



7 July 2022

Notification on the Readiness Programme Processes and its Authorized Delivery Partners

Dear National Designated Authorities and Focal Points,

We have recently been informed of unauthorized third parties approaching NDAs concerning applications for Readiness funding.

In order to avoid confusion, we would like to kindly remind you of our processes and our partners. We also take this opportunity to update you on some of the steps we are taking to make our Readiness Programme more efficient and accessible.

Working with trusted partners

GCF works with a range of partners to deliver Readiness support to developing countries. If you are approached by a third party, before considering engaging, please check whether they are an authorised Delivery Partner by reviewing our [Delivery Partner database](#). We currently work with 148 Delivery Partners, which may be nominated by NDAs to implement activities approved under the Readiness Programme.

Delivery Partners include the NDAs themselves, GCF Accredited Entities, and organisations which have been assessed as being capable of implementing technical assistance and capacity development grants. Before engaging with Delivery Partner which are not an Accredited Entity, GCF undertakes due diligence to ensure that these have the required legal, fiduciary, and project management capacities to implement readiness grants.

Readiness funding and multi-country applications

Up to USD 1 million per country per year can be requested for support related to institutional capacity building, coordination, policy and planning, pipeline development and knowledge sharing and learning. Of this overall amount, NDAs may request up to USD 300,000 per year in direct support to help establish or strengthen a NDA or focal point to deliver on the Fund's requirements.

GCF may accept proposals for Readiness support for individual countries as well as proposals submitted by multiple countries on a regional or multi-country basis. *For regional or multi-country proposals, however, it is crucial that all relevant NDAs and the approved Delivery Partner agree on the program objectives, proposed activities and budget during the development stage of the proposal.*

Our respective Regional teams are available to discuss with you, our NDA's as upstream as possible your Readiness needs and any proposal, and to provide co-development support, as needed.

Process for Readiness support

The steps to follow in order to apply for Readiness support are set out in the [Readiness and Preparatory Support Guidebook](#). The guidebook is available in four languages, and provides step-by-step guidance on how to develop and submit high-quality Readiness proposals as well as how to navigate challenges during grant implementation.

The [Readiness proposal template](#) should be completed by NDAs, with support from Delivery Partners where relevant, and can be uploaded, together with other relevant documentation, via our [Country Portal](#).

Improving the efficiency of our Readiness Programme

GCF is committed to continuously improving the efficiency and effectiveness of the Readiness Programme, and to responding to feedback from NDAs on how we can strengthen our delivery of Readiness support. As part of this commitment, we are launching a series of initiatives to facilitate access to readiness resources and enhance results management, which will shortly be communicated to all NDAs.

These initiatives will include measures to streamline and standardize key processes, as well as to introduce new measures such as the Portfolio Performance Management System which is being launched this month, as well as the roll-out of the Readiness Results Management Framework.

We are also in the process of updating the Readiness Guidebook and will shortly provide further details about the aims, consultation process, and timeline for this update.

Thank you for your continued engagement with GCF. If you have any questions about Readiness Programme procedures or correspondence that you have received, please contact your respective regional Team, with contact details per country available in the GCF website. We stand ready and available to assist!

Yours sincerely,

GCF Secretariat