
Readiness Proposal

**with Global Green Growth Institute (GGGI)
for Republic of Vanuatu**

06 December 2019 | Entity Support



Readiness and Preparatory Support Proposal Template

Programme title:	Enhancing Vanuatu's Ability to Seek Accreditation and Direct Access to the GCF
Country:	Vanuatu
National designated authority:	Mike Waiwai, Director, Department of Climate Change, Ministry of Climate Change Adaptation, Meteorology, Geo-Hazards, Environment, Energy and Disaster Management
Implementing Institution:	Global Green Growth Institute
Date of first submission:	28 September 2018
Date of current submission / version number	23 October 2019 V.5.0



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How to complete this document?

- Please visit the [Empowering Countries](#) page of the GCF website to download the Readiness Guidebook and learn how to access funding under the GCF Readiness and Preparatory Support Programme.
- This document should be completed by National Designated Authorities (NDA) or focal points with support from their Delivery Partners where relevant. Once completed, this document should be submitted to the GCF by the NDA or focal point to countries@gcfund.org.
- Please be concise. If you need to include any additional information, please attach it to the proposal.
- If the Delivery Partner implementing the Readiness support is not a GCF Accredited Entity for project Funding Proposals, please complete the Financial Management Capacity Assessment (FMCA) questionnaire and submit it prior to or with this Readiness proposal. The FMCA is available for download at the [Library](#) page of the GCF website.

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- If you are not sure how to complete this document, or require support, please send an e-mail to countries@gcfund.org.
- You can also complete as much of this document as you can and then send it to countries@gcfund.org, copying both the Readiness Delivery Partner and the relevant GCF Country Dialogue Specialist and Regional Advisor. Please refer to the [Country Profiles](#) page of the GCF website to identify the relevant GCF Country Dialogue Specialist and Regional Advisor.
- We will get back to you within five (5) working days to acknowledge receipt of your submission and discuss 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 Annex IV of the Readiness Guidebook for more information.

Please submit the completed form to:

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"GCF Readiness Proposal-[Country]-[yymmdd]"



1. SUMMARY			
Country submitting the proposal	Country name: Vanuatu		
	Name of institution representing NDA or Focal Point: National Advisory Board on Climate Change & Disaster Risk Reduction Name of contact person: Mike Waiwai Contact person's position: Director, Department of Climate Change, Ministry of Climate Change Adaptation, Meteorology, Geo-Hazards, Environment & Energy & NDMO Telephone number: +678 22160 Email: mwaiwai@vanuatu.gov.vu Full office address: PMB 9054, Port Vila, Vanuatu Additional email addresses that need to be copied on correspondences:		
Date of initial submission	28 September 2018		
Last date of resubmission	23 September 2019	Version number	V 5.0
Which institution will implement the Readiness and Preparatory Support project?	<input type="checkbox"/> National designated authority <input type="checkbox"/> Accredited entity <input checked="" type="checkbox"/> Delivery partner Name of institution: Global Green Growth Institute Name of official: Hyoeun Kim Position: Deputy Director-General & Head of Green Growth Planning and Implementation Telephone number: +82 70 7117 9968 Email: jenny.kim@gggi.org Full office address: 19F Jeongdong Building, 21-15 Jeongdong-gil Jung-gu, Seoul, 04518, Republic of Korea Additional email addresses that need to be copied on correspondences: katerina.syngellakis@gggi.org , paul.kaun@gggi.org , christopher.simelum@gggi.org , gcfliaison@gggi.org		
Title of the Readiness support proposal	Enhancing Vanuatu's Ability to Seek Accreditation and Direct Access to the GCF		
Type of Readiness support sought	Please select the relevant GCF Readiness activity area below (click on the box): <input checked="" type="checkbox"/> I. Country capacity for engagement with GCF <input type="checkbox"/> II. Country programming process <input checked="" type="checkbox"/> III. Direct access to climate finance <input type="checkbox"/> IV. Climate finance accessed <input type="checkbox"/> V. Formulation of national adaptation planning and/or other adaptation planning processes		

**Brief summary of
the request**

Vanuatu development policy mandates a shift towards Direct Access modalities for climate change programs including the accreditation of Direct Access Entities (DAE) as well as building institutional capacity for nominated national accredited entities.

This is the 5th Readiness proposal for Vanuatu, each successively building on the outcomes and impacts of the previous and addressing Vanuatu's key priorities of Climate Change Finance Access, Capacity Building and Project Management under the Vanuatu Climate Finance Roadmap. This new proposal builds upon earlier Readiness activities and will directly support the accreditation of a national direct access entity through the accreditation of the Ministry of Finance and Economic Management (MFEM) with the Ministry of Climate Change Adaptation (MCCA) as the cooperating Executing Entity. Readiness funding will support the identification, design and development of an Enhanced Direct Access (EDA) funding proposal to the GCF. Direct Access is not only Government policy and priority for climate finance but will also allow the government to directly and actively utilize the NDA process put in place by the first Readiness activities. This natural progression is leading towards greater Government ownership and more equitable partnerships with potential accredited entities. NDA strengthening has been successfully completed in the past, and so this proposal focuses exclusively on direct access.

An in-depth assessment of Vanuatu's ability to meet GCF accreditation standards (Vanuatu Climate Change Finance Review February 2018)¹ was recently conducted. In areas of institutional capacity, fiduciary capacity, Environmental and Social Safeguards (ESS) and gender highlight important gaps to be addressed and work to be undertaken. The assessment also supports the accreditation of the MFEM, while recommending the involvement of the Department of Strategic Policy Planning and Aid Coordination as a key entity for coordination. Thus, this proposal builds and seeks to implement these recommendations. Given the limited human resource capacity in country to follow-up on and implement these improvements, this Readiness proposal seeks to expand the human resource capacity of the Government as it gears towards DAE accreditation.

Several development partners are working with Vanuatu to enable direct access readiness, although none of these programs are able to provide long-term institutional support over a period of 18 months within the targeted key institutions (MFEM, MCCA, Prime Minister's Office [PMO]). Additional human capacity and skills to supplement the continued efforts of MFEM, MCCA and PMO to advance the direct accreditation process are needed. Government recurrent budgets are also constrained in this respect.

This GCF Readiness support will enable Vanuatu to dedicate the requisite human resources through specific and targeted long-term consultancy assignments, to directly deliver upon the project outcomes in the MFEM, MCCA and PMO towards accelerating an application for GCF accreditation and succeeding with the Financial Management Capacity Assessment and associated institutional policies and guidelines. The additional skills will also enable identification of an appropriate first project for direct access.

GCF has recently approved in April 2019 the Vanuatu readiness proposal for private sector engagement, with GGGI as the delivery partner. The "Mobilizing the Vanuatu Private Sector Towards Climate Change Action" readiness project complements this DAE accreditation project by enhancing climate finance access and related actions via the private sector space. It is envisaged that the private sector engagement program will build institutional capacity of business entities to engage with the DAE and enhance or complement DAE processes related to concept/project proposal development for climate resilient development outcomes. With private sector making vital contributions towards the achievement of Vanuatu's National Sustainable Development Plan 2016-2030 (NSDP), the complementary implementation of the two projects ultimately means the attainment of transformative development impacts that are climate resilient in nature.

Vanuatu's Country Programme pipeline development was initiated in January 2017 with a series of multi-sector surveys. The stakeholder engagement process has been carried out with various activities until September 2018. A final draft Country Programme pipeline was prepared in October 2018 with 43 proposals, ideas or concept notes which consists of 25 adaptation projects, 8 mitigation projects and 10 under Readiness support. The current pipeline value is around USD 720 million spanning over 10 years. The project concepts' sectoral focus includes water, agriculture, livestock, health,

	<p>education, tourism, energy, fisheries, waste management, land use planning and forestry. The pipeline includes submissions by the private sector and NGOs.</p> <p>The draft Country Programme has been endorsed by NAB in May 2019 and is currently awaiting final endorsement by the Council of Ministers (COM).</p> <p>The Delivery Partner for this Readiness project, GGGI, was selected through a competitive process from expression of interests issued by the NDA (including for the recently approved “Mobilizing the Vanuatu Private Sector Towards Climate Change Action” Readiness project). GGGI has already acted as Delivery Partner for the Vanuatu GCF Readiness project to support the establishment of the National Green Energy Fund (NGEF) in partnership with the Ministry of Climate Change and the Department of Energy.</p> <p>Moreover, GGGI is supporting the Government of Vanuatu as a long-term embedded advisor (beyond the scope of GCF Readiness), on access to reliable, secure and sustainable energy and reduction in reliance on imported fossil fuels, ensuring access to safe drinking water and promoting equitable and inclusive broad-based growth by strengthening tourism, infrastructure, agriculture and industry in rural areas – all key objectives of the National Sustainable Development Plan 2016-2030 (NSDP); and GGGI’s organizational objective is to build sustainable capacity in our focal ministry, the NDA which is responsible for coordinating on NDC implementation on behalf of the country.</p>
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¹ http://ccprojects.gsd.spc.int/wp-content/uploads/2018/05/Vanuatu-Climate-Change-Finance-Review-Report_Feb-2018.pdf

Total requested amount and currency	USD 650,000	Anticipated duration	18 months
<p>Has the country received or is expecting to receive other Readiness and Preparatory Support funding allocations (including adaptation planning) from GCF or other donors?</p>		<p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No </p> <p> Previous GCF Readiness support includes: <ol style="list-style-type: none"> 1) GGGI Strategic Framework 16 Mar 2017 <ul style="list-style-type: none"> • Development of the Vanuatu National Green Energy Fund 2) SPREP Strategic Framework 16 Mar 2016 <ul style="list-style-type: none"> • Needs assessment of Climate Information and Services (CIS) 3) GIZ NDA Strengthening & Country Programming 11 Sep 2015 <ul style="list-style-type: none"> • Strengthening the NDA; Strategic Engagement Framework with the Fund </p> <p> Ongoing GCF Readiness support: <ol style="list-style-type: none"> 1) GGGI Mobilizing the Vanuatu Private Sector Towards Climate Change Action 17 Apr 2019 </p> <p> In line with the GCF-Vanuatu Country Programme, the Readiness proposals where GGGI has been nominated as the Delivery Partner (<i>Enhancing Vanuatu's Ability to Seek Accreditation and Direct Access to the GCF and Mobilizing the Vanuatu Private Sector towards Climate Change Action</i>) will enhance the country's access to resources for climate change actions. The accreditation of a national entity will enable the shift towards GCF direct access modalities for climate change projects; and as the private sector is a vital group which will enable a paradigm shift, building institutional capacity, raising awareness and engaging strongly with the private sector will rally support to leverage private sector expertise and resources for the implementation of climate actions. The accreditation of a national entity will allow for closer coordination with local private sector and provide a direct partner for local private sector to engage with to develop public-private partnership projects suitable for climate financing. The readiness work with the private sector specifically targets ideation and concept note development which can then be discussed with the entity being supported for accreditation and provide a pipeline of potential readiness, Enhanced Direct Access and Simplified Approval Process projects. </p>	

2. BACKGROUND

Climate change is a major threat to Vanuatu. As a Small Island Developing State (SIDS) and located in the Pacific Ocean's "Ring of Fire", it is one of the most vulnerable countries in the world to the adverse effects of climate change and geological disasters.

To address the challenges, the Government of the Republic of Vanuatu has mainstreamed climate change throughout its policy framework from the highest level policy document National Sustainable Development Plan 2016 – 2030 through to Sector strategies and community development plans. As a result, Vanuatu is building an enabling environment with legislation and institutional strengthening, as well as technical capacity building to support national, sub-national and community resilience activities.

The Government's climate priorities include simplified access to scaled-up climate change finance for resilient development, capacity building, transfer of technology, support for climate smart agriculture, private sector engagement, traditional knowledge and gender mainstreaming². To implement these priorities Vanuatu requires additional technical and financial support.

Most of the financial resources for climate change action in Vanuatu derive from external sources, although flows are currently not sufficient to meet adaptation/mitigation needs nor address loss and damage. Over the past 3–5 years, approximately 21.4 billion Vatu (~USD200 million) was approved for climate change related activities in Vanuatu from a wide range of sources, including grants, loans and technical advisory services. Of the climate change finance accessed in recent years 89% has focused on adaptation with 9% allocated to mitigation activities. The other 2% was related to disaster risk reduction and supporting mechanisms for mitigation and adaptation such as capacity development, institutional and systems strengthening and governance. A large share of climate change financing has been focused on infrastructure (56%). This is due to cyclone recovery programmes and investment in major roads and wharves improvement works. Other sectors such as environment (27%) and energy (8%) received a fair share of financing while the tourism, social, energy, health, education, forestry, governance and ICT sectors received between 1% and 3% of the total funding³.

Through Vanuatu's experience in obtaining climate finance, decision-makers have learned that a coordinated effort among climate, aid coordination and finance agencies is essential for climate finance governance. Vanuatu's National Advisory Board on Climate Change & Disaster Risk Reduction (NAB) is the advisory body for all disaster risk reduction (DRR) and climate change (CC) programs, projects, initiatives and activities. The NAB's duties include:

- develop DRR and CC policies, guidelines and positions,
- advise on international and regional DRR and CC obligations,
- facilitate and endorse the development of new DRR & CC programs, projects, initiatives and activities,
- act as a focal point for information - sharing and coordination on CC/DRR, as well as guides and coordinates the development of national climate finance processes.

The NAB includes, amongst others, representation of the MCCA, MFEM, and the Aid Coordination Unit of the PMO and the Department of Foreign Affairs (DoFA). The NAB has membership of a range of partners including the private sector, civil society, academia and technical agencies. The NAB and the MCCA is legislated by a new and innovative Climate Change Act which provides a legal mandate for multi-sector and multi-partner climate change governance. A special Climate Finance Working Group of the NAB was recently established to provide oversight on Vanuatu's climate finance aspirations and ensure partner collaboration.

Currently, Vanuatu has two processes for approving proposals: development projects consider the Government Investment Program, which follows the national budget process, while climate change projects go through the NAB process. Through this Readiness proposal, national processes for approving development and climate finance proposals will be streamlined and climate finance will be captured in the national budget reporting.

Benefits of direct access: tracking flows through Government financial systems

Vanuatu's NAB is an innovative coordinating mechanism to ensure coordination over the range of climate finance modalities supporting Vanuatu. While multiple climate finance modalities are desirable, without proper tracking processes, Vanuatu's finance flows are prone to double counting, imprecise definitions and inconsistent budgeting. For this reason, government has prioritized direct access modalities for climate finance that fully utilize government systems.

² As outlined in the National Sustainable Development Plan and the [Climate Change and Disaster Risk Reduction Policy](#)

³ Vanuatu Climate Change Finance Review 2017, Funding Sources Analysis Section 3

The Government of Vanuatu's PFM System is well regarded. Reviews include a 2013 Public Expenditure and Financial Accountability (PEFA) Assessment and more recently in 2015 a PEFA Self-Assessment. A new Public Financial Management (PFM) Reform Roadmap, 2017-2021 addresses many of the weaknesses identified during these assessments.

To date, Vanuatu has benefitted from 3 previous Readiness proposals, each contributing to national ability to further engage with the Green Climate Fund and expanding Vanuatu's pre-Readiness baseline context. This program directly builds upon and naturally progresses from the impacts of each of those previous Readiness projects. The first two Readiness activities functioned as project preparation grants, e.g. the SPREP delivered program which has evolved into Vanuatu's first GCF Full Project and the GGGI delivered program which is working towards development of a Green Energy Fund with legislation, feasibility studies and institutional arrangements now in place. The GIZ delivered Readiness is nearly complete and has transformed the NDA's role with clear standard operating procedures for project appraisal, extensive stakeholder engagement and capacity building on the GCF, information sharing mechanisms in place on the NAB Portal and with guidebooks and resources, and a draft Country Program which will be endorsed by 4th Quarter 2018. A 4th Readiness proposal has also been submitted and is currently under consideration on "Mobilizing the Vanuatu Private Sector towards Climate Change Action".

This 5th Readiness funding proposal will support the accreditation of a national direct access entity through the accreditation of the MFEM first as a delivery partner for Readiness and then a full Nationally Accredited Entity with MCCAs as the cooperating Executing Entity. Vanuatu will then seek further support from GCF through its project preparation facility (PPF) to develop an Enhanced Direct Access (EDA) funding proposal.

Vanuatu, like many of the small island economies in the Pacific, is a highly indebted small island exposed to the impacts of climate change. The economy and the livelihoods of many citizens, especially those working in sectors vulnerable to cyclones and drought, have been negatively impacted by over major category 5 cyclones and a major El Niño drought in recent years.

For example, Cyclone Pam, one of the most devastating, resulted in economic losses of US \$500 million or 64% of GDP (according to the Post Disaster Needs Assessment), and it has taken years without full recovery in most sectors. Although the impact of extreme and slow onset weather events is not carefully documented, the impact is felt on the ground and is causing severe hardship for the country. Pacific small island states are highly resource constrained, and their economic prosperity is already being eroded by the impacts of climate change – particularly in vulnerable communities.

Financing adaptation and mitigation is urgent for Vanuatu. However, accessing GCF resources is presenting a challenge because many of the Accredited Entities to the GCF are banks (including multilateral development banks) and UN agencies; this is locking in grant-based resources from the GCF with loans from other sources – an approach that is unsustainable from a debt and sustainable development perspective. Tracking finance that flows through these Accredited Entities does not easily translate into our national budgeting processes, and do not meet Vanuatu's aspirations for transparency. Furthermore, there are two Pacific regional direct access entities (SPREP and Pacific Community [SPC]) accredited for the Small category only – to meet the needs of many Member States. This situation is inhibiting programming resources at scale in Vanuatu.

Readiness Delivery for Vanuatu

This Readiness support will target accreditation of Vanuatu's first Direct Access Entity (DAE) and will support the development of an EDA project concept to prepare for pilot direct access for the country. The EDA project will contribute to national scale up climate finance for sector-specific on-ground climate action. Specifically, this Readiness proposal will result in:

- The Ministry of Finance & Economic Management (MFEM) will be ready for direct access to the GCF and to gain FMCA clearance to become a delivery partner of Readiness.
- The MFEM will also progress in its development as a full National Implementing Entity, and through this program will prepare a first accreditation application. Although the accreditation process is expected to take longer than the duration of this project. This project will lay the foundations to continue to achieve this next step for MFEM.
- A draft concept note for a GCF direct access project will be prepared so that there is a project being prepared in parallel with the accreditation process

The national strategy for direct access requires the MFEM to work closely with local Executing Entities, and the NAB, which convenes on a monthly basis, and an inter-agency committee called the Climate Finance Working Group (chaired by the Prime Minister's Office). The MFEM will collaboratively work with its executing partners,

namely the Ministry of Climate Change, the Prime Minister’s Office and Sectoral agencies (including civil society and the private sector) to implement the direct access activities contained within the national Climate Finance Roadmap.

Moreover, the draft GCF-Vanuatu Country Programme includes private sector as a vital group which will enable a paradigm shift and Vanuatu aims to engage strongly with the private sector on climate change, leverage private sector expertise and resources as well as develop strong public private partnerships. Thus, a complementary Readiness proposal has been submitted (the 4th readiness proposal – see above), where GGGI has also been nominated as the Delivery Partner. It focuses on supporting the private sector i.e. building Vanuatu Business Resilience Committee institutional capacity and raising their awareness, fostering an enabling environment for increased private sector investment such as promoting opportunities for new public-private partnerships, in particular on tourism and agriculture, consultations with MSMEs to conduct national scoping exercises, deliver training in project concept development, project pipeline development and resilience building training for business and industry.

Direct Access Readiness Support aligned to National Priorities

Under Vanuatu’s National Sustainable Development Plan (2016 – 2030), in the ENV pillar 3 on Climate and Disaster Resilience, policy goal 3.5, the government mandated a strong priority on “Accessing available financing for climate change adaptation”.

Similarly, under Vanuatu’s Climate Change & Disaster Risk Reduction Policy (2016 – 2030) in priority area 2 on Finance, a policy objective is, “to ensure that adequate resourcing is available for climate change and disaster risk reduction activities, build financial capacity to manage resources, and enable access to increased international funding. Robust financial systems must be in place and operating effectively for Vanuatu to gain access to and ensure accountable management of substantial climate change and disaster risk reduction funding”.

In its NDC, Vanuatu aims for 100% renewable energy in the electricity sector by 2030 and on adaptation, prioritizes investments for agriculture and food security, sustainable tourism development, community based marine resource management, sustainable forest management and integrated water resource management. These ambitious targets are contingent upon appropriate financial and technical support made available. Thus, Vanuatu is targeting national implementing entity accreditation for direct access to GCF funding for climate change actions to meet its NDC targets.

Climate Finance Roadmap (2016 – 2020)

In December 2016, with support of GIZ-Vanuatu, GCF Readiness program and other development partners (through specific projects)⁴, the Government developed a Climate Finance Roadmap 2016-2020 (CFR or “Roadmap”). The Roadmap is based on the recommendations of the 2016 CCDRR Policy, the National Sustainable Development Plan and other climate finance government documents and ongoing consultations with key stakeholders.

The purpose of the Roadmap is to better guide the Government in mobilizing climate finance to address national priorities. It focuses on increasing access to climate finance, building capacity at all levels of society to adapt to the impacts of climate change, and enhancing coordination between the Government and other stakeholders, such as development partners and the private sector. The Climate Finance Review of 2018 as well as other assessments have highlighted the need for improved coordination. The Roadmap will assist in improving coordination and other actions have also been taken over the years. However, there is still need to improve coordination in the climate finance area, as this is relatively new, cross-cutting sector, with many Ministries involved, including the private sector. The roadmap is a living document that is constantly being updated as new activities are identified and activities actioned.

The broad objectives of the CFR are set out below with more detail of the roadmap available. Objective 1 of the Roadmap relates to access to climate finance on the NAB portal at: <http://nab.vu/climate-finance-roadmap> or can be sent, if required.

Table 1: Vanuatu National Climate Finance Roadmap Policy Objectives

1.	Access to Climate Change Finance: Vanuatu has access to direct and indirect new sources of climate and disaster finances to adapt to and mitigate the impacts of climate change.
2.	Capacity Building: National, provincial and community capacity strengthened to manage the impacts of climate change and disasters through new tools, systems, knowledge and approaches
3.	Prioritisation: Ensuring allocation of resources is based on real vulnerabilities, gaps and needs



⁴ USAID ISACC project, GIZ-DFAT CFRP, USAID Climate Ready project



4.	Awareness & Communications: Increased awareness on accessing & implementing climate (and disaster) finance at the national, provincial and community levels
5.	Coordination: Enhanced coordination with NGOs, CSOs and local communities to access & implement multi-sectoral, innovative approaches in addressing climate and disaster risks
6.	Project Management: Project Management Capacity at the national and provincial levels are strengthened to address multi-sector & sectoral responses to climate change and disaster risks by end of 2020.

This Roadmap is the result of an extensive consultation process as briefly outlined below:

- Vanuatu Climate Finance Forum in December 2016: over 72 stakeholders made up of high-level decision-makers, government technical officers, private sector representatives, regional and international development partners and civil society stakeholders populated the roadmap, its founding priority areas (as outlined in the table above) and specific activities aimed at fulfilling priority areas.
- The National Climate Finance week of 2017: the NAB hosted a weeklong series of events including a GCF awareness session for stakeholders and a series of Climate Finance Working Group meetings. Key development partners⁵ participated during this event to refine the Climate Finance Roadmap and identified entry points for their projects by confirming implementation of activities to be actioned under the roadmap.

The Roadmap and the processes it supports also engage with the private sector. The Vanuatu Private Sector GCF Tradeshow in 2018- over 200 entities collectively agreed that a direct access entity would enhance engagement and proposal development within Vanuatu, and made strong resolutions that MFEM should be accredited as soon as possible.

As a result of this consultative process, the Roadmap is being supported by a range of CC Finance projects (implemented through development partners) that are funding activities and consultancy support but not staffing for the three (3) key government agencies directly involved in the implementation of the Roadmap. The government and its stakeholder's prioritized specific DAE accreditation-related activities for the government that cannot be actioned unless capacity constraints are addressed. Activities related to realizing DAE accreditation can be found under priority areas in the Roadmap as follows and are detailed in the table below:

- 1 "Access to Climate Change Finance"
- 2 "Capacity Building"
- 6 "Project Management"

Table 2: DAE Accreditation Priority Activities

Activity	Sub-Activities	Status & link to request
Target: at least 1 national entity is accredited as an DP/DAE to the GCF/ AF by 2020		
1.5: Seek Accreditation to the Green Climate Fund / Adaption Fund	1.5.2: Undertake an institutional review for GCF Accreditation and implement recommendations.	Review is now completed and undergoing feedback. Implementation of the recommendations requires human resource within all three ministries concerned to action these.
	1.5.3: secure readiness funds to address gaps for direct accreditation and implement readiness activities	Underway via this proposal. Dedicated staffing will support elaboration of other readiness concepts to support accreditation.
1.6: Strengthen procurement capacity and / or policy at MFEM to bring into alignment with GCF / AF criteria.		DAE dedicated fixed term consultants in MFEM can fill-in the gap in human resource constraints and ensure this is actioned.
Target: MFEM & MCCA's PFM systems strengthened to improve implementation of current projects and aligned to with PFM Roadmap		
1.7. Strengthen MFEM, MCCA AND Project Management Units' Public Finance and Project Management Systems	1.7.1 Recruit an M&E and/or finance specialist (refer to existing reports for recommendations for capacity gaps)	DAE dedicated fixed term consultants, strategically positioned within MFEM and MCCA can facilitate this inter-ministerial strengthening process.
	1.7.2 Support implementation of the MFEM PFEM Roadmap	



	1.7.3 Develop finance tracking tools in MFEM for on and off budget climate finance flows	
Target: Finance Management Capacity within the PMO, AG office, MFEM and MCCA is strengthened		
2.1. Undertake climate finance capacity assessment, specifically for MCCA, PMO and MFEM		This activity is incorporated into the Vanuatu Climate Finance Actions Review utilizing PCCFAF, led by PIFS. However, recommendations from this review still need to be actioned and will be actioned through this project.
Target: Capacity to coordinate finance & monitor climate change related projects is increased		
2.3. recruit climate experts and coordinators for MCCA, MFEM and PMO		This Readiness request would directly support this activity by strategically positioning 3 fixed term consultants working on DAE accreditation requirements (including project management capacity).
Target: Management practices across Government dealing with climate finance are improved.		
6.2 The PMUs and NAB Secretariat's capacity for climate finance and project management is strengthened (fully staffed and skills enhanced with CF & project management by end of 2020).		A dedicated MCCA DAE fixed term consultant will support current NAB Secretariat staff in better fulfilling the GCF criteria for accreditation for project management and implementation.
Target: MFEM and MCCA's PFM systems to improve implementation of current projects (e.g. Direct Action) are strengthened.		
6.3 Strengthen MFEM and MCCA Public Finance Management System by implementing MFEM's PFM Roadmap		

Thus, this readiness support, enabling government agencies to hire technical staff on direct access, directly fills a critical implementation capacity gap, holding back Vanuatu's ability to apply for direct access.

This proposal has been categorized as a high priority under the draft GCF Country Programme for Vanuatu, to prepare MFEM to become a national accredited entity for enhanced access to the GCF and other climate finance institutions. Moreover, it is envisioned that MFEM, when it is accredited, will be the AE for the EDA project concept note to be developed under this readiness proposal.

⁵ USAID Climate Ready; USAID ISACC; GIZ/DFAT CFRP, PRRP and PIFS

3. LOGICAL FRAMEWORK AND IMPLEMENTATION SCHEDULE

Outcomes		Baseline ⁶	Targets	Activities ⁷ (brief description and deliverables)	Anticipated duration: 18 months																	
					Monthly implementation plan of activities ⁸																	
					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Outcome 1: Institutional capacity and coordination mechanisms in place to govern and coordinate climate action and finance	Sub-Outcome 1.1: NDA inter-institutional coordination mechanism	1	2	Activity 1.1.1: Streamline national processes and coordination mechanisms for project approval. Hire consultants to undertake an assessment on current processes and coordination mechanisms for approving project proposals seeking external climate and development funding and recommend a best suitable option that is most efficient and enhances overall government ownership Deliverable 1.1.1: Assessment report and recommendation on coordination mechanism by M4 (linked to Objective 5 of the Vanuatu CFR)	X																	
Outcome 3: Direct access to climate finance	Sub-Outcome 3.1: Direct access entities' nomination	0 ⁹	1	Activity 3.1.1: Undertake financial management capacity, gender and ESS standards assessment of MFEM to support their efforts to become a Readiness Delivery Partner and towards their accreditation application and provide initial technical support for DAE accreditation application Deliverable 3.1.1: a) MFEM financial management capacity assessment report (linked to Target 2.1 of the Vanuatu CFR) including assessment of gender and ESS standards for GCF accreditation application b) FMCA submission for MFEM completed by M7 c) First draft of the accreditation application for MFEM developed by M7						X												
				Activity 3.1.2: Develop guidelines for MFEM operations i.e. financial management, procurement, gender and ESS aligned with GCF policies Deliverable 3.1.2: Guidelines developed by M9 (linked to target 1.6 of the Vanuatu CFR)									X									
				With regards to the Vanuatu National Climate Finance Roadmap, the government and its stakeholder's prioritized specific DAE accreditation-related activities for the government that cannot be acted upon unless capacity constraints are addressed. In line with the DAE Accreditation Priority Activities, a climate finance capacity assessment, specifically for MCCA, PMO and MFEM has been undertaken and is incorporated into the Vanuatu Climate Finance Actions Review. However, recommendations from this review still need actions which this proposal will address. To increase the capacity to coordinate finance																		

⁶ For baselines rated at 1 or 2, please shortly elaborate on current baselines on which the proposed activities can be built on, processes that are in place that the current Readiness proposal can strengthen, or any gaps that the proposed activities would fill in. If more space is needed, please elaborate this in Section 2.

⁷ Please include tangible and specific deliverables for each activity proposed, and the timeframe (month number) in which it will be delivered to GCF. Please note that during implementation all deliverables should be included within the implementation reports for GCF consideration.

⁸ If the duration of the proposal is longer than 24 months, please change the monthly columns to indicate 2 or 3 months each (e.g. change month "1" to month "1-2" or "1-3").

⁹ An Institutional assessment and Human capacity assessment was done as part of the Vanuatu Climate Change Finance Review, February 2018



4. ADDITIONAL INFORMATION (ONLY FOR ADAPTATION PLANNING SUPPORT)

This section is only to be completed when seeking support for formulation of national adaptation plans and/or other adaptation planning processes. Please see Part 3 Section 4 in the Readiness Guidebook and please limit to maximum of 500 words.

5. BUDGET, PROCUREMENT, IMPLEMENTATION, AND DISBURSEMENT

5.1 Budget plan

Budget Plan completed in Excel using the template available in the [Library](#) page of the GCF website.

5.2 Procurement plan

Procurement Plan completed in Excel using the template available in the [Library](#) page of the GCF website. 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 and provide a full procurement plan for the entire duration of the implementation period if available at this stage.

5.3 Disbursement schedule

The disbursement requests and schedule for this project will be in line with Clause 4 of the “Framework Readiness and Preparatory Support Grant Agreement” between GCF and GGGI.

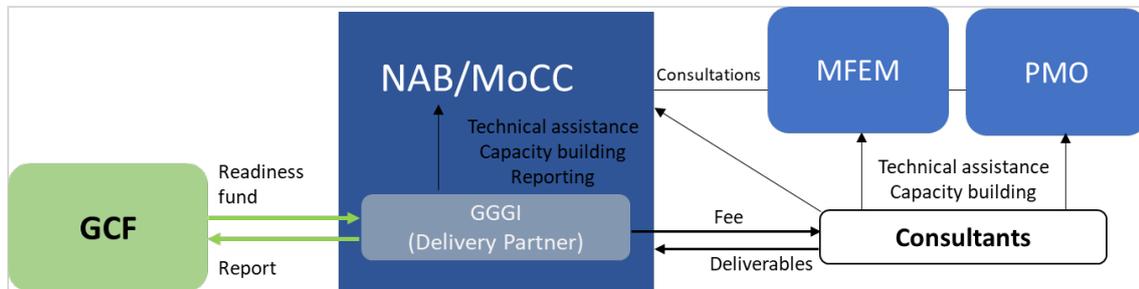
Readiness Proposal that falls within a Framework Agreement with the GCF

Disbursements will be made in accordance to Clause 4 “*Disbursement of Grants*” and Clause 5 “*Use of Grant Proceeds by the Delivery Partner*” of the Amended Framework Readiness and Preparatory Support Grant Agreement entered into between GCF and Global Green Growth Institute on *13 December 2017*.

6. IMPLEMENTATION ARRANGEMENTS AND OTHER INFORMATION

6.1 Implementation map

Please describe how funds will be managed by the NDA and/or the Readiness Delivery Partner.



GGGI has a Framework Agreement with the GCF to act as a Delivery Partner for GCF readiness projects. The NDA has nominated GGGI to act as Delivery Partner for this project, whereby the funds will be disbursed from the GCF to GGGI.

GGGI will manage the execution of the project and day-to-day activities will be closely coordinated with the NDA especially since GGGI is based in the Ministry. GGGI will use its procurement rules to recruitment consultants where needed. The list of resources with brief TOR is presented in Section 6.2 - Other Information.

GGGI will work closely with the MFEM, MCCA and PMO as they are key stakeholders and recipients of capacity building and institutional strengthening. GGGI has previous experience working with all three of these ministries. The NDA and the relevant ministries will input into TORs for all consultants hired and provide advice and guidance to GGGI. Further, GGGI will invite them to participate in the recruitment interviews and/or procurement evaluations. This will provide an opportunity for them to build capacity to work with international standards and processes.

The collective role of the PMO, MFEM and MCCA/NAB in the project will be:

- To form part of the project steering committee (PSC). The PSC membership and ToR will be endorsed by the National Advisory Board. One of the important roles of the PSC is to oversee the project implementation, ensure strong inter-agency support towards the project and manage project risks to enable timely delivery of project outputs. The steering committee will meet periodically to be updated on progress of the project by project managers and engaged consultants.
- To jointly sponsor any policy papers on specific matters arising from this project which require the Council of Ministers' endorsement.

Each individual organization will contribute as follows

MFEM:

- Assign ministry staff who will be counterparts to the project who will work with project staff and consultants in implementing the project.
- Provide office space, including office furniture for use by project staff and consultants, including access to internet, email and office equipment.
- Participate in one-to-one meetings and consultation/validation workshops organized by project consultants/manager and provide meaningful contributions to outcomes of the consultations.
- Assign ministry staff to participate in the training sessions delivered by the project.
- Make available to project staff and consultants relevant information/data, including information on government budget/finances and government procurement. These may include budget and procurement processes, finance systems and legislative requirements, etc.
- Participate in the recruitment of local and international consults to support to the Ministry under this project.

MCCA/NDA

- Assign ministry staff who will be counterparts to the project who will work with project staff and consultants in implementing the project.
- Provide office space, including office furniture for use by project staff and consultants, including access to internet, email and office equipment.



- Participate in one-to-one meetings and consultation workshops organized by project consultants/officers and provide meaningful contributions to outcomes of the consultations.
- Assign ministry staff to participate in the training sessions delivered by the project.
- Support project related submissions that require National Advisory Board's endorsement.
- Make available to project staff and consultants relevant information/data, including the latest climate change policies and strategies, existing tools and procedures for climate finance, etc.
- Participate in recruitment of consultants to support MCCA/NDA.
- The NDA will act in its usual role as the direct liaison with the GCF for project related matters and support, review and submit interim progress reports and a final report for the project.

PMO

- Assign ministry staff who will be counterparts to the project who will work with project staff and consultants in implementing the project.
- Provide office space, including office furniture for use by project staff, including access to internet, email and office equipment.
- Participate in one-to-one meetings and consultation workshops organized by project consultants/officers and provide meaningful contributions to outcomes of the consultations.
- Assign ministry staff to participate in the training sessions delivered by the project.
- Provide guidance on the streamlining of Government Investment Program and the Climate Finance processes.
- Make available to project staff and consultants relevant existing procedures and tools in proposal/project screening and selection and national planning processes, etc.
- Being the main national policy coordination institution, PMO will be responsible for project engagement with wider government institutions for any sectoral (including private sector) contributions towards the project.
- Participate in recruitment of consultants to support PMO under this project.

GGGI as the DP will oversee the financial preparation of the project progress and completion reports and submit the financials and reports to the GCF Secretariat. In close collaboration with NDA, GGGI will prepare project closing documents including externally audited expenditure statements and financial closure report and submit to the GCF. The DP will also ensure that all funds are provided on a timely basis to ensure expediting and acquittal of funds are not delayed, and all funds are accounted for transparently.

GGGI is supporting the Government of Vanuatu as a long-term embedded advisor (beyond the scope of GCF Readiness), on access to reliable, secure and sustainable energy and reduction in reliance on imported fossil fuels, ensuring access to safe drinking water and promoting equitable and inclusive broad-based growth by strengthening tourism, infrastructure, agriculture and industry in rural areas – all key objectives of the National Sustainable Development Plan 2016-2030 (NSDP); and our organizational objective is to build sustainable capacity in our focal ministry, the MCCA/NDA, which is responsible for coordinating on NDC implementation on behalf of the country.

6.2 Risks, monitoring and evaluation (M&E), and other relevant information

Risk	Impact Low/Medium/ High	Likelihood of occurrence Low/Medium/High	Management
Implementation delays	Medium	Low / Medium (only Medium in case of 2 nd risk below occurring)	GGGI will coordinate closely with MFEM, MCCA, PMO and the consultants to ensure timely execution and key government officials to expedite the review/approval process.
Cannot find suitable candidates for the consultancy position	Medium	Medium	Prepare clear TORs, publish widely and utilize Government of Vanuatu, Regional organisations and other networks to publicise as well as GGGI's extensive network
Target ministry (MFEM, MCCA,	High	Medium	Consult well in advance with ministries to select appropriate days and timing for the training and



PMO) staff are unable to attend all trainings			capacity building sessions. Build-in time to the schedule to repeat or re-schedule training where needed.
Natural disaster	High	Medium/High	This risk is outside the control of the project but should be kept in mind as it could cause significant implementation delays depending on the severity of the disaster. In the event of a natural disaster GGGI will take action for the safety of project staff and consultants and consult closely with the MFEM, MCCA and PMO to take the appropriate action for the project in line with the Government's emergency response and immediate needs, returning the project to normal as soon as possible. In this case the NDA will write to the GCF to request an extension for any delay incurred due to the natural disaster which is outside the projects' control.

GGGI has established Rules on Integrity Due Diligence that will require due diligence review of third parties prior to their engagement with GGGI (http://gggi.org/site/assets/uploads/2019/06/Rules-on-Integrity-Due-Diligence_16-June-2019.pdf). A basic due diligence will review issues related to money laundering, terrorism, organized crime, sanctions imposed by international and national bodies, human rights violations, modern slavery, or any other serious wrongdoing. A high-risk indicator would result in non-engagement with the third party while a medium risk indicator will result in any further enhanced due diligence. GGGI will engage with a third party with a low risk indicator.

Monitoring and Evaluation

GGGI undertakes monthly and annual project reporting to provide mechanism for regular collection of information on progress to support oversight and adaptive management and external reporting to GGGI members/donors. The project progress is reported against the logframe and budget. GGGI also engages independent evaluators to ensure unbiased, credible project evaluation and the final report is being published on GGGI website.

In line with the Framework Agreement between GCF and GGGI, progress reports using the GCF template will be prepared by GGGI and submitted for disbursement requests. GGGI will also submit the portfolio level audited financial statements at the end of each year and prepare project completion report. GGGI will prepare periodic revisions to reflect changes in six monthly and annual expense category budgets, monitor and review project expenditure reports and communicate and share with the NDA and GCF Secretariat (if required).

Start Date

After the approval of the Grant, a notification letter will be sent by the GCF to NDA with copy to the Delivery Partner. The date of such notification by the GCF will be treated as the start date for project implementation. From that date, the end date of implementation will be calculated considering the total duration of the project as presented in the approved proposal.

Other Information

Where resource for the scope of work is available, GGGI will opt to recruit national consultants to ensure that the capacity is retained in-country. In terms of local knowledge capacity building and transfer from consultants (especially international, which in this project is very minimal i.e. short-term and preferably based in Vanuatu/region), the main beneficiaries - PMO, MCCA and MFEM - is expected to further improve their institutional capacity and on developing and reviewing climate change project and accessing climate finance.

Resource	Brief TOR	Rate
<i>Note: Engagements are under UNOPS Individual Contractor Agreement (ICA) or consultancy contract.</i>		
Activity 1.1.1		
Institutional Assessment Expert (International)	<ul style="list-style-type: none"> Assess current processes and coordination mechanisms for approving development and climate change project proposals seeking external funding Recommend best suitable/appropriate option that is most efficient and enhances overall government ownership Undertake consultation with key stakeholders Prepare and finalise assessment report for NDA action and Council of Ministers (COM) decision 	35 days @ \$500/day
Country Officer (based in Vanuatu)*	<ul style="list-style-type: none"> Work closely with the Government of Vanuatu, NDA and other key stakeholders and organize consultation meetings Provide technical and logistical support to the international expert in undertaking consultations with key stakeholders Support in assessing and recommending appropriate processes and coordination mechanisms Facilitate the finalization of the assessment report for NDA actions and CoM endorsement 	54 days @ \$297/day
Activity 3.1.1		
Accreditation Expert (International)	<ul style="list-style-type: none"> Undertake financial management capacity assessment of MFEM and provide technical support for DAE accreditation application Conduct in country consultations and participate in two workshops Prepare an assessment report for government action 	30 days @ \$500/day
Senior Associate (based in Vanuatu)*	<ul style="list-style-type: none"> Support in engaging with MFEM to facilitate the financial management capacity assessment Collect relevant documents for the accreditation application of MFEM Draft activity progress and financial report and follow-up on deliverable Provide technical and logistical support to the Accreditation Expert 	38 days @ \$222/day
Activity 3.1.2		
Firm	<ul style="list-style-type: none"> Review existing MFEM policies Hold consultations with key stakeholders including PMO, MCCA and MFEM Develop guidelines for direct access entity operations e.g. financial management and procurement aligned with GCF policies 	80 days @ \$700/day
Senior Associate (based in Vanuatu)*	<ul style="list-style-type: none"> Work closely with PMO, MCCA and MFEM and facilitate close collaboration between them Collect and undertake initial review of relevant documents from PMO, MCCA and MFEM Draft activity progress report Provide technical and logistical support to finalize the guidelines e.g. layout, editing 	38 days @ \$222/day
Activity 3.1.3		



Capacity Building Consultant (National, based in MFEM Vanuatu)	<ul style="list-style-type: none"> • Liaise with other two local consultants based at PMO and MCCA to ensure alignment of activities • Provide regular update and support to the Director of Finance and the Director General of MFEM • Responsible for collating financial information to inform relevant project deliverables • Provide capacity building support to MFEM on the areas of financial management and procurement in line with GCF policies • Contribute on integrating processes for approving development and climate change proposals 	324 days @ \$240/day
Senior Associate (based in Vanuatu)*	<ul style="list-style-type: none"> • Organize the capacity building activities for and consultation meetings with MFEM • Draft activity progress report • Facilitate knowledge sharing with PMO and MCCA • Support in the preparation of capacity building materials for MFEM 	77 days @ \$222/day
Activity 3.1.4		
Capacity Building Consultant (National, based in MCCA Vanuatu)	<ul style="list-style-type: none"> • Work directly with MCCA and provide capacity building support to the National Advisory Board • Support MCCA in identifying appropriate approval process for development and climate change proposals from the sectoral agencies • Contribute in the development of DAE operational guidelines for accreditation • Liaise with other two local consultants based at PMO and MFEM to ensure alignment of activities • Provide regular update and support to the Director General of MCCA and other agencies under the Ministry • Contribute on integrating processes for approving development and climate change proposals 	324 days @ \$240/day
Senior Associate (based in Vanuatu)*	<ul style="list-style-type: none"> • Organize the capacity building activities for and consultation meetings with MCCA, including support logistical arrangements • Draft activity progress report • Facilitate knowledge sharing with PMO and MFEM • Support in the preparation of capacity building materials for MCCA • Provide support to the new NDA. 	77 days @ \$222/day
Activity 3.1.5		
Capacity Building Consultant (National, based in PMO Vanuatu)	<ul style="list-style-type: none"> • Contribute in the development of DAE operational guidelines for accreditation • Liaise with other two local consultants based at MCCA and MFEM to ensure alignment of activities • Provide regular update and support to the Director General of PMO and Director of DSPPAC within PMO • Contribute on integrating processes for approving development and climate change proposals 	324 days @ \$240/day
Senior Associate (based in Vanuatu)*	<ul style="list-style-type: none"> • Organize the capacity building activities for and consultation meetings with PMO • Draft activity progress report • Facilitate knowledge sharing with MCCA and MFEM • Support in the preparation of capacity building materials for PMO 	77 days @ \$222/day
Activity 3.4.1		
Project Development Specialist (International)	<ul style="list-style-type: none"> • Develop project concept note for the GCF Enhanced Direct Access modality • Conduct consultations and present the project concept note to MFEM, PMO and MCCA to seek guidance and support 	35 days @ \$500/day



Analyst, Green Investment Services (based in Vanuatu)*	<ul style="list-style-type: none"> Review the investment pipeline to prioritize project for concept note development, in close consultation with the NDA Provide technical inputs to the development of the concept note such as aligning to the government project review/approval criteria Draft activity progress and financial report Organize consultation meetings with the relevant government agencies, potential DAE and/or private Advise the team on the procedures, policies and tools of all operational transactions for project/output delivery 	54 days @ \$297/day
Project Management		
Pacific Regional Representative (GGGI Pacific Regional Office, Fiji)*	<ul style="list-style-type: none"> Providing guidance throughout project implementation Preparing and updating workplan and budget, as needed Preparing/reviewing TORs Reviewing consultants reports and deliverables Provide technical inputs to <ul style="list-style-type: none"> streamline national processes and coordination mechanisms for project approval institutional policies/guidelines to increase the capacity of MCCA/NAB, MFEM and PMO develop an Enhanced Direct Access project concept note to the GCF, align with the Country Programme 	20 days @ \$1,131/day
Associate (GGGI Pacific Regional Office, Fiji)*	<ul style="list-style-type: none"> Providing administrative and logistical support for the smooth implementation of the project activities Supporting project missions 	32 days @ \$196/day

To minimize travel cost and retain knowledge in the country/region, GGGI will opt to recruit consultants based in Vanuatu/region. In case there is a need to hire a regional consultant, instead of someone based in Vanuatu, then s/he will need travel budget to come to Vanuatu.

*The project will utilize in-country and regional GGGI staff on part-time basis instead of recruiting more consultants to implement the project. The GGGI Pacific Regional office is based in Fiji and there are 2 staff based in Vanuatu with strong knowledge of local context and experience in project implementation in the country. This can ensure that the project will be effectively implemented and could take advantage of relationship and trust gained by GGGI staff from working with the GoV. Moreover, these positions are already on the ground which can significantly save mobilization time and cost. The table above presents the level of effort to be provided by the GGGI staff.

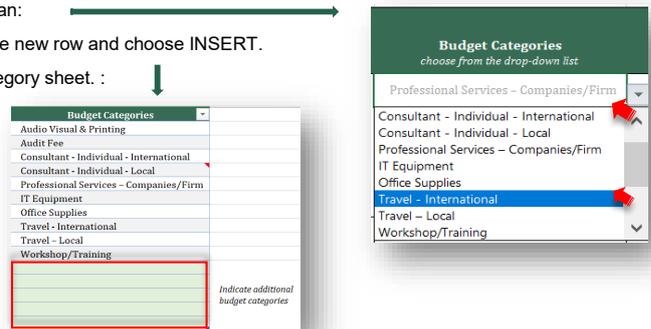
GGGI is already allocating staff time and cost to each appropriate output per project. Through our timesheet system, GGGI can provide timesheet reports to GCF to verify GGGI's staff time spent to the project and against the proposed budget.

Readiness and Preparatory Support Budget and Procurement Plan

Readiness Grant Budget Preparation Guidelines

The following considerations are important when completing the budget:

1. Before preparing the Readiness and PPF budget, please read the full guidance on our website (<https://www.greencclimate.fund/how-we-work/empowering-countries>).
2. You can select the appropriate budget categories from the dropdown list in the budget plan:
3. To insert additional rows, right click on the row number below where you wish to insert the new row and choose INSERT.
4. Additional budget categories may be added by manually typing them on the Budget Category sheet :



Project Management Cost:

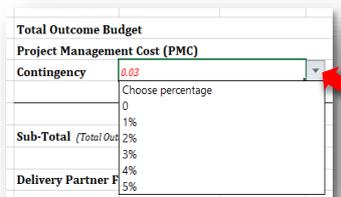
Project management costs (PMC) are the direct administrative costs incurred to execute a project. They should cover only incremental costs incurred due to the GCF contribution. In most cases, these costs are directly related to the support of a dedicated project management unit (PMU) which manages the day to day execution related activities of the project.

General Principles for PMC costs:

1. The percentage of PMC financed by GCF should not be more than the percentage share of the overall budget financed by GCF
2. PMC budget thresholds: Up to 7.5 per cent of total activity budget.
 - > PMC exceeding 7.5 per cent for the readiness (including NAPs) proposals, and PPF proposals, up to \$ 3 million will require detailed documentation and justification supporting the entire PMC budget.
 - > The PMC should be shown as a separate component in the project budget. A detailed breakdown of PMC should be provided by budget category.
 - > Indicative list of eligible project management costs:
 - > **Project staffing and consultants:** Project manager, Project Assistant, Procurement personnel, Finance personnel & Support/admin. Personnel
 - > **Other direct costs:** Office equipment, Mission related travel cost of the PMU, Project management systems and information technology, Office supplies, Audit cost

Contingency :

1. Select the appropriate % of Contingency Budget from the dropdown list :



2. Contingency budget for unforeseen costs arising during the project implementation should not be included in the outcome budget separately.
3. Contingency budget must be used for any unforeseen programme (output level) cost that is unrelated to implementation/service fee.
4. Any use of contingency must be reported to and agreed by the GCF Secretariat in writing in advance provided with justifications that are acceptable to the GCF
5. If you get to the end of the project and you haven't spent Contingency, you can't increase the scope of the project or buy some more equipment to use it up.
6. The Budget Notes sheet should be used to record explanations, further details or cost breakdowns for individual lines

5.1 Budget Plan

Please add rows for Outcomes, Outputs and Cost Categories as required. Additional budget categories may be added by manually typing them on the Budget Category sheet.

Outcomes		Detailed Budget (in US\$)						Disbursement Plan												
		Budget Categories <small>choose from the drop-down list</small>	Unit	# of Unit	Unit Cost	Total Budget <small>(per budget category)</small>	Total Budget <small>(per sub-outcome)</small>	Total Budget <small>(per outcome)</small>	6m	12m	18m	24m	30m	36m						
1. Institutional capacity and coordination mechanisms in place to govern and coordinate climate action and finance	Sub-outcome 1.1 NDA inter-institutional coordination mechanism	Activity 1.1.1: Streamline national processes and coordination mechanisms for project approval.	Consultant - Individual - International	W/day	35	500	17,500	50,038	50,038	50,038										
			Travel - International	Trip	2	5,000	10,000													
			Workshop/Training	Event	2	3,000	6,000													
			Workshop Materials	Event	2	250	500													
			GGGI staff - based in Vanuatu	W/day	54	297	16,038													
3. Direct access to climate finance	Sub-outcome 3.1 Direct access entities' nomination - Financial Management Capacity Assessment and DAE Accreditation Application and Institutional Support to MFEM, MOCC and PMO	Activity 3.1.1: a) Undertake financial management capacity, gender and ESS standards assessment of MFEM for the accreditation application b) Provide initial technical support for DAE accreditation application	Consultant - Individual - International	W/day	30	500	15,000	442,434	489,222	176,974	154,852	110,609								
			Travel - International	Trip	1	10,000	10,000													
			Workshop/Training	Event	1	3,000	3,000													
			Workshop Materials	Event	1	250	250													
			IT Equipment	Laptop	1	1,500	1,500													
			GGGI staff - based in Vanuatu	W/day	38	222	8,436													
		Activity 3.1.2: Develop guidelines for MFEM operations i.e. financial management, procurement, gender and ESS aligned with GCF policies	Professional Services – Companies/Firm	Lumpsum			84,000													
			GGGI staff - based in Vanuatu	W/day	38	222	8,436													
		Activity 3.1.3: Build the capacity of MFEM e.g. financial management and procurement based on GCF policies to prepare them for accreditation	Consultant - Individual - Local	W/day	324	240	77,760													
			IT Equipment	Laptop	1	1,500	1,500													
			Workshop/Training	Event	2	3,000	6,000													
			Workshop Materials	Event	2	250	500													
			GGGI staff - based in Vanuatu	W/day	77	222	17,094													
		Activity 3.1.4: Provide capacity building support to MCCA/NAB in climate change project management	Consultant - Individual - Local	W/day	324	240	77,760													
			IT Equipment	Laptop	1	1,500	1,500													
	Workshop/Training		Event	3	3,000	9,000														
	Workshop Materials		Event	3	250	750														
	Activity 3.1.5: Provide capacity building support to PMO to strengthen its ability to oversee and coordinate climate change programs and develop an integrated national process for screening proposals	GGGI staff - based in Vanuatu	W/day	77	222	17,094														
		Consultant - Individual - Local	W/day	324	240	77,760														
		IT Equipment	Laptop	1	1,500	1,500														
		Workshop/Training	Event	2	3,000	6,000														
		Workshop Materials	Event	2	250	500														
	Sub-outcome 3.4 Enhanced direct access (EDA) project concept note	Activity 3.4.1: Develop an Enhanced Direct Access (EDA) project concept note to the GCF, align with the Country Programme	Consultant - Individual - International	W/day	35	500	17,500	46,788			46,788									
			Travel - International	Trip	1	10,000	10,000													
			Workshop/Training	Event	1	3,000	3,000													
Workshop Materials			Event	1	250	250														
GGGI staff - based in Vanuatu			W/day	54	297	16,038														
Total Outcome Budget								539,260	227,012	201,640	110,609	-	-	-						
Project Management Cost (PMC)			Project Management	Lumpsum			22,620	33,320	Percentage of PMC requested: 6.2%											
			Audit Fee	Lumpsum	2	4,000	8,000													
			Office Supplies	Monthly	18	150	2,700													

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

Breakdown (per budget category)	Total (per budget category)
Audio Visual & Printing	-
Audit Fee	8,000.00
Consultant - Individual - International	50,000.00
Consultant - Individual - Local	233,280.00
Professional Services – Companies/Firm	84,000.00
IT Equipment	6,000.00
Office Supplies	2,700.00
Travel - International	30,000.00
Travel – Local	-
Workshop/Training	33,000.00
GGGI staff - based in Vanuatu	100,230.00
Workshop Materials	2,750.00
Project Management	22,620.00
0	-
0	-
Total Outcome Budget + PMC	572,580.00

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

Total Outcome Budget		539,260.00
Project Management Cost (PMC)	6.2% requested	33,320.00
Contingency	5% requested	26,497.62
<hr/>		
Sub-Total (Total Outcome Budget + Contingency + PMC)		599,077.62
Delivery Partner Fee (DP) - Up to 8.5% of the Sub-Total		50,921.60
<hr/>		
Total Project Budget (Total Activity Budget + Contingency + PMC + DP)		\$ 650,000.00

Budget Note		Detailed Description
A	Professional Services – Companies/Firm	Professional Services – Companies/Firm (3.1.2): To review existing MFEM policies and capacity (fiduciary, gender and ESS); hold consultations with key stakeholders including PMO, MCCA and MFEM; develop guidelines for direct access entity operations i.e. financial management, procurement, gender and ESS aligned with GCF policies. The duration of this assignment is 80 days @ USD700/day. The firm's representatives are expected to spend 10 days in country during each mission. The international professional firm will be assisted by local consultants based at MFEM, PMO and MCCA. Two international trips for up to two people has been envisaged for this activity. One trip will take place at the beginning of the activity and the other towards the end. Two workshops to coincide with these visits have been planned for stakeholders consultation and validation of draft guides/manuals developed. The expected cost for these two trips is USD 28,000 at USD 14,000 per trip.
B	Consultant - Individual - Local	Capacity Building Consultant, based in the Ministry of Finance and Economic Management (MFEM) (3.1.3): This consultant will be based with the MFEM and will perform tasks including liaising with other two local consultants based at PMO and MCCA to ensure alignment of activities; providing regular update and support to the Director of Finance and the Director General of MFEM; collating financial information to inform relevant project deliverables; providing capacity building support to MFEM on the areas of financial management, procurement, gender and ESS in line with GCF policies; contributing on integrating processes for approving development and climate change proposals. The engagement is for 324 days at USD240/day.
		Capacity Building Consultant, based in the Ministry of Climate Change Adaptation (MCCA) (3.1.4): To work directly with MCCA and provide capacity building support to the National Advisory Board; support MCCA in identifying appropriate approval process for development and climate change proposals from the sectoral agencies; contribute in the development of DAE operational guidelines for accreditation; liaise with other two local consultants based at PMO and MFEM to ensure alignment of activities; provide regular update and support to the Director General of MCCA and other agencies under the Ministry; contribute on integrating processes for approving development and climate change proposals. The engagement is for 324 days at USD240/day.
		Capacity Building Consultant, based in the Prime Minister's Office (PMO) (3.1.5): To contribute in the development of DAE operational guidelines for accreditation; liaise with other two local consultants based at MCCA and MFEM to ensure alignment of activities; provide regular update and support to the Director General of PMO and Director of DSPPAC within PMO; contribute on integrating processes for approving development and climate change proposals. The engagement is for 324 days at USD240/day.
C	Consultant - Individual - International	Institutional Assessment Expert (1.1.1): To assess current processes and coordination mechanisms for approving development and climate change project proposals seeking external funding; recommend best suitable/appropriate option that is most efficient and enhances overall government ownership; undertake consultation with key stakeholders; prepare and finalise assessment report for NDA action and Council of Ministers (COM) decision. The engagement is for 35 days at a rate of USD500.00/day.
		Accreditation Expert (3.1.1): To undertake financial management capacity, gender and ESS standards assessment of MFEM and provide technical support for DAE accreditation application; conduct in country consultations and participate in two workshops; prepare an assessment report for government action. The engagement is for 30 days at a rate of USD500/day.
		Project Development Specialist (3.4.1): To develop project concept note for the GCF Enhanced Direct Access modality; conduct consultations and present the project concept note to MFEM, PMO and MCCA to seek guidance and support. The engagement is for 35 days at a rate of USD500/day.
D	GGGI staff - Based in Vanuatu	Country Officer, based in Vanuatu (1.1.1): To work closely with the Government of Vanuatu, NDA and other key stakeholders and organize consultation meetings; provide technical and logistical support to the international expert in undertaking consultations with key stakeholders; support in assessing and recommending appropriate processes and coordination mechanisms; facilitate the finalization of the assessment report for NDA actions and CoM endorsement. The time allocation is 54 days at USD297/day.
		Senior Associate: (3.1.1) To support in engaging with MFEM to facilitate the financial management capacity assessment; collect relevant documents for the accreditation application of MFEM; draft activity progress and financial report and follow-up on deliverable; provide technical and logistical support to the Accreditation Expert. (3.1.2) To work closely with PMO, MCCA and MFEM and facilitate close collaboration between them; collect and undertake initial review of relevant documents from PMO, MCCA and MFEM; draft activity progress report; provide technical and logistical support to finalize the guidelines e.g. layout, editing. (3.1.3) To organize the capacity building activities for and consultation meetings with MFEM; draft activity progress report; facilitate knowledge sharing with PMO and MCCA; support in the preparation of capacity building materials for MFEM. (3.1.4) To organize the capacity building activities for and consultation meetings with MCCA, including support logistical arrangements; draft activity progress report; facilitate knowledge sharing with PMO and MFEM; support in the preparation of capacity building materials for MCCA. (3.1.5) To organize the capacity building activities for and consultation meetings with PMO; draft activity progress report; facilitate knowledge sharing with MCCA and MFEM; support in the preparation of capacity building materials for PMO. The engagement is for 307 days at USD222/day.
		As the project involved 3 major Ministries, 3 local consultants, up to 3 different international consultants and a consulting firm, efficient coordination for meetings, minutes production and circulation, follow-up on actions, and liaison with government for processes and procedures, documentation, etc. as well as efficient logistics and support to the whole team will be very important to deliver the project within the timeline. Moreover, since there is a new NDA in Vanuatu that would benefit from the overall full-time support throughout project implementation. There are also 11 workshops where this position will provide very important logistics support, workshop report preparation, disseminating and receiving comments from participants and making sure feedback and evaluation of workshop is properly recorded and shared. 11 workshops is almost monthly for a year, where we need someone specially focused as a support staff coordinating those with the technical experts and the ministries. This position will also provide logistics support for smooth implementation which is more cost effective than for the technical experts to do and so that they can focus on the technical aspects of the work. This arrangement will make the project more efficient as the coordination, information sharing and document management aspects, which are often tasks which are very important but overlooked in terms of resourcing, will be well covered. This is especially important where 3 key ministries are involved and where timely sharing of information, follow-up for feedback and constant feedback from all ministries will be important to keep everyone on track and working towards the goals of the project.
		Analyst, Green Investment Services, based in Vanuatu (3.4.1): To review the investment pipeline to prioritize project for concept note development, in close consultation with the NDA; provide technical inputs to the development of the concept note such as aligning to the government project review/approval criteria; draft activity progress and financial report; organize consultation meetings with the relevant government agencies, potential DAE and/or private; advise the team on the procedures, policies and tools of all operational transactions for project/output delivery. The time allocation is 54 days at USD297/day.
E	Travel-International*	Activity 1.1.1: Two international trips have been proposed under this activity. One during the inception phase for stakeholders consultation and the other towards end of the project for a validation workshop. The consultant is expected to spend an average of 5 days in country during each visit, with average cost of each visit at USD5,000.
		Activity 3.1.1: One international trip has been planned for the activity, however, the consultant is expected to spend up to 15 days in country for consultations with local stakeholders and will participate in a planned workshop relating to this activity to get stakeholder feedback on FMCA outcomes. The expected cost for the trip is USD10,000.
		Activity 3.4.1: One international trip for one person has been planned for this activity. The consultant is expected to be in country for up to fifteen days to develop and finalised the EDA concept note for national approval and submission to GCF. The expected cost for this trip is USD10,000.
F	Workshop/ Training	A total of 11 workshops have been planned for this project. The cost of the organising the workshops is USD33,000 estimated at USD3,000 per workshop to cover meals and venue costs, with expected 40-50 participants attending each workshop. It is expected to have at least 50% women participate in each workshop.
G	Workshop Materials	This budget will be dedicated for workshop materials such as banners, posters and other workshop consumables. An estimate of USD250 has been considered per workshop.
H	Project Management	Pacific Regional Representative, based in GGGI Pacific Regional Office in Fiji: To provide guidance throughout project implementation; prepare and update workplan and budget, as needed; prepare/review TORs; review consultants reports and deliverables; and provide technical inputs to streamline national processes and coordination mechanisms for project approval; institutional policies/guidelines to increase the capacity of MCCA/NAB, MFEM and PMO; and develop an Enhanced Direct Access project concept note to the GCF, align with the Country Programme. The time allocation is 20 days at USD1,131/day.
		Associate, based in GGGI Pacific Regional Office in Fiji: To provide administrative and logistical support for the smooth implementation of the project activities; support project missions. The time allocation is 32 days at USD196/day.

* To minimize travel cost and retain knowledge in the country/region, GGGI will opt to recruit consultants based in Vanuatu/region. In case there is a need to hire a regional consultant, instead of someone based in Vanuatu, then s/he will need travel budget to come to Vanuatu.

5.2 Procurement Plan

For goods, services, and consultancies to be procured, please list the items, descriptions in relation to the activities in Section 3, 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 and provide a full procurement plan for the entire duration of the implementation period if available at this stage.

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						
Travel - International	6 trips for regional/international consultants to travel to Vanuatu; a minimum of 1 week in country for consultations and to facilitate workshops	30,000.00	Direct Procurement	\$10,000 and below	Q2	Q2
Workshop/Training	11 events planned at USD32,000, each averaging USD3,000 with 40-50 participants expected for each workshop	33,000.00	Direct Procurement	\$10,000 and below	Q2	Q2
Workshop Materials	For the 11 workshops, items such as banners, posters, office supplies, etc	2,750.00	Direct Procurement	\$10,000 and below	Q2	Q2
Office Supplies	Monthly at USD150 for 18 months	2,700.00	Direct Procurement	\$10,000 and below	Q2	Q2
IT Equipment	Laptops	6,000.00	Direct Procurement	\$10,000 and below	Q1	Q1
Audit Fee	External Auditor	8,000.00	Direct Procurement	\$10,000 and below	Q4	Q4
Sub-Total (US\$)		\$ 82,450.00				
Consultancy Services						
Professional Services – Companies/Firm	Firm for Activity 3.1.2	84,000.00	Open tender	Above \$10,000	Q1	Q1
Consultant - Individual - Local	Capacity Building Consultant (MFEM)	77,760.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - Local	Capacity Building Consultant (MCCA)	77,760.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - Local	Capacity Building Consultant (PMO)	77,760.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - International	Institutional Assessment Expert	17,500.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - International	Accreditation Expert	15,000.00	Competitive Recruitment	Above \$10,000	Q2	Q2
Consultant - Individual - International	Project Development Specialist	17,500.00	Competitive Recruitment	Above \$10,000	Q4	Q4
Sub-Total (US\$)		\$ 367,280.00				
Others - GGGI Staff						
Others - Based in Vanuatu	Senior Associate	68,154.00	Recruited, based in Vanuatu			
Others - Based in Vanuatu	Country Officer	16,038.00	Recruited, based in Vanuatu			
Others - Based in Vanuatu	Analyst, Green Investment Services	16,038.00	Recruited, based in Vanuatu			
Project Management	Regional Office	22,620.00	Recruited, based in Fiji			
Sub-Total (US\$)		\$ 122,850.00				
Total		\$572,580.00				

Budget Categories
Audio Visual & Printing
Audit Fee
Consultant - Individual - International
Consultant - Individual - Local
Professional Services – Companies/Firm
IT Equipment
Office Supplies
Travel - International
Travel – Local
Workshop/Training
GGGI staff - based in Vanuatu
Workshop Materials
Project Management

Indicate additional budget categories