



**INITIATION PLAN
FOR A GEF PROJECT PREPARATION GRANT (PPG) OR
PROGRAMME COORDINATION BUDGET (PCB)**

Country: NEPAL

Relevant UNDAF Outcome(s) and Indicator(s): *List UNDAF outcome. If no UNDAF, leave blank UNDAF under preparation*

Relevant CP/CPAP Outcome(s) and Indicator (s):

CPAP OUTCOME: Environment, energy and climate change mainstreamed into national and local development planning with a focus on gender, social inclusion and post-conflict environmental rehabilitation.

CPAP INDICATOR: Priority adaptation actions implemented in selected districts to build communities resilience to climate change.

Relevant UNDP Strategic Plan 2008-2011 Key Result Area:

The proposed project is relevant to UNDP Strategic Plan 2008-2011 under Environment and Sustainable Development section with a key result area as 'Promoting Adaptation to Climate Change'

Expected Project Outcome (s) and Indicator (s): *In addition to CPAP outcomes*

Outcome: Reduced vulnerability to climate change in development sectors

Indicator: Vulnerable physical, natural and social assets strengthened in response to climate change impacts including variability

Project Output(s) and Indicator(s):

Formulate a full size project document on "Community based flood and glacial lake outburst risk reduction" project

Programme Period: 1 September 2011 to 30 August 2012
Programme Component:
PPG Title: Community Based Flood and Glacial Lake
Outburst Risk Reduction
ATLAS Project / Award IDs: 00079754 / 00062316
PIMS ID: 4657
Duration: 12 months
Management Arrangement: DEX

Total budget: USD 127,000
Allocated resources:
• Regular (GEF) USD 63,500
• Co-financing
(In kind contributions) USD 63,500

AGREED BY UNDP RESIDENT REPRESENTATIVE / UNDP DIRECTOR:

Jorn Sorensen
Country Director, a.i.

Signature

Date: 08.25.2011


Jorn Sorensen
Country Director, a.i.

Brief Description of Initiation Plan

The proposed project on “Community Based Flood and Glacial Lake Outburst Risk Reduction” is to support two of the 9 priority profiles under Nepal NAPA. The two profiles under Nepal NAPA are ‘Community Based Disaster Management for Facilitating Climate Adaptation’ – profile 3 and “GLOF monitoring and Disaster Risk Reduction’ – profile 4. The proposed project’s objective is to reduce human and material losses from Glacial Lake Outburst Flood (GLOF) and catastrophic flooding events in selected vulnerable districts of Nepal. This will increase the resilience of community affected by flood and GLOFs and improve their capacity to respond effectively to increasing threats posed by climate change and disasters. The proposed project will align with key disaster management projects and programmes currently under implementation in Nepal and will also improve the adaptive value of ongoing government, bilateral and multilateral investments in priority vulnerable communities which are most affected by climate-related extreme events.

GEF PPG/PCB approved grant document and TBWP



PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: Full-sized Project

TYPE OF TRUST FUND: LDCF

Submission date: June 17, 2011

GEF PROJECT ID: 4551

GEF AGENCY PROJECT ID: 4657

COUNTRY(IES): Nepal

PROJECT TITLE: Community Based Flood- And Glacial Lake Outburst Risk Reduction

GEF AGENCY(IES): UNDP, (select), (select)

GEF FOCAL AREA(s): Climate Change

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	09/01/2011
Completion date of PPG	08/30/2012

B. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications:

The final product of the proposed PPG phase will be a UNDP-GEF compliant, full-sized project document for submission to the LDCF. The document will cover the following in detail:

- Description of development baseline activities and related sources of financing, in particular a summary of relevant development and disaster management projects, investment programmes and capacity building activities that focus on disaster risk reduction and livelihood support activities in the target districts of the High Mountain, Cherai and Churia region;
- Review and summary of the existing policy and regulatory framework relevant for community-based disaster risk reduction, with particular emphasis on current climate-related impacts and threats;
- Review, analysis and summary of current and past project activities by government, donors, NGOs and private sector institutions that are related to increasing community resilience (including an updated report on co-operation and co-financing arrangements drawing on UNDP support).
- A collation and synthesis of supporting reports (GLOF risk assessments, climate risk assessments, economic assessments of climate change impacts and cost/benefit studies of adaptation options) to justify the proposed project interventions and leverage additional co-financing for the proposed activities (especially with regards to GLOF risk mitigation in additional sites and establishment of GLOF early warning systems)
- Specification of planned adaptation activities to be financed by the LDCF and their rationale (i.e. why and how are they supposed to reduce vulnerability and/or increase adaptive capacity beyond what is already being done);
- Description of the geographic breakdown of project interventions in terms of districts and communities;
- Definition of project goal, objective, outcomes, outputs and verifiable indicators;
- Definition of a Strategic Results Framework and a Monitoring and Evaluation (M&E) system with quantifiable and verifiable impact indicators. These indicators, which will specifically address adaptation impacts, will be based on guidance by the LDCF results framework for adaptation projects. The indicators will be connected to a monitoring and evaluation plan, which will set out how and by whom these

<p>indicators will be measured and which way verification data will be collected by the project.</p> <ul style="list-style-type: none"> • Definition of implementation and execution arrangements for the project with detailed roles and responsibilities of government entities, UNDP and partnering NGOs and a timeline for project implementation; • Definition of a stakeholder involvement plan for the preparation and implementation phase of the project, with a clear focus on community involvement and participation; • Definition of project management and reporting arrangements; • Endorsement letters from the government and letters confirming co-financing commitments; • A detailed set of Annexes including a listing of PPG activities and reports from all relevant stakeholder consultations 					
List of Proposed Project Preparation Activities	Output of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
1. Technical Definition and Capacity Needs Assessment	1.1. Project baseline defined, based on local consultations and detailed analysis of existing initiatives in potential target districts	LDCF	25,000	25,000	50,000
	1.2. Current and projected climate change risks in project area defined				
	1.3. Specific sites for project intervention defined				
	1.4. Adaptation alternative assessed and summarized for each project Outcome				
	1.5. Project integrated with national disaster risk reduction frameworks, climate change policies, and a cohesive NAPA follow-up programme				
	1.6. Project aligned with complementary climate risk management and adaptation projects, including SPCR				
2. Institutional	2.1. Strategic Results	LDCF	10,000	10,000	20,000


<p>arrangements, Monitoring and Evaluation</p>	<p>Framework including verifiable results indicators formulated</p> <p>2.2. Monitoring and evaluation provisions and reporting arrangements formulated</p> <p>2.3. Project implementation and execution arrangements, roles and responsibilities defined (based on a capacity assessment of possible Implementing partners)</p> <p>2.4. Project sustainability strategy defined (including plans for project replication, upscaling and knowledge management)</p>				
<p>3. Stakeholder Consultations</p>	<p>3.1. National and local project stakeholders mobilized and engaged in project definition</p> <p>3.2. Project partnerships and stakeholder setup defined</p> <p>3.3. Community mobilization initiated in project areas</p>	<p>LDCF</p>	<p>18,500</p>	<p>18,500</p>	<p>37,000</p>
<p>4. Financial planning and co-financing definition</p>	<p>4.1. Government negotiations and consultations on project-related issues facilitated</p> <p>4.2. Multilateral and bilateral co-funding opportunities explored</p>	<p>LDCF</p>	<p>10,000</p>	<p>10,000</p>	<p>20,000</p>

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total(\$)
Local consultants *	29.00	29,000	30,000	59,000
International consultants*	8.50	25,500	23,500	49,000
Travel		9,000	10,000	19,000
				0
				0
				0
Total PPG Budget		63,500	63,500	127,000

* Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information. This table is the sum of all local and international consultants presented in Annex A.

F. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies and procedures and meets the GEF LDCF/SCCF Trust Fund criteria for project identification and preparation.

Agency Coordinator, Agency Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Yannick Glemarec UNDP/GEF Executive Coordinator		June 17, 2011	Gemot Laganda UNDP/GEF Regional Technical Advisor (LECRDS)	+66/2288/2644	gemot.laganda@undp.org

Annex A

Consultants Financed by the Project Preparation Grant (PPG)

Type of Consultant	Position / Titles	\$/ Person Week ¹	Estimated PWs ²	Tasks to be Performed
Local	Project Assessment Specialist	1000	29.00	<ul style="list-style-type: none"> - Analyze the project baseline in terms of current policies, projects and stakeholders that are relevant to the project; - Identify specific sites for project intervention and collect baseline information about the socio-economic situation in the target communities; - Coordinate consultations with government and non-government agencies, local project stakeholders and potential project partners; - Organize and facilitate technical and consultative meetings with local government and community stakeholders to assist project definition; - Propose, based on participatory stakeholder consultations, a capacity development strategy for the project; - Assist in the analysis and design of suitable flood risk reduction measures for demonstration and replication; - Develop a communication strategy with communities and facilitate their participation; - Define project roles and responsibilities and propose suitable project management, implementation and reporting arrangements; - Assist in the design of the project's Knowledge Management strategy; - Develop a sustainability and exit strategy for the project (i.e. a way forward once LDCF funding is exhausted); - Help build financing partnerships and mobilize co-financing resources;
International	Project Development Specialist	3000	8.50	<ul style="list-style-type: none"> - Act as primary contact point for the GEF Agency and the National Consultant for the drafting of a UNDP-GEF compliant project document; - Guide and coordinate input by the National Consultant; - Based on input by the National Consultant, define a Results

				<p>Framework (including Outcomes, Outputs, Indicators and Risks/Assumptions) and outline indicative project activities;</p> <ul style="list-style-type: none"> - Alongside UNDP, provide quality control for the FSP formulation process in line with UNDP/GEF and LDCF requirements; - Assist in verifying climate risks associated with the project's target areas; - Validate problem analysis of the project; - Guide the determination of the scope and strategy of the project; - Frame a consistent climate change additionality argument for the project in line with findings from field assessments; - Ensure that the project approach is cost-effective; - Formulate project management, reporting and evaluation arrangements and define an organigram for the project; - Facilitate the finalization of a financing and co-financing package for this project and ensure that co-financing letters are obtained in time for submission; - Facilitate stakeholder consultations on project preparation, including finalization of a detailed budget and TOR for all inputs in line with UNDP-GEF criteria and eligibility principles - Compile project Annexes and CEO endorsement template
(Select)				
(Select)				
(Select)				
(Select)				
(Select)				
(Select)				

¹ Provide dollar amount per person week.

² Provide person weeks needed to carry out the task

GEF PPG approved grant document and TBWP

Award ID:	00062316
Project ID:	00079754
Award Title:	PIMS 4657 PPG: Community Based Flood and Glacial Lake Outburst Risk Reduction
Business Unit:	NPL10
Project Title:	Community Based Flood and Glacial Lake Outburst Risk Reduction
Implementing Partner (Executing Agency)	UNDP

GEF Outcome/Atlas Activity	Responsible Party/Implementing Agent	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount 20011 (USD)
Project Preparation Grant to formulate a full size project - Community based flood and glacial lake outburst risk reduction	UNDP	62160	LDCF	71200	International Consultant	11,000
				72600	Grants	50,000
				74500	Miscellaneous Exp	500
				71600	Travel	2,000
					sub-total	63,500



Annual Work Plan

Nepal - Kathmandu

Award Id: 00062316

Award Title: Community Based Flood & Glacial Lake Outburst Risk Reduc

Year: 2011

Report Date: 8/16/2011

Project ID	Expected Outputs	Key Activities	Timeframe		Responsible Party	Planned Budget				Amount US\$
			Start	End		Fund	Donor	Budget Descr		
00079754	Community Based Flood & Glacia	Project preparation grant to			UNDP	62160	GEFTrustee	74500	Miscellaneous Expenses	500.00
					UNDP	62160	GEFTrustee	71200	International Consultants	11,000.00
					UNDP	62160	GEFTrustee	71600	Travel	2,000.00
					UNDP	62160	GEFTrustee	72600	Grants	50,000.00
TOTAL										63,500.00
GRAND TOTAL										63,500.00



22 August 2011

Reject
Dear Mr. Piper,

Subject: Project Preparation Grant: Nepal: Community Based Flood and Glacial Lake Outburst Risk Reduction – PIMS No. 4657 - ATLAS BU: NPL10 - Proposal No.: 00062316 - Project No.: 00079754

I am pleased to delegate to you the authority to sign the Initiation Plan for the above-mentioned Project Preparation Grant (PPG) / Programme Cooperation Budget (PCB) on behalf of UNDP, and to commence development of the main project. As per Rule 116.05 of the UNDP Financial Regulations and Rules (Executive Board Decision 2005/1), this document becomes effective when signed by the Resident Representative. The Initiation Plan, which amounts to a total of US\$63,500, has received its final approval in accordance with the established GEF procedures (CEO approval letter for the PPG/PCB attached for ease of reference).

I am also pleased to provide a summary of the next steps in the process and to outline, for your easy reference, the mandatory GEF-specific project financial and results management requirements. In addition, a number of Advisory Notes have been prepared to support the implementation of UNDP supported GEF funded projects, these and further clarification on the GEF project cycle and requirements, can be found in the UNDP GEF Programming Manual at <http://intra.undp.org/gef>.

Next steps and mandatory GEF-specific requirements:

1. ***Issuance of Authorized Spending Limit (ASL):*** To facilitate a quick start to the PPG/PCB, once the Initiation Plan is signed, please kindly ensure that the Atlas-generated *Annual Work Plan (AWP)* based on the *Total Budget and Annual Work Plan* in the attached document, along with a copy of the signed cover page, is sent to Mr. Gernot Laganda, Regional Technical Advisor (RTA) in Bangkok.

Any proposed budget revisions should be forwarded to the UNDP RTA together with a clear explanation of the changes proposed as any significant changes require review and approval. In addition, please note that UNDP/GEF is not in a position to increase the project budget above the amount already approved by the GEF Council. Therefore, any over-expenditure on this project would have to be absorbed by other Country Office resources.

2. ***GEF-specific project management requirements:***

- Any changes contemplated with respect to the project objectives and outcomes will have to be discussed with and approved by the UNDP/GEF RTA, as they will have to be reported to the GEF.

Mr. Robert Piper
UNDP Resident Representative
Kathmandu
Nepal

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- The final FSP must be ready by August 2012 as recorded in the Initiation Plan. The Regional Technical Advisor will advise you of the expected timeline for submission of the final proposal for the purpose of internal UNDP clearance prior to submission to the GEF Secretariat.
- The final submission of the FSP that is prepared with this preparation grant must be accompanied by a "GEF PPG/PCB Status Report". The template can be obtained from the UNDP GEF Programming Manual <http://intra.undp.org/gef>
- This preparatory phase must be operationally completed in Atlas once the main project is endorsed/approved by the GEF CEO. Financial closure should follow within 12 months, but preferably within the same calendar year.
- Annex 2 includes a number of key UNDP/GEF management performance indicators that aim to improve the efficiency and effectiveness in the oversight and supervision services provided. Performance against these indicators will be monitored on an annual basis.
- In order to accord proper acknowledgement to the GEF for providing funding, full compliance is needed with the GEF's Communication and Visibility Guidelines (the "GEF Guidelines"). The GEF Guidelines can be accessed at: http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08_Branding_the_GEF%20final_0.pdf. Full compliance is also required with UNDP's branding guidelines. These can be accessed at <http://intra.undp.org/coa/branding.shtml>, and specific guidelines on UNDP logo use can be accessed at: <http://intra.undp.org/branding/useOfLogo.html>.

In concluding, I would like to assure you of UNDP/GEF's and my personal commitment to a successful implementation of the project. The Regional Technical Advisors are at your disposal for advice and technical support. Should you have any concerns or questions, please do not hesitate to contact me.

Yours sincerely,



Yannick Glemarec
UNDP/GEF Executive Coordinator

cc: Mr. Ajay Chibber, Assistant Administrator and Bureau Director, RBAP
Mr. Gernot Laganda, UNDP/GEF Regional Technical Advisor, Bangkok, Thailand

Annexes

Annex 1 CEO approval letter for PPG/PCB



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

MONIQUE BARBUT
Chief Executive Officer and Chairperson

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July 27, 2011

Mr. Yannick Glemarec
GEF Executive Coordinator
United Nations Development Programme
One United Nations Plaza
304 East 45th St.
FF Bldg., 10th floor
New York, NY 10017

Dear Mr. Glemarec:

I am pleased to inform you that the following submission is cleared for inclusion in the work program with the PPG approved and will be funded by the Least Developed Countries Fund:

Approval Stage:	PIF Clearance and PPG Approval
GEFSEC (PMIS) ID:	4551
Agency ID:	4657 (UNDP)
Agency(ies):	UNDP
Project Type:	Full Size Project
Country(ies):	Nepal
Name of Project:	Community Based Flood and Glacial Lake Outburst Risk Reduction
Indicative GEF Grant:	\$6,300,000
Indicative Agency Fee:	\$630,000
PPG Grant:	\$63,500
PPG Agency Fee:	\$6,350

This PIF clearance and PPG approval is 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.

It is our expectation that your Agency will submit a final project document in a timely manner, so that it is endorsed by the CEO no later than 18 months after council approval of the PIF.

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Kindly inform the Secretariat as soon as possible if this timeline cannot be met so the Secretariat can either revise milestones or cancel the project, in consultation with the beneficiary country and your agency.

Attached is a copy of the review sheet for your records.

Sincerely



Monique Barbut
Chief Executive Officer and Chairperson
Global Environment Facility

Attachment: GEF Project Tracking Sheet
GEFSEC Review Sheet

Copy to: Country Operational Focal Point
GEF Agencies
STAP
Trustee

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Annex 2

Project Support Services

Annex 2: Project Support Services

Stage	Country Office ¹	UNDP/GEF
Identification, Sourcing/Screening of Ideas, and Due Diligence	Identify project ideas as part of country programme/CPAP and UNDAF/CCA.	<ul style="list-style-type: none"> • Technical input to CCA/UNDAFs and CPAPs where appropriate. • Input on policy alignment between projects and programmes. • Provide information on substantive issues and specialized funding opportunities (SOFs). • Policy advisory services including identifying, accessing, combining and sequencing financing. • Verify potential eligibility of identified idea.
	Assist proponent to formulate project idea / prepare project idea paper (e.g. GEF PIF/PPG/PCB).	<p><i>Technical support:</i></p> <ul style="list-style-type: none"> • Research and development. • Provide up-front guidance. • Sourcing of technical expertise. • Verification of technical reports and project conceptualization. • Guidance on SOF expectations and requirements. • Training and capacity building for Country Offices.
	<p><i>Appraisal:</i></p> <ul style="list-style-type: none"> • Review and appraise project idea. • Undertake capacity assessments of implementing partner as per UNDP POPP. • Environmental screening of project as and when included in UNDP POPP. • Monitor project cycle milestones. 	<ul style="list-style-type: none"> • Provide detailed screening against technical, financial, social and risk criteria. • Determine likely eligibility against identified SOF.
	<p><i>Partners:</i></p> <ul style="list-style-type: none"> • Assist proponent to identify and negotiate with relevant partners, cofinanciers, etc 	<ul style="list-style-type: none"> • Assist in identifying technical partners. • Validate partner technical abilities.
	<p><i>Obtain clearances:</i></p> <ul style="list-style-type: none"> • Government, UNDP, Executing Agency, LPAC, cofinanciers, etc. 	<ul style="list-style-type: none"> • Obtain SOF clearances.
Project Development	<p><i>Initiation Plan:</i></p> <ul style="list-style-type: none"> • Management and financial oversight of Initiation Plan • Discuss management arrangements 	<ul style="list-style-type: none"> • Technical support, backstopping and troubleshooting. • Support discussions on management arrangements • Facilitate issuance of DOA

¹ As per UNDP POPP with additional SOF requirements where relevant.

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Stage	Country Office ¹	UNDP/GEF
	<p><i>Project Document:</i></p> <ul style="list-style-type: none"> • Support project development, assist proponent to identify and negotiate with relevant partners, cofinanciers, etc. • Review, appraise, finalize Project Document. • Negotiate and obtain clearances and signatures – Government, UNDP, Implementing Partner, LPAC, cofinanciers, etc. • Respond to information requests, arrange revisions etc. • Prepare operational and financial reports on development stage as needed. 	<p><i>Technical support:</i></p> <ul style="list-style-type: none"> • Sourcing of technical expertise. • Verification of technical reports and project conceptualization. • Guidance on SOF expectations and requirements. • Negotiate and obtain clearances by SOF • Respond to information requests, arrange revisions etc. • Quality assurance and due diligence. • Facilitate issuance of DOA
<p><i>Key UNDP/GEF management performance indicators/targets for Project Development:</i></p> <ol style="list-style-type: none"> 1. Time between PIF approval to CEO endorsement for each project: <ul style="list-style-type: none"> • Target for GEF trust fund project: FSP = 18 months or less, MSP 12 months or less. • Target for LDCF and SCCF: FSP/MSP = 12 months or less. 2. Time between CEO endorsement (or PAC for non GEF funded projects) to first disbursement for each project: <ul style="list-style-type: none"> • Target = 4 months or less 		
<p>Project Oversight</p>	<p><i>Management Oversight and support</i></p>	<p><i>Technical and SOF Oversight and support</i></p>
	<p><i>Project Launch/Inception Workshop</i></p> <ul style="list-style-type: none"> • Preparation and coordination. 	<ul style="list-style-type: none"> • Technical support in preparing TOR and verifying expertise for technical positions. • Verification of technical validity / match with SOF expectations of inception report. • Participate in Inception Workshop
	<p><i>Management arrangements:</i></p> <ul style="list-style-type: none"> • Facilitate consolidation of the Project Management Unit, where relevant. • Facilitate and support Project Board meetings as outlined in project document and agreed with UNDP RTA. • Provide project assurance role if specified in project document. 	<ul style="list-style-type: none"> • Technical input and support to TOR development. Troubleshooting support. • Support in sourcing of potentially suitable candidates and subsequent review of CVs/recruitment process.
	<p><i>Annual WorkPlan:</i></p> <ul style="list-style-type: none"> • Issuance of AWP. • Monitor implementation of the annual work plan and timetable. 	<ul style="list-style-type: none"> • Advisory services as required • Review AWP, and clear for ASI, where relevant.
	<p><i>Financial management:</i></p> <ul style="list-style-type: none"> • Conduct budget revisions, verify expenditures, advance funds, issue combined delivery reports, ensure no over-expenditure of budget. • Ensure necessary audits. 	<ul style="list-style-type: none"> • Allocation of ASLs, based on cleared AWP's • Return of unspent funds to donor • Monitor projects to ensure activities funded by donor comply with agreements/ProDocs • Oversight and monitoring to ensure financial transparency and clear reporting to the donor

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Stage	Country Office ¹	UNDP/GEF
	<p><i>Results Management:</i></p> <ul style="list-style-type: none"> • Alignment: link project output to CPAP Outcome in project tree in Atlas, link CPAP outcome in project tree to UNDP Strategic Plan Environment and sustainable Development Key Result Area as outlined in project document during UNDP work planning in ERBM. • Gender: In ATLAS, rate each output on a scale of 0-3 for gender relevance. • Monitoring and reporting: Monitor project results, track result framework indicators, and co-financing where relevant. Monitor risks in Atlas and prepare annual APR/PIR report where required by donor and/or UNDP/GEF. • Annual site visits – at least one site visit per year. report to be circulated no later than 2 weeks after visit completion. 	<ul style="list-style-type: none"> • Advisory services as required. • Quality assurance. • Project visits – at least one technical support visit per year.
	<p><i>Evaluation:</i></p> <ul style="list-style-type: none"> • Integrate project evaluations into CO evaluation plan. Identify synergies with country outcome evaluations. • Arrange mid-term, final, and other evaluations: prepare TOR, hire personnel, plan and facilitate mission / meetings / debriefing, circulate draft and final reports. • Participate as necessary in other evaluations. • Ensure tracking of committed and actual co financing as part of mid-term and final evaluations. • Prepare management response to project evaluations and post in UNDP ERC. 	<ul style="list-style-type: none"> • Technical support and analysis. • Quality assurance. • Compilation of lessons and consolidation of learning. • Dissemination of technical findings. • Participate as necessary in other SOF evaluations.
	<p><i>Project Closure:</i></p> <ul style="list-style-type: none"> • Final budget revision and financial closure (within 12 months after operational completion). • Final reports as required by donor and/or UNDP/GEF. 	<ul style="list-style-type: none"> • Advisory services as required. • Technical input. • Quality assurance.

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Stage	Country Office ¹	UNDP/GEF
<i>Key UNDP/GEF management performance indicators/targets for Project Oversight:</i>		
1.	Each project aligned with country outcomes and UNDP Strategic Plan Environment and Sustainable Development key results, and included in Country Office Integrated Work Plan in the ERBM: <ul style="list-style-type: none"> • Target = 100% 	
2.	Quality rating of annual APR/PIRs: Once completed and submitted, the quality of each project APR/PIR is rated by an external reviewer <ul style="list-style-type: none"> • Target = Rating of Satisfactory or above 	
3.	Quality rating of Terminal Evaluations: Once completed, the quality of each terminal evaluation is rated by an external reviewer <ul style="list-style-type: none"> • Target = Rating of Satisfactory or above 	
4.	Quality of results achieved by project as noted in terminal evaluation: the independent evaluator assigns an overall rating to the project. <ul style="list-style-type: none"> • Target = Satisfactory or above 	