Plan Start/End Dates: 01 July 2020 to 30 September 2020

Gender Marker rating: GEN 2

SESP Pre-Screening Categorization: Low

PIP period: 1 July 2020 – 30 Sept. 2020

Full project period: 1 October 2020– 31 May 2022

Atlas Project Number: 00123759

Atlas Output ID: 00121915

Modality: DIM

Total resources required (PIP): \$187,812

Total resources required for full project:
\$ 1,300,387

Total resources mobilized :
○ Donor – Denmark : \$ 1,488,199

Unfunded budget: n/a

In-kind Contributions n/a

Brief Description

The purpose of the Initiation Plan is to develop a Project Document and to undertake early-stage activities necessary for the rapid implementation of the Climate Investment Platform Start-up Phase Project (CIP). These early-stage activities will contribute to, and be organized around the CIP's three workstreams: (i) Country activities; (ii) Networking and outreach; and (iii) CIP management and design. Early-stage activities will also include procurement of important services. During the Initiation Plan period, in addition to the elaboration of a full Project Document, high priority procurements will be initiated in order to ensure organizational readiness for full project implementation as of Q4 2020.

AGREED BY

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Date

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Project Initiation Plan (PIP)

Climate Investment Platform Start Up Phase

I PURPOSE AND EXPECTED OUTPUTS

1. Introduction: CIP Start-up Phase Project

The CIP Start-up Phase Project has been awarded an amount of DKK 10,000,000 i.e. DKK Ten Million by the Government of Denmark (1% Levy DKK 99,010 and DKK 9,900,990 for UNDP Programme), as described in the Finance Agreement referenced under ATLAS Project ID: 001212915.

The CIP Start-up Phase Project, hereinafter called "*The CIP*" for ease of reference, will provide integrated and streamlined support to developing countries to accelerate climate investments. The CIP's overall goal is to contribute to the realization of ambitious Nationally Determined Contributions (NDCs), which are at the heart of the Paris Agreement and the achievement of long-term (clean) energy access goals.

The CIP is designed along four tracks which are listed as follows:

- Track 1: Targets, helping countries to raise and specify their climate targets in NDCs;
- Track 2: Policies and Regulations, providing support for well-designed, implemented and enforced policies and regulations to scale-up private investment;
- Track 3: Financial De-risking, increasing access to risk-transfer instruments that ensure bankability of climate investment opportunities and crowd-in private capital; and
- Track 4: Market Place climate investment deal-making, connecting investors and project sponsors to achieve financial closure.

The activities of the CIP are organized around three workstreams:

- **Workstream #1: Country-level activities.** The CIP will prioritize on-the-ground activities, aiming to achieve early results and impact with in-depth, quality support. The CIP's clients are developing countries and the private sector. An origination strategy will be developed and operationalized.
- **Workstream #2: Outreach and building the CIP Network.** Capitalizing on the high-level support and visibility of the CIP deriving from its launch at the 2019 UNSG's Climate Summit, the project will ensure continued outreach activities to enhance the CIP's network and solicit inputs and feedback from stakeholders. Guided by an outreach strategy, these efforts will involve developing partnerships, securing resources, and establishing relationships and operational modalities to empower the CIP.
- **Workstream #3: CIP management and design.** Establishment of a small project management unit (PMU), and initial CIP systems and processes. Taking an overall nimble and adaptive approach, and informed by learning-by-doing, the project will also perform six-monthly stock-takes and provide regular inputs on the CIP's vision, design and business model (including on each track), to inform the design of the CIP's subsequent scale-up phase.

With regards to Workstream #1 (Country-level activities) and Workstream #2 (Outreach and building the CIP Network), the CIP team will engage with a number of countries and UNDP regional advisors on assessing the needs for CIP interventions. Ongoing outreach efforts (webinars, events, communications, etc.) aim to gather feedback, recommendations and identification of value-add interventions for the CIP in various contexts. These activities will inform the design of the CIP, and be reflected accordingly in the Project Document.

2 PIP Objectives and Outputs

The PIP will run over a period of three months (July – September 2020). The objectives of the PIP are as follows:-

- (i) Develop a Project Document ('ProDoc'); and
- (ii) Undertake early-stage activities necessary for the rapid implementation of the CIP. These early-stage activities will contribute to, and be organized around the CIP's three workstreams described above. Early-stage activities will also include procurement of important services, elaborated below.

The PIP outputs are as follows

- Output 1.** CIP Project Document
- Output 2:** Media, Events and Communication
- Output 3.** CIP Dashboard Tool
- Output 4.** Blockchain Review Study

Output 1: CIP Project Document ('ProDoc')

The ProDoc will include the standard subsections as outlined in the UNDP POPP (Strategic Results Framework, M&E, budget, workplan, risk and mitigation). Gender and SES elements will be integrated.

Annexes to the ProDoc will include:-

- (i) Gender Action Brief (As per policy guidance [here](#));
- (ii) SES Brief (As per policy guidance here [Social and Environmental Standards](#));
- (iii) TOR for team members of the CIP Start-up Phase Project Management Unit (PMU);
- (iv) TOR and draft workplans of the three Start-up phase Workstreams, agreed with the CIP announcing partners;
- (v) Procurement Plan Framework; and
- (vi) Validation Workshop Report.

The formulation of the Prodoc and the early-stage activities will be coordinated with the other CIP announcing partners, IRENA, SEforALL, and the Green Climate Fund (GCF).

The following documents will inform the development of the Prodoc:-

- Funding Agreement jointly approved by the Government of Denmark and UNDP upon which this PIP is founded;
- CIP start-up phase Workstream Concept Notes;
- Partners Workshops;
- Social and Environmental Safeguards (SES) Policy Document (UNDP); and
- Gender Mainstreaming Policy Document (UNDP)

Early-stage activities will inform the project design, and are associated with contributions to each of the CIP's three workstreams (country-level support, partnerships/communications and design).

Much of the work during the PIP period are national engagements to support the definition of country requests leading to a possible CIP intervention. These engagements are necessary to refine the national modus operandi of the CIP in countries, and will require working closely with regional and national UNDP personnel in energy, and national Ministries. These engagements will collectively inform the approach of the project, to ensure it is relevant and meaningful to countries.

Co-financing commitments of the announcing partners (IRENA, Sustainable Energy for All and GCF) will be formalized through a series of consultations with partners to ensure the buy-in and support of partners

for the functions and scaling of the CIP, and for clarity on demarcation of activities supported within and outside of the Denmark grant.

Key project infrastructure, such as the CIP Standards and Operations Manual (SOM) and CIP Term Sheets for Country Engagements, will be compiled in consultation with the partners. Issues relating to CIP governance structures and management arrangements will be refined during the PIP period, also in consultation with the partners.

Any additional studies and other reports produced during the PIP and not included in Annex to the ProDoc will be retained and saved for future reference.

A mandatory UNDP-led Stakeholder Validation Workshop will be based on a review/appraisal of the ProDoc, as per UNDP policies and procedures.

Output 2: Media, Events and Communication

Early-stage activities will also include outreach and networking with current CIP partners and future potential partners; and supporting national engagements for awareness raising of the CIP at the country level. This will require communication aspects relating to media work and events support, in particular communication support for events, and developing the CIP communications plan.

Two critical procurements are required during the PIP period, as these will enable development of important project systems and knowledge products, and will help with rapid implementation of the project. These are:- (i) Dashboard Developer; and (ii) Climate Investment Blockchain Specialist (see below).

Output 3. CIP Dashboard Tool

The CIP Dashboard Tool is essentially a tracking and monitoring system to enable project reporting and transparency. The appointment of the Dashboard Specialist to develop this tool, will run for the duration of the CIP start-up phase, initially for 25-30 days to develop the dashboard itself, and thereafter for 2-3 days per month for the maintenance and upkeep of the dashboard.

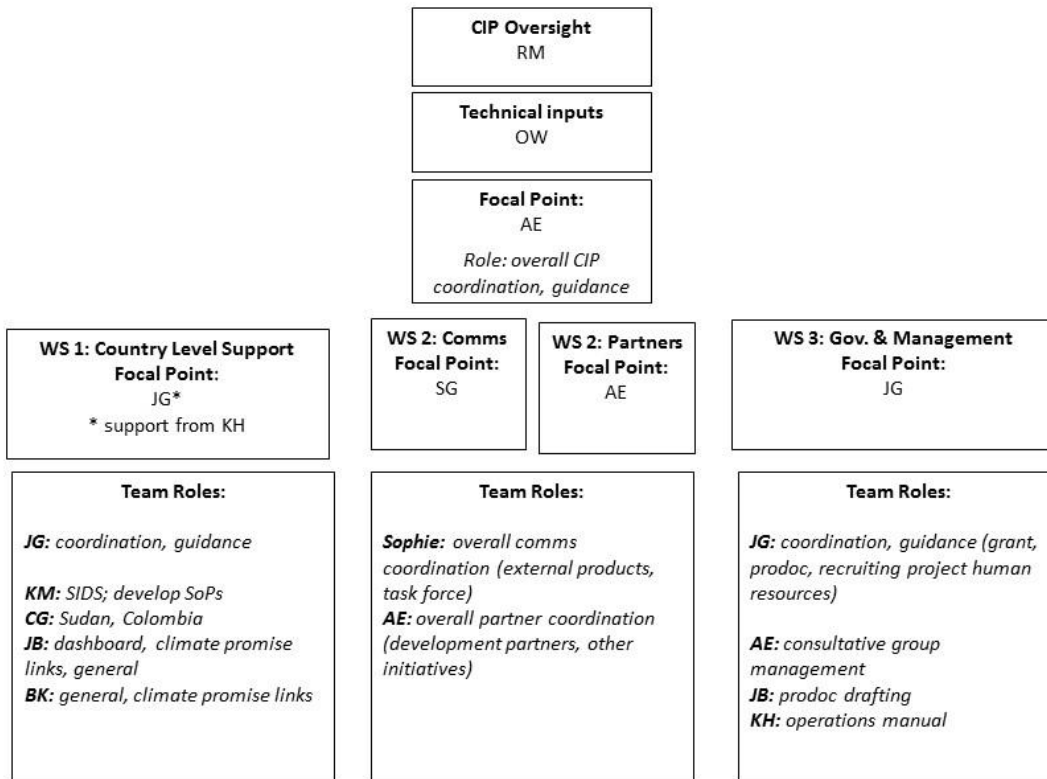
Output 4. Blockchain Review Study

The climate investment blockchain specialist's contribution will develop a wider understanding that will enhance CIP-originated investments through crowdfunding and peer2peer transactions, arising from greater stakeholder involvement and transparency. This will provide CIP innovation and value-add, and may help differentiate the CIP from other similar platforms.

The timing of these two above procurements (**Output 3** and **Output 4**) are critical for a smooth transition from Prodoc formulation to full implementation, and are regarded as central for project initiation.

II MANAGEMENT ARRANGEMENTS

UNDP (BPPS, Energy Team, Headquarters) will have the overall lead in the project design process and manage the development of the ProDoc. The BPPS Energy Team is responsible for ensuring that the deliverables outlined in this PIP are completed on time; in line with UNDP POPP requirements; as well as aligned to the Financing Agreement against which the Government of Denmark awarded the grant for the CIP Start-up Phase Project.

Table 1. Reporting lines, roles and responsibilities.**UNDP CIP Organigram: PIP Arrangements**

The PIP activities will be performed by a team of consultants that have already been procured by UNDP:-

- CIP Focal Point (overall CIP coordination and guidance): Andrew Eil (**AE**);
- Prodoc Drafting: Jean-Benoit Fournier (**JB**);
- Standard Operating Procedures, Investment Concepts & Country Support: Komal Hassamal (**KH**);
- Investment Concepts & Country Support: Camila Gonzalez (**CG**); and
- Communications: Sophie Guibert (**SG**).

The following UNDP staff will provide overall support:

- UNDP Sr Principal Advisor (SIDS): Oversight (Riad Meddeb, **RM**)
- Principal Technical Advisor (Energy): Technical inputs (Oliver Waissbein, **OW**)
- Detail Assignment, Global Energy Advisor: Janice Golding (**JG**), (Prodoc coordination, and guidance on UNDP procedures and processes)
- Regional Energy Specialist: Backstopping support (Bahtiyar Kurt, **BK**)

The CIP Focal Point (AE) will oversee the work of the PIP, lead on day-to-day operational issues, provide technical direction, and drive engagement processes with partners where relevant, to enable the formulation of the Prodoc and other PIP outputs. The ProDoc itself will be drafted by JB. The PIP will receive technical inputs from the UNDP Principal Technical Advisor (OW); and the Prodoc in particular will receive technical clearance from OW. The UNDP Global Energy Advisor (JG) will engage and work with the consultants forming the ProDoc Team, providing guidance and coordination support on UNDP policies and

procedures pertaining to Prodoc formulation and country engagement. The PIP will be under the overall management of the UNDP Sr Principal Advisor.

The organigram, outlining the roles and responsibilities of the CIP consultancy team and UNDP personnel, is provided in Table 1 below. The team of CIP consultants will undertake the necessary work as per the agreed timelines. They will engage with the CIP partners and countries, for the purpose of finalizing the ProDoc and achieving the other PIP outputs. As appropriate, the CIP announcing partners (IRENA, SEforALL, GCF) will be consulted, and will help guide the ProDoc development as and where applicable, by reviewing and endorsing relevant PIP deliverables described.

III MONITORING

UNDP HQ New York (BPPS/Energy) will lead the project development process and manage the PIP budget. The PIP is supported by the grant from the Government of Denmark, and hence UNDP is responsible for the management, accounting and reporting of the Danish grant. UNDP will provide reports in accordance with UNDP accounting and reporting procedures which include an annual progress status report and the latest available approved budget, annual certified financial statement, a final report and certified financial closing statement. The PIP budget is presented below, with allocations for the four PIP outputs.

Table 2. Key dates for the PIP (01 July – 30 September 2020)

Milestone	Date	Notes
Finance Agreement signed	Early July 2020	<ul style="list-style-type: none"> PIP budget availability
Prodoc Drafting commences	Early July – 31 August	<ul style="list-style-type: none"> Informed by ongoing internal engagements, CIP partners and country level activities Technical inputs received
TOR CIP Dashboard	20 August	<ul style="list-style-type: none"> Develop TOR Check if existing capacity exists in HQ to develop the CIP Dashboard
Prodoc drafting finalised	31 August	<ul style="list-style-type: none"> Prodoc drafting finalized, ready for UNDP internal technical clearance
TOR CIP Blockchain	01 September	<ul style="list-style-type: none"> Engage Digital Data Unit in UNDP, CIP Partners and other colleagues to assist in TOR development
ProDoc Validation Meeting	First week September	<ul style="list-style-type: none"> Prodoc to be sent to meeting participants (CIP Announcing Partners) 7 business days before meeting
ProDoc Validation Meeting Minutes	First week September	<ul style="list-style-type: none"> Report finalized 20 August 2020
Various meetings associated with Prodoc appraisal and approval processes (HQ/BPPS Quality Assurance, Validation Workshop with CIP partners; and signing of the Prodoc)	30 September	<ul style="list-style-type: none"> As per the UNDP POPP

All the four outputs associated with the PIP involves specialist services from consultants (Table 3 below). The total budget for the PIP is USD173,900. Two key procurements are envisaged during the project initiation period described earlier in the PIP, namely (i) support to develop the CIP dashboard ; and (ii) an expert in the application of blockchain to climate finance.

Table 3 Outputs per budget item

OUTPUTS	BUDGET ITEM	TIME	AMOUNT \$
Output 1. CIP Project Document (including Annexes)	Procurement, Consultant: CIP Focal Point, Andrew Eil	30 days (2.5 days/week)	37,500
	Procurement, Consultant: Prodoc Drafting, Jean-Benoit Fournier	30 days(2.5 days/week)	15,900
	Procurement Consultant: Investment Advice & Country Engagement (Komal Hassamal)	30 days(2.5 days/week)	13,500
	Procurement Consultant: Investment Advice & Country Engagement support (Camila Gonzalez)	12 days(1 day/week)	10,200
Output 2: Media, Events and Communication	Procurement, Consultant: Networking, Partnerships & Communications, (Sophie Guibert)	30 days(2.5 days/week)	6,800
Output 3. CIP Dashboard Tool	Procurement, Consultant	20-30 days full-time, and then 2-3 days/month for the duration of the project	60,000
Output 4. Blockchain Review Study	Procurement: Consultant	30 days estimated	30,000
	SUBTOTAL		173,900
UNDP GMS			13,912
TOTAL			187,812

IV WORKPLAN AND BUDGET

Period: 1 July 2020 through 30 September 2020

	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount (USD)
Output 1: CIP Project Document (including Annexes)	1.2 Substantive Prodoc Preparation								
	CIP Focal Point		X	X		UNDP/BPPS	DEN	71200 Consultant	37,500
	Prodoc Drafting,		X	X		UNDP/BPPS	DEN	71200 Consultant	15,900
	Investment Advice & Country Engagement		X	X		UNDP/BPPS	DEN	71200 Consultant	13,500
	Investment Advice & Country Engagement support		X	X		UNDP/BPPS	DEN	71200 Consultant	10,200
Output 2: Media, Events and Communication	Networking, Partnerships & Communications,		X	X		UNDP/BPPS	DEN	71200 Consultant	6,800
Output 3: CIP Dashboard Tool	Procurement, Consultant			X		UNDP/BPPS	DEN	71200 Consultant	60,000
Output 4: Blockchain Review St	Procurement: Consultant			X		UNDP/BPPS	DEN	71200 Consultant	30,000
Sub total									173,900
GMS @ 8%									13,912
Total									187,812