

Readiness Proposal

with the Ministry of Nature Protection for the Republic of Armenia

8 December 2017 | NDA Strengthening & Country Programming



**GREEN
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Readiness and Preparatory Support Proposal

How to complete this document?

-A [readiness guidebook](#) is available to provide information on how to access funding under the GCF Readiness and Preparatory Support programme. It should be consulted to assist in the completion of this proposal template.

-This document should be completed by National Designated Authorities (NDAs) or focal points with support from their delivery partners where relevant.

-Please be concise. If you need to include any additional information, please attach it to the proposal.

-Information on the indicative list of activities eligible for readiness and preparatory support and the process for the submission, review and approval of this proposal can be found on pages 11-13 of the guidebook

Where to get support?

-If you are not sure how to complete this document, or require support, please send an e-mail to countries@gcfund.org. We will aim to get back to you within 48 hours.

-You can also complete as much of this document as you can and then send it to countries@gcfund.org. We will get back to you within 5 working days to discuss your submission and the way forward.

Note: Environmental and Social Safeguards and Gender

Throughout this document, when answering questions and providing details, please make sure to pay special attention to environmental, social and gender issues, in particular to the situation of vulnerable populations, including women and men. Please be specific about proposed actions to address these issues. Consult page 4 of the readiness guidebook for more information.

SECTION 1: SUMMARY	
1. Country submitting the proposal	<p>Country name: Republic of Armenia Name of institution (representing National Designated Authority or Focal Point): Ministry of Nature Protection of the RA</p> <p>Name of official: Artsvik Minasyan Position: Minister Telephone: +37411 818513 Email: interdpt@mnp.am Full Office address: RA Ministry of Nature Protection, Government Building 3, Republic Square, Yerevan 0010, Armenia</p>
2. Date of initial submission	27/March/2016
3. Last date of resubmission (if applicable)	1/11/2017
4. Which entity will implement the Readiness and Preparatory Support project? (Provide the contact information if entity is different from NDA/focal point)	<p><input checked="" type="checkbox"/> National Designated Authority <input type="checkbox"/> Delivery partner <input type="checkbox"/> Accredited entity</p> <p>Name of institution: “Environmental project implementation unit” SA(SA EPIU)under NDA</p> <p>Name of official: Meruzhan Galstyan Position: Director Telephone: +37410 65 16 31 Email: info@cep.am Full Office address: 129 Armenakyan str., Yerevan, Armenia 0047</p>
5. Title of the Readiness and Preparatory Support Proposal	Establishing and Strengthening National Designated Authorities (NDAs) and Strategic frameworks for engagement with the Fund, including the preparation of country programmes
6. Brief summary of the request(200 words)	<p>The Ministry of Nature Protection of the Republic of Armenia has identified the following issues as the main challenges in its engagement with the Fund:</p> <ul style="list-style-type: none"> – Weak capacities of the staff; – Lack of detailed information available for relevant stakeholders; and – Need of inter-institutional coordination mechanisms for coordination on matters related to the Fund. <p>Additionally, there is a clear need to articulate all climate change legal and policy documents and prioritize critical investments for the development of project/program proposals, identifying as well relevant stakeholders in the potential implementation of such projects and national programme.</p> <p>In this context, the support is required in the first place to strengthen the capacities of a small team within the NDA to gain expertise on the Fund’s operations, streamline the procedure for issuance of “no objection letter” and to support appropriate oversight of Fund activities at the country level.</p> <p>The Armenian Government has shown interest in strengthening the capacities of</p>

	<p>the NDA to leverage proactive participation of different stakeholders at national level, including the private sector. The Fund’s readiness support will enable to develop the tools and provide the platforms for broad dissemination of information relevant to improve the country’s access to international climate finance, particularly the Green Climate Fund.</p> <p>The support will also help to establish a clear climate change priority investment framework for identification and preparation of funding proposals to be presented to the Fund in 2017 and 2018 and will help country authorities identify other relevant stakeholders from private sector and civil society to implement programming priorities of the country and facilitate direct access to the GCF resources.</p>
<p>7. Total requested amount and currency</p>	<p>300000 USD</p>
<p>8. Anticipated duration</p>	<p>November/2017-May/2019(18 months)</p>
<p>9. Is the country receiving other Readiness and Preparatory Support related to the GCF?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please attach the relevant scope of work, and briefly (100 words) describe the scope of support provided by other institutions</p> <p>The Armenia’s NDA has issued letter of no objection to UNDP as GCF Accredited Entity to develop and request assistance for “National Adaptation Plan (NAP) to advance medium and long-term adaptation planning in Armenia “project under Readiness and Preparatory Support window. The proposal was submitted to GCF in February 2017.</p>

SECTION 2: COUNTRY READINESS LOGICAL FRAMEWORK

Please complete the table below, which enables a country to assess its readiness for the GCF and set targets for strengthening its readiness, including proposed outputs and activities to improve the country's readiness. For further guidance on completing the table, please refer to the guidebook "Accessing the GCF Readiness and Preparatory Support Programme".

OUTCOMES ¹	BASELINE	TARGET	ACTIVITIES <i>(including key outputs or deliverables where applicable)</i>
1. Country capacity strengthened	0-8	0-8	
<i>1.1 NDA/focal point lead effective coordination mechanism</i>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>1.1.1 Develop operational guidelines/manuals for the functioning of the NDA.</p> <p>1.1.2 Organize 31 workshops and 18 trainings for key national partners (the climate change Working Group established under the Inter-agency Council on Climate Change (IACCC), local commercial banks currently active in Armenia with special lending products for energy efficiency and renewable energy and agricultural support lending, representatives from the Ministries of Agriculture, Education and Science, Emergency situations of the RA, National Academy of Science of the RA, NGOs) and NDA staff on matters related to the Fund ensuring equitable participation of women and youth;</p> <p>1.1.3 Provide technical assistance and guidance to the staff of the NDA to effectively fulfil the NDA role;</p> <p>1.1.4 Provide support for the implementation of organizational issues of high-level inter-ministerial coordination.</p> <p>1.1.5 Establish online platform to facilitate NDA's communication with other stakeholders on matters related to the Fund, this platform will be created within the Ministry's official webpage</p>

¹ Based on decisions: B.08/10, annexes XII, XIII & XIV; B.08/11; B.11/10, annex I; B.12/20, annex I

<p>1.2 No objection procedure established and implemented</p>	<p><input type="checkbox"/>0 <input checked="" type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input type="checkbox"/>1 <input checked="" type="checkbox"/>2</p>	<p>1.2.1 Organize consultations with implementing agencies and stakeholders on no-objection procedures; 1.2.2 Develop guidelines on no objection letter procedures, including criteria, timelines, coordination of consultations to be held prior to issuing a no objection letter 1.2.3 Increase staff knowledge to engage and hold effective dialogue with existing and prospective national implementing entities 1.2.4 Organize high level consultations with involvement of the International consultant and if applicable the GCF secretariat or Board member for sharing the experience gained by the date in cooperation with Green Climate Fund and review progress of the projects so far received, Letters of No-objection from NDA; 1.2.5 Approve the procedure on issuance of “no objection letter” procedures with corresponding legal act.</p>
<p>1.3 Bilateral agreements between the country and the GCF executed</p>	<p><input checked="" type="checkbox"/>0 <input type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input type="checkbox"/>1 <input checked="" type="checkbox"/>2</p>	<p>1.3.1 Legal assistance in developing, agreeing and approving appropriate legal documents</p>
<p>1.4 Monitoring, oversight and streamlining of climate finance</p>	<p><input type="checkbox"/>0 <input checked="" type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input type="checkbox"/>1 <input checked="" type="checkbox"/>2</p>	<p>1.4.1 Support to stakeholders in the planning of mitigation and adaptation-related program monitoring including the following activities:</p> <ul style="list-style-type: none"> • Study of international requirements for climate change mitigation and adaptation related monitoring specificities, particularly those of GCF. • Drawing of preliminary list of potential stakeholders, study and assessment of needs and capacities • Short listing of stakeholders • Development of a model for monitoring and evaluation plan • Organization of trainings for stakeholders <p>1.4.2 Establishing appropriate procedure for reporting to the NDA on progress with implementation of the GCF and other climate change financed activities and making information transparent for public.</p> <ul style="list-style-type: none"> • Develop a standard reporting format, which will also include a financial

			<p>component</p> <ul style="list-style-type: none"> • Discuss the report format with stakeholders and NDA • Organise training programs for stakeholders • Upload of approved formats in NDA webpage <p>1.4.3 Technical assistance for strengthening the role of the NDA in ensuring the establishment of the appropriate MRV system.</p> <p>1.4.4 Involve civil community in monitoring the projects co-benefits and implementation in regard to stated objectives</p>
2. Stakeholders engaged in consultative processes	0-8	0-8	
<i>2.1 Stakeholders engaged in consultative processes</i>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>2.1.1 Prepare initial strategic framework including information communication tools and procedures for communication with GCF:</p> <ul style="list-style-type: none"> • Develop and approve procedure for involvement of national stakeholders and civil society in the consultations related to all activities with the Fund • Identify roles of prospective public and private sector entities that may be involved in implementing Armenia’s programming priorities with respect to the Fund: including: project identification, formulation, validation and monitoring of programs projects with the Fund; • Identify how GCF can build on the ongoing work of other development partners in the country, and deliver its support in a manner complementary to the efforts of other partners in the country. <p>2.1.2 Prepare and publish brochures and other publications, containing the operational manual on national coordination and consultation mechanism, based on the operational guidelines and norms relevant for the engagement with the GCF.</p>
<i>2.2 Country programmes, including adaptation priorities, developed and continuously updated</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>2.2.1 Support to the development of climate change country programme, including activities to ensure:</p> <p>i) Aligning the priorities to the current developments under Convention, country development strategic documents, on-going activities under Technology Needs Assessment and National Adaptation Plan preparation, as well as NDC implementation process planning;</p>

			<p>ii) Appropriate stakeholder consultations aimed at getting general consent and appropriate level of information;</p> <p>iii) Synergy between adaptation and mitigation activities on the base of ecosystem based approach;</p> <p>2.2.2 Technical assistance for mainstreaming climate change considerations into national finance and development decisions;</p> <p>2.2.3. Develop and approve procedure on revision and update of the country programme aimed at increasing ambitions on mitigation and meeting new challenges related to the adaptation</p>
<p>2.3 Stakeholder consultations conducted with equal representation of women</p>	<p><input type="checkbox"/>0 <input checked="" type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input type="checkbox"/>1 <input checked="" type="checkbox"/>2</p>	<p>2.3.1 Ensure women's equal representation at all stages of the work / seminars, workshops, etc. For this purpose</p> <ul style="list-style-type: none"> to explore the female staff worker of stakeholders, reveal the level of women involvement in previous works of enhancing knowledge. <p>Ensure minimum 40% of women and youth participation on workshops and trainings.</p> <p>2.3.2 Develop approaches for assessing women's participation in the implementation of climate change programs (Issuance of participation certificates to women and youth which will serve as capacity building evidence for their future career growth).</p>
<p>2.4 Annual participatory review of GCF portfolio in the country organized</p>	<p><input checked="" type="checkbox"/>0 <input type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input type="checkbox"/>1 <input checked="" type="checkbox"/>2</p>	<p>2.4.1 Share the information on GCF portfolio progress, including through using the web-portal, seminars and workshops and develop briefs in national language..</p> <p>2.4.2 Upload of information on annual progress on GCF webpage on the Ministry's web-site</p>
<p>3. Direct access realized</p>	<p>0-8</p>	<p>0-8</p>	
<p>3.1 Candidate entities identified and nominated for accreditation</p>	<p><input checked="" type="checkbox"/>0 <input type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input type="checkbox"/>1 <input checked="" type="checkbox"/>2</p>	<p>3.1.1 Identify candidate entities for accreditation, study their capacity, mandate in relation to climate change.</p> <p>3.1.2 Development consultation and cooperation plan with potential national entities interested in accreditation as implementing national agencies with GCF.</p> <p>3.1.3 Analyse and share information materials on the implementation entities accreditation procedures in GCF and consult stakeholder national entities on GCF</p>

			accreditation procedures. Translation of corresponding materials into Armenian and submission to national entities interested in GCF participation procedures.
3.2 Direct access entity accredited	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	
3.3 Entity/ies annual/multi-annual work programme developed	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	
3.4 Funding proposals through enhanced direct access modality approved	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	
4. Access to finance	0-8	0-8	
4.1 Structured dialogue between the NDA/Accredited Entities and the GCF Secretariat organized	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	
4.2 Country programmes, concept notes, including on adaptation, developed that implement high-impact priorities identified in INDCs and other national strategies or plans	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	4.2.1. Consult with national stakeholders and international donor community on country programme as mentioned under 2.2.1 Activity, including: - prioritisation of the measures with highest synergy with national strategies; - assess the co-financing opportunities;
4.3 Project/programme preparation support, including for adaptation, to develop funding proposals provided	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	4.3.1. Provide technical assistance including involvement of appropriate expertise for developing funding proposal concepts 4.3.2. Ensure consultation with local stakeholders on the appraisal of the project concepts 4.3.3. Develop at least 2 project proposals
4.4 Funding proposals, including for adaptation, that	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	

<i>are aligned with country priorities approved</i>			
5. Private sector mobilization	0-8	0-8	
5.1 <i>Private sector engaged in country consultative processes</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	5.1.1 Study and map the private companies and commercial local banks in the country which are involved and interested in implementation of the country programme. 5.1.2 Provide information on GCF to selected organizations.
5.2 <i>Enabling environment for crowding-in private sector investments at national, regional and international levels exists</i>	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	5.2.1 Raise the level of knowledge of the private sector on global environmental problems. 5.2.2. Develop strategy for private sector involvement in implementation of the country programme
5.3 <i>Funding proposals for private sector projects/programmes, including for adaptation, approved</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	5.3.1 Support to selected private sector stakeholders by relevant EPIU staff in developing funding proposals in conformity with GCF procedures and guidelines
5.4 <i>Funding proposals under the Private Sector Facility programmes (small- and medium-sized enterprises and mobilizing funds at scale) submitted and approved</i>	<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 0 <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	5.4.1 Support to private sector stakeholders to develop relevant programmes <i>under the Private Sector Facility programmes</i> <ul style="list-style-type: none"> • Study small- and medium-sized enterprises and their capacities to prepare funding proposals under PSF • Selection of entities which more correspond to PSF requirements • Assist small- and medium-sized enterprises to develop funding proposals under the two PSF programmes
TOTAL	0-40/6	0-40/33	

SECTION 3: ADDITIONAL INFORMATION

Please explain how this grant will help deliver on the country's readiness needs as identified above and build on institutions, processes or existing work already underway in the country (*maximum 500 words*)

Though the Ministry of Nature Protection of Armenia is already appointed as NDA/Focal point to the Green Climate Fund (GCF); however, there is growing demand to get in-depth knowledge of the GCF and its procedures and operations. Simultaneously, in order to disseminate key operational procedures of the fund, including its environmental and social safeguards, gender policy and 'No-objection' procedures to all the interested parties. The Ministry of Nature Protection as NDA to GCF requires strengthening its capacity as well as facilitating and institutionalizing stakeholder dialogue and consultation processes.

The Government of Armenia will also encourage national institutions and private sector organizations to get direct access to the Fund, with the ultimate goal to enhance country ownership and to access and allocate the fund's resources effectively. Therefore, the NDA aims to develop the capabilities that will allow to nominate potential implementing entities and to establish the enabling environments that will promote submission of project proposals in consistency with strategic objectives of national development policies and counter climate change programs. The programme will also facilitate the development, through a stakeholder engagement process, of a country programme, which will include adaptation and mitigation programming priorities. These will prepare the country to act quickly, and engage with the Fund efficiently in the future.

Armenia has become more vulnerable to climate variability in recent years, as well as current and forecasted aridization of the climate. The social and economic cost of droughts and floods is a growing figure, not to mention loss in agriculture productivity, biodiversity and ecosystem services. Aware of these challenges, the Ministry of Nature Protection is currently initiating the preparatory work for designing its National Adaptation Plan, which will require critical financial and technical assistance in the coming years. Based on its mitigation and adaptation targets reflected in its INDC, Armenia also intends to align public and private investment policies towards low emission climate resilient development models. The stated objectives in INDC needs strengthening of inter-institutional coordination for coordination on matters related to the Fund and prioritization of critical investments for the development of project/program proposals, identifying as well relevant stakeholders in the potential implementation of such projects and programmes.

To leverage proactive participation of different stakeholders at national level, including the private sector, the NDA will build on the previous experience applied while developing the GEF 5 and GEF 6 portfolios through broader stakeholder consultations. Fund's readiness programme could bring high added value to the current climate change related planning process in the country. Considering the novelty of GCF as multilateral fund, NDA has the responsibility to effectively facilitate the engagement of stakeholders in the country, thus the readiness programme will enable to develop the tools and provide the platforms for broad dissemination of information relevant to improve the country's access to international climate finance, particularly the Green Climate Fund.

The support will also help to establish clear climate change priority investment framework, including identification and preparation of funding proposals to be presented to the Fund in 2017 and 2018. It is expected that the support will provide a clear framework and will help country authorities identify other relevant stakeholders from private sector and civil society to implement programming priorities of the country, including potential to access, disburse and monitor financial resources oriented to climate change as well assist in ensuring the transparency of all activities implemented within the GCF

support to the country.

Even when the overall implementation period for this proposal will be 18 months, the NDA will submit an initial draft of its Country Work Programme for consideration by the Fund by the end of the first 12 months of the readiness support.

SECTION 4: BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT

4.1. Budget Plan

Please provide a breakdown of cost estimates and implementation schedule analysed according to the activities suggested in Section 2. Please feel free to replicate this table on Excel spreadsheet if needed.

OUTCOMES (same as in section 2)	ACTIVITIES (same as in section 2)	TOTAL COST (per activity)	COST CATEGORIES				EXPENDITURE AND IMPLEMENTATION SCHEDULE (add columns if >24 months)			
			Consultants	Travel	Workshops/ Trainings	Others*	6m	12m	18m	
1.1 NDA/focal point lead effective coordination mechanism	1.1.1 Develop operational guidelines/manuals for the functioning of the NDA, including a procedure to establish an effective coordination mechanism	15 500	12 500		2500	500	12500	3000		
	1.1.2 Organize 13 workshops and 9 trainings for key national partners (the climate change Working Group established under the Inter-agency Council on Climate Change (IACCC), local commercial banks currently active in have special lending products for energy efficiency and renewable energy and agricultural support lending, representatives from the Ministries of Agriculture, Education and Science, Emergency situations of the RA, National Academy of Science of the RA, NGOs) and NDA staff on matters related to the Fund ensuring	24600	6500		17100	1000	10 000	14 600		

	equitable participation of women and youth;									
	1.1.3 Provide technical assistance and guidance to the staff of the NDA to effectively fulfil the NDA role and EPIU - to implementation of works and project management.	9200				9200	9200			
	1.1.4 Provide support for the implementation of organizational issues of inter-ministerial coordination.	3000	1500		1000	500	3000			
	1.1.5 Establish online platform to facilitate NDA's communication with other stakeholders on matters related to the Fund, this platform will be created within the Ministry's official webpage	2000	2000					2000		
	Total 1.1	54300	22500		20600	11 200	34700	19600		
<i>1.2 No objection procedure established and implemented</i>	1.2.1 Organize consultations with implementing agencies and stakeholders on no-objection procedures;	3000	2000		1000		3000			
	1.2.2 Develop guidelines on no objection letter procedures, including criteria, timelines, coordination of consultations to be held prior to issuing a no objection letter	2000	1500			500		1500	500	
	1.2.3 Increase staff knowledge to engage and hold effective dialogue with existing and prospective national implementing entities	6000	5000		1000			6000		
	1.2.4 Organize high level consultations with involvement of the International consultant and if applicable the GCF secretariat or Board member for sharing the experience gained by the date in cooperation with Green Climate Fund and review	2500	1000		1500			2500		

	progress of the projects so far received, Letters of No-objection from NDA;;									
	1.2.5 Approve the procedure on issuance of “no objection letter”.	1700	1500			200			1700	
	Total 1.2	15200	11 000		3500	700	3000	10 000	2200	
<i>1.3 Bilateral agreements between the country and the GCF executed</i>	1.3.1 Legal assistance in developing, agreeing and approving appropriate legal documents	4500	3000		1000	500	1500	1500	1500	
	Total 1.3	4500	3000		1000	500	1500	1500	1500	
<i>1.4 Monitoring, oversight and streamlining of climate finance</i>	1.4.1 Support to in the planning of monitoring programs related to mitigation and adaptation to climate change.	3000	1700		1000	300	2000	1000		
	1.4.2 Establishing appropriate procedure for reporting to the NDA on progress with implementation of the GCF and other climate change financed activities and making information transparent for public.	1500	1500					1000	500	
	1.4.3. Technical assistance for strengthening the role of the NDA in ensuring the establishment of the appropriate MRV system.	1500	1000		500		750	750		
	1.4.4 Involve civil community in monitoring the projects co-benefits and implementation in regard to stated objectives	2000	1000		1000		1000	1000		
	Total 1.4	8000	5200		2500	300	3750	3750	500	

2.1 Stakeholders engaged in consultative processes	2.1.1 Prepare initial strategic framework including information communication tools and procedures for communication with GCF. Develop and approve procedure for involvement of national stakeholders and civil society in the consultations related to all activities with the Fund <ul style="list-style-type: none"> Identify roles of prospective public and private sector entities that may be involved in implementing Armenia's programming priorities with respect to the Fund: including: project identification, formulation, validation and monitoring of programs projects with the Fund; Identify how GCF can build on the ongoing work of other development partners in the country, and deliver its support in a manner complementary to the efforts of other partners in the country. 	19 200	13 200	1000	4000	1000	8000	6000	5200	
	2.1.2 Prepare and publish brochures and other publications, containing the operational manual on national coordination and consultation mechanism, based on the operational guidelines and norms relevant for the engagement with the GCF.	9600	7 100		2000	500	3800	5800		
	Total 2.1	28 800	20 300	1000	6000	1500	11800	11800	5200	
2.2 Country programmes, including adaptation	2.2.1 Support to the development of climate change country programme, including activities to ensure:	27 750	22 000	1000	3750	1000	11750	16000		

<p><i>priorities, developed and continuously updated</i></p>	<p>i) Aligning the priorities to the current developments under Convention, country development strategic documents, on-going activities under Technology Needs Assessment and National Adaptation Plan preparation, as well as NDC implementation process planning; ii) Appropriate stakeholder consultations aimed at getting general consent and appropriate level of information; iii) Synergy between adaptation and mitigation activities on the base of ecosystem based approach; Technical assistance for mainstreaming climate change considerations into national finance and development decisions;</p>									
	<p>2.2.2. Develop and approve procedure on revision and update of the country programme aimed at increasing ambitious on mitigation and meeting new challenges related to the adaptation</p>	2000	2000			500	1500			
	<p>Total 2.2</p>	29750	24 000	1000	3750	1000	12250	17500		
<p><i>2.3 Stakeholder consultations conducted with equal representation of women</i></p>	<p>2.3.1 Ensure women's equal representation at all stages of the work / seminars, workshops, etc. For this purpose</p> <ul style="list-style-type: none"> Explore the female staff workerof stakeholders; reveal the level of women involvement in previous works of enhancing knowledge. <p>Ensure minimum 40% of women and youth</p>	1000	1000			500	250	250		

	participation on workshops and trainings.									
	2.3.2 Develop approaches for assessing women's participation in the implementation of climate change programs (Issuance of participation certificates to women and youth which will serve as capacity building evidence for their future career growth).	800	500		300		300	300	200	
	Total 2.3	1800	1500		300		800	550	450	
<i>2.4 Annual participatory review of GCF portfolio in the country organized</i>	2.4.1. Share the information on GCF portfolio progress, including through using the web-portal, seminars and workshops and develop briefs in national language.	2000	750		1250		1000	1000		
	2.4.2. Upload of information on annual progress on GCF webpage on the Ministry's web-site									
	Total 2.4	2000	750		1250		1000	1000		
<i>3.1 Candidate entities identified and nominated for accreditation</i>	3.1.1 Identify candidate entities for accreditation, study their capacity, mandate in relation to climate change	5960	4960	1000			5960			
	3.1.2 . Development consultation and cooperation plan with potential national entities interested in accreditation as implementing national agencies with GCF.	5960	4960	1000			2950	3010		
	3.1.3 Analyse and share information materials on the implementation entities accreditation procedures in GCF and consult stakeholder national entities on GCF accreditation procedures. (Translation of corresponding materials into Armenian and submission to national entities	11460	8460	1500	1500		5260	4200	2000	

	interested in GCF participation procedures.)									
	Total 3.1	23380	18380	3500	1500		14170	7210	2000	
<i>3.2 Direct access entity accredited</i>										
<i>3.3 Entity/ies annual/multi-annual work programme developed</i>										
<i>3.4 Funding proposals through enhanced direct access modality approved</i>										
<i>4.1 Structured dialogue between the NDA/Accredited Entities and the GCF Secretariat organized</i>										
<i>4.2 Country programmes, concept notes, including on adaptation, developed that implement high-impact priorities identified in INDCs and other national strategies or plans</i>	4.2.1. Consult with national stakeholders and international donor community on country programme as mentioned under 2.2.1 Activity, including: - prioritisation of the measures with highest synergy with national strategies; - assess the co-financing opportunities;	7500	5000	500	2000		3500	2000	2000	
	Total 4.2	7500	5000	500	2000		3500	2000	2000	

4.3 Project/programme preparation support, including for adaptation, to develop funding proposals provided	4.3.1. Provide technical assistance including involvement of appropriate expertise for developing funding proposal concepts	5950	3950	500	1500			3500	2450	
	4.3.2. Ensure consultation with local stakeholders on the appraisal of the project concepts	5020	3020	500	1500			2000	3020	
	4.3.3. Develop at least 2 project proposals	6520	4520	500	1500			3520	3000	
	Total 4.3	17490	11490	1500	4500			9020	8470	
4.4 Funding proposals, including for adaptation, that are aligned with country priorities approved										
5.1 Private sector engaged in country consultative processes	5.1.1 Study and map the private companies and commercial local banks in the country which are involved and interested in implementation of the country programme.	3440	2940	500			3440			
	5.1.2 Provide information on GCF to selected organizations.	3500	1500	500	1500		1000	2500		
	Total 5.1	6940	4440	1000	1500		4440	2500		
5.2 Enabling environment for crowding-in private sector investments at national, regional and international levels exists	5.2.1 Raise the level of knowledge of the private sector on global environmental problems.	4800	2800	500	1500		2700	2100		
	5.2.2. Develop strategy for private sector involvement in implementation of the country programme	2740	2740					1740	1000	
	Total 5.2	7540	5540	500	1500		2700	3840	1000	

5.3 Funding proposals for private sector projects/programmes, including for adaptation, approved	5.3.1 Support to selected private sector stakeholders in developing funding proposals in conformity with GCF procedures and guidelines	4450	2450	500	1500			2000	2450	
	Total 5.3	4450	2450	500	1500			2000	2450	
5.4 Funding proposals under the Private Sector Facility programmes (small- and medium-sized enterprises and mobilizing funds at scale) submitted and approved	5.4.1 Support to private sector stakeholders to develop relevant programmes	5800	2800	500	2500			2800	3000	
	Total 5.4	5800	2800	500	2500			2800	3000	
6. Editing/ translation of documents and facilitating international experts' communication with all necessary stakeholders		13 000	13 000				4400	4300	430	
7. Involvement of 2 international experts	Consultant to assist in the implementation of all the activities of Outcome 1.1-5.4.	30 000	30 000				15 000	15 000		
CONTINGENCY (UP TO 5% OF TOTAL ACTIVITIES)		13 000								
	Subtotal	273450	181 350	10000	53 900	15 200	113010	114370	33070	

Project Management Costs - Please see Annex 1		26 550								
TOTAL		300 000	181350	10000	53 900**	15 200				

*Other**- The sums indicated under the column *Other* include transportation costs, stationary, distribution of seminar materials, maintenance costs(internet, electricity) etc.

*** This sum is envisaged for all 31 workshops and 18 training to be carried out during the implementation of Readiness programme. This sum is based on the existing prices and on previous experience of EPIU in conducting such activities in previously implemented projects.*

4.2. Procurement Plan						
For goods, services, and consultancies to be procured, please list the items, descriptions in relation to the activities in section 2, estimated cost, procurement method, relevant threshold, and the estimated dates. Please include the procurement plan for at least the first tranche of disbursement requested below. Also, please feel free to replicate this table on Excel spreadsheet if needed.						
ITEM	ITEM DESCRIPTION	ESTIMATED COST (US \$)	PROCUREMENT METHOD	THRESHOLDS <i>(Min-Max monetary value for which indicated procurement method must be used)</i>	ESTIMATED START DATE	PROJECTED CONTRACTING DATE
Goods and Non-Consulting Services						
Procurement of office equipment	Computers – 4 (monitors-4, ups-4, keyboard-4, mouse-4, speakers-4), Laptop-2, Printer (multifunctional-1), Switches -1 (24 port 10/100/1000), Office telephones - 2, Software – 6 (Windows 10), Office 2016 Eng.-6, Projector -1 Projector screen -1	9 200	Request for quotation	<144500 USD	01.08.2017	01.09.2017
1 firm to handle the	1. 31 number of workshops for 465 participants	53 900	Request for	<144500 USD	01.08.2017	01.09.2017



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logistics,workshops and trainings.	2. 18 number of trainings for 435 number of participants /organization of seminars and workshops, rent of a hall, provision of catering services, stationery, provision of participants with transport and hotel.		quotation			
1 firm to provide all printed materials	1. 1 booklet x 100 copies 2. 2 brochures x 200 copies 3. Country program x 200 copies 4. Certificate x 100 5. 3 Guidelines x 300	7300	Request for quotation	<144500 USD	01.11.2017	01.12.2017
	SUB-TOTAL (US \$)	70 400				
Consultancy Services						

<p>Consultancy firm</p>	<p>The consultancy firm will be responsible Implementation of activities from 1.1 to 2.4 suggested in Section 2: including provision of :- operational guidelines/manuals for the functioning of the NDA, including a procedure to establish an effective coordination, -Thematic materials for workshops and trainings for key national partners and NDA staff on matters related to the GCF , -Development of a guideline for inter-ministerial coordination and so on.</p>	<p>73 950</p>	<p>Request for quotation</p>	<p><144500 USD</p>	<p>01.08.2017</p>	<p>01.09.2017</p>
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National consultant #1	Identify candidate entities for accreditation, study their capacity, mandate in relation to climate change	4960	Direct contract with EPIU Staff	There are no limitations	24.07.2017	01.08.2017
National consultant #2	Development consultation and cooperation plan with potential national entities interested in accreditation as implementing national agencies	4960	Direct contract with EPIU	There are no limitations	24.07.2017	01.08.2017

	with GCF.		Staff			
National consultant #3	Analyse and share information materials on the implementation entities accreditation procedures in GCF and consult stakeholder national entities on GCF accreditation procedures. (Translation of corresponding materials into Armenian and submission to national entities interested in GCF participation procedures.)	8460	Direct contract with EPIU Staff	There are no limitations	24.07.2017	01.08.2017
National consultant #4	Consult with national stakeholders and international donor community on country programme as mentioned under 2.2.1 Activity, including: - prioritisation of the measures with highest synergy with national strategies; - assess the co-financing opportunities;	4900	Direct contract with EPIU Staff	There are no limitations	24.07.2017	01.08.2017
National consultant #5	Provide technical assistance including involvement of appropriate expertise for developing funding proposal concepts	4450	Direct contract with EPIU Staff	There are no limitations	25.01.2018	01.02.2018
National consultant #6	Ensure consultation with local stakeholders on the appraisal of the project concepts	3520	Direct contract with EPIU Staff	There are no limitations	25.01.2018	01.02.2018
National consultant #7	Develop at least 2 project proposals	4520	Direct contract with EPIU	There are no limitations	25.01.2018	01.02.2018

			Staff			
National consultant #8	Study and map the private companies and commercial local banks in the country which are involved and interested in implementation of the country programme. Provide information on GCF to selected organizations	4440	Direct contract with EPIU Staff	There are no limitations	24.07.2017	01.08.2017
National consultant #9	Raise the level of knowledge of the private sector on global environmental problems. Develop strategy for private sector involvement in implementation of the country programme	4940	Direct contract with EPIU Staff	There are no limitations	27.07.2017	01.08.2017
National consultant #10	Support to selected private sector stakeholders in developing funding proposals in conformity with GCF procedures and guidelines. Support to private sector stakeholders to develop relevant programmes.	4950	Direct contract with EPIU Staff	There are no limitations	25.01.2018	01.02.2018
Subtotal national consultants' salary		50 100				
EPIU implementation cost, total		86 100				
International expert #1	The consultant should assist in the implementation of all the outcomes envisaged by 1.1-2.4 Activities suggested in Section 2	15 000	International tender	Open tender	01.08.2017	01.11.2017
International expert #2	1 Consultant to assist in the implementation of all the outcomes envisaged by 3.1-5.4 Activities suggested in Section 2.	15000	International tender	Open tender	02.02.2018	01.05.2018



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Translation/Editing	Editing, translation of documents and facilitating international experts' communication with all necessary stakeholders	13 000	Direct contract with EPIU staff	There are no limitations	01.08.2017	15.08.2017
SUB-TOTAL (US \$)		273 450				
TOTAL COST (US \$)		300000				

4.3. Disbursement schedule

Specify the proposed schedule for requesting disbursements from the GCF, including amounts and periodicity. For amounts requested, keep to multiples of USD 5,000, and for periodicity, specify whether it's quarterly, bi-annually or annually only.

SA EPIU will implement the requested readiness support and will lead the implementation of the programme under the leadership and guidance of the NDA. Activities will be implemented within 18 month period.

Taking into account the specificities of procurement and consultant services, as well as periodicity of activities to be implemented, it is proposed that disbursements are made to SA EPIU in two tranches:

Disbursement Schedule:

It is proposed that disbursements are made to Delivery Partner in three tranches:

1st Tranche: USD 150,000 (US Dollar One hundred Fifty thousand only) the first disbursement will be made upon or after effectiveness of the Grant Agreement and also upon fulfilment of the disbursement conditions specified in the Grant Agreement and Standard Conditions.

2nd Tranche: USD 100,000 (US Dollar One hundred thousand only) will be transferred upon submission of an interim progress report and Audited Financial Report and also upon fulfilment of the disbursement conditions specified in the Grant Agreement and Standard Conditions.

Final Tranche: USD 50,000 (US Dollar Fifty thousand only) will be transferred upon submission of a project completion report and final Audit Report. Submission of a completion and audit report will be furnished no later than three (3) months after the completion of the Readiness Support.

4.4. Additional information: The number of IT equipment is intended to support the NDA to fulfil its role and functions as NDA to the Green Climate Fund by potentially strengthening the capacities of international relations division's and other staff members of NDA involved in GCF matters. Out of 6 computers, 4 PC are intended for the staff of NDA, while 2 laptops are meant for the consultants to be involved in the future activities mentioned in the readiness proposal. Other equipments are also intended to support the above mentioned purpose. 3 switches are needed to connect the computers to local network between the staff of NDA, while the optical switch will enable to connect the local network to fast internet connection to ease the work and accessibility of NDA with all stakeholders including GCF.

This box provides an opportunity to include further explanations related to the budget, procurement plan and disbursement schedule, including any details on the assumptions to justify costs presented in the budget.

Ministry of Nature Protection as NDA through SA EPIU will directly manage the readiness programme and be responsible for providing and contracting the services described in this proposal, as well as reporting on the progress of this implementation. The procurement will be processed in accordance with the procurement guidelines and policies of the Republic of Armenia in coherence with procurement guidelines and policies of the Fund.

The EPIU, will competitively procure services consistent with rules of public procurement policies established:

- Consultants will be procured on a competitive basis and the terms of reference of consultants will be developed further to include the tasks outlined in the request summary above. The NDA may also add other tasks to the ToRs of the consultants in accordance with the Fund's defined scope of work on NDA strengthening within the resource envelope in this proposal.
- For items such as venues and travel for stakeholder workshops to be organized, a shopping method will be used to procure such services consistent with the EPIU's procurement policies.

It is envisaged to implement the activities under Outcomes 1. Country capacity strengthened and 2. Stakeholders engaged in consultative processes by one consultative organization that will be selected via open tender procedure. EPIU will develop Terms of Reference for the organization within which the selected organization will implement all the works. It will be envisaged in the ToR to develop, discuss and submit Armenia's Country Work Programme to EPIU to share with GCF Secretariat once 12 month period is finalized.

The activities suggested in Section 2 under Outcomes 3. Direct access realized, 4. Access to finance and 5. Private sector mobilization will be directly implemented by EPIU staff. The activities are planned to be implemented within 18 months period.

EPIU will draft Terms of Reference for international consultants' selection, after which international tender will be announced.

The translation of all the necessary documents, as well as facilitation of international experts' communication with stakeholders will be carried out by EPIU.

SECTION 5: IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

7.1. Please attach an “implementation map” or describe how funds will be managed by the NDA/FP or delivery partner

If the entity implementing the readiness support is not an accredited entity of the GCF, please complete the Financial Management Capacity Assessment (FMCA) questionnaire and submit it with this proposal.

The Ministry of Nature Protection of the Republic of Armenia (NDA) will directly implement the readiness programme through its affiliated SA EPIU, and will take responsibility for implementation of the proposed programme including fiduciary management. EPIU has relevant potential, capacity, technical and fiduciary management procedures in place to carry out Armenian’s Readiness proposal in conformity with its Charter, Operations and Procedures Manual, as well as national legislation. For the purpose of this grant separate bank account will be opened and the fiduciary management of this grant will be carried out separately as well. EPIU will closely cooperate with NDA in decision making processes related to the activities of this Readiness Program. An FMCA questionnaire and supporting documents has been submitted to GCF Secretariat for its assessment.

7.2. Other relevant information

This box provides an opportunity to include any important information you wish to bring to the attention of the GCF Secretariat, but did not have an opportunity to provide in the sections above.



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PROJECT MANAGEMENT COST BREAKDOWN

N	Position	Activities	Working hours (per day)	Months	Salary per month in USD	Salary total
1	Project manager	Project overall management	4	18	388.8	7000
2	Program assistant	Assistances to project manager	4	18	166.6	3000
3	Accountant	Accountant services within the project implementation	2	18	155.5	2800
4	Procurement specialist	Organization of procurement within the project	2	18	155.5	2800
5	Administration (Administrator)	Provision of necessary transportation means, logistics, organization of the uninterrupted work of office etc.	2	18	137.5	2475
6	Administration(Technical service provider)	Communication (internet, electricity, telephone, computer equipment maintenance etc.)	2	18	137.5	2475
7	Independent audit	2 audits				6000
	Sub-total			18		26550
	Total					26550