Readiness Proposal

with Le Centre De Suivi Ecologique (CSE) for the Democratic Republic of Congo

2 July 2015 | NDA Strengthening & Country Programming
## Executive Summary (in one page)

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<thead>
<tr>
<th>Country (or region)</th>
<th>The Democratic Republic of Congo (Africa)</th>
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<tbody>
<tr>
<td>Submission Date</td>
<td>19/06/2015</td>
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<tr>
<td>NDA or Focal Point</td>
<td>The National Coordination for the Green Climate Fund (GCF), Ministry of Environment and Sustainable Development</td>
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### Contact Point

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<th>NDA:</th>
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<tbody>
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**Delivery Partner:** CSE (Le Centre de Suivi Ecologique)

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<tr>
<th>Name:</th>
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</tbody>
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### Readiness Area/s

1. Establishing and strengthening National Designated Authorities (NDAs) or Focal Points
2. Strategic frameworks for engagement with the Fund, including the preparation of country programmes
3. Selection of implementing entities or intermediaries, and support for accreditation
4. Initial pipelines of programme and project proposals

The DRC is endowed with enormous natural resources potential that could drive its economic development and the continent’s growth. It also has favourable climatic and geological conditions and an extensive network of rivers including the River Congo. Yet, it was ranked as the poorest nation in the world in 2013.

The newly created Ministry of Environment and Sustainable Development (where the NDA is hosted) lacks both human and financial capacity. Its staffs lack relevant technical and operational skills as they are new to the job, making it difficult to effectively engage with the Fund. Also, aligning the on-going development processes for National Adaptation Programme (NAP), Nationally Appropriate Mitigation Actions (NAMA), and Low Emission Development Strategy (LEDS) with the GCF’s investment criteria will require consultations with key stakeholders across the country. This is expected to be particularly challenging as the country implements new territorial organisation that will see its erstwhile 11 provinces increase to 24.

With this request for the standardised readiness package for activity 1 and 2, DRC expects to see the capacity of its NDA strengthened to carry out GCF-related tasks and a smooth engagement with the GCF arising from the implementation of the country programme to be developed as a result of this support.

### Request Summary (in 200 words)

**Anticipated Duration** 15/11/2015 – 14/11/2017 (24 months)

**Estimated total cost** Up to US$ 300,000
The DRC is the second largest country in Africa (almost two third the size of Western Europe) with a landmass of 2,344,799 km². It is endowed with enormous natural resources potential that could drive its economic development and the continent’s growth. The country has more than 130 million hectares, including 11 million ha of forest making up 10% of global tropical forest. Only about 3% of its landmass is hitherto exploited. It also has favourable climatic and geological conditions (making it possible to harvest 3-4 crops annually) and an extensive network of rivers including the River Congo (2² in the world in terms of flow rate), which helped build the powerful Inga hydropower dam. DRC has over 1,100 minerals and precious metals. Yet, it was ranked as the poorest nation in the world in 2013, with a GDP per capita on a purchasing power parity basis of less than US$400. Also, it remains a fragile state that is slowly recovering from over two decades of political and economic instability. It also continues to face rebellions threatening to its institutions and the population’s security. DRC’s main challenge is to lift itself out of its fragile situation and rise to a new level of development commensurate with its potential.

The country also has a high rate of deforestation – within the top ten in the world. Most of this loss of forest cover is due to family/small-scale farming for energy needs. CO₂ emissions nationally are around 3 million metric tons per year, equating to around 0.04 metric tons per person. Between 1960 and 2010 the population of DRC more than tripled to 64 million people. Approximately 70% of this population rely on agriculture for their nutrition and livelihoods, but only around 7% of the country’s area, mostly around cities, is cultivated or has livestock.

Due to climate change, temperatures are set to increase between 1 and 3 degrees Celsius. Changing temperatures are likely to have a detrimental impact of human health, especially by changing the geographical distribution of diseases. Additionally, malaria incidence is expected to rise. The national adaptation capacity will need to increase significantly to absorb these changes. Rainfall changes are less certain – models predict both increases and decreases in different parts of the country. Models do agree however that crop yields will increase in some areas of the country, such as Kivu and decrease in others, like Bandundu. Water scarcity is not an issue for the DRC, due to substantial existing resources, however people’s access to this water is an ongoing problem. Heavy rains are causing erosion and are damaging infrastructure and settlements.

The Notre Dame Global Adaptation Index ranked DRC as 161st out of 180 countries in terms of vulnerability at second to worst (183rd out of 184th) with regard to readiness.

Previous engagement with the Fund
The Democratic Republic of the Congo (DRC) has been actively engaged with the GCF from its inception, starting from the nomination of an alternative member of the GCF Board from DRC. The country then appointed a Focal Point on 18 August 2014. Later on, a National Coordination Team for the Green Climate Fund, within the Ministry of Environment, Natural Conservation, and Tourism was nominated as National Designated Authority (NDA) for DRC (11 April 2015). The DRC has actively been engaging the GCF since the designation of the FP in various ways (meetings in the margins of the COP in Lima, emails, skype calls, etc.).

Related readiness initiatives & activities
- As one of the first REDD+ target countries, due its huge forest ecosystem potential, DRC has been implementing REDD+ readiness activities and making pilot investments to mitigate some of the key drivers of deforestation and forest degradation since 2011.
- A proposal submitted to the ACCF (AfDB) on Developing an outline of a Green Growth Plan and Country Engagement on Forest Sink Capabilities for COP21. We have not yet received feedback.
- A requested for readiness support submitted to the German bilateral assistance programme (BMZ). We have not yet received feedback.
- A joint UNDP-UNEP programme that assists DRC to advance its National Adaptation Plans (NAP) process, with funding from the LDCF.
- A UNDP project for developing two detailed NAMA proposals in the renewable energy and energy efficiency sectors, with funding from the governments of Germany, Australia and the EU.
- A UNDP project for the elaboration of DRC’s LEDS to be completed by end of 2015.

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1 Results of a 2012 “survey on employment, informal sector and household consumption”, realised in September 2014 (page 21); accessible at: http://ins-rdc.org/telechargement/Rapport%20final%20enquote%20123_verfin2a.pdf
The NDA will determine how to avoid duplications, if any, with the readiness work of other donors in the country (e.g. readiness requests submitted to BMZ and ACCF) and encourage synergies between the support of GCF and other partners’ efforts.

### A.2 Justification for request

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<tr>
<td></td>
<td>Please explain how the readiness request will have an impact in your country and align with the goals of the readiness program. Please also discuss how the proposed activities are aligned with country priorities and strategies, and how link with existing climate finance initiatives in country.</td>
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</table>

The choice of the standardised readiness packages for activity 1 and 2 is motivated by the following reasons:

1. The Ministry of Environment and Sustainable Development (MESD), which hosts the NDA, has significant capacity challenges arising from its institutional evolution. It used to be just a division in charge of environment where the government would deploy staff, often not suitably qualified, as the sector had a low profile in government. With the increasing awareness of the importance of environment issues, the division was upgraded into a Ministry and its non-performing staffing complement were de facto moved to the newly created ministry, with some occupying positions of directorship. Many of these ‘old guard’ staff have now reached retirement age and are being progressively replaced with younger ones, freshly from university with limited relevant experience. Also, the recently created National Coordination for the Green Climate Fund (NDA) has only 4 staff in post out of its approved structure of 11 staff. Their capacities need strengthening, in order to effectively carry out GCF-related activities.

2. In 2013, DRC launched its Nationally Appropriate Mitigation Actions (NAMA) process. A list of 33 project ideas and policy actions were identified through a consultation process with key stakeholders particularly in agriculture and energy sectors. The country is also working on adaptation programmes focussing on (i) reducing communities’ vulnerabilities and strengthening their resilience to climate change and (ii) strengthening DRC’s capacity to manage climate-induced risks arising from drought and floods that may damage ecosystems and livelihoods of communities. Some analytical work is needed in order to better align the above national strategic priorities with the GCF investment criteria with a view to developing a pipeline of programmes and projects that can be submitted to the GCF for funding. However, the new territorial organisation increasing the number of provinces from 11 to 25 (including an increase of climate-sensitive forest provinces from 3 to 11), consultations with stakeholders and the coordination within the country will become extremely challenging.

Given that limited capacity of MESD (human and financial), DRC seeks readiness support for activity 1 (strengthening its NDA) and activity 2 (developing a country programme) in order to better engage with the GCF.

### SECTION B: SCOPE OF WORK

#### B.1 Description of activities

**Please provide detailed logical framework as an annex. See Annex I for content to build from.**

If consultancy service is required to undertake proposed activities, please also include a brief terms of reference of the service in this section or as an annex.

The initial phase of the Readiness and Preparatory Support Programme will focus on the standardised readiness package for (i) the strengthening of the National Designated Authority (NDA) / Focal Point (activity 1), and (ii) the development of strategic frameworks for engagement with the Fund, including the preparation of a country programme (activity 2). These activities are described below, with an initial logical framework included as Annex I.

**Activity 1: Strengthening the NDA**  
Recruiting national and international experts (with good command of English language) as required to provide technical and management assistance to the NDA in order to:

1. Carry out administrative and planning tasks, with the support of the CSE’s Financial and Human Resources Specialist (requested)
2. Create webpages on the NDA’s website with information on the GCF in French
3. Build the knowledge and capacity of the national coordination team for the GCF
4. Organise an awareness raising workshop with relevant key stakeholders government and non-state actors (civil society, academia and private sector) on the GCF accreditation process
5. Draft a country programme (see activity 2 below);
6. Provide logistical support (e.g. travel arrangements) in a country comparable in size to Western Europe.

The NDA may also add other activities in accordance with the Fund’s defined scope of work in the Standardised Package for NDA or Focal Point Strengthening, available at: [http://www.gcfund.org/fileadmin/00_customer/documents/Accreditation/Scope_of_Work_Package_1_NDA_Strengthening.pdf](http://www.gcfund.org/fileadmin/00_customer/documents/Accreditation/Scope_of_Work_Package_1_NDA_Strengthening.pdf).
Activity 2: Strategic Engagement Framework with the Fund

The NDA will develop a country programme by undertaking a number of activities, including:

1. Organising executive public sector stakeholders consultation and sensitisation meetings including Ministries of Environment and Sustainable Development, Industries, Trade, mining, Oil, Energies and Water Resources, Planning, Finances, Parliament, Senate, and Presidency with a view to securing their buy-in and identifying transformational investment opportunities in accordance with the Fund’s Initial results management framework;

2. Organising trainings, workshops and consultations with relevant non-state actors from the civil society (including reps of indigenous people), academia and private sector (micro, small, medium enterprises) on GCF-related issue, including consultations on the development of a country programme

3. Organising dialogues with financial institutions that may be interested in seeking accreditation by the Fund to implementing DRC’s programming priorities with respect to the Fund (Central Bank, Commercial banks, micro finance, etc.)

4. The identification of a comprehensive portfolio of projects and programmes to be submitted to the Fund for financing, building on on-going processes for National Adaptation Programme, Nationally Appropriate Mitigation Actions, and Low Emission Development Strategy (LEDS) development, in accordance with the Fund’s Initial investment framework; The NDA will develop a plan to manage any conflict of interest that may arise in delivering this particular activity; and

The NDA may add other elements of the country program and will also undertake stakeholder consultations in a manner that is consistent with the Fund’s defined scope of work in the Standardised Package for Country Strategic Frameworks, available at: http://www.gcfund.org/fileadmin/00_customer/documents/Accreditation/Scope_of_Work_Package_2_Country_Programme.pdf.

B.2 Expected results

**Activity 1**: NDA’s institutional capacities built to effectively fulfil its roles and responsibilities in relation to the Fund

**Activity 2**: Development, through a stakeholder engagement process, of a country programme to include elements provided in the Fund’s Initial general guidelines for country programmes, which will include programming priorities and programme/project concepts consistent with the Fund’s Initial results management framework and Initial investment framework

SECTION C: BUDGET (include total cost and share of GCF funding)

Please use the separate budget template provided to detailed relevant line items.

A detailed budget will be provided with the inception report. Based on the guidance from the standardised package for activities 1 and 2, the following high-level, indicative budget breakdown is envisaged:

- Consultancy fees services: US$ 125,000
- Travel & per diem of consultants: US$ 35,000
- Workshops (venue, catering, travel, per diem, materials, etc.): US$ 95,000
- Other cost (including audit costs): US$ 13,500
- Contingency: US$ 13,500
- Project management costs (CSE): 18,000

The Ministry of Environment and Sustainable Development, which hosts the NDA, plans to provide counterpart support in the form of its staff for a 2-year period. The NDA anticipates that it will need additional resources to fully undertake activities to strengthen the NDA and develop a country programme, and it may supplement the Fund’s resources with additional resources from other development partners. In doing so, the NDA will ensure duplication of funding for the same activities is prevented.

Note: please refer to the Fund’s guide on indicative budgets for the standardised packages for activity 1 and activity 2.

SECTION D: IMPLEMENTATION PLAN

D.1 Implementation arrangements

Please include information on delivery partners.

CSE, which is an accredited entity by GCF, will serve as the delivery partner and will work under the leadership and guidance of the NDA to implement the programme. With the guidance of the NDA, the CSE will hire the consultants and
procure other services to deliver Activity 1 and 2. The detailed implementation arrangements including the procurement plan and a detailed implementation plan will be further elaborated in the inception report.

### D.2 Disbursement and Implementation Schedule

The funding will be transferred to the CSE, who will act as a delivery partner, in three tranches:

- The first disbursement, which amounts US$ 100,000 (US$50,000 for Activity 1 and US$50,000 for Activity 2), will be transferred upon the submission of an inception report from the NDA to the Fund, in form and substance acceptable to the Fund, which includes detailed implementation plan, procurement plan and budget;
- The second tranche of US$ 100,000 will be transferred upon submission of an interim progress report and audited financial report, in form and substance acceptable to the Fund, including an audited expenditure statement; and
- The final disbursement of $100,000 will be made upon submission of a completion report and financial report, in form and substance acceptable to the Fund, including an audited expenditure statement.

### D.3 Procurement plan

Please provide detailed procurement plan including methods.

The CSE, in collaboration with the NDA, will competitively procure services consistent with its procurement policies:

- The terms of reference of consultants will be developed under the guidance of the NDA to include the tasks outlined in the request summary above.
- Items such as venues and travel for stakeholder workshops to be organized will also be procured consistent with the WB’s procurement policies.

Information on the process of procurement to be undertaken will be included in the inception report where such information can be provided in advance, and in any case, the process and the results will be included in interim progress and completion reports once such procurement has been undertaken and completed.

### SECTION E: MONITORING & REPORTING PLAN

Please describe the frequency and responsibility for monitoring the indicators, the source of information that will be used to measure the indicators and the timing for submitting the interim and final reports of the activities implemented and outputs and outcomes achieved.

The reports to be submitted will be as per what is included in section D.2, and will include reporting against the logical framework included in annex 1.

### SECTION F: RISK & MITIGATION MEASURES

Please describe the expected risks (external and internal) that could influence the timing and quality of the deliveries. Highlight if there might be critical risks that could compromise the overall implementation. For each risk, identify the possible early corrective measures that will be in place to avoid or mitigate any negative impact.

- **2016 elections may disrupt the implementation of the readiness programme:** The electoral cycle has already started with the registration of candidate at city and provincial levels. In the past, DRC registered significant post-election violence and this risk nationally become higher for the presidential vote that will be held before or on November 2016. As mitigation measure, the NDA expects most of the activities to be undertaken and completed before the electoral process ensues.

- **Impact of administrative restructuring on stakeholder engagement:** as provinces increase from 11 to 26, national climate policy coordination will be challenging as the number of sub-national authorities to engage will more than double. As mitigation measure, we envisage relying on representative of provincial authorities, after having sufficiently briefed them, to extend information on the Fund within their respective provinces. The use of national experts will also help to enhance the understanding of the context and facilitate consultations with Congolese parties.

- **Language barrier:** DRC is a French speaking country while GCF’s official language is English. This can potentially limit the extent to which the country engages with the Fund. As mitigation measure, we envisage recruiting some short-term bilingual consultants to complement any translation support provided directly by the Fund to translate Fund-related information in French. This will enable national stakeholders to increase their understanding of GCF.
### Annex I. Logical Framework

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<tr>
<th>Description</th>
<th>Indicators</th>
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<tr>
<td><strong>Outcomes</strong></td>
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<tr>
<td>1 NDA capacity strengthened to undertake Fund-related responsibilities</td>
<td>1.1 Knowledge acquired on the country’s climate- and development-related needs, priorities, strategies, plans, relevant institutions and stakeholders &lt;br&gt;1.2 Capacity developed to facilitate and coordinate a country coordination mechanism and multi-stakeholder engagement that results in identification of priorities and recommendations of (or no-objections on) funding proposals &lt;br&gt;1.3 Capacity and systems developed to monitor, evaluate and maintain an overview of activities of the Fund and other relevant funding mechanisms and institutions working in the country &lt;br&gt;1.4 Capacity to disseminate information, including in local languages, on the operational procedures of the Fund to country stakeholders</td>
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<td>2 Strategic framework for engagement with the Fund developed</td>
<td>2.1 Country programme developed and endorsed by country coordination mechanism &lt;br&gt;2.2 NDA-led stakeholder engagement process undertaken</td>
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<tr>
<td><strong>Outputs</strong></td>
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<tr>
<td>1.1 Presentations or other climate and development-related information materials</td>
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<td>1.2 Summaries of meetings of country coordination mechanism and multi-stakeholder engagement, including list of participants</td>
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<tr>
<td>1.3 Annual report on activities of the Fund and other relevant funding mechanisms and institutions in the country</td>
<td>To be completed based on country-specific context</td>
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<tr>
<td>1.4 Information materials on the operational procedures of the Fund in local languages (where relevant) and distribution lists of recipients</td>
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<tr>
<td>2.1 Country programme, including elements provided in the Fund’s <em>Initial Guidelines for Country Programme</em></td>
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<tr>
<td>2.2 Summaries of meetings of multi-stakeholder engagement, including list of participants</td>
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<tr>
<td><strong>Activities</strong></td>
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<td>To be completed based on country-specific context</td>
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# Summary

**Country**
The Democratic Republic of Congo (Africa)

**Date of Submission**
??/01/2016

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**NDA or Focal Point contact details**

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**Summary of proposed activities and timeline (please also include overall objective of the grant, requested grant amount and expected timeline for implementation) (maximum 350 words)**

The objective of this grant is to strengthen the capacity of the National Designated Authority (NDA) and the country ownership leading to better accessing international climate finance and to minimizing the challenges linked to the early phase of the Green Climate Fund’s (GCF) operations in Democratic Republic of Congo (DRC). Such funding aims to build capacity of the NDA to better interact with the stakeholders. With this grant, DRC expects to see the capacity of its NDA strengthened to carry out GCF-related tasks and facilitate a smooth engagement with the GCF arising from the implementation of the country program to be developed as a result of this support, taking a gender sensitive approach (readiness area 1). Furthermore, it aims to develop a strategic framework for national engagement with the Fund, as well as a country program, building on existing strategies & plans (readiness area 2). The strategic framework & country program for engagement with the GCF will ensure that programs/projects proposals submitted to GCF will increasingly meet integration of national priorities as well as promote climate relevant transformational development. The grants’ activities planned start date is February 2016 for a duration of 24 months. The project estimated budget is **USD 300,000.**
ACTIVITY AREA 1: STRENGTHENING OF NATIONAL DESIGNATED AUTHORITY

A.1 Assessment of strengths and needs

The Ministry of Environment, Wildlife Conservation, and Sustainable Development (MECSD), which hosts the National Designated Authority (NDA), has some challenges arising from its institutional evolution. It used to be a division in charge of environment where the government would deploy staff, often not suitably qualified, as the sector had a low profile in government. With the increasing awareness of the importance of environmental issues, the division was upgraded into a Ministry in 1977. The recently created National Coordination for the Green Climate Fund (NDA) is a mix between an experienced high level person and new staffs in post with environmental and finance competencies. The hosting GCF-NDA coordination is the same as the CDM-NDA for efficiency purpose. At this stage, the NDA coordination is composed of 11 staffs, plus the Coordinator and its Deputy. The Coordinator is highly skilled in international finance acquired as former World Bank staff, but is also Climate Finance researcher in the United States. He is a former Special Advisor of the Ministry of Environment in charge of External Funding and a former focal point of Congo Basin Forest Funds (CBFF). He has a long experience as a university Professor of accounting and international trade. The Deputy is a senior negotiator and one of members who conceived the GCF governing instrument. He is a long-time member of the African group at the GCF board meeting. He is a former World Bank short term staff and former African group president and CDM-NDA coordinator. Among mid management units, the organization has an engineer and an experienced environmentalist. The NDA is a mixture of new and experienced staffs in climate finance and environmental fields. There is a need to strengthen the skills of the ones with low knowledge on climate change activities.

The DRC has been managing - and is still managing - some international climate and forest funds such as Global Environmental Facility, Climate Investment Funds (CIF), AGEDUFOR, Forest Carbon Partnership Funds, Congo Basin Forest Funds, Adaptation Funds, and other bi-multilateral climate funding. The implementation of these climate funds has been under the leadership of MECSD solely, mostly with support from the Ministry of finance, and some through the unit management implemented with donors. The country has accumulated some experience in managing climate funds but still needs to improve in the field of international fiduciary standards.

In 2013, DRC launched its Nationally Appropriate Mitigation Actions (NAMA) process. A list of 33 project ideas and policy actions were identified through a consultation process with key stakeholders particularly in agriculture and energy sectors. The country is also working on adaptation programs focusing on (i) reducing communities’ vulnerabilities and strengthening their resilience to climate change and (ii) strengthening DRC’s capacity to manage climate-induced risks arising from drought and floods that may damage ecosystems and livelihoods of communities. Some analytical works are needed in order to better align the above national strategic priorities with the GCF investment criteria with a view to develop a pipeline of programs and projects that can be submitted to the GCF for funding. However, with the new territorial organisation increasing the number of provinces from 11 to 26 (including an increase of climate-sensitive forest provinces from 3 to 11), consultations with stakeholders and the coordination within the country will become extremely challenging. GCF readiness support will help drive the necessary consultation and coordination processes, through strengthened capacities of the NDA.

REDD readiness activities implemented during the last three years have built the road for the GCF activities in some areas. They set the path for better communication between the local communities, the civil society, and private sector with the NDA. However, for raising awareness on GCF, the size of the country remains an important challenge. Hence, it is crucial to benefit from GCF readiness funding in order to undertake the inception phase of readiness, taking into account the country areas. Unfortunately, the MECSD budget is the lowest among all ministries in the DRC, approximately 6 % of the total national budget amount. Given that limited capacity of MECSD (human and financial), DRC seeks readiness support for activity 1 (strengthening its NDA) and activity 2 (developing a country program) in order to better engage with the GCF.
A.2 | Key stakeholders to be involved

DRC has the tradition of stakeholders’ engagement in any forest, oil, and mining activities. The forest-based activities have brought such commitment higher. Also, involvement of the international community, through many activism organizations and green watchdogs’ associations, has increased the last decade. The REDD promoted the engagement of nongovernmental organizations, scholars and scientists, local communities, and partners in the climate policy. The existing platform of dialogue brings politicians and policy makers from parliament, senate, central and local governments who interact with the civil society groups listed above. The Forest Investment Program (FIP) from the CIF also generated a lot of consultations at the country and local levels in relation to the design of an investment program focused on climate-smart forestry. Few consultations have been done in relation to climate funds at the country level, but have not been started at the provincial and local levels.

Since the national climate policy is now a cross-cutting one, public entities evolving in the field are mainly MECSD, as well as ministries of energy, rural development, public building, and agriculture; these are the ones which lead on most climate-smart projects.

In DRC, projects development comes from different groups such as NGOs, state entities, private sponsors, etc. Many international public/private entities and NGOs are proactive in DRC; for instance, multinational businesses export biodiversity and other forest products. During the last decade, trends show that most of these private entities became interested in climate-smart projects. NGOs have also been implementing climate-smart projects in the countryside and have shown they are well organized to do so. Private SMEs, though, are less interested and will need an important boost for project development skills. The banking sector is not very much involved because of the high risk factor associated with most climate-related projects and their uncertainty.

Green media is raising but awareness on climate issues remains low for an important part of the population. Though many medias developed environmental desks, knowledge/information seems to be targeted to a certain group of people in the society. The communication tools and techniques used still focus on literate people and adults. There is still a gap in providing information to specifics groups such as villagers, women, young people, and illiterate citizens.

DRC through REDD mechanism has an inter-ministerial steering committee that is in charge of monitoring the forest deterioration and climate pollution drivers in the country. The National Council of the Clean Development Mechanism has been for the last 7 years a supreme inter-ministerial structure that was leading the investment to store CO2 to reducing greenhouse gases in the country. The CDM activities are now part of the same coordination that will play the role of NDA for both GCF and CDM projects/programmes. These existing consultation and decision structures might also be involved in the stakeholders’ engagement process for the GCF readiness activities.

The GCF consultations’ process will build on the tradition of stakeholders’ consultations aforementioned, and will rely on the existing networks while further empowering them and including groups (NGO, scientists, etc.) focused on non-forest climate change issues (waters, transportations, urbanisation, etc.).

A.3 | Proposed process for multi-stakeholder engagement

To make an effective and inclusive multi-stakeholder engagement with the Fund, the NDA will:

- Organize 1 awareness raising workshop with relevant key stakeholders’ government and non-state actors (civil society, academia and private sector) on the GCF accreditation process and discuss GCF financing opportunities.
- Organize 1 awareness workshop with head of climate change and environmental related NGOs on GCF process and goals.
- Organize 1 inter-ministerial meeting for consultations and harmonization purpose.
- Organize 2 provincial meetings in the capital city with branch of SMEs chamber of commerce and industry on GCF procedures, eligibility criteria, and keys priorities.
- Organize 1 focused brainstorming session in the capital city with private sponsors on challenges to access climate finance and the opportunities to access GCF financing.
- Organize 1 awareness raising workshop in the capital city with specific groups such as women, youths, farmers and illiterate people.
- Summaries meeting of country coordination mechanism and multi-stakeholder engagement, including list of participants.
Annual report on activities of the fund and other relevant funding mechanisms and institutions in the country
<table>
<thead>
<tr>
<th>A.4</th>
<th>Detailed plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under activity area 1, which focuses on strengthening the capacity of the NDA, the detailed activities will include the following:</td>
<td></td>
</tr>
<tr>
<td>a) Carry out administrative tasks and plan necessary trainings (with support from a recruited events specialist firm);</td>
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<tr>
<td>b) Plan and organize the multi-stakeholders’ process as described in section A3 above including two national workshops, some inter-ministerial meetings, and some smaller focused meetings and seminars dedicated to some specific stakeholders’ groups;</td>
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</tr>
<tr>
<td>c) Create webpages on the NDA’s website with information on the GCF in French (with support from an IT firm), and beyond, preparing a communication and raising awareness action plan, and carry out the proposed activities;</td>
<td></td>
</tr>
<tr>
<td>d) Build the knowledge and capacity of the NDA on GCF related matters, including: training on climate-smart program/project design and implementation and training on climate finance, mitigation and adaptation activities in the context of the GCF; training on International Fiduciary standards; to improve the capacity of the NDA team to perform its role and attract/manage more international climate finance.</td>
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<tr>
<td>e) Formalize the system for reviewing proposals and issuing recommendations (no-objections) for projects to be submitted to the GCF and the registration for CDM.</td>
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</tbody>
</table>

To support the NDA in carrying out the aforementioned tasks, the delivery partner will recruit some dedicated consultants:

- 1 senior international consultant and a national firm which will provide national experts (as trainers for the trainings mentioned in bullet point d) and to support the implementation of activities mentioned in bullet points b, c and e above.
- 1 event management firm for supporting planning of trainings, workshops Catering, Venue, and English station translation (See section A3)
- IT firm for developing the webpage
- 1 translator to translate GCR related documents from English to French and vice versa

The proposed budget for this component is approximately **USD 202,036**

**ACTIVITY AREA 2 : COUNTRY PROGRAMMES**

<table>
<thead>
<tr>
<th>B.1</th>
<th>List of national climate change policies and initiatives</th>
</tr>
</thead>
</table>

In 2013, DRC launched its Nationally Appropriate Mitigation Actions (NAMA) process. A list of 33 project ideas and policy actions were identified through a consultation process with key stakeholders, particularly in the agriculture and energy sectors. REDD strategy is one of the cornerstones in leading the country climate policy based on the reduction of forest degradation but also supporting local communities on alternative activities.

Regarding adaptation, the country submitted its National Adaptation Plan of Action (NAPA) to UNFCCC in 2006; various adaptation projects were proposed focusing on climate-resilient agriculture, forest and energy. The country is currently working on adaptation programs focusing on (i) reducing communities’ vulnerabilities and strengthening their resilience to climate change and (ii) strengthening DRC’s capacity to manage climate-induced risks arising from drought and floods that may damage ecosystems and livelihoods of communities. A NAP is also in the process of being designed, with support from UNDP-UNEP.

Recently, the country also submitted its INDC to the UNFCCC; it is expected that implementing the measures and interventions proposed in the INDC will cost 21 billion US dollars from 2021-2030, focusing on sustainable agriculture, forest and renewable energies.

The development of the GCF country programme will build on these national strategies/planned interventions to define strong engagement with the Fund, in line with national priorities.
**B.2 List of other existing relevant country strategies**

Democratic Republic of Congo engagement with the GCF will take into account some pre-existing climate-smart strategies and programmes highlighted below:

- As one of the first REDD+ target countries, due to its huge forest ecosystem potential, DRC has been implementing REDD+ readiness activities and making pilot investments to mitigate some of the key drivers of deforestation and forest degradation since 2011 with support from the Forest Carbon Partnership Facility, the UN-REDD Program and the Forest Investment Program.
- A joint UNDP-UNEP program that assists DRC in advancing its National Adaptation Plans (NAP) process, with funding from the Least Developed Country Fund.
- A UNDP project for developing two detailed NAMA proposals in the renewable energy and energy efficiency sectors, with funding from the governments of Germany, Australia and the EU. The INGA dam is in the biggest project of the country to provide clean energy and support country development but also other African countries. The country strategy on renewable energy is based on spreading micro-plants of hydroelectricity in countryside and the use of solar energy small communities.
- Recently, the country updated its Forest Investment REDD and entered through agreement with the Central African Forest Initiative (CAFI) with portfolio focuses on the main current drivers of deforestation through an approach supporting rural development and livelihoods. It also facilitates the launch and implementation of reforms and prepares for emerging drivers of change to mitigate the effects of forest transition. GCF is expected to co-finance the ¾ of the updated DRC Forest Investment Programme and the CAFI the ¼ through multi-donors (Norway, France, EU, etc.).

The GCF country programme will build on these existing climate-smart programs and strategies.

**B.3 Stakeholder consultation on country programmes**

For the past five years, DRC has built a strong network of stakeholders through the REDD+ activities. To make stakeholders’ engagement possible and effective, the best approach that has been used is to rely on activists found in civil society and the private sector. Few pre-consultation meetings held by the NDA showed the strength of such approach with additional focus on others climate change topics such as climate-resilient urbanism, clean transportation, renewable energy, and energy efficiency. While developing the GCF country program, such network of stakeholders shall be used. The pre-consultation of potential implementing entities and intermediaries that occurred a few months ago to inform them about GCF principles has allowed to make this stakeholders’ network more inclusive.

For the design of the GCF country program, the following consultation/engagement sessions are being planned:

- Organize a small meeting with private sector representatives, with a focus on SMEs (FEC, OPEC, etc.) to collect inputs on their challenges to access funding from traditional banking system but also on their manufacturing process and potential for greening their businesses;
- Organize a focused consultation with NGOs operating in the field of climate change to collect their views on the failure and weaknesses of the existing climate finance in the country through GEF, REDD, etc. and discuss on the climate change drivers in DRC.
- Organize focused consultations with some specific groups such as farmers and fishers to discuss more sustainable and climate-smart methods of fishing and farming.
- Organize focused consultation meetings with women, villagers and youths to discuss green technologies and opportunities for developing climate-smart farming practices. Also, in cities, motivate young people to develop projects and programmes for climate-smart transportation and urbanism. Finally, incentivizing innovative climate-smart technology among those attending engineers school.
- Organize a meeting with the Central Bank (the regulator of national banking activities) regarding its involvement in providing guidance to commercial banks and micro finance institutions for financing climate-smart activities in the country.
- Summaries meeting of country coordination mechanism and multi-stakeholder engagement, including list of participants.
B.4 Detailed plan for development of country programme

The starting point for developing the GCF country program will be the analysis and synthesis of the climate-smart interventions planned in the existing NAMAs, NAPA, NAP, and other climate change related strategies/programs (Step 1). This will be done by the NDA with support from an international consultant and 4 national consultants. From there, the international consultant will produce a zero draft of the GCF country program that will be discussed with the national consultants and the NDA team (Step 2). The intermediate draft will be discussed first within the MECSD, which has the lead on climate change policy (step 3), and then within the Ministries that interact with the MECSD in the elaboration of country program (Ministries of Energy and hydraulic, Agriculture, Oil, Urbanism, Infrastructure construction, Tourism, Industry, Transportation, Mining etc.) (step 4). The next stage of consultations with relevant stakeholders will be done through a national workshop including NGOs, private operators, etc. (with the understanding that national stakeholders will have been consulted before, as mentioned in section B3 above) (step 5). The final draft of the country program, including inputs from all stakeholders consulted, and consolidating key investment priorities, will be submitted to key authorities for high-level validation (step 6). After its adoption, it will become the key document for engagement with the GCF, defining priorities and principles for future investments.

In summary the following activities will be conducted:

1. Organize executive public sector stakeholders’ consultation and sensitization meetings including Ministries of Environment and Sustainable Development, Industries, Trade, mining, Oil, Energies and Water Resources, Planning, Finances), Parliament, Senate, and Presidency with a view to securing their buy-in and identifying transformational investment opportunities in accordance with the Fund’s Initial results management framework (see steps 3, 4 and 5 above);

2. Organize national workshop and consultations with relevant non-state actors from the civil society (including reps of indigenous people), academia and private sector (micro, small, medium enterprises) on GCF-related issue, including consultations on the development of a country program (see step 5 above and section B3);

3. Organize dialogues with financial institutions that may be interested in seeking accreditation by the Fund to implementing DRC’s programming priorities with respect to the Fund (Central Bank, Commercial banks, micro finance, etc.) (see section B3 above);

4. Organize a high level validation meeting of the country programme (see step 6 above).

In order to carry out the aforementioned activities, the delivery partner will procure the services of consultants and service providers to support the NDA in leading the planned activities:

- 1 International consultant and a national firm which will provide local experts for zero drafting, peer reviewing, analyzing, and synthetizing (see steps 1 and 2 above)
- Events management firm for workshops Catering, Venue, and English station translation (See steps 4,5,6 above and section B3)

The proposed budget for this component is approximately **USD 97,964**
C: LOGICAL FRAMEWORK

C.1 Detailed log frame with implementation schedule

Please provide detailed log frame including activity level. See Annex I.

D: CONSULTANTS AND EXPERT SUPPORT

D.1 Consultants

In order to support activities related to readiness area 1 (strengthening the NDA), the NDA will recruit 1 international consultant for a duration of 10 months and a national firm providing national experts for a duration of 10 months. The international consultant will focus on: (i) training on International Fiduciary standards and GCF criteria/priorities, as well as (ii) training on climate finance. Meanwhile the national firm will focus on the one hand on trainings on: (i) Mitigation projects/programs and NAMA, (ii) Adaptation projects/programs and NAPAs/NAP (iii) Country priorities on Mitigation, Adaptation, and other Climate policies and (iv) training on preparing and implementing climate smart projects; and on the other hand on carrying out project management, as well as communications/raising awareness activities. An IT firm will be recruited to design dedicated webpages on GCF in French and consultant will be hired to provide translations into French.

In order to support activities related to readiness area 2 (design of the GCF country program), the NDA will recruit 1 international consultant for a duration of 10 months and one national consulting firm providing national consultants for a duration of 10 months. The international consultant will focus on: (i) Drafting document on existing country priorities on climate change (ii) Produce a zero draft GCF country program and (iii) provide guidelines on prioritizing country interventions with regards to GCF principles and priorities. Meanwhile the national consulting firm will focus on: (i) Collecting and analysing strengths and weaknesses of the relevant documentation on existing climate change policies, strategies and programs; (ii) Reviewing the document on existing country priorities on climate Change, (iii) Providing inputs and discussing the zero draft GCF country program and (iv) Discussing guidelines on prioritizing country interventions with regards to GCF principles and priorities.

Detailed TORs for each consultant are provided in annex IV.

D.2 Procurement plan

Please describe the different procurement packages and method of procurement used for each using the attached template in Annex II. See Annex III

Suggestions will be made once we agree on the comments made above

E: BUDGET

E.1 Budget

Please provide detailed budget using the attached template. Please refer to Annex XVI of the Standardized packages document to check the eligible expenses under the grant.
Readiness_Proposal_Budget_Template.xlsx

See Annex
### Annex I: Logical framework

<table>
<thead>
<tr>
<th>OUTCOMES</th>
<th>PROJECT SUMMARY</th>
<th>INDICATORS</th>
<th>BASELINES</th>
<th>TARGETS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. NDA capacity to undertake Fund-related responsibilities and engage national stakeholders strengthened</td>
<td>1.1 Capacity to coordinate across stakeholders and facilitate effective consultation and communication</td>
<td>1.1 NDA has adequate capacity but requires additional support for its effective operationalization</td>
<td>1.1 Build skill capacities of staff in climate change field and few logistic needs. The NDA is fully operational and can perform its role as planned.</td>
<td></td>
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<tr>
<td></td>
<td>1.2 Knowledge on climate and finance priorities strengthened</td>
<td>1.2 Some knowledge on climate and finance priorities exist but the DRC National coordination of GCF (NDA) hosted by the Minister of Environment will need an additional knowledge on GCF opportunities and preparation of GCF projects specifically. Also stakeholders interacting in this process of climate change project funding will need such support from GCF.</td>
<td>1.2 Strengthened knowledge of Ministry of Environment staff and others ministries that manage climate change policies (Energy, industry, SMEs, Agriculture,….), civil society and private sector (especially SMEs) on climate change and finance.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.3 System for reviewing proposals and issuing recommendations (or no-objections) established</td>
<td>1.3 The existence of a panel inside the NDA CDM and GCF, to review submitted projects and programs is operating. However, a steering committee is being created since the responsibility and supervision of GCF and CDM activities under the same NDA have been made recently.</td>
<td>1.3 The governance and system in place for providing non-objection by the DNA is fully formalized. Improved submitted projects and programs according to GCF guidelines.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.4 Capacity and systems to monitor, evaluate and report on the activities of the Fund and other relevant finance mechanisms and institutions established</td>
<td>1.4 There is no system in place to monitor and report on GCF activities at this time. In the future, the NDA plans to implement an evaluation and a reporting system in the country. The decentralization approach will sound efficient with regards to the huge territory and the last split of provinces from 12 to 26 to support a strong monitoring of activities. The NDA may use for monitoring, evaluation, and reporting the GCF activities the REDD monitoring system through mixed ground mission (Civil Society, local government, Partners, academia, and REDD staffs) and the REDD sub-coordination in some forest provinces.</td>
<td>1.4 A system to monitor and report on GCF activities is in place and effective. Increased effectiveness of GCF activities throughout the country.</td>
<td></td>
</tr>
<tr>
<td>1.5</td>
<td>Information, including in local languages, on procedures of the Fund to disseminated to country stakeholders</td>
<td>1.5</td>
<td>Information on the procedures and opportunities of the GCF has not yet been circulated in the country. Website (bilingual) and others communication tools will be prepared in the main four local languages (Swahili, Lingala, Tshiluba, Kikongo).</td>
<td>1.5</td>
</tr>
<tr>
<td>2.1</td>
<td>Engagement of private sector, civil society, government and local government stakeholders on priorities for engagement with the fund</td>
<td>2.1</td>
<td>Meetings, workshops, one on one are regularly held in the framework of technical, steering committees, thematic area groups and sector working group framework. Existing fora will be used for engagement with the Fund, and complemented by specific consultation activities to engage with all stakeholders.</td>
<td>2.1</td>
</tr>
<tr>
<td>2.2</td>
<td>Priorities for project and concepts to be developed for accessing the fund</td>
<td>2.2</td>
<td>There exists a ministry’s planning framework, with national priorities in place, as well as NAMA and NAPA’s priorities, and the latest REDD+ plan investment which will serve as a basis for the Fund priorities. Through the strategic framework for engagement, a GCF country program will be prepared with priority investment opportunities, taking into account existing national priorities.</td>
<td>2.2</td>
</tr>
<tr>
<td>2.3</td>
<td>Country programming document developed and published in adherence with the initial guidance from the Fund</td>
<td>2.3</td>
<td>There is no GCF country program at this time. A GCF country program will be developed and published in order to further mobilize climate finance and attract new investors.</td>
<td>2.3</td>
</tr>
<tr>
<td>OUTPUTS</td>
<td>1.1</td>
<td>A process for supporting coordination across stakeholders and facilitating engagement (including periodic meetings / workshops)</td>
<td>1.1.1</td>
<td>Write up of the coordination process, and convening schedule</td>
</tr>
<tr>
<td></td>
<td>1.1.2</td>
<td>Meeting minutes and participant lists documenting engagement of at least 10 groups</td>
<td>1.1.2</td>
<td>There is no GCF coordination process and convening schedule at this time. The NDA, hosted by the Ministry of Environment, is taking the oversight lead. There will be a steering committee where others ministries and stakeholders will be overseeing the coordination assignments and the non-objection process.</td>
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<tr>
<td></td>
<td>1.2</td>
<td>Annual report on activities of the Fund and other relevant funding mechanisms and institutions in the country</td>
<td>1.2.1</td>
<td>Electronic copy of the annual report, and details of public dissemination channels</td>
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<tr>
<td></td>
<td>1.3</td>
<td>Information materials on the operational procedures of the Fund in local languages (where relevant) and distribution lists of recipients</td>
<td>1.3.1</td>
<td>Links to electronic copies of presentations, information materials, and climate and development information disseminated to distribution lists where relevant.</td>
</tr>
<tr>
<td></td>
<td>1.3.2</td>
<td>At least 3 information materials on the fund developed and disseminated to at least 4000 people</td>
<td>1.3.2</td>
<td>At this time, a power point and flyer (Soft and hard) exist on the NDA procedures and GCF key principles and priorities. They are being shared with those who are requesting. And the flyer will be available at the GCF-NDA/DRC stand in COP21. Will need more with the Readiness grant</td>
</tr>
<tr>
<td>1.4 Capacity building &amp; information sharing for NDA and relevant stakeholders</td>
<td>1.4.1. Undertake dedicated capacity building activities (trainings, workshops) for NDA and other relevant stakeholders</td>
<td>1.4.1. Information sharing has been done on GCF for some national stakeholders. During the project, dedicated capacity building activities will be undertaken to make sure the NDA and national stakeholders have all necessary knowledge to engage with the Fund. Weekly basis, the NDA coordinator share information with staffs.</td>
<td>1.4.1. Capacity built and information shared with NDA and Stakeholders. The NDA is effectively performing its tasks.</td>
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<tr>
<td>2.1. Country program, including elements provided in the Fund’s Initial Guidelines for Country Program</td>
<td>2.1.1. Copy of country program, completed using the initial guidance on country program prepared by the GCF secretariat</td>
<td>2.1.1. There is no GCF country program at this time. The existing programs on NAMAs, NAPA, and NAP will be used to define the GCF country program. The GCF readiness grant will support the analysis and synthesis of NAMAs, NAPA, and NAP aligning with the GCF priorities.</td>
<td>2.1.1. Country program completed</td>
<td></td>
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<tr>
<td></td>
<td>2.1.2. Background documentation on the program, and links to public dissemination channels</td>
<td>2.1.2. Background documentation exists but has not yet been consolidated and made available in a single source for national stakeholders.</td>
<td>2.1.2 Background documentation on the country program has been consolidated and disseminated on public links.</td>
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</tr>
<tr>
<td></td>
<td>2.1.3. Number of entities interested in being accredited</td>
<td>2.1.3. No national entity accredited. Two international entities (1 NGO and 1 private sponsor) are following the accreditation process. The Grant will support activities for raising awareness of national public entities, Banks, private sponsors, and NGOs on accreditation.</td>
<td>2.1.3 At least 5 national public entities, banks, private sponsors, or NGOs are interested in getting accredited.</td>
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</tr>
<tr>
<td>2.2. Summaries of meetings of multi-stakeholder engagement, including list of participants</td>
<td>2.2.1. Agendas and summaries from workshops convened as part of the country program process</td>
<td>2.2.1. Agenda and summaries from workshops are made public including both for national and international events. The same will be done for GCF workshops.</td>
<td>2.2.1. Agendas and summaries from GCF workshops are published.</td>
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<tr>
<td></td>
<td>2.2.2. Short note on lessons learned from country programming, and</td>
<td>2.2.2. Evidence of lessons learnt have been generated by the National Coordination and disseminated to stakeholders. The same will be done for the</td>
<td>2.2.2. At least 7 notes on lessons learnt and good practice shared</td>
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<tr>
<td>Good practices in stakeholder engagement</td>
<td>GCF country program process with notes on lessons learnt being generated and shared.</td>
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</tbody>
</table>
## Annex II: Implementation schedule

### Readiness area #1

<table>
<thead>
<tr>
<th>OUTCOMES</th>
<th>OUTPUTS</th>
<th>INDICATORS</th>
<th>ACTIVITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>NDA capacity to undertake Fund-related responsibilities and engage national stakeholders strengthened</td>
<td>1.1 A process for supporting coordination across stakeholders and facilitating engagement (including periodic meetings/workshops)</td>
<td>1.1.1 Write up of the coordination process, and convening schedule</td>
<td>1.1.1.1 Recruit international and national consultants to support NDA and strategic framework activities.</td>
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<td></td>
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<td>1.1.1.2 Organize an awareness-raising workshop with relevant key stakeholder’s government and non-state actors (civil society, academia and private sector) on the GCF accreditation process and discuss GCF financing opportunities.</td>
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<td></td>
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<td>1.1.1.3 Organize awareness workshop with head of climate change and environmental related NGO on GCF process and goals.</td>
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<td>1.1.1.4 Organize an inter-ministerial meeting for consultations and harmonization purpose.</td>
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<td>1.1.1.5 Organize provincial meetings (2) with SMEs chambers of commerce and industry on GCF procedures, eligibility criteria, and keys priorities</td>
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<td></td>
<td>1.1.1.6 Organize a brainstorming session with private sector on challenges to access climate change projects funding and the opportunity to access GCF financing.</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>1.1.1.7 Organize one awareness workshop with specific gender, youth, farmers and illiteracy people.</td>
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<tr>
<td></td>
<td>1.1.2 Meeting minutes and participant lists documenting engagement of at least 10 groups</td>
<td>1.1.2.1 Prepare and distribute minutes of the workshops</td>
<td></td>
</tr>
<tr>
<td>1.2 Annual report on activities of the Fund and other relevant funding mechanisms and institutions in the country</td>
<td>1.2.1 Electronic copy of the annual report, and details of public dissemination channels</td>
<td>1.2.1.1 Preparation of semi-annual and annual reports on readiness activities with the Fund, and dissemination through various communication channels.</td>
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</tr>
<tr>
<td>1.3 Information materials on the operational procedures of the Fund in local languages (where relevant) and distribution lists of recipients</td>
<td>1.3.1 Links to electronic copies of presentations, information materials, climate and development information disseminated to distribution lists where relevant.</td>
<td>1.3.1.1 Provide links to electronic copies of presentations, information materials, and climate and development information disseminated to distribution lists where relevant.</td>
<td></td>
</tr>
<tr>
<td>1.3.2 At least 3 information materials on the fund developed and disseminated to at least 4000 people</td>
<td>1.3.2.1 Prepare 3 information materials and disseminate them to at least 4000 people</td>
<td>1.3.2.1.1 Provide links to electronic copies of presentations, information materials, and climate and development information disseminated to distribution lists where relevant.</td>
<td></td>
</tr>
<tr>
<td>1.4 Capacity building &amp; information sharing for NDA and relevant stakeholders</td>
<td>1.4.1 Undertake dedicated capacity building activities (trainings, workshops) for NDA and other relevant stakeholders</td>
<td>1.4.1.1 Build the knowledge and capacity of the NDA on GCF related matters, including: training on climate-smart program/project design and implementation; training on climate finance, mitigation and adaptation activities in the context of the GCF and training on International Fiduciary standards; to improve the capacity of the NDA team to perform its role and attract/manage more international climate finance.</td>
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</tbody>
</table>
| 1.4.2 Formalize the system for reviewing proposals and issuing recommendations (no-
| Readiness area #2 | Strategic framework for engagement with the Fund developed | 2.1 Country programme, including elements provided in the Fund’s Initial Guidelines for Country Programmes | 2.1.1 Completed using the initial guidance on country programmes prepared by the GCF secretariat | 2.1.1.1 Organize a meeting of key stakeholders to identify a national coordination team to guide GCF engagements, especially for designing the country program. | 2.1.1.2 Analysis and synthesis of the climate-smart interventions planned in the existing NAMAs, NAPA, NAP, and other climate change related strategies/programs. | 2.1.1.3 Produce a zero draft of the GCF country program that will be discussed with the national consultants and the NDA team | 2.1.1.4 Discuss the draft country program first within the MECSD, and then within the Ministries that interact with the MECSD in the elaboration of country program | 2.1.1.5 Consultations with relevant stakeholders on the draft country program will be done through a national workshop including NGOs, private operators, etc. | 2.1.1.6 The final draft of the country program, including inputs from all stakeholders consulted, and consolidating key investment priorities, will be submitted to key authorities for high-level validation | 2.1.2 Background documentation on the programme, and links to public dissemination channels | 2.1.2.1 Collect all background documents necessary to prepare the GCF country program and make them available through various communication channels. | 2.1.3 Number of | 2.1.3.1 Organize dialogues with financial
<table>
<thead>
<tr>
<th>entities interested in being accredited</th>
<th>institutions that may be interested in seeking accreditation by the Fund to implementing DRC’s programming priorities with respect to the Fund (Central Bank, Commercial banks, micro finance, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2 Summaries of meetings of multi-stakeholder engagement, including list of participants</td>
<td>2.2.1. Agendas and summaries from workshops convened as part of the country programme process</td>
</tr>
<tr>
<td>2.2.1.1 Develop a workshop report for the country program workshop, summarizing main messages/conclusions and next steps.</td>
<td></td>
</tr>
<tr>
<td>2.2.1.2 Disseminate all agendas and summaries from workshops convened as part of the country program process.</td>
<td></td>
</tr>
<tr>
<td>2.2.2 Short note on lessons learned from country programming, and good practices in stakeholder engagement</td>
<td></td>
</tr>
<tr>
<td>2.2.2.1 Prepare short notes on lessons learned from country programming, and good practices on stakeholder’s engagement.</td>
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<tr>
<td>2.2.2.2 Disseminate the aforementioned notes.</td>
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</tbody>
</table>
Annex III: Procurement Plan

PROCUREMENT PLAN

The procurement plan will cover the implementation period. The implementing entity shall update the procurement plan throughout the duration of the project at least annually by including contracts previously awarded. All procurement plans, their updates or modifications shall be published on the website of the implementing entity.

General Information

<table>
<thead>
<tr>
<th>Project Name: Readiness and Preparatory Support Programme</th>
<th>Executing Agency: CENTRE DE SUIVI ECOLOGIQUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country: DEMOCRATIC REPUBLIC OF CONGO</td>
<td>Grant Agreement Number:</td>
</tr>
<tr>
<td>Grant Amount: 300,000 USD</td>
<td></td>
</tr>
<tr>
<td>Date of First Procurement Plan 01/10/2016</td>
<td>Date of updated Procurement Plan</td>
</tr>
</tbody>
</table>

A. Process Thresholds, Review - Month Procurement Plan

1. Project Procurement Thresholds

1. The following national process thresholds shall apply to procurement of goods and works

<table>
<thead>
<tr>
<th>Method</th>
<th>Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Competitive / Full Tender</td>
<td>&gt; FCFA 15,000,000 (equiv. USD 25,000*)</td>
</tr>
<tr>
<td>Request for three quotations (RFQ)</td>
<td>FCFA 3,000,000 &gt; FCFA 15,000,000 (equiv. USD 5,000 - 25,000* USD)</td>
</tr>
<tr>
<td>Single source /Shopping</td>
<td>&lt; FCFA 3,000,000 (equiv. USD 5,000*)</td>
</tr>
</tbody>
</table>

* This is based on the following rate: USD 1 = FCFA 600. This is subject to change

2. Intellectual services

<table>
<thead>
<tr>
<th>Method</th>
<th>Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Competitive / Full Tender</td>
<td>&gt; FCFA 32,000,000 (equiv. USD 53,333*)</td>
</tr>
<tr>
<td>Request for three quotations (RFQ)</td>
<td>FCFA 5,000,000 &gt; FCFA 32,000,000 (equiv. USD 8,333 - 53,333* USD)</td>
</tr>
<tr>
<td>Single source /Shopping</td>
<td>&lt; FCFA 5,000,000 (equiv. USD 8,333*)</td>
</tr>
</tbody>
</table>

* This is based on the following rate: USD 1 = FCFA 600. This is subject to change

Note: Exceptions for single source
- Goods, works, services available from one supplier or contractor
- Urgent need Disaster, force majeure

Depending on its nature, any tender may be made an international tender regardless of its value

2. National Prior or Post Review
2. The following national prior or post review requirements apply to the various procurement and consultant recruitment methods used for the project.

<table>
<thead>
<tr>
<th>Procurement Method</th>
<th>Prior or Post</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement of Goods and Works</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Open competitive/Full Tender</td>
<td>post</td>
<td></td>
</tr>
<tr>
<td>Request for quotation (RFQ)</td>
<td>post</td>
<td></td>
</tr>
<tr>
<td>Single source/Shopping</td>
<td>post</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recruitment of Consulting Firms</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>National consultant services</td>
<td>post</td>
<td></td>
</tr>
<tr>
<td>International consultant services</td>
<td>post</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recruitment of Individual Consultants</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual consultant services</td>
<td>post</td>
<td></td>
</tr>
</tbody>
</table>

3. Goods and Works Contracts Estimated (140,800)

3. The following table lists goods and works contracts for which procurement activity is either on going or expected to commence within the next 12 months.

<table>
<thead>
<tr>
<th>General Description</th>
<th>Contract Value</th>
<th>Procurement Method</th>
<th>Prequalification of Bidders (y/n)</th>
<th>Advertisemen t Date (quarter/year)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provision of hotel services for workshops and meetings of stakeholders including refreshment and hall rent/ Provision of workshops / meeting material</td>
<td>29,600</td>
<td>Open competitive/Full Tender</td>
<td>n</td>
<td></td>
<td>To use existing framework contracts</td>
</tr>
<tr>
<td>Catering – meals, lunches, tea and coffee breaks etc. for participants attending smaller meetings</td>
<td>22,200</td>
<td>Open competitive/Full Tender</td>
<td>y</td>
<td></td>
<td>The events management firm will be procured for those tasks</td>
</tr>
<tr>
<td>Airfare tickets for NDA’s local travel</td>
<td>1,200</td>
<td>Single source</td>
<td>n</td>
<td></td>
<td>Request will be send to our travel agency</td>
</tr>
<tr>
<td>DSA/Perdiem of NDA’s local travel</td>
<td>1,200</td>
<td>N/A</td>
<td>n</td>
<td></td>
<td>The DSA will be handled according to CSE’s payment/disbursement rules</td>
</tr>
<tr>
<td>Reimbursement of transport for participants attending meeting/workshop/training</td>
<td>28,000</td>
<td>to be determined</td>
<td>n</td>
<td></td>
<td>Refunds for transport/reimbursement for transport</td>
</tr>
<tr>
<td>Media coverage for workshops</td>
<td>7,800</td>
<td>single source</td>
<td>n</td>
<td></td>
<td>Single source from National TV</td>
</tr>
<tr>
<td>General Description</td>
<td>Contract Value</td>
<td>Recruitment Method¹</td>
<td>Advertisement Date (quarter/year)</td>
<td>International or National Assignment</td>
<td>Comments</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------</td>
<td>---------------------</td>
<td>-----------------------------------</td>
<td>--------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Hiring international consultants to support NDA activities (Activity Area 1)</td>
<td>36,000</td>
<td>Open Competitive / Full Tender</td>
<td></td>
<td>International Assignment</td>
<td>TORs will be published in CSE’s websites as well as on CSE’s network of partners</td>
</tr>
<tr>
<td>Hiring international consultants to support design of country programme (Activity Area 2)</td>
<td>24,000</td>
<td>Open Competitive / Full Tender</td>
<td></td>
<td>International Assignment</td>
<td>TORs will be published in CSE’s websites as well as on CSE’s network of partners</td>
</tr>
<tr>
<td>Hiring national consulting firm to provide national experts to support NDA activities (Activity Area 1)</td>
<td>30,000</td>
<td>Request for quotation</td>
<td></td>
<td>National Assignment</td>
<td>ToR will be sent to a short list of reputable consulting firm at national level</td>
</tr>
<tr>
<td>Hiring national consulting firm to provide national experts to support design of country programme (Activity Area 2)</td>
<td>25,000</td>
<td>Request for quotation</td>
<td></td>
<td>National Assignment</td>
<td>ToR will be sent to a short list of reputable consulting firm at national level</td>
</tr>
<tr>
<td>IT Firm for the development of webpage</td>
<td>10,000</td>
<td>request for quotation</td>
<td></td>
<td>National Assignment</td>
<td>bilingual webpage</td>
</tr>
<tr>
<td>Audit costs</td>
<td>7,000</td>
<td>Single source</td>
<td></td>
<td>National Assignment</td>
<td>ToR will be sent to reputable audit firms operating in the country</td>
</tr>
</tbody>
</table>

¹ QCBS
Annex IV: Terms of Reference for the Consultants

You can include the TORs for all consultants to be recruited under the grant

**TOR 1: INTERNATIONAL CONSULTANT FOR BUILDING THE KNOWLEDGE AND CAPACITY OF THE NDA ON GCF RELATED MATTERS**

**Call for expressions of interest: Recruitment of an International Consultant for trainings on design of climate-smart project/program and on fiduciary, social and environmental standards, on behalf of the National Coordination of the Green Climate Fund in Democratic Republic of Congo**

AMI No. 01/Readiness-DRC/UFC/CSE_Senegal/2016

**Deadline for submission: 29/04/2016**  
**Published: 15/03/2016**  
**Number of person to recruit: 01**

The Democratic Republic of Congo (DRC) is the second largest country in Africa with a landmass of 2,344,799 km². It is endowed with enormous natural resources potential that could drive its economic development and the continent's growth. The country has more than 130 million hectares, including 11 million hectares of forest and an extensive network of rivers including the Congo River. DRC has over 1,100 minerals and precious materials. Despite its resources, it is ranked among the poorest countries in the world with a low GDP per capita. Also, it remains a fragile state that is slowly recovering from over two decades of economic and political instability. Today, the country continues to face rebellions threatening to its institutions and the population’s security. DRC's main challenge is to lift itself out of its fragile situation and rise on the stage of emerging countries through its potential.

This is why DRC has designated the National Coordination for the Green Climate Fund as its National Designated Authority (NDA) for engagement with the Fund and has also requested readiness support for developing a strategic framework.

The GCF readiness grant program aims to develop the capacity of the NDA to engage with national, regional and sub-regional governments, civil society and private sector stakeholders with regard to the priorities defined by the Fund and by adopting specific approach integrating gender principles (*readiness area 1*).

Furthermore, this program aims to develop a strategic framework for the national engagement to the Fund and to develop a country program, building on existing strategies and plans (*readiness area 2*).

The implementation of the two components of the readiness program is projected to generate national interest and thus enhance access of DRC to climate finance through
preparation of the country program. The Strategic Framework and the country program will enable the designated authority and stakeholders to ensure a concomitant consideration of the GCF requirements and national priorities across sectors of the national economy.

In order to implement its activities, the National Coordination of the Green Climate Fund wishes to hire a Consultant responsible for conducting trainings on international fiduciary, and environmental and social standards.

The Consultant will be recruited for a 60 days period spread over 10 months.

I. **Objective:**

The main objective of the mission is to enable the delegation of the National Coordination for the Green Climate Fund to have a better knowledge of climate-smart project/programs (mitigation and adaptation); a good understanding of and environmental and social standards at national and international level; and a better capacity to share GCF related information and data in French and English. These trainings will allow the NDA team to have all the required skills to oversee mitigation and adaptation projects and / or programs while taking into account the requirements of the GCF.

II. **Tasks and responsibilities:**

The consultant has in charge the training of the members of the National Coordination for the Green Climate Fund on all international fiduciary standards as well as environmental and social standards at national and international level which are relevant in the context of implementation of an adaptation project to climate change.

He will have to:

- conduct trainings on international fiduciary standards and on GCF’s standards;
- conduct trainings on climate-smart program/project design;
- climate finance, mitigation and adaptation activities in the context of the GCF;
- support the NDA in organizing multi-stakeholders’ process and the formalizing the system for reviewing proposals and issuing recommendations (no-objections) for projects to be submitted to the GCF and the registration for CDM;
- verify the accuracy of the translation made by the national expert

III. **Required qualifications and experiences :**

The Consultant shall meet the following qualifications and skills:
- Engineering Diploma, Master or Doctorate in Environmental Sciences, Environmental Economics, Climate Finance, Project management;
- Have at least 05 years of experience in similar missions;
- Provide at least 02 references as a trainer in international fiduciary standards and in environmental and social standards;
- Have a good experience and knowledge in international fiduciary standards;
- Good knowledge and understanding of social and environmental standards in international and national organizations;
- Have a good knowledge and understanding of GCF’s fiduciary, social and environmental standards;
- Have a good knowledge of the local environmental and social context;
- Good computer skills (Word, Excel, PowerPoint);
- Be able to work under pressure;
- Be fluent in French and have good knowledge of English;

The expressions of interest, written in French, should be sent to the Climate Finance Unit of the Centre de Suivi Ecologique no later than 29/04/2016 at 5pm local time in Dakar and clearly marked the mention:

**AMI No. 01/Readiness-DRC/UFC/CSE_Senegal/2016: Recruitment of an International Consultant for training on designing climate-smart project/programme and on fiduciary, social and environmental standards, on behalf of the National Coordination of the Green Climate Fund in DRC**

The application should include:
1. A two pages cover letter;
2. A detailed curriculum vitae;
3. A certified copy of the original diplomas, certificates or any other document justifying the education and experience.

Applicants who are interest can obtain further information on the terms of reference from Monday to Friday at the address below:

**Email** :  dethie@cse.sn or coumba.diop@cse.sn
**Adresse** : Centre de Suivi Ecologique
             Rue Leon Gontran Damas, Fann Residence, Dakar, Senegal
**PO Box**:  15532, Dakar-Fann, Dakar, Senegal
**Contact** : +221 338258066 or +221 338258067
**Fax** : +221 338258168
TOR 2: HIRING A NATIONAL CONSULTANCY FIRM TO PROVIDE EXPERTS FOR BUILDING THE KNOWLEDGE AND CAPACITY OF THE NDA ON GCF RELATED MATTERS

Call for expressions of interest: Recruitment of a national consultancy firm in charge of providing national experts for training on climate-smart program/project design and implementation, training on international fiduciary social and environmental standards and GCF’s criteria and translation of GCF related documents; on behalf of the National Coordination of the Green Climate Fund in Democratic Republic of Congo
AMI No. 02/Readiness-DRC/UFC/CSE_Senegal/2016

Deadline for submission: 29/04/2016
Published: 15/03/2016
Number of firm to recruit: 01

The Democratic Republic of Congo (DRC) is the second largest country in Africa with a landmass of 2,344,799 km². It is endowed with enormous natural resources potential that could drive its economic development and the continent's growth. The country has more than 130 million hectares, including 11 million hectares of forest and an extensive network of rivers including the Congo River. DRC has over 1,100 minerals and precious materials. Despite its resources, it is ranked among the poorest countries in the world with a low GDP per capita. Also, it remains a fragile state that is slowly recovering from over two decades of economic and political instability. Today, the country continues to face rebellions threatening to its institutions and the population's security. DRC’s main challenge is to lift itself out of its fragile situation and rise on the stage of emerging countries through its potential.

This is why DRC has designated the National Coordination for the Green Climate Fund as its National Designated Authority (NDA) for engagement with the Fund and has also requested readiness support for developing a strategic framework.

The GCF readiness grant program aims to develop the capacity of the NDA to engage with national, regional and sub-regional governments, civil society and private sector stakeholders with regard to the priorities defined by the Fund and by adopting specific approach integrating gender principles (readiness area 1).

Furthermore, this program aims to develop a strategic framework for the national engagement to the Fund and to develop a country program, building on existing strategies and plans (readiness area 2).

The implementation of the two components of the readiness program is projected to generate national interest and thus enhance access of DRC to climate finance through preparation of the country program. The Strategic Framework and the country program will
enable the designated authority and stakeholders to ensure a concomitant consideration of the GCF requirements and national priorities across sectors of the national economy.

In order to implement its activities, the National Coordination of the Green Climate Fund in DRC wishes to hire a consultancy firm which will provide national experts to assist the international consultant in conducting the training sessions and to translate the GCF activities related documents into English and vice versa.

The consultancy firm will be hired for a 60 days period spread over 10 months.

I. Objective:

The main objective of the mission is to develop good capacities for the National Coordination for the Green Climate Fund in designing climate-smart project/programs (mitigation and adaptation), having a good understanding of international fiduciary standards and GCF’s criteria and sharing GCF related information and data in French and English. The training sessions, will allow the NDA team to have all the required skills to carry out mitigation and adaptation projects and / or programs throughout the project lifespan, taking into account the GCF’s requirements.

II. Tasks and responsibilities:

The national firm will be responsible for providing consultants and experts to supplement and support the training provided by the international consultant. The tasks of these national experts cover the following areas:

- assist the international consultant in conducting training on international fiduciary standards and on GCF’s standards;
- assist the international consultant in conducting training on climate-smart program/project design;
- assist the international consultant in conducting training on climate finance, mitigation and adaptation activities in the context of the GCF;
- support the NDA in organizing multi-stakeholders’ process and the formalizing the system for reviewing proposals and issuing recommendations (no-objections) for projects to be submitted to the GCF and the registration for CDM
- translating GCF related documents into English and vice-versa

III. Required qualifications and experiences:

- Experienced 10 years in the recruitment of consultants;
- Experienced at least 05 years in the recruitment of experts for the implementation of training;
- Good knowledge of climate finance needs.

The expressions of interest, written in French, should be sent to the Climate Finance Unit of the Centre de Suivi Ecologique no later than 29/04/2016 at 5pm local time in Dakar and clearly marked the mention:

“AMI No. 02/Readiness-DRC/UFC/CSE_Senegal/2016:
Recruitment of a national consultancy firm in charge of providing national experts for training on climate-smart project/programme design, training on international fiduciary social and environmental standards and GCF’s criterias, and translation of GCF related information and data, on behalf of the National Coordination of the Green Climate Fund in DRC”

The interested firms can obtain further information on the Terms of Reference from Monday to Friday at the address below:

<table>
<thead>
<tr>
<th>Email</th>
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</tr>
<tr>
<td>Fax</td>
<td>+221 338258168</td>
</tr>
</tbody>
</table>
TOR 3: “International consultant for supporting stakeholders consultation and preparing Country programme and Workshop documents”

Call for expressions of interest: Recruitment of an International Consultant for organizing stakeholder consultations and preparing a country programme document, on behalf of the National Coordination of the Green Climate Fund
AMI No. 03/Readiness-DRD/UFC/CSE_Senegal/2016

Deadline for submission: 29/04/2016
Published: 15/03/2016
Number of person to recruit: 01

The Democratic Republic of Congo (DRC) is the second largest country in Africa with a landmass of 2,344,799 km². It is endowed with enormous natural resources potential that could drive its economic development and the continent’s growth. The country has more than 130 million hectares, including 11 million hectares of forest and an extensive network of rivers including the Congo River. DRC has over 1,100 minerals and precious materials. Despite its resources, it is ranked among the poorest countries in the world with a low GDP per capita. Also, it remains a fragile state that is slowly recovering from over two decades of economic and political instability. Today, the country continues to face rebellions threatening to its institutions and the population’s security. DRC’s main challenge is to lift itself out of its fragile situation and rise on the stage of emerging countries through its potential.

This is why DRC has designated the National Coordination for the Green Climate Fund as its National Designated Authority (NDA) for engagement with the Fund and has also requested readiness support for developing a strategic framework.

The GCF readiness grant program aims to develop the capacity of the NDA to engage with national, regional and sub-regional governments, civil society and private sector stakeholders with regard to the priorities defined by the Fund and by adopting specific approach integrating gender principles (readiness area 1).

Furthermore, this program aims to develop a strategic framework for the national engagement to the Fund and to develop a country program, building on existing strategies and plans (readiness area 2).

The implementation of the two components of the readiness program is projected to generate national interest and thus enhance access of DRC to climate finance through preparation of the country program. The Strategic Framework and the country program will
enable the designated authority and stakeholders to ensure a concomitant consideration of the GCF requirements and national priorities across sectors of the national economy.

In order to implement its activities, the National Coordination of the Green Climate Fund wishes to hire a consultant to support the stakeholder consultation process and to prepare the country programme document.

The Consultant will be recruited for a 40 period spread over 10 months

I. **Objective:**

The main objective of the mission is to enable the delegation of the National Coordination for the Green Climate Fund to undertake appropriately national stakeholder consultations and to prepare a country programme document taking into account all national and GCF’s requirements.

II. **Tasks and responsibilities:**

The Consultant has in charge the drafting of documents for the required workshops. He will have to:

- Support the NDA team in organizing stakeholder consultations;
- Prepare a country programme document.

III. **Required qualifications and experiences:**

The Consultant shall meet the following skills and qualifications:

- Engineering Diploma or Master in Environmental Sciences, Environmental Economics, Finance, Management, Marketing & Communication, etc. ;  
- Have at least 2 years of experience in a similar position;  
- Good knowledge of Climate policies in Central Africa in general and DRC in particular;  
- Have a good knowledge in adaptation and mitigation projects;  
- Have knowledge on coordination and climate policies impacts on other national policies;  
- Have knowledge on the evolution of climate policy at the global level and DRC is an asset;  
- Good computer skills (Word, Excel, PowerPoint);  
- Ability to work under pressure, manage priorities and to work in teams;  
- Fluent in French and have a good knowledge of English;  
- Having an analytical mind;
- Having already participated in such workshops.

The expressions of interest, written in French, should be sent to the Climate Finance Unit of the Centre de Suivi Ecologique no later than 29/04/2016 at 5pm local time in Dakar and clearly marked the mention:

“AMI No. 03/Readiness-DRC/UFC/CSE_Senegal/2016:
Recruitment of an International Consultant for organizing stakeholder consultations and preparing a country programme document, on behalf of the National Coordination of the Green Climate Fund in DRC”

The application should include:
1. A two pages cover letter;
2. A detailed curriculum vitae;
3. A certified copy of the original diplomas, certificates or any other document justifying the education and experience.

Applicants who are interest can obtain further information on the terms of reference from Monday to Friday at the address below:

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</tbody>
</table>
TOR 4: FIRM RECRUITING CONSULTANTS AND EXPERTS FOR THE NATIONAL COORDINATION FOR THE GREEN CLIMATE FUND

Call for expressions of interest: Recruitment of a national consultancy firm for providing national experts for organizing stakeholder consultations and preparing a country programme document, on behalf of the National Coordination of the Green Climate Fund AMI No. 04/Readiness-DRC/UFC/CSE_Senegal/2016

Deadline for submission: 29/04/2016
Published: 15/03/2016
Number of firm to recruit: 01

The Democratic Republic of Congo (DRC) is the second largest country in Africa with a landmass of 2,344,799 km². It is endowed with enormous natural resources potential that could drive its economic development and the continent’s growth. The country has more than 130 million hectares, including 11 million hectares of forest and an extensive network of rivers including the Congo River. DRC has over 1,100 minerals and precious materials. Despite its resources, it is ranked among the poorest countries in the world with a low GDP per capita. Also, it remains a fragile state that is slowly recovering from over two decades of economic and political instability. Today, the country continues to face rebellions threatening to its institutions and the population’s security. DRC’s main challenge is to lift itself out of its fragile situation and rise on the stage of emerging countries through its potential.

This is why DRC has designated the National Coordination for the Green Climate Fund as its National Designated Authority (NDA) for engagement with the Fund and has also requested readiness support for developing a strategic framework.

The GCF readiness grant program aims to develop the capacity of the NDA to engage with national, regional and sub-regional governments, civil society and private sector stakeholders with regard to the priorities defined by the Fund and by adopting specific approach integrating gender principles (readiness area 1).

Furthermore, this program aims to develop a strategic framework for the national engagement to the Fund and to develop a country program, building on existing strategies and plans (readiness area 2).

The implementation of the two components of the readiness program is projected to generate national interest and thus enhance access of DRC to climate finance through preparation of the country program. The Strategic Framework and the country program will enable the designated authority and stakeholders to ensure a concomitant consideration of the GCF requirements and national priorities across sectors of the national economy.
In order to implement its activities, the National Coordination of the Green Climate Fund wishes to hire a consultancy firm which will provide national expert for organizing stakeholder consultations and preparing a country programme document.

The Consultants will be recruited for a 50 days period spread over 10 months

I. **Objective**:

II. The main objective of the mission is to enable the delegation of the National Coordination for the Green Climate Fund to undertake appropriately national stakeholder consultations and to preparer a country programme document taking into account all national and GCF’s requirements **Tasks and responsibilities**:

As a part of its mission, the chosen firm has to provide national a national expert:

- to assist the international consultant in supporting the NDA team in organizing stakeholder consultations;
- to assist the international expert in preparing a country programme document;
- translating GCF related documents into English and vice-versa

III. **Required qualifications and experiences**:

- Have at least a 10 years’ experience in the recruitment of national and international consultants;
- Have at least a 05 years of experience in the recruitment of experts for adaptation to climate change projects;
- Good knowledge of climate finance needs.

Expressions of interest, **written in French**, should be sent to the Climate Finance Unit of the Centre de Suivi Ecologique no later than **29/4/2016 at 5pm** local time in Dakar and wear clearly marked

"AMI No. 04/Readiness-DRC/UFC/CSE_Senegal/2016: Recruitment of a national firm for organizing stakeholder consultations and preparing a country programme document, on behalf of the National Coordination of the Green Climate Fund in DRC"

The interested firms can obtain further information on the Terms of Reference from **Monday to Friday** at the address below:

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</tbody>
</table>
Call for expressions of interest: Recruitment of IT Firm to develop a web page on behalf of the National Coordination of the Green Climate Fund in Democratic Republic of Congo
AMI No. 05/Readiness-DRC/UFC/CSE_Senegal/2016

Deadline for submission: 29/04/2016
Published: 15/03/2016
Number of firm to recruit: 01

The Democratic Republic of Congo (DRC) is the second largest country in Africa with a landmass of 2,344,799 km². It is endowed with enormous natural resources potential that could drive its economic development and the continent’s growth. The country has more than 130 million hectares, including 11 million hectares of forest and an extensive network of rivers including the Congo River. DRC has over 1,100 minerals and precious materials. Despite its resources, it is ranked among the poorest countries in the world with a low GDP per capita. Also, it remains a fragile state that is slowly recovering from over two decades of economic and political instability. Today, the country continues to face rebellions threatening to its institutions and the population’s security. DRC’s main challenge is to lift itself out of its fragile situation and rise on the stage of emerging countries through its potential.

This is why DRC has designated the National Coordination for the Green Climate Fund as its National Designated Authority (NDA) for engagement with the Fund and has also requested readiness support for developing a strategic framework.

The GCF readiness grant program aims to develop the capacity of the NDA to engage with national, regional and sub-regional governments, civil society and private sector stakeholders with regard to the priorities defined by the Fund and by adopting specific approach integrating gender principles (readiness area 1).

Furthermore, this program aims to develop a strategic framework for the national engagement to the Fund and to develop a country program, building on existing strategies and plans (readiness area 2).

The implementation of the two components of the readiness program is projected to generate national interest and thus enhance access of DRC to climate finance through preparation of the country program. The Strategic Framework and the country program will enable the designated authority and stakeholders to ensure a concomitant consideration of the GCF requirements and national priorities across sectors of the national economy.
In order to implement its activities, the National Coordination of the Green Climate Fund wishes to hire an IT firm to develop a webpage dedicated to the GCF related activities and information.

The Consultants will be recruited for a 40 days period spread over 2 months.

I. **Objective:**

The main purpose of this assignment is to create a webpage which will provide accurate and timely information on GCF related activities.

II. **Tasks and responsibilities:**

The IT Firm will be in charge to:

- Secure the existing site during the transition to the new platform; preservation of all current website content and functionality.
- Create a web page with data on GCF related activities;
- Use simple, cost-effective techniques to test designs with relevant users before implementation of major features such as restructuring the main navigation menu.
- Optimize the page for low bandwidth users.
- Implement a basic “blog” function with integrated twitter and Facebook posting.
- Add a comprehensive search functionality to the web page.
- Develop a maintenance guide and build the capacity of a staff from the NDA team on how to ensure regular update of the webpage content.

III. **Required qualifications and experiences:**

- Proven experience of web design and support in the international development sector.
- Strong experience in developing in well-known and widely used open source platforms, such as Drupal, Joomla, WordPress, etc.
- Understanding of End Users needs to match with adequate technical solutions.
- Strong track record in web site design security and administration; Google analytics; Search Engine Optimization.
Expressions of interest, **written in French**, should be sent to the Climate Finance Unit of the Centre de Suivi Ecologique no later than **29/04/2016 at 5pm** local time in Dakar and clearly marked the mention:

“AMI No. 05/Readiness-DRC/UFC/CSE_Senegal/2016”

**Recruitment of IT Firm to develop a web page on behalf of the National Coordination of the Green Climate Fund in DRC**

The interested firms can obtain further information on the Terms of Reference from **Monday to Friday** at the address below:

<table>
<thead>
<tr>
<th>Email</th>
<th><a href="mailto:dethie@cse.sn">dethie@cse.sn</a> or <a href="mailto:coumba.diop@cse.sn">coumba.diop@cse.sn</a></th>
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<tbody>
<tr>
<td>Adresse</td>
<td>Centre de Suivi Ecologique</td>
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<td>Rue Leon Gontran Damas, Fann Residence, Dakar, Senegal</td>
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