
Readiness Proposal

**with International Union for Conservation of Nature (IUCN)
for Burkina Faso**

3 March 2017 | NDA Strengthening & Country Programming



**GREEN
CLIMATE
FUND**

Readiness and Preparatory Support Proposal

How to complete this document?

- A short guidebook ([URL](#)) is available to provide guidance 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 X-Y](#) 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 X](#) of the readiness guidebook ([URL](#)) for more information.

SECTION 1: SUMMARY	
1. Country submitting the proposal	<p>Country name: BURKINA FASO</p> <p>Name of institution (representing National Designated Authority or Focal Point):</p> <p>Name of official: Mr Mamadou HONADIA</p> <p>Position: Conseiller du Premier Ministre (Premier Ministère)</p> <p>Telephone: +226 70240240</p> <p>Email: m60honadia@gmail.com</p> <p>Full Office address: Office of the Prime Minister</p> <p>Name of secondary contact: Mr Do Etienne TRAORE.</p> <p>Email: doetiennetraore@yahoo.fr</p>
2. Date of initial submission	10/10/2016
3. Last date of resubmission (if applicable)	DD/MM/YYYY
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 type="checkbox"/> National Designated Authority <input checked="" type="checkbox"/> Delivery partner <input type="checkbox"/> Accredited entity</p> <p>Name of institution: International Union for Conservation of Nature Union International, Burkina Faso Office</p> <p>Name of official: Moumini Savadogo Position: Head of Office</p> <p>Telephone: +226 25313154 Email: moumini.savadogo@iucn.org</p> <p>Full Office address: 01 BP 3133 Ouagadougou 01; Rue Prof Joseph Ki-Zerbo. Burkina Faso</p>
5. Title of the Readiness and Preparatory Support Proposal	Building the engagement of Burkina Faso with the GCF: Establishing and strengthening national institutions to engage with GCF and formulate a country programme,
6. Brief summary of the request (200 words)	<p>The requested Readiness Programme aims at strengthening the recently nominated Focal Point (or NDA) of Burkina Faso, in order to enable engagement with the Fund. National climate change strategies, plans, and priorities are already formulated in several official documents, such as the NAPA, NAP, INDCs, NAMAs plan and National Communications in line with PNDES*. Altogether they constitute the basis for a country programme, cornerstone for the preparation, implementation and consolidation of resulting projects/programmes. Strategic outcomes of the Readiness Programme include the strengthening of the NDA's capacity, the availability of a country programme, the identification and nomination of national entities for accreditation to the Fund, and engagement of stakeholders, including from administration, private sector, civil society, with equal representation of women.</p> <p>As a result of a first consultation workshop and visit from a GCF Regional Advisor, two entities have been identified as key building elements of the future framework of engagement with the Fund. As soon as the NDA is established, Nomination Letters will be submitted and a first level of support is requested for both entities, in order to conduct an initial gap analysis and draw entities programmes to strengthen fiduciary and social/environmental/gender competences.</p> <p>*PNDES: Plan National de Développement Économique et Social.</p>
7. Total requested amount and currency	Support to the NDA and preparation of country programme: \$300,000
8. Anticipated duration	12 months
9. Is the country receiving other Readiness	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No



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and Preparatory Support related to the GCF?	If yes, please attach the relevant scope of work, and briefly (100 words) describe the scope of support provided by other institutions N/A
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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	7/8	
1.1 NDA/focal point lead effective coordination mechanism	■0 □1 □2	□0 □1 ■2	<ul style="list-style-type: none"> Finalise institutional arrangements, an identified NDA coordination team and procedures (no-objection procedure, country coordination mechanism, multi-stakeholder consultation mechanism...), to empower the collaboration with the GCF: Nomination of NDA/focal point and identification strengthening of the coordination mechanism Submit the nomination decree Purchase of equipment, development of website, transport, communication material NDA training through country visit experiences Develop capacity and systems to monitor, evaluate and report on the activities of the Fund Design a process for supporting coordination across stakeholders and facilitating engagement (governance body, piloting body, meetings / workshops frequency, national workshop on GCF outreach to projects developers and potential candidates for accreditation) Capacity building activities including a training on how to complete all GCF's documents, the designing of project to submit to GCF, etc. <p>=> Means of implementation: 2 large inaugural and final workshops (up to 100 participants), 4 targeted sectoral workshops (up to 20 participants) including in regions, 1 abroad training of NDA staff/quarter, support from several consultants (international climate finance, IT, Communication, translation).</p>
1.2 No objection procedure established and implemented	■0 □1 □2	□0 □1 ■2	<p>Set-up a non-objection procedure and a management methodology to help NDA screen and select projects (paper and digital and produce a Stamp) and communication to GCF</p> <p>=> Means of implementation: support from consultants, trainings, translations, integrate procedure into IT process, communicate during the workshops</p>
1.3 Bilateral agreements between the country and the GCF executed	■0 □1 □2	□0 □1 ■2	<p>Development and implementation of bilateral agreements (Privileges & Immunities Agreement) between the country and the GCF: Email and Skype dialogue with GCF Secretariat, establishment of coordination with Ministry of Foreign Affairs</p> <p>=> Means of implementation: meetings, translations</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>1.4 Monitoring, oversight and streamlining of climate finance</p>	<p><input checked="" type="checkbox"/>0 <input type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input checked="" type="checkbox"/>1 <input type="checkbox"/>2</p>	<p>Establishment of the monitoring oversight and streamlining of climate finance</p> <ul style="list-style-type: none"> • Inception workshop • Sign protocol/accord with relevant organizations • Set up a functional and updated database that will serve to report and disseminate informations <p>Establish structured dialogue with international and regional Accredited Entities</p> <p>=> Means of implementation: workshops, trainings of NDA members in strategic areas of the GCF (climate finance and monitoring), in international trainings or neighbour countries, support from consultants</p>
<p>2. Stakeholders engaged in consultative processes</p>			
<p>2.1 Stakeholders engaged in consultative processes</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>Establishment and operationalization of a formal consultation process</p> <ul style="list-style-type: none"> • Establish a list of stakeholders by category and sector • Institutionalise a frequency of meetings with stakeholders • Propose training sessions for improving technical consultation processes • Developing communication and information materials regarding the Fund, its collaboration with Burkina Faso, the plans investments, etc. • Organising training workshops on climate finance as well as the GCF and its operational modalities with all stakeholders, including state and non-state actors from the civil society (including representatives of indigenous people), academia and private sector (micro, small, medium enterprises). <p>=> Means of implementation: series of workshops, supported by good communication material and functional website, support from consultants, and travels to regions</p>
<p>2.2 Country programmes, including adaptation priorities, developed and continuously updated</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>Development of country programme and establishment of consultation procedures</p> <ul style="list-style-type: none"> • Prepare and implement a scoping mission back to back with a capacity building workshop in Burkina Faso to formulate the country programme and provide advices on identification of Entities and straight forward funding proposals • Formulate Burkina Faso's country programme • Establish a system to update the country programme (periodically or when necessary) • Hold 1 technical session a year to update the country programme <p>Update the government's mitigation and adaptation priorities in accordance with its strategic policy documents, other sectoral programmes and the Fund's Initial Results Management Framework</p> <p>Identifying an initial list of programmes and projects, including public-private partnerships, consistent with the Fund's Initial Investment Framework and aligned with the country's updated mitigation and adaptation priorities.</p>

			=> Means of implementation: in country mission, support of consultants and gathering input from participants at workshops
2.3 Stakeholder consultations conducted with equal representation of women	<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	Accentuation of Stakeholder consultations with equal representation of women with specific actions: <ul style="list-style-type: none"> • Invitation letter recommends women representation • Consideration of gender issues during projects implementation => Means of implementation: messages and indicators provided in workshops, support of consultants to identify gender issues in specific sectoral activities
2.4 Annual participatory review of GCF portfolio in the country 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	Development of processes for the annual participatory review of GCF <ul style="list-style-type: none"> • Organize an annual stocktaking workshop on GCF portfolio => Means of implementation: inputs for messaging and key indicators, support of consultants, workshops => Outputs/Outcome all processes timely reviewed
3. Direct access realized	1/8	6/8	
3.1 Candidate entities identified and nominated for accreditation	<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	Identifying the roles of prospective public and private sector entities that may be accredited by the Fund in implementing Burkina Faso's programming priorities with respect to the Fund Continuation of processes for identifying and nominating national entities for accreditation <ul style="list-style-type: none"> • Identify Multilateral Accredited Entities, analyse their comparative advantage and their respective capacities to feed in a selection process • Bid/tender to select potential national organizations as Entities for assessment • Send Nomination Letters to the GCF Secretariat => Means of implementation: thematic, sectoral, and any relevant analytical inputs in workshops, support from consultants
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	Support to national appropriate candidate entities for accreditation, by request of Readiness Programme in their favour: <ul style="list-style-type: none"> • Assess the potential organizations and coordinate relationship with the Fund • Contribute to strengthen the capacity of the selected Entities in its relationship with the Fund => Means of implementation: established/strengthened relationship /linkage with GCF secretariat (country dialogue management and accreditation teams) to support the candidate
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 type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	Support the development of annual/multi-annual work programme with the candidate for accreditation: <ul style="list-style-type: none"> • Request the annual/plural-annual work-programme, coordination and alignment with national climate strategies • Review of quarterly reports, establishment of a regular calendar of meetings

			<p>=> Means of implementation: request support from consultants, workshops involving the candidates for accreditation</p> <p>=> Outputs/Outcome: sensitization and capacity building on entity programme for GCF (be aware of what entity programmes can be)</p>
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	<p>Development and submission of EDA funding proposals for approval</p> <ul style="list-style-type: none"> • Coordination of eligibility check with national candidates • Trainings in EDA funding proposals formulation • Support for the submission of funding proposals <p>=> Means of implementation: consultants support, training (write shop) on EDA funding proposal development</p> <p>=> Outputs/Outcome: the 2 national consultants are expected to grow in capacity and create a nexus of competencies on GCF templates</p>
4. Access to finance	0/8	6/8	
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 type="checkbox"/> 1 <input checked="" type="checkbox"/> 2	<p>Knowledge on climate change and climate finance priorities and procedures are strengthened</p> <p>Capacity and systems to monitor, evaluate and report on activities of the Fund and other relevant finance mechanisms and institutions are established</p> <p>Identifying how the GCF can build on the ongoing work of other development partners in the country, and deliver its support in a manner that is complementary to the efforts of other partners.</p> <p>All national focal points from other partners in Burkina Faso are involved in the readiness program implementation</p> <p>Organization of structured dialogue between the NDA/Accredited entities and the GCF secretariat, on national strategies and priorities, proposed projects for funding</p> <ul style="list-style-type: none"> • Communication (phone, Skype, email dialogue, conférences call) • Face to face annual tripartite meeting (more as appropriate) • Periodic review of AE work programme (At least a biennial review/assessment report) <p>=> Means of implementation: involve the AE in the preparation of the programme of workshops and in the consultation processes, train the NDA members to upgrade capacity of negotiation with partners</p>
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	<p>Country programme development can be a framework to identify all international financial support and how to ensure complementarity between projects and actions</p> <p>Development of Country programmes and concept note</p> <ul style="list-style-type: none"> • Collect relevant documents • Set up a work programme to select priority projects ideas and formulate concept notes • Support for the submission of the concept notes or full funding proposals

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			=> Means of implementation: training NDA members, share consultants work with relevant representatives of Administration to build and keep in house maximum competences
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	Provide support for the formulation of project/programme and submit to the GCF <ul style="list-style-type: none"> Funding request to GCF for Country programme, proposals => Means of implementation: close work with local consultants, workshops orientated at GCF documents (familiarisation with relevant application documents, the GCF document logical framework, in line with GCF results 'areas and investments 'criteria)
4.4 Funding proposals, including for adaptation, that are aligned with country priorities 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	Elaboration of funding proposals, submission with Letter of No Objection <ul style="list-style-type: none"> Request to GCF for funding proposals => Means of implementation: involve national or international AE, into the programme of workshops, in order to structure the dialogue and create enabling conditions to produce effective documents/high quality proposals.
5. Private sector mobilization	0/8	4/8	
5.1 Private sector engaged in country consultative processes	<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	Development of strategy to engage with private sector in country consultative processes <ul style="list-style-type: none"> Sectoral consultations, link with relevant administrations on the issue private sector relevant targeted dialogue => Means of implementation: conceive specific messages for the private sector, specific communication actions, rely on the different consultants' competencies to build a message to private sector
5.2 Enabling environment for crowding-in private sector investments at national, regional and international levels exists	<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	Development of strategy to attract private sector through public-private investments <ul style="list-style-type: none"> mainstream GCF issue into the national annual Government – private sector dialogue Dialogue with Chamber of Commerce and <i>Maison de l'Entreprise</i> Prepare a MoU on the engagement of the private sector => Means of implementation: involve relevant departments of the Public Administration (Budget, Finance, Economy) in order to start a broad discussion on tax and fiscal issues, stable environment for finance, organise meetings, raise awareness
5.3 Funding proposals for private sector projects/programmes, including for adaptation, 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	Set up conditions and encourage the elaboration of Funding proposals for private sector projects/programme <ul style="list-style-type: none"> Coordinate formulation of funding proposal by private sector Establish the mechanism of No Objection Letter with the Private Sector => Means of implementation: involve the consultants, strengthen the dialogue with private sector, one training of NDA members focused on private finance for climate change and new climate economy, and a training for private sponsors on GCF funded projects



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<p>5.4 Funding proposals under the Private Sector Facility programmes (small- and medium-sized enterprises and mobilizing funds at scale) submitted and approved</p>	<p><input checked="" type="checkbox"/>0 <input type="checkbox"/>1 <input type="checkbox"/>2</p>	<p><input type="checkbox"/>0 <input checked="" type="checkbox"/>1 <input type="checkbox"/>2</p>	<p>Preparation and submission of Funding proposals under the Private Sector Facility programmes</p> <ul style="list-style-type: none"> • Categorize private sectors' organisations according to their profiles, features and submissions • Raise interest on specific call for projects (MSME and Enhanced Direct Access) • Strengthen the capacity of private sectors' organisations to formulate funding proposals • Support private sectors' organisations in the submission of their funding proposals <p>Identifying opportunities to engage the private sector, focused on micro, small and medium-sized enterprises, and to leverage their capacity to implement programming priorities.</p> <p>=> Means of implementation: strengthen relationship with the GCF secretariat to understand and promote the opportunities, include these subjects in the content of the workshops, request consultants to include these subjects into their work programme (including IT & communication)</p>
<p>TOTAL</p>	<p>5/40</p>	<p>30/40</p>	

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*)

After a kick-off consultation phase, the Burkina Faso Focal Point has set up an operational plan in order to implement the different activities listed above in section 2. This set of activities will enable to bridge the gap between the current situation (baseline noted 5/40, which means that little is known and done about the GCF at this stage) and the targeted situation (viewing a realistic result of 30/40 and letting space for future developments in the areas where a lot of progress is to be made, in particular regarding involvement of the private sector). The activities have been conceived by crossing:

- activities that appear logical to develop in order to arrive from a point 0 to a point 1 or 2,
- activities that the team members of the NDA developed along many years of experience of project development in their country, with their usual cooperation partners
- relevant activities identified in the Readiness Guide Book
- activities informed by lessons-learned from other countries, available in the different Readiness Proposals published on GCF website.
- All consultations will be gender and social equity based through the involvement of Women and Youth-led organisations.

After an internal brainstorming phase, a consultative process that federated opinions, suggestions and requests from many parties, sectors and regions, and integration of advice from a GCF Regional Advisor, a pragmatic and concrete plan of activities has been set up, involving 3 main means of implementation:

1. Support from external experts and consultants, bringing missing competences to the NDA team, aiming at consolidating these areas of expertise locally. Four domain of expertise have been identified:
 - *international climate finance*, experts are expected to conduct 6 missions in Burkina Faso and to provide some regular home-based support;
 - *Information technology(IT)*, a local consultant will be recruited to set up the website as well as an internal database system, in order to build the administrative memory of the NDA and enable easy access to information;
 - *Communication*, a consultant to help defining the relevant material to support the strategy; as well as translation support, through a bilingual consultant to support the translation workload on technical documents to exchange with the Fund;
 - two sectoral local experts, one on Adaptation, the other one Energy, expected to team-up with the international expert and both bring the view from the country and capitalise know-how locally.
2. A programme of 6 Workshops, including one launching large-scale event, 4 technical workshops (including Ouagadougou and regions) and one large-scale closure event. The venue calendar of the international consultant will be programmed to support these workshops. Either for large-scale events or for technical/sectoral workshops (ex with private sector or financial institutions),
3. Workshop budgets contemplate all necessary aspects: renting rooms, catering, road transport for participants from regions, or for NDA team to access the regions, communication material, etc.
4. A programme of trainings, expecting one per quarter, aiming at upgrading competences of the NDA team and direct members of the NDA network: trainings on climate finance, accounting, technical expertise, lessons-learned by South-South cooperation etc. Short term trainings (average 5 days each) for 4 nationals abroad are planned.

SECTION 4: BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT

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 (fare, accommodation, DSA, telecom)	Workshops/ Trainings	Others	12m with first tranche \$250,000	residual payments with last tranche \$50,000
Country capacity strengthened Stakeholders engaged in consultative processes Direct access realized Access to finance Private sector mobilization	International climate finance consultant 6 missions of 1week every 2months + 1day/week home-based support = 100 days*600 USD	60000	60 000	0	0	0	53 156	6844
	Fare international flights (Eco) 6 trips of 7 days each	7 200	0	7 200	0	0	7200	0
	Accommodation cost (6 trips x 7 days = 42 days travel* USD100)	4 200		4 200			4200	
	DSA – USD 100* 42 days	4 200		4 200			4200	
	Telecom budget (Skype) for home-based follow-up	600		600			600	
	National IT consultant (conception website + database + maintenance) = 76 Days*250 USD	19 000	19 000	0	0	0	14774	4 226
	National consultant for translations: 32days *250	8 000	8 000	0	0	0	6221	1 779
	Communication consultant: 20 days*250USD	5 000	5 000	0	0	0	3888	1 112

2 national consultants, adaptation, energy: 132 days *250 USD	33 000	33 000	0	0	0	25661	7 339
Accommodation cost national consultants travels (75USD for 28 days * 2 consultants)	4 200	0	4 200	0	0	4200	0
DSA (100USD * 28 days* 2 consultants)	5 600	0	5 600	0	0	5600	0
Telecom monthly budget (USD 300 * 2 consultants)	600	0	600			600	0
Fare national trips for workshops (rent cars)	6 000	0	6 000	0	0	6000	0
Sub-totals consultants - fees	125 000	125000	0	0	0	103 700	21 300
- Travel	32 600	0	32 600	0	0	32 600	0
Two large national workshops (one launching and one closing event, 100 people) + 4 sectoral small group (20 people) including in regions : transportation, accommodation and DSA	13500		13 500	0	0	13500	0
Rental charges	24 000	0	0	24 000	0	24 000	0
Catering	13 500	0	0	13 500	0	13 500	0
Conference stationery, translation services, media coverage	6 000	0	0	6 000	0	6 000	0
Equipment, office supplies & services, communication material	18 000	0	0	0	18 000	18 000	0
Outreach	3000	0	0	0	3000	3 000	0

	Sub-totals workshops	78 000	0	13 500	43 500	21 000	78 000	
	Four trainings for NDA members in external events (including inscription fee for 2 trainings)	15 000	0	15 000	0	0	15 000	0
	Sub-totals workshops and trainings	15 000	0	15 000	0	0	15 000	0
	Three (03) Meetings of the national selection committee	2500	0	0	0	2500	2500	0
	Sub-totals meetings	2 500	0	0	0	2 500	2 500	0
	Audit	6500	0	0	0	6500		6500
	Total activities	259 600	125 000	61 100	43 500	30 000	231 800	27 800
	CONTINGENCY (UP TO 5%)	13 200	0	0	0	13 200	0	13 200
	PROJECT MANAGEMENT COSTS (UP TO 10%)	27 200	0	0	0	27 200	18 200	9 000
	TOTAL	300 000	125 000	61 100	43 500	70 400	250 000	50 000

Procurement plan

IUCN is responsible for fiduciary management of the readiness funding. The NDA will lead the implementation process of this program in collaboration the institutional framework described below. IUCN in collaboration with the NDA will competitively procure services consistent with its procurement policies. The terms of reference of consultants and the technical specification or requests will be developed under the guidance of the NDA to ensure full compliance with their needs. TORs for the consultants will be provided with the first disbursement request.

Procurement methods according to contracts amounts for goods and services other than consultants are as follows:

Items	Thresholds	selection method
Car rentals, Fare International flights, Conferences/Workshops stationery venue, Translation devices and media coverage, Equipment, office supplies and material	≥ \$400	Request for quotation to list of 3 bidders
	≥ \$2 000	A restricted call for tenders is required
	≥ \$20 000	National Competitive bidding: National competitive bidding for goods: Request for quotation to list of 3 bidders

Items	Thresholds	Recruitment method
Consultants	≤ \$ 20 000	Shopping
	≥\$20 000 and ≤\$80 000	Quality- and Cost-Based Selection (QCBS: Selection based on Cvs and proposals (technical and financial); ToR to Short list of prequalified consultants (at least 3 proposals)

The procurement plan of the project is described below:

Procurement plan for goods and services				
Items	Contract value	selection method	Prequalification of Bidders (Yes/No)	Comment
Fare national trips for workshops (rent cars)	6000	Restricted call for tenders	y	From our prequalified travel agencies.
Rentals (Rentals required for the workshops)	24 000	Restricted call for tenders	y	
Six (06) Fare international flights	7 200	National Competitive bidding	Y	To be contracted 2 weeks before the beginning of the given activity.
Conferences/Workshops stationery, translation devices and media coverage along with activities planning)	35 400	National Competitive bidding	Y	Request for quotation to 3 hotels (01 Mars 2017; contract 2 weeks before the activity period)
Equipment, office supplies and material (Procurement completed during the first trimester and equipment to be used during the project lifetime)	18 000	National Competitive bidding	Y	Request for quotation to list of 3 bidders (quotation= Mars 2017; contract 30 March 2017)

Procurement plan for Consulting services				
Items	Contract value	Recruitment method	National /international	Description

Climate finance consultant (First trimester:	60 000	Consultant qualifications (QC)	International	Selection based on Cvs and proposals (technical and financial); ToR to Short list of prequalified individual consultants (at least 3 proposals); Request (01 March 2017; selection and contract 30 March 2017)
IT consultant (Second month)	19 000	QC	National	Selection based on Cvs ; ToR to Short list of prequalified consultants (at least 3 proposals); Request (01 March 2017; selection and contract 30 March 2017)
Translators (3 Weeks before workshop)	8000	QC	National	Selection based on Cvs ; ToR to Short list of prequalified consultants (at least 3 proposals); Request (01 April 2017 and contract 2 weeks before workshops periods)
Communication consultant(Second month)	5000	QC	National	Selection based on Cvs ; ToR to Short list of prequalified consultants (at least 3 proposals); Request proposal (01 March 2017; Contract 15 April 2017)
Adaptation consultant(First trimester)	21 700	QC	National	Selection based on Cvs and proposals (technical and financial); ToR to Short list of prequalified consultants (at least 3 proposals); Request (01 March 2017; selection and contract 30 March 2017)
Energy consultant (First trimester)	21 700	QC	National	Selection based on Cvs and proposals (technical and financial); ToR to Short list of prequalified consultants (at least 3 proposals); Request (01 March 2017; selection and contract 30 March 2017)

Disbursement schedule

The funding will be transferred to IUCN Burkina in three tranches :

- The first disbursement, which amounts US\$ 250,000 will be transferred upon the signature of the grant agreement;
- The final disbursement of US\$ 50,000 will be made upon submission of a completion report and financial report, including an audited expenditure statement.

Additional information

Compared to other budgets provided by other countries (available on the FINE PRINT of the GCF website), Burkina Faso plan of activities represent a specificity: the network of consultation is widely extended over the whole country. Burkina Faso has a long experience in Adaptation projects, which oblige many local visits and consultation, and created a tradition of regular meetings, consultations of many stakeholders at different levels (ministerial, local governments, civil parties, beneficiaries). As a consequence the travel budget is relatively heavier than in other countries where most events would happen only in the capital city and one or two additional places. Important to note that regional consultations require travelling by car/bus, which implies specific logistics.

SECTION 5: IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

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

As indicated in the section 1, two entities have been identified as key building elements of the future framework of engagement with the Fund. As soon as the NDA is established, Nomination Letters will be submitted and a first level of support is requested for both entities. The NDA will manage the readiness project. The coordinator will report to the Permanent Secretary of the NDA on progress with regard to the GCF readiness activities. The contact point for the NDA will act as **coordinator of this readiness project**, whose main task will be to ensure day-to-day management of readiness activities. IUCN will be the executing entity in charge of fiduciary management. The coordinator will operate under the authority of the NDA and with oversight from a GCF Steering Committee to be set up. The coordinator will be assisted by the climate finance consultant.

