

Readiness Proposal

with the Sahara and Sahel Observatory for the Republic of Tunisia

20 February 2019 | NDA Strengthening & Country Programming



**GREEN
CLIMATE
FUND**

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.
- For the final version submitted to GCF Secretariat, please delete all instructions indicated in italics in this template and provide information in regular text (not italics).

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, particularly to the situation of vulnerable populations, including women and men. Please be specific about proposed actions to address these issues. Consult page 7 of the readiness guidebook for more information.

SECTION 1: SUMMARY

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| <p>1. Country submitting the proposal</p> | <p>Country name: Tunisia Name of institution representing NDA or Focal Point: Ministry of Local Affairs and Environment Name of NDA/Focal Point: Mr. Chokri Mezghani Position : Director Telephone: (+216) 70243827 Email: chokri.mezghani@mineat.gov.tn Full office address : Cité administrative, Rue du développement, cité El Khadra, 1003 Tunis</p> |
| <p>2. Date of initial submission</p> | <p>28/02/2018</p> |
| <p>3. Last date of resubmission</p> | |
| <p>4. Which entity will implement the Readiness and Preparatory Support project?</p> | <p><input type="checkbox"/> National Designated Authority <input type="checkbox"/> Accredited Entity <input checked="" type="checkbox"/> Delivery Partner Name of institution: Sahara and Sahel Observatory Name of official: Mr. Khatim Kherraz Position: Executive Secretary Telephone: (+ 216) 71 206 633 Email: boc@oss.org.tn Full Office address: Boulevard du Leader Yasser Arafat BP 81, 1080 Tunis - Tunisia</p> |
| <p>5. Title of the Readiness support proposal</p> | <p>Tunisia Readiness support for NDA capacity building and Project pipeline development</p> |
| <p>6. Type of Readiness support sought</p> | <p><input type="checkbox"/> Readiness</p> <ul style="list-style-type: none"> - Establishing and strengthening national designated authorities or focal points - Strategic frameworks, including the consolidation of the country programme - Support for accreditation and accredited direct access entities |
| <p>7. Brief summary of the request</p> | <p><i>Tunisia's engagement with the GCF is an opportunity to mobilize significant resources to finance the implementation of its National Climate Change Strategy (SNCC) developed in 2012, its intended national determined Contribution (INDC / INDC) submitted to the UNFCCC Secretariat in 2015, and its National Strategy for the Green Economy (SNEV) finalized in 2016. This commitment will also be an opportunity to upgrade, in terms of climate finance, the institutions which are involved in the climate change issue, as well as the private companies and financial institutions that are to be involved.</i></p> <p><i>Tunisia benefited from the support of the Green Climate Fund to carry out its preparation for access to finance and the establishment of the Designated National Authority (readiness grant #1). The activities allowed to establish a Designated National Authority (DNA), elaborate the Non-Objection Mechanism, as well as to fill certain capacity gaps and strengthen the effective engagement of relevant stakeholders (public sector, private sector, civil society and media). The development of the Country Program has also started and will take into account the country's priorities in terms of climate change to be submitted to the GCF for funding.</i></p> <p><i>However, the implementation of this first readiness grant highlighted a number of additional needs in terms of capacity for projects' development, large scale communication at national level, effective involvement of national entities in the GCF accreditation process and the private sector mobilization. These needs were mentioned by the different stakeholders and high-level authorities during the consultations carried out with the first readiness grant, justifying the development of this new readiness proposal.</i></p> |
| <p>8. Total requested amount and currency</p> | <p>330 000 (US\$)</p> |
| <p>9. Anticipated duration</p> | <p>18 months.</p> |

SECTION 2: LOGICAL FRAMEWORK

Please complete the table below by including proposed outcomes, baseline situations, the targets for implementation period, and the activities to be undertaken, including key outputs or deliverables. Please add rows for additional outcomes as needed. For further guidance on completing the table, please refer to the guidebook "Accessing the GCF Readiness and Preparatory Support Programme", including specific Outcomes to select from.

| OUTCOMES | BASELINE | TARGET | ACTIVITIES <i>Please include at least one specific deliverable output for each activity, and the timeframe (month number) in which it will be delivered to GCF.</i> |
|----------------------------------------------------------|----------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Country capacity strengthened | 1- 4 | 4 - 4 | |
| 1.1 NDA office / secretariat established and operational | 1 | 2 | <p>The newly established Tunisian NDA (first constituting meeting in February 2018) is made up of representatives from different ministries and departments. Under the current circumstances (budgetary crisis in the country), the effective coordination and implementation of the NDA's activities will not be possible unless a management unit is set up and staffed with support from GCF readiness. The management unit will be responsible for leading on GCF programming activities, implementing the coordination mechanism, the monitoring and evaluation of the NDA activities, the maintenance of monitoring and communication tools developed during the project's first phase.</p> <p>1.1.1. Set up of a management unit / NDA secretariat. Key output: Two (2) national experts are recruited in order to support the NDA activities with the collaboration of the delivery partner and under the supervision of the GCF focal point:</p> <ul style="list-style-type: none"> - Environmentalist specialized in climate change and climate finance who will be in charge of the coordination/implementation of the project activities, - Monitoring & Evaluation expert who will be in charge of the monitoring of activities and the periodic reporting to the NDA members. <p>Completed 1 month after first disbursement.</p> <p><i>N.B: The NDA Secretariat staff could be recruited by the Ministry of Local Affairs and Environment after the completion of the project.</i></p> <p>1.1.2 Strengthen the operational capacity of the NDA secretariat. Key output: Acquisition of equipment (detail in section 4). Completed 1 month after first disbursement</p> |
| 1.2 NDA members capacities are strengthened and upgraded | 1 | 2 | <p>The NDA members were nominated at the middle of the first phase of Readiness Tunisia project (Feb 2018); for this reason, a large majority of them couldn't benefit from the trainings organized during this first phase (2017). It is, therefore, necessary to undertake capacity building activities so that NDA members can efficiently fill their mandate. To insure the sustainability of the knowledge all the trainings materials (PPT presentations, template etc...) will be available on the NDA website for a large public. Indeed, the NFP can organize periodically some update trainings sessions for the NDA members. The national stakeholders' can also use those materials to organize their own trainings.</p> <p>1.2.1 Organize training sessions on climate finance and the GCF (projects and programmes development, planning and monitoring and evaluation processes, coordination mechanism ...). Key output: (2) training workshops with training materials made available. Completed 3 months after first disbursement.</p> |
| 2. Stakeholders engaged in consultative processes | 1.5 - 4 | 4 - 4 | |

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| <p>2.1 Communication strategy and action plan are operationalized</p> | <p>1</p> | <p>2</p> | <p>The first phase of Tunisia Readiness project has allowed the development of a communication strategy along with its action plan. Although some of the activities plan in the communication strategy such as awareness raising workshops, radio and TV interviews, roll up, flyers and a web platform development has been led in the first phase of the readiness project of Tunisia. The effective operationalization of the strategy and the implementation of its action plan was not possible due to the limited budget allocated by the project. More resources should be allocated, in the project second phase, to carry out most of the relevant activities planned in the communication plan. In need, some relevant communication tools such as radio and TV magazines, spot TV etc can be develop to reach a large public at national level. During the first phase, the local stakeholders (including academicians, CSOs and private sector expressed their needs in terms of awareness raising about the climate finance and GCF procedure. It will be relevant to organize a round of awareness raising in the regions which are not sufficiently represented during the first phase of the project. Financial support will also enable the update and maintenance of the NDA web platform which serves both as a tool dedicated to the general public and a work tool for the NDA.</p> <p>2.1.1 Update and maintenance of the platform developed with the first readiness grant. Key output: IT and Communication experts are recruited for 90 days spread out over the duration of the project. Completed 1 month after first disbursement.</p> <p>2.1.2 Develop communication tools and carry out communication and awareness-raising activities about climate change and climate finance targeting particularly stakeholders at local level (CSOs, researchers, academics and private sector) based on the strategy and action plan elaborated during the first readiness phase. Deliverables: relevant communication tools (flyers, signs, update and edition of the guide, Medias: Radio and TV Magazines, Spot TV, videos interviews...) awareness-raising workshops at local level reports. Completed 6 months after first disbursement.</p> |
| <p>2.2. Civil Society Organizations involved and engaged with the Green Climate Fund</p> | <p>1</p> | <p>2</p> | <p>Civil society is not only expected to stand as observer to the GCF but also it will play a primary role during the development and implementation of the projects, in particular regarding the monitoring of compliance with environmental and social standards set by the fund. To this end, CSO's knowledge on GCF financing and safeguards should be enhanced.</p> <p>2.2.1 Develop a guide on the GCF financing (including preliminary analysis) for the benefit of Civil Society Organizations in Tunisia. Deliverables: guidebook on GCF financing and the engagement of CSO as local actors. Completed 6 months after first disbursement.</p> <p>2.2.2 Organize a national workshop bringing together the different Civil Society Organizations. Key output: National workshop for awareness raising and knowledge sharing; Completed 12 months after first disbursement.</p> |
| <p>3. Direct access</p> | <p>2 – 4</p> | <p>4 – 4</p> | |

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| <p>3.1 Direct access entity accredited</p> | <p>1</p> | <p>2</p> | <p>Since the designation of the Focal Point for the GCF in July 2014, Tunisia nominated 12 institutions for accreditation. The sensitization and experience-sharing workshops organized during the first phase of the project as well as the self-evaluation of these 12 entities allowed the DNA to nominate 2 entities which must continue the process. Presently, only two institutions are engaged in the process: the "Agence de Promotion des Investissements Agricoles (APIA)" with the support of the AFD and the "Caisse des Dépôts et Consignations (CDC)" with the support of Readiness fund.</p> <p>To increase the chances of having at least two accredited national entities and facilitated private sector engagement, the DNA proposed to support a financial institution that has demonstrated its commitment to follow the accreditation process. This is the Al Amen Bank</p> <p>It is proposed that this activity be executed directly by OSS. Indeed, OSS is accredited to the GCF and hence has the necessary skills to support a national entity in its accreditation process, especially as it is located in the same country. Such option is proposed as it will be more cost efficient than recruiting an external consultant which will likely have less knowledge than OSS on the accreditation process.</p> <p>3.1.1 Follow-up and accompany the bank "Amen Bank" for its preparation for accreditation by supporting the documentation of internal procedures and their translation into English. Deliverable: personalized action plan to address the accreditation process and support the elaboration of the internal procedure documents. Completed 3 months after first disbursement.</p> <p>3.1.2 Support during the preparation of the GCF accreditation application. Key outputs: i) Coaching on the mastering the Online Accreditation System (OAS), Completed 8 month after first disbursement.</p> |
| <p>3.2 Direct access entities are sensitized on the GCF specifications and standards and the accreditation process</p> | <p>1</p> | <p>2</p> | <p>3.2.1 Sharing experiences between national nominated entities on the accreditation process. Key outputs: Information and sharing experience workshop bringing together (CDC and APIA as well as few other entities (probably Amen Bank) interested in starting the accreditation to the GCF. Completed 12 months after first disbursement.</p> |
| <p>4. Access to finance</p> | <p>2 – 4</p> | <p>4 – 4</p> | |
| <p>4.1 Project preparation capacity developed within national Ministries and government agencies.</p> | <p>1</p> | <p>2</p> | <p>During the implementation of the first phase of Readiness Tunisia, some capacity building needs have been identified within ministries and government agencies in terms of proposal preparation for GCF and reporting by using the monitoring tool developed in the first phase of the readiness project. A further analysis of these needs is required to develop tailored trainings.</p> <p>4.1.1 Identify specific capacity building needs within Ministries and government agencies (to be designated by the NDA) through a consultation mechanism. Key output: a tailored capacity building strategy and action plan with a time-bound not exceeding the project duration is developed. Completed 2 months after first disbursement.</p> <p>4.1.2. Capacity building of relevant national actors (within Ministries and government agencies) and others sponsors of adaptation and mitigation projects. Key output: (3) training workshops based on developed capacity building strategy and action plan. Completed 12 months after first disbursement.</p> |

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| <p>4.2 Concept notes, including on adaptation, developed that implement high-impact priorities identified in INDCs and other national strategies or plans</p> | <p>1</p> | <p>2</p> | <p>The first phase of Readiness Tunisia project has enabled the setting up of an ad hoc committee composed of some NDA members, whose mission is to periodically discuss and approve new directions of climate finance and the GCF portfolio in Tunisia.</p> <p>4.2.1 Organize a meeting of the ad hoc committee to update priority adaptation and mitigation projects, on the basis of:</p> <ul style="list-style-type: none"> - The country programme, - The existing concept notes prepared by national organizations and development partners, - The good pilot projects that can be scaled up. <p>Key output: (3) priority projects are selected to develop their concept notes. Completed 6 months after first disbursement.</p> <p>4.2.2 With the collaboration of AEs, support the development of 3 project Concepts in alignment with the country programme and according to the GCF template.</p> <p>Key output: i) (3) project concept notes ready to be submitted to the GCF, ii) NDA meeting for concepts validation. Completed 12 months after first disbursement.</p> <p>4.2.3 Submit the validated concept notes to the GCF through the Accredited Entity (ies) designated by the NDA (after no-objection). Completed 15 months after first disbursement</p> |
| <p>5. Private sector mobilization</p> | <p>1 – 6</p> | <p>6 – 6</p> | |
| <p>5.1 Private sector engaged in country consultative processes</p> | <p>0.5</p> | <p>2</p> | <p>During the project first phase, activities to mobilize the private sector have focused on:</p> <ul style="list-style-type: none"> - Awareness raising on climate change issues and Climate finance; - Study and strategy elaboration for improving the enabling environment for crowding in private sector for climate smart investments in the country and for accessing GCF funding; - Enhanced knowledge on accessing GCF funds and preparing targeted proposals to be supported by the GCF PSF team. <p>5.1.1 Promote the private sector role and its contribution in Climate Change adaptation and mitigation. Discussions, in this framework, will focus on the pre-requisites (policies, regulatory mechanisms, financing instruments...) to facilitate the private sector engagement in the country adaptation and mitigation efforts. Key output: National workshop bringing together representatives of public and private sectors, discussions will be based on the strategy and action plan and outputs developed during the project's first phase. Completed: 6 months after first disbursement.</p> |

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| <p>5.2 Make a national call for proposals, through the accredited entities operating in Tunisia on the private sector including conditions allowing to mobilize the national private sector.</p> | <p>0.5</p> | <p>2</p> | <p>5.2.1 Develop the TORs of the national call for private sector projects, restricted tender to accredited entities and/or applicants in Stage II of the accreditation process. Experience has shown that open call for proposals bring in valuable projects that might at a later stage not be uptaken by AEs ; in this context, for more effective and quick delivery, the call for proposals will be directed to a restricted list of candidates able to concretely submit a proposal on the short term and carry it to the GCF Board. The design of the call for proposal will take care of motivating the AEs to consult with local partners, potential executing entities, project developers for enhanced country ownership and detection of local opportunities, and will build on the deliverables of the first Readiness programme.</p> <p>5.2.2 launch a call for projects according to established criteria to target the private sector,</p> <p>5.2.3 work with selected AEs and implementing agencies to develop project CNs, primary ideas will be shared with the GCF PSF team, to drive the projects towards the most opportune financial structure and ensure that market barriers are well identified and addressed.</p> <p>Key outputs: TORs of the national call, at least two concept notes developed by the selected AEs. Completed 12 months after first disbursement.</p> |
| <p>5.3 Develop a paper on lessons learned from the process engaged with private sector actors</p> | <p>0</p> | <p>2</p> | <p>5.3.1 Development a paper on lessons learned based on the CNs preparation process. Key output: i) lessons learned paper, ii) NDA meeting for the paper validation. Completed 14 months after first disbursement.</p> |

SECTION 3: ADDITIONAL INFORMATION

Tunisia is one of the Mediterranean countries most vulnerable to climate change. It signed and ratified the UNFCCC in 1992 and 1993 respectively and registered some achievements on both mitigation and adaptation fronts since then. In 2012, Tunisia developed its National Strategy on Climate Change (SNCC) in a bid to try and bring together, in a coherent way, the multiple and varied approaches for addressing climate change issues. In 2015, it developed and submitted its Intended Nationally Determined Contributions (INDC) to the UNFCCC secretariat. The engagement with the GCF is seen as an opportunity to access significant resources to finance the implementation of its SNCC and its INDC.

Since January 2017, Tunisia has benefited the support from the Green Climate Fund to carry out its preparation for access to finance and the establishment of the Designated National Authority. The activities allowed to :

- *Strengthen the country capacity by establishing the National Designated Authority (NDA) and setting up a coordination mechanism to support its activities and a no-objection procedure and management methodology to screen and select climate smart projects according to the country adaptation and mitigation priorities and in compliance to the GCF investment areas;*
- *Develop monitoring tool to enable the NDA to track climate finance flows at the country level;*
- *Mobilize and engage the different stakeholders in a consultative process through the setting up of communication and sensitization strategy and action plan and the implementation of some communication actions and tools like the development of a web platform;*
- *Development of the country programme (first draft is available);*
- *Capacity building of some representatives of the Ministries and Government agencies on the GCF specifications and the development of bankable project proposals;*
- *Nominate a dozen of national institution for accreditation to the GCF, only two of them were selected to benefit from support for the accreditation (APIA and CDC);*
- *Mobilize the private sector through the elaboration of a national strategy and action plan (in progress)*

However, the implementation of this first readiness highlighted some limits due to the insufficient budget and some operational difficulties. Indeed, a number of needs in terms of projects development for funding, large scale communication at national level, effective involvement of national entities in the GCF accreditation process, stakeholder mobilization especially civil society and private sector were expressed by the national entities.

These needs were also mentioned by the different stakeholders and high-level authorities, justifying the development of this new readiness proposal.

*In fact, the high-level meeting which **brought together the Ministers of Environment, Agriculture, the OSS Executive Secretary and the relevant technical departments and services in 9 January 2018** emphasized the importance of providing Tunisia with tools and mechanisms to quickly access the GCF fund. Among the recommendations made during this meeting, the MALE (Ministry of Local Affairs and Environment) and OSS (as delivery partner) technical teams were **asked to develop this second phase of Readiness in order to continue Tunisia's climate finance preparation activities**. These activities will strengthen the capacity of the DNA and Tunisian national entities wishing to become accredited to the GCF as well as the private sector. Furthermore, the proposed activities **are in line with the needs expressed by the NDA members and were validated during the workshop of 15-16 February 2018**, organize in the framework of the Readiness project, to sensitize the officially designated NDA members and the registered national entities for the GCF accreditation process. This workshop also identified the national institution that will be strongly supported by the activities of the second phase of Readiness.*

Finally, for an efficient coordination and implementation of the NDA activities, it is suggested to establish a management unit / NDA secretariat through the recruitment of Two (2) national experts (CC expert and M&E expert) that could be recruited by the Ministry of local affairs and Environment after the project completion. This could pave the way for a better ownership of the whole climate finance process by the country.

SECTION 4: BUDGET, PROCUREMENT, IMPLEMENTATION AND DISBURSEMENT

4.1. Budget Plan

| | Proposed activities | Total Cost | Cost Category | | | | Timing | | | Assumptions |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------|--------------|--------------|---------------|---------------|---------------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | Consultants | Travel | Workshop | Others | 6m | 12m | 18m | |
| | Please report the same expected outcomes and activities listed in the Annex (es) above | Total cost for each activity | | | | | | | | Please include all information needed to understand why this budget line is justified (including unit costs) |
| Outcome 1 : Country capacity strengthened | 1.1 NDA office / secretariat established and operational 1.1.1 Set up of a management unit / NDA secretariat 1.1.2 Strengthen the operational capacity of the NDA secretariat | 37,000 | 27,000 | | | 10,000 | 15,000 | 15,000 | 7,000 | <u>Output 1.1.1:</u> Two (2) national experts are recruited in order to support the NDA activities with the collaboration of the delivery partner and under the supervision of the focal point: - Environmentalist specialized in climate change and climate finance who will be in charge of the coordination of the project activities (full time) at the NDA secretariat: USD 1200*18 months= USD 21,600 - Monitoring & Evaluation expert who will be in charge of the monitoring of activities and the periodic reporting to the NDA members (part time). USD 600*09 months = USD 5,400 <u>Output 1.1.2:</u> Acquisition of equipment: 2 laptop computers + 2 desktop computers + 2 external hard discs, 1 TB + 2 inverters + 1 printer + stationaries + shelving for archives + 2 desks and office chairs. National open tender= USD 10,000 |
| | 1.2 NDA members capacities are strengthened and upgraded 1.2.1 Organize training sessions on climate finance and the GCF (projects and programmes development, planning and monitoring and evaluation processes, coordination mechanism ...) | 21,500 | 7,000 | 5,000 | 9,500 | 0,000 | 16,000 | 5,500 | 0,000 | <u>Outputs 1.2.1:</u> (2) training workshops with training materials made available. International consultant for the trainings: USD 700*10 days = USD 7,000 Travel (Including DSA) of the international consultant (USD 2,500*2) = USD 5,000 Trainings (two sessions) for the NDA members: room rental (USD 500) + catering (USD 50*25 pax = 1,250) *3 days + stationaries (USD 500) = (USD 4,750*2) = USD 9,500 |
| | | 58,500 | 34,000 | 5,000 | 9,500 | 10,000 | 31,000 | 20,500 | 7,000 | |

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| Outcome 2 Country's Programme is elaborated | <p>2.1 Communication strategy and action plan are operationalized</p> <p>2.1.1 Update and maintenance of the platform developed with the first readiness grant</p> <p>2.1.2 Develop communication tools and carry out communication and awareness-raising activities based on the strategy and action plan elaborated during the first readiness phase</p> <p>2.1.3. Awareness-raising actions at local level targeting CSOs, researchers, academics and private sector</p> | 57,400 | 6,900 | 18,500 | 17,000 | 15,000 | 40,000 | 17,400 | 0,000 | <p>Outputs 2.1.1: IT and Communication experts are recruited for 90 days spread out over the duration of the project. 2 National consultants= USD 400*3 months*2 = USD 2,400</p> <p>Outputs 2.1.2: some pertinent Communication materials defined in the action plan are implemented to broadcast the project and GCF activities at national level (by the same consultant, to be define). The costs cover for the write up, the design and the publication/printing of the various communications materials.: Medias, Magazines, videos interviews = 2,500*6= USD 15,000</p> <p>Output 2.1.3: awareness-raising workshops at local level (in 5 city) Workshops animation fees: USD 300*15 days = USD 4,500 Travel (Including DSA) for the NDA and project team (USD 120*5pers) *10 days = USD 6,000 Car rental (USD 300* 15 days) = USD 4,500; local transportation = (80 pers*20) *5 = USD 8,000 Organization fees: room rental (USD 500) + catering (USD 30*80 pax = 2,400) + stationaries (USD 500) = (USD 3,400* 5 days) = USD 17,000</p> |
| | <p>2.2. Civil Society Organizations involved and engaged with the Green Climate Fund</p> <p>2.2.1 Develop a guide on the GCF financing for the benefit of Civil Society Organizations in Tunisia</p> | 36,500 | 24,000 | 5,000 | 3,000 | 4,500 | 15,000 | 11,000 | 10,500 | <p>Output 2.2.1: guidebook on GCF financing and the engagement of CSO as local actors. International consultant for the guidebook development (preliminary analyses): USD 700*30 = USD 21,000 Travel (Including DSA) of the international consultant (USD 2,500*2) = USD 5,000 Edition and printing of the guidebook: USD 4,500 Translation in official language (consultant) USD 3,000</p> <p>Output 2.2.2: National workshop for awareness raising and knowledge sharing Room rental (USD 500) + catering (USD 50*40 pax*1day= 2 000) +Stationaries (USD 500) = USD 3,000</p> |
| | | 93,900 | 30,900 | 23,500 | 20,000 | 19,500 | 55,000 | 28,400 | 10,500 | |
| Outcome 3 : Direct access | <p>3.1 Direct access entity accredited</p> <p>3.1.1 Follow-up and accompany the bank "Amen Bank" for its preparation for accreditation by supporting the documentation of internal procedures and their translation into English.</p> <p>3.1.2 Support during the preparation of the GCF accreditation application</p> <p>Output 3.1.3: Documents translation in English</p> | 15,000 | 15,000 | 0,000 | 0,000 | 0,000 | 7,500 | 7,500 | 0,000 | <p>Output 3.1.1 accompaniment</p> <p>Output 3.1.2: <i>Coaching on the mastering the OAS</i> Advisory services proposed to be delivered by OSS USD 700*20 days = USD 14,000 This activity is proposed to be executed directly by OSS which is accredited to the GCF and has internal knowledge to perform such technical assistance.</p> <p>Output 3.1.3: <i>Documents translation in English = USD 1000</i></p> |

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| | <p>3.2 Direct access entities are sensitized on the GCF specifications and standards and the accreditation process</p> <p>3.2.1 Sharing experiences between national nominated entities on the accreditation process.</p> | 4,500 | | | 4,500 | | 0,000 | 4,500 | 0 | <p>Output 3.2.1: Information and sharing experience workshops (two) bringing CDC and APIA and Amen Bank <i>Room rental (USD 500) + catering (USD 50*25 pax*1 day= USD 1,250) +Stationaries (USD 500) * = USD 4,500</i></p> |
| | | 19,500 | 15,000 | 0,000 | 4,500 | 0,000 | 7,500 | 12,000 | 0,000 | |
| Outcome 4 : Access to finance | <p>4.1 Project preparation capacity developed</p> <p>4.1.1 Identify specific capacity building needs within Ministries and government agencies (to be designated by the NDA) through a consultation mechanism</p> <p>4.1.2. Capacity building of relevant national actors (within Ministries and government agencies) and others sponsors of adaptation and mitigation projects</p> | 20,500 | 14,000 | 0,000 | 6,500 | 0,000 | 12,000 | 8,500 | | <p>Outputs 4.1.1: a tailored capacity building strategy and action plan with a time-bound not exceeding the project duration is developed <i>National Consultant: USD 400*20 = USD 8,000</i></p> <p>Outputs 4.1.2: (3) training workshops based on developed capacity building strategy and action plan. <i>3 National Consultants to deliver trainings according to the identified needs = USD 400* 3*5 days = USD 6,000</i></p> <p><i>Room rental (USD 500*3*2 days) + catering (USD 50*10 pax*3*2 days) + stationaries (USD 500) = USD 6,500</i></p> |
| | <p>4.2 Concept notes, including on adaptation, developed that implement high-impact priorities identified in INDCs and other national strategies or plans</p> <p>4.2.1 Organize a meeting of the ad hoc committee to select priority adaptation and mitigation projects, on the basis of:</p> <ul style="list-style-type: none"> - The country programme, - The existing concept notes prepared by national organizations and development partners, - The good pilot projects that can be scaled up. <p>4.2.2 With the collaboration of AEs, support the development of 3 project Concepts in alignment with the country programme and according to the GCF template</p> <p>4.2.3 Submit the validated concept</p> | 62,000 | 52,500 | 7,500 | 2,000 | 0,000 | 2,000 | 45,000 | 15,000 | <p>Outputs 4.2.1: (3) priority projects are selected to develop their concept notes <i>ad hoc committee meeting: Room rental (USD 500) + catering (USD 50*20 pax*1 day= 1 000) +Stationaries (USD 500) = USD 2,000</i></p> <p>Outputs 4.2.1: (3) project concept notes ready to be submitted to the GCF</p> <p><i>3 International consultants to develop the CN (USD 700*25 days*3) = USD 52,500</i></p> <p><i>Travel (Including DSA) of the international consultant =2,500*3= USD 7,500</i></p> <p>Outputs 4.2.3: CN submitted to GCF by the AEs after NDA no-objection</p> |

| | | | | | | | | | | |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|--------|--------|--------|---------|---------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | notes to the GCF through the Accredited Entity (ies) designated by the NDA (after no-objection). | | | | | | | | | |
| | | 82,500 | 66,500 | 7,500 | 8,500 | 0,000 | 14,000 | 53,500 | 15,000 | |
| Outcome 5: Private sector mobilization | 5.1 Private sector engaged in country consultative processes 5.1.1 Promote the private sector role and its contribution in Climate Change adaptation and mitigation. | 3,000 | | | 3,000 | 0,000 | 0,000 | 0,000 | 3,000 | <u>Outputs 5.1.1:</u> National workshop bringing together AEs operating in Tunisia, representatives of public and private sectors, discussions will be based on the strategy and action plan developed during the project's first phase Room rental (USD 500) + catering (USD 50*40 pax*1 day= 2 000) +Stationaries (USD 500) = USD 3,000 |
| | 5.2 Make a national call for proposals, through the accredited entities operating in Tunisia on the private sector including conditions allowing to mobilize the national private sector 5.2.1 Develop of the TORs of the national call for private sector projects, 5.2.2 launch a call for projects according to established criteria to target the private sector, 5.2.3 work with selected AEs and implementing agencies to develop project CNs, | 10,000 | 7,000 | 0,000 | 3,000 | 0,000 | 0,000 | 10,000 | 0,000 | <u>Output 5.2.1:</u> TORs of the national call To be develop by OSS: USD 700*10 = USD 7,000 <u>Output 5.2.2:</u> a call for projects realized and NDA small work to select the best project ideas <u>Output 5.2.2:</u> at least two concept notes developed by the selected AEs behalf the supervision of the AND <u>Output 5.2.3:</u> Organization of small meetings between (three) gathering the AEs, the NDA and the executing entities during the projects CNs preparation <i>Small meetings (three): Catering (USD 50*20 pax*1 day= 1 000) *3 = USD 3,000</i> |
| | 5.3 Develop a paper on lessons learned from the process engaged with private sector actors. 5.3.1. development a paper on lessons learned based on the CNs preparation process | 12,000 | 10,500 | 0,000 | 1,500 | | | 12,000 | 0,000 | <u>Output 5.3.1:</u> Lessons learn paper OSS to develop the CN (USD 700*15 days) = USD 10,500 <i>Workshop to validate the paper:</i> <i>Catering (USD 50*20 pax*1 day= 1 000) = USD 1,500</i> |
| | | 25,000 | 17,500 | 0,000 | 7,500 | 0,000 | 12,000 | 10,000 | 3,000 | |
| Total by category | | 279,400 | 163,900 | 36,000 | 50,000 | 29,500 | 119,500 | 124,400 | 35,500 | |
| MANAGEMENT COST & OTHER | | 15,800 | 10,800 | 0,000 | 0,000 | 5,000 | 5,000 | 3,000 | 7,800 | Fees for one assistant to help the NDA secretariat in the administrative task management (sending invitations, the |



**READINESS AND PREPARATORY SUPPORT
PROPOSAL TEMPLATE**

| | | | | | | | | | | |
|-------------------------------------------|--|----------------|----------------|---------------|---------------|---------------|----------------|----------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| INCLUDING AUDIT | | | | | | | | | | project events organization, reporting...) USD 600/month = USD 10,800 |
| CONTINGENCY (UP TO 5%) | | 11,051 | 0,000 | 0,000 | 0,000 | 0,000 | 8,000 | 0,000 | 3,051 | |
| DELIVERY PARTNER FEES (UP TO 8,5%) | | 23,749 | 0,000 | 0,000 | 0,000 | 0,000 | 20,000 | 0,000 | 3,749 | Delivery partner fees will be managed as following: USD 22,749: OSS Staff salaries (or part thereof) for project coordination and management, finance, procurement and admin staff per month USD USD 1,000: Operation costs related to administrative management (printing, fax and telecom, and other related activities) |
| TOTAL BUDGET | | 330,000 | 174,700 | 36,000 | 50,000 | 34,500 | 152,500 | 127,400 | 50,100 | |

| 4.2. Procurement Plan | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------|--------------------------------------------------------------------------------------------|----------------------|----------------------------|
| <p><i>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.</i></p> | | | | | | |
| ITEM | ITEM DESCRIPTION | ESTIMATED COST US \$) | PROCUREMENT METHOD | THRESHOLDS (Min-Max monetary value for which indicated procurement method must be used) | ESTIMATED START DATE | PROJECTED CONTRACTING DATE |
| Goods and Non-Consulting Services | | | | | | |
| Translation | 2.2.1 Translation to the Arabic of the Guidebook on GCF dedicated to CSO capacity building | 3 000 | Direct procurement | Between USD 2 000 and USD 5 000 | | |
| Translation | 3.1.3: Documents Translation in English | 1000 | Direct procurement | Between USD 500 and USD 2 000 | | |
| Editing and publishing | 2.2.1 Guidebook on GCF dedicated to CSO capacity building | 4 500 | Direct procurement | Between USD 2 000 and USD 5 000 | | |
| Acquisition of materials | 1.1.2 IT equipment: 2 laptop computers + 2 desktop computers + 2 external hard discs, 1 TB + 2 inverters + 1 printer | 5 000 | National Open tender | Between USD 1 000 and USD 5 000 | | |
| Acquisition of materials | 1.1.2 Office expenditure: stationaries + 1 shelving for archives + 2 desks and office chair | 5 000 | National Open tender | Between USD 2 000 and USD 5 000 | | |
| Communication | 2.1.2 The write up, the design and the publication/printing of the various communications materials.: Medias, Magazines, videos interviews | (2,500*6) = 15 000 | National Open tender | Between USD 2 000 and USD 5 000 | | |
| SUB-TOTAL (US \$) | | 33 500 | | | | |
| Consultancy Services | | | | | | |
| International consultant or international consulting office | 1.2.1 Conduct trainings for NDA members | 7 000 | International Open tender | Between USD 5 000 and USD 20 000 | | |
| | 3.1.1 Follow-up and accompany the bank "Amen Bank" 3.1.2 Deliver advisory services (Those activities will be executed directly by OSS) | 14 000 | International Open tender | Between USD 5 000 and USD 20 000 | | |
| International consultant | 2.2.1 Develop of the Guidebook on GCF dedicated to CSO capacity building | 21 000 | International Open tender | Between USD 5 000 and USD 20 000 | | |
| International consultant or international consulting office | 4.2.1 Develop 3 project Concept Notes for the public sector | (17 500*3) = 52 500 | International Open tender | Between USD 5 000 and USD 120 000 | | |

| | | | | | | |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------|----------------------------------|--|----------------|
| National consultant | 1.1.1 Environmentalist specialized in climate change and climate finance who will be in charge of the coordination of the project activities (full time) | 21,600 | National Open tender | Between USD 5 000 and USD 20 000 | | |
| National consultant | 1.1.1 Monitoring & Evaluation expert who will be in charge of the monitoring of activities and the periodic reporting to the NDA members (part time). | 7,000 | National Open tender | Between USD 5 000 and USD 10 000 | | |
| National consultant | 2.1.1 IT expert for the update and maintenance of the platform developed with the first readiness grant (3 months spread over the project duration) | 1 200 | Direct procurement | Between USD 500 and USD 2 000 | | |
| National consultant | 2.1.2 Communication expert to develop communication tools and carry out communication and awareness-raising activities based on the strategy and action plan elaborated during the first readiness phase (3 months spread over the project duration) | 1 200 | Direct procurement | Between USD 500 and USD 2 000 | | |
| National consultant | 2.1.3 A climate change and climate finance expert to lead awareness workshops at the local level | 4,500 | National Open tender | Between USD 2 000 and USD 5 000 | | |
| National consultant | 4.1.1 Identify specific capacity building needs within Ministries and government agencies and produce a tailored capacity building strategy and action plan | 8 000 | National Open tender | Between USD 5 000 and USD 10 000 | | |
| National consulting firm | 4.1.2 Deliver 3 specific trainings (according to capacity building strategy and action plan to be elaborated during first quarter) | 2000*3 = 6 000 | Direct procurement | Between USD 500 and USD 2 000 | | |
| National consultancy | 5.3.1 Development a paper on lessons learned based on the CNS preparation process by OSS | 10,500 | National Open tender | Between USD 5 000 and USD 20 000 | | |
| Project Assistant at national level | Management cost | 10,800 | National Open tender | Between USD 5 000 and USD 20 000 | | |
| National consultancy | The project audit cost | 5,000 | National Open tender | Between USD 5 000 and USD 20 000 | | |
| SUB-TOTAL (US \$) | | 170 300 | | | | |
| TOTAL COST (US \$) | | | | | | 203 800 |

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.

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

1st tranche: USD 250 000 (Two hundred Fifty thousand US Dollars) only, will be disbursed upon after effectiveness of the Grant Agreement and also upon fulfilment of the disbursement conditions specified in the Grant Agreement and Standard Conditions.

Final tranche: USD 80,000 (Eighty thousand US Dollars) only, will be transferred upon submission of the 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 and also upon fulfilment of the disbursement conditions specified in the Grant Agreement and Standard Conditions.

4.4. Additional information

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.

At this date (24/10/18) of the project implementation, the expenditure realized in the first grant is \$ 110,376.17. The expenses incurred are approximately \$ 80,000 which will cover the fees of the consultants currently working on the activities mentioned above. Other expenses related to, (i) the organization of consultation and validation workshops of deliverables under development and (ii) international consultants travel costs are also planned (not fixed amounts).

Remaining Project Funds as of (24/10/18)

| Origin | Approved budget (USD) | Total expenditure as of (24/10/18) | Balance |
|-----------|-----------------------|------------------------------------|------------|
| GCF grant | 300 000 | 110 376,17 | 189 623,83 |

Due to some circumstances that occurred during the project execution and emerging realities, the project executing entity find necessary to apply for a no-cost extension of the closing date of the agreement. The principal rationales mentioned by the project coordinator for the request are as follows:

- The delays in project start (reception of the first disbursement in February 2017),
- The change of the GCF national focal point during the executing period,
- The difficulties encountered during the implementation to find good consultants to carry out some new activities related to climate finance proposed in the project.

Accordingly, for these reasons underline by the project coordinator, a request is submitted for extension of the grant term from the current date set out in the Grant Agreement to March 31th 2019. That will allow the executing entity to finalize the project planned activities before the proposed new closing date. Indeed, most of the remaining consultations are ongoing and the project coordinator asked for a few additional time to carry out the activities in a best way in order to achieve good quality deliverables

SECTION 5 : IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

5.1 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 Sahara and Sahel Observatory (OSS) will serve as the **delivery partner** and will work under the leadership and guidance of the FP/NDA to implement the programme. OSS as an accredited entity of the GCF will perform the various functions of the procurement process to hire the consultants and procure other services to deliver according to the planned activities.

In fact, the project’s fund will be managed by OSS. Payment of expenses related to the project activities will be carried out by OSS at the request of AND/FP from the account dedicated to the project in accordance with the procedure manual in force. OSS will be in charge of collecting supporting documents related to expenditure and submitting regular reports to the GCF Secretariat. With respect to these financial and management arrangements, an agreement will be made and signed between OSS and the FP.

The second phase of GCF Readiness Tunisia project is expected to have no execution risks. This is enabled from lessons learned captured from the past project. In fact, the first phase experience has shown how implementation arrangements provided the best framework to manage in a smooth manner the project activities while achieving its objectives. This has built a strong collaboration between both parties which will facilitate a continued execution process.

5.2 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.

1. At the institutional level, since the delivery partner is in the same country, the activities take place in perfect collaboration both technically and financially. The procedures of the OSS which is our implementing partner of the project bases faith for the financial management of the budget.
2. For monitoring and evaluation as well, we have the facility to organize regular follow-up meetings with the project team at the OSS level to take stock and reflect together on the activities to be implemented in the framework of the project to achieve its objectives. For that, OSS will develop a set of indicators (results and impact) to ensure the achievement of these objectives. A part of the project monitoring and evaluation will joint to the Interim and final Reports.

