

Funding Authorization and Certificate of Expenditures

Country: Liberia
 Programme Code & Title: CCGD Project/SET
 Project Code & Title: 00107247 Strengthening National Capacities to Meet Global Environmental Obligation with the Framework of Sustainable Development priorities
 Responsible Officer(s): Nathaniel T. Blama, Sr.
 Implementing Partner: Environmental Protection Agency/EPA

UN Agency: UNDP

Date: 09/04/2019
 Type of Request:
 Direct Cash Transfer (DCT)
 Reimbursement
 Direct Payment

Currency: --- United States Dollars

REPORTING

Activity Description from AWP with Duration	Coding for UNDP						Actual Project Expenditure B	Expenditures accepted by Agency C	Balance D = A - C	New Request Period & Amount 9/4/2019 E	Authorized Amount F	Outstanding Authorized Amount G = D - F
	Fund	Donor	Activity	Acct	IA	Depart						
1.7: Early implementation and piloting of the integrated environmental knowledge management system through a select sectoral plan (Component 1)	62000	10003	Act.1	75700	6395	34605						
Eco-bank payment: Transportation reimbursement and incidental	62000	10003	Act.1	75700	6395	34605			2,774.00	2,774.00	2,774.00	
Fees for Rapporteur: Arthur R.M. Becker	62000	10003	Act.1	75700	6395	34605			250.00	250.00	250.00	
Payment to Farmington Hotel: Catering Service & Lodging (for 2 nights)	62000	10003	Act.1	75700	6395	34605			13,200.00	13,200.00	13,200.00	
Payment to Afrique Printing Services: For banner printing	62000	10003	Act.1	75700	6395	34605		150.00	150.00	150.00	150.00	
							150.00	150.00	16,374.00	16,374.00	16,374.00	16,224.00

REQUESTS / AUTHORIZATIONS

CERTIFICATION

The undersigned authorized officer of the above-mentioned implementing institution hereby certifies that:

- The funding request shown above represents estimated expenditures as per AWP and itemized cost estimates attached.
- The actual expenditures for the period stated herein has been disbursed in accordance with the AWP and request with itemized cost estimates. The detailed accounts documents for these expenditures can be made available for examination, when required, for the period of five years from the date of the provision of funds.

Date Submitted: 10/9/19

Name: Nathaniel T. Blama, Sr.
 Title: Executive Director/Environmental Protection Agency

NOTES: * Shaded areas to be completed by the UN Agency and non-shaded areas to be completed by the counterpart.



FOR AGENCY USE ONLY:

FOR ALL AGENCIES
 Approved by: James Monibana
 Name: James Monibana
 Title: DRR Co-ordinator
 Date: 12 Sept 2019

FOR UNICEF USE ONLY:

Account Charges	
Cash Transfer Reference: CRO ref. no. / Voucher ref. no.	
GL codes:	
Training	0
Travel	0
Meetings & Conferences	0
Other Cash Transfers	0
Total	0

FOR UNDP USE ONLY:

New Funding Release	
Activity 1	
Activity 2	
Total	

Reviewed
[Signature]
 11 Sept 2019

[Signature]
 11/09/19

[Signature] 11/9/19
[Signature] 11/9/19



Office of the Executive Director

REPUBLIC OF LIBERIA ENVIRONMENTAL PROTECTION AGENCY

P.O. Box 4024

4th Street Sinkor, Tubman Boulevard,
1000 Monrovia, 10 Liberia



ED/EPA-01/00951/19/RL

September 4, 2019

Received
11 SEP 2019
10 SEP 2019
[Signature]

Dr. Pa Lamin Beyai
RESIDENT REPRESENTATIVE
United Nations Development Programme
Pan African Plaza
Monrovia, Liberia

WD
pls review the
attached & once
cleared, let us do
the needful.

DDF-11/9/19

Dear Dr. Beyai:

I present my compliments and write to submit to the UNDP the request for the disbursement of the amount of Seventeen Thousand and Seventy Four United States dollars (US\$17,074.00) for a Residence Dialogue on the EKMS and its implementation with decision and policy-makers to enhance their understanding and secure their support and championship under the Cross-Cutting Capacity Development (CCCD) Project, under the theme: *"Open and Transparent Discussion on Liberia's Environmental Issues"*. This event which will bring together representatives from the leadership of the national legislature, the committees of both houses on environment and natural resources and other policy-makers of the environment; will be held at Farmington Hotel, Margibi County from September 13-14, 2019. Arrival date September 12, 2019.

The primary objectives of the event include:

- Conduct a two-day resident dialogue on the EKMS and its implementation with the national legislature
- Provide SWOT and gap analysis of institutional requirements to use best available and innovation data, information and knowledge and key sectors policies, regulations and legal instruments extend to which they support or work against meeting and sustaining Rio Conventions mainstreaming in Liberia
- To enhance the understanding of the legislature of the Rio conventions and other global environmental issues
- To secure the support and championship of the Legislature in mainstreaming the Rio Conventions.

Please accept the assurances of my highest esteem and consideration as we strive for environmental sustainability for now and successive generation

Kind regards

[Signature]
Nathanial T. Blama, Sr L.H.S. MP
EXECUTIVE DIRECTOR/CEO



BZ
Please review
and process.

Attached: Concept Note, Budget, FACE form and AWP line to be changed.
Activity 2 for Tran. Allowance
and Activity 1 for Accommodation/catering

[Signature]
11/09/19

Website: <http://www.epa.gov.lr>

Mobile: +231880707024 / +231778059829

Email: hweahjr@epa.gov.lr



CONCEPT NOTE

Cross-Cutting Capacity Development (CCCD) Project

1.7.2: Gender inclusive dialogues on the EKMS and its implementation with decision and policy-makers to enhance their understanding and secure their support and championship.

1.0 INTRODUCTION

The goal of the CCCD project is for Liberia to make better decisions to meet and sustain global environmental obligations. This requires the country to have the capacity to coordinate efforts, as well as best practices for integrating global environmental priorities into planning, decision-making, and reporting processes. To that end, the objective of this project is to strengthen a targeted set of national capacities to deliver and sustain global environmental outcomes within the framework of sustainable development priorities.

1. At the end of the project, activities will have resulted in a set of improved capacities to meet and sustain Rio Convention objectives. This project will have strengthened and helped institutionalize commitments under the Rio Conventions by ensuring a flow of assistance and information between the local, national and global level.
2. The expected outcome of the project is that Liberia's will be able to achieve global environmental benefits at a lower transactional cost as well as being able to respond faster and more appropriately to conservation needs. This means: a) improving access to best practices and best available knowledge, including innovative research; b) improving coordination, collaboration, and delegation of responsibilities among key agencies and other important organizations; c) enhancing institutional and technical capacities; d) improving awareness of global environmental values; and e) updating the NCSA to reflect post 2015-SDGs.

6.0 PARTICIPANTS

Thirty (30) participants including the leadership of the national legislature, the committees of both houses on the environment and natural resources will be attending the dialogue and other policy-makers on the environmental Knowledge management system and its implementation to enhance their understanding and secure their support and championship.

7.0 MODALITY

The Gender inclusive dialogue on the Environmental Management System and its implementation with the Legislators to enhance their understanding and secure their support and championship will be a **RESIDENT DIALOGUE** that will be held at Farmington Hotel, Margibi County in partnership with the Liberia Forest Sector Project (LFSP).

The Liberia forest sector project is organizing a two-day Green House Gas and Climate Change Leadership workshop at the Farmington Hotel in Margibi County to provide information to high level Government of Liberia (GoL) officials on the environmental management, climate change and REDD+ progress, current interventions and challenges in Liberia.

The LFSP has concluded procurement of the Hall to be used at Farmington Hotel. Therefore, with both projects convening at the same venue and time, the CCCD Project will incur no cost for the use of the venue hall. In view of this, the CCCD is single sourcing the Venue-(Farmington Hotel) because it is the most convenience venue for the holding of a Residence Dialogue with the Legislators.

The activities will however include the following:

- Registration and breakfast
- Opening statements
- Technical presentations
- Panel discussion
- Key recommendations

Support will be provided by one moderator and a rapporteur for the technical presentations and panel discussion. Honorarium will be provided to both moderator and rapporteur for the professional services that will be rendered.

8.0 DATES, VENUE AND SCHEDULE

The dialogue with the legislators and policy-makers will run from September 13-14, 2019. Arrival date is September 12, 2019. The venue is Farmington Hotel, Margibi County.

Residence Dialogues on the EKMS and its implementation with decision and policy-makers to enhance their understanding a
 Farmington Hotel, Margibi County
 Dialogue Budget-September 12-14, 2019

No	Activity Description	Qty	Average Unit Cost	Amount
Participants				
1.1	Accommodation(including lodging for 2 nights and breakfast)	30	\$ 300.00	9,000
1.2	Transportation reimbursement and incidental	30	\$ 92.46	2,774
Sub Total				11,774
Facilitator/Rappoteur				
2.1	Rappoteurs	1	\$ 250.00	250
	Sub total			250
Training Support				
3.1	Catering service(Dinner buffet for 30 persons per day for 2 nights)	30	\$50.00	1,500
3.2	Catering service(Lunch buffet for 30 persons per day for 2 days)	30	\$ 90.00	2,700
3.3	Publication	1	700	700
3.4	Banners printing	2	75	150
	Sub total			5,050
	Grand total			17,074



<p># of Strength, Weaknesses, Opportunities, Threat and Gaps in Institutional requirements to use EKMS Identified and recommendations made.</p> <p># of information technological infrastructure designed and peer reviewed.</p> <p># of trainings conducted for 200 persons (40% female and 60% male) for EKMS</p> <p># of trainings conducted with policy-makers and national legislature on Rio Conventions and other global environmental obligations</p> <p><u>Targets:</u></p> <p>2 SWOT and Gap Analysis of Institutional requirements to use best available innovation data, information at nine (9) line ministries and agencies conducted</p> <p>2 Information technological infrastructure is procured and installed.</p> <p>100 persons will be trained (40% female and 60%) in environmental data, information collection, storing, sharing and management (EKMS).</p> <p>1 dialogue training conducted with policy-makers and legislators on Rio Conventions and other global environmental obligations.</p> <p>Convened one technical committee meeting of MEAs' focal points from EPA, MPV, MME, MOE, MOA, NAFAA, MOCI, MFDP, MIA and FDA</p>	<p>Action 1.4.1: Procure and install the technological hardware and software of the EKMS as recommended in the approved feasibility study</p>	X	X	X	X	EPA	GEF	72800 Information & technology equipment	28,000.00
<p>2 SWOT and Gap Analysis of Institutional requirements to use best available innovation data, information at nine (9) line ministries and agencies conducted</p> <p>2 Information technological infrastructure is procured and installed.</p> <p>100 persons will be trained (40% female and 60%) in environmental data, information collection, storing, sharing and management (EKMS).</p> <p>1 dialogue training conducted with policy-makers and legislators on Rio Conventions and other global environmental obligations.</p> <p>Convened one technical committee meeting of MEAs' focal points from EPA, MPV, MME, MOE, MOA, NAFAA, MOCI, MFDP, MIA and FDA</p>	<p>Activity Result 1.7: Early implementation and piloting of the integrated environmental knowledge management system through a select sectoral plan</p>	X	X	X	X	EPA	GEF	76700 Trainings, & conferences	20,000.00
<p>2 SWOT and Gap Analysis of Institutional requirements to use best available innovation data, information at nine (9) line ministries and agencies conducted</p> <p>2 Information technological infrastructure is procured and installed.</p> <p>100 persons will be trained (40% female and 60%) in environmental data, information collection, storing, sharing and management (EKMS).</p> <p>1 dialogue training conducted with policy-makers and legislators on Rio Conventions and other global environmental obligations.</p> <p>Convened one technical committee meeting of MEAs' focal points from EPA, MPV, MME, MOE, MOA, NAFAA, MOCI, MFDP, MIA and FDA</p>	<p>Action 1.7.1: Convene gender inclusive learning-by-doing training to use the EKMS to demonstrate its value at improving a more holistic and resilient construct of the selected sectoral plan in keeping with Rio Convention obligations.</p>	X	X	X	X	EPA	GEF	75700 Trainings, & conferences	10,000.00
<p>2 SWOT and Gap Analysis of Institutional requirements to use best available innovation data, information at nine (9) line ministries and agencies conducted</p> <p>2 Information technological infrastructure is procured and installed.</p> <p>100 persons will be trained (40% female and 60%) in environmental data, information collection, storing, sharing and management (EKMS).</p> <p>1 dialogue training conducted with policy-makers and legislators on Rio Conventions and other global environmental obligations.</p> <p>Convened one technical committee meeting of MEAs' focal points from EPA, MPV, MME, MOE, MOA, NAFAA, MOCI, MFDP, MIA and FDA</p>	<p>Action 1.7.2: Facilitate gender inclusive dialogues on the EKMS and its implementation with decision- and policy-makers to enhance their understanding and secure their support and championship.</p>	X	X	X	X	EPA	GEF	75700 Trainings, & conferences	85,000.00
<p>2 SWOT and Gap Analysis of Institutional requirements to use best available innovation data, information at nine (9) line ministries and agencies conducted</p> <p>2 Information technological infrastructure is procured and installed.</p> <p>100 persons will be trained (40% female and 60%) in environmental data, information collection, storing, sharing and management (EKMS).</p> <p>1 dialogue training conducted with policy-makers and legislators on Rio Conventions and other global environmental obligations.</p> <p>Convened one technical committee meeting of MEAs' focal points from EPA, MPV, MME, MOE, MOA, NAFAA, MOCI, MFDP, MIA and FDA</p>	<p>Activity Result 2.2 Strengthened policy and regulatory framework through improved operational interpretation, enforcement tools, and by-laws</p>	X	X	X	X	EPA	GEF	75700 Trainings, & conferences	85,000.00
<p>2 SWOT and Gap Analysis of Institutional requirements to use best available innovation data, information at nine (9) line ministries and agencies conducted</p> <p>2 Information technological infrastructure is procured and installed.</p> <p>100 persons will be trained (40% female and 60%) in environmental data, information collection, storing, sharing and management (EKMS).</p> <p>1 dialogue training conducted with policy-makers and legislators on Rio Conventions and other global environmental obligations.</p> <p>Convened one technical committee meeting of MEAs' focal points from EPA, MPV, MME, MOE, MOA, NAFAA, MOCI, MFDP, MIA and FDA</p>	<p>Output 1 total</p>	X	X	X	X	EPA	GEF	75700 Trainings, & conferences	85,000.00

REST
9/21/19 RD
4/1/19



Residence Dialogues on the EKMS and its implementation with decision and policy-makers to enhance their understanding and secure their support and championship
 Farmington Hotel, Margibi County
 September 12-14, 2019

Payment USD

#	Name	Location	Registered Mobile Numbers	Arrival Day Sept 12	Transportation Reimbursement Lumpsum [To & Fro] and Incidental	Total	Cash out				Grand Total
01	Hon. Rustonly S. Dennis	Monsterrado	0886-532-442		88.00	88.00	4.00	92.00		0.46	92.46
02	Hon. Abu B. Kamara	Monsterrado	0777-511-350		88.00	88.00	4.00	92.00		0.46	92.46
03	Hon. Joseph Matthews	Monsterrado	0886-536-252		88.00	88.00	4.00	92.00		0.46	92.46
04	Sallimatu Lamin G.	Monsterrado	0777-588-284		88.00	88.00	4.00	92.00		0.46	92.46
05	Hon. Matthew Joe	Monsterrado	0777-566-801		88.00	88.00	4.00	92.00		0.46	92.46
06	Danise Dennis	Monsterrado	0775-249-430		88.00	88.00	4.00	92.00		0.46	92.46
07	Hon. Byron Zahmwee	Monsterrado	0777-585-320		88.00	88.00	4.00	92.00		0.46	92.46
08	Hon. Nathaniel Bahway	Monsterrado	0777-572-428		88.00	88.00	4.00	92.00		0.46	92.46
09	Hon. War K. Jones	Monsterrado	0777-220-830		88.00	88.00	4.00	92.00		0.46	92.46
10	Sen. George T. Tengbeh	Monsterrado	0770-151-311		88.00	88.00	4.00	92.00		0.46	92.46
11	Sen. Peter S. Coleman	Monsterrado	0770-190-055		88.00	88.00	4.00	92.00		0.46	92.46
12	Sen. Henry W. Yallah	Monsterrado	0777-223-300		88.00	88.00	4.00	92.00		0.46	92.46
13	Sen. J. Gbeh-bo Brown	Monsterrado	0886-518-054		88.00	88.00	4.00	92.00		0.46	92.46
14	Sen. Matthew N. Jaye	Monsterrado	0777-209-585		88.00	88.00	4.00	92.00		0.46	92.46
15	Sen. Dalbas A. V. Gueh	Monsterrado	0777-898-296		88.00	88.00	4.00	92.00		0.46	92.46
16	Sen. Jonathan L. Kaipay	Monsterrado	0777-576-137		88.00	88.00	4.00	92.00		0.46	92.46
17	Racheal Kolife	Monsterrado	0777-353-274		88.00	88.00	4.00	92.00		0.46	92.46
18	Aaron S. M. Wessah	Monsterrado	0770-059-596		88.00	88.00	4.00	92.00		0.46	92.46
19	J. Komoty Gee Zean	Monsterrado	0777-957-005		88.00	88.00	4.00	92.00		0.46	92.46
20	Othriel Angel Forte	Monsterrado	0777-584-388		88.00	88.00	4.00	92.00		0.46	92.46
21	Kolife A. Bangura	Monsterrado	0770-952-822		88.00	88.00	4.00	92.00		0.46	92.46



22	Chester Smith	Montserrat	0776-323-605			88.00	88.00	4.00	92.00	0.46	92.46		
23	Darius Barolle	Montserrat	0776-895-327			88.00	88.00	4.00	92.00	0.46	92.46		
24	Arthur Becker	Montserrat	0777-556-238			88.00	88.00	4.00	92.00	0.46	92.46		
25	John K. Jallah Jr.	Montserrat	0777-797-160			88.00	88.00	4.00	92.00	0.46	92.46		
26	John C. Jeh	Montserrat	0775-604-656			88.00	88.00	4.00	92.00	0.46	92.46		
27	Edwin Yovos	Montserrat	0776-586-601			88.00	88.00	4.00	92.00	0.46	92.46		
28	George H. Dahn	Montserrat	0776-897-196			88.00	88.00	4.00	92.00	0.46	92.46		
29	Clara Gallagher	Montserrat	0778-718-616			88.00	88.00	4.00	92.00	0.46	92.46		
30	Emmanuel T. Olatunji	Montserrat	0776-044-439			88.00	88.00	4.00	92.00	0.46	92.46		
Total													
										120.00	2,760.00	13.80	2,773.80

Prepared by: 
 J. Komoty Gee, Zean
 Project Assistant

Approved: 
 Aaron S.M. Wessel
 Project Manager

