



GREEN
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Guide for Accessing Readiness Support

Country Support Modality

Readiness and Preparatory Support Programme:
Operational Modalities for the Readiness Strategy 2024-2027

June 2026



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I. Objective of the Guide

This guide is designed to provide details on accessing support from the Green Climate Fund (GCF) through its Readiness and Preparatory Support Programme (the Readiness Programme), in line with the [Readiness Strategy 2024-2027](#), using the Country Support Modality. It aims to enhance efficiency and speed of access while ensuring impactful Readiness support and practical results in advancing country capacities.

II. Readiness Programme Overview

The Readiness Programme is a key initiative established under the GCF Governing Instrument. It is designed to provide resources for capacity-building activities and technical assistance to enable countries and entities to directly access GCF and other climate funds. Operational for 10 years, the programme has supported countries in strengthening their institutional capacities, coordination mechanisms, and strategic frameworks, including Nationally Determined Contributions (NDCs) and National Adaptation Plans (NAPs), to develop climate action agendas.

Building on the successes and lessons learned over the past years, the GCF has revised the Readiness Strategy to align with the broader [GCF Strategic Plan for 2024-2027](#). This revision focuses on ensuring that Readiness finance enhances country ownership and supports direct access to GCF resources and wider climate finance.

The Readiness Strategy 2024-2027 outlines three key objectives, applicable to both countries and DAEs:

- **Objective 1:** Effective climate finance coordination and sequencing for climate investment planning and execution, including strengthening the enabling environment. The Readiness portfolio target is set at 30 per cent of the USD volume of Readiness resources to ensure fit-for-purpose support that lays the foundations for country programming capacities and direct access;
- **Objective 2:** Paradigm-shifting pipeline development and implementation for adaptation and mitigation measures in line with countries' priorities and GCF programming targets. The Readiness portfolio target is set at 60 per cent of the USD volume of Readiness resources to signal a strong focus on advancing programming capacities and direct access and to ensure adequate resources; and
- **Objective 3:** Use of knowledge-sharing and learning as one of the most impactful tools for capacity-building, particularly with respect to solving climate challenges that are common and shared by neighbouring countries and peer stakeholders. The Readiness portfolio target is set at 10 per cent of the USD volume of readiness resources to provide laser-sharp focus on impactful and carefully crafted activities.

III. Country Support Modality

Eligibility: Readiness support through the Country Support Modality is available to all developing country Parties to the United Nations Framework Convention on Climate Change (UNFCCC).

Funding envelopes: Under the Country Support Modality, countries can access:



1. **Main country envelope** of up to USD 4 million over four years. Countries are encouraged to plan their Readiness support budgets based on their specific Readiness needs and priorities.

The budget should be planned according to the relative weights described in the Readiness Strategy 2024–2027, unless the specific needs of the country necessitate a different weight distribution per objective. **These allocations are not prescriptive.** Countries may adjust the distribution of resources to better reflect their unique context, priorities, and capacity needs. Any such variations can be discussed and jointly agreed upon with the GCF Secretariat, which remains committed to supporting country-driven approaches and ensuring flexibility where needed.

2. Previously available **NAP formulation (NAP.1) support** of up to USD 3 million for countries that have not yet fully utilised the allocation¹
3. An additional request for up to USD 3 million for **NAP implementation (NAP.2) support** provided that the combined main country envelope and NAP.1 envelope has less than USD 250,000 remaining in uncommitted funds². This additional funding is based on the country having a finalised NAP and based on a mutually agreed clear need and demonstrable impact on NAP implementation.
4. An additional allocation of up to USD 320,000 over four years for Least Developed Countries (LDCs) and Small Island Developing States (SIDS) through the **Liaison Officer Placement Scheme**, specifically designed to address the significant limitations and constraints in human and institutional capacities faced by LDC and SIDS countries. This funding covers the consultancy costs of the liaison officer recruited for the country, as well as any related travel expenses. These liaison officers will be trained in GCF policies and systems and will support GCF activities within the country.

Non-LDC and non-SIDS countries may also participate in the Liaison Officer Placement Scheme, but the associated costs will be covered under the main country envelope.

Submission window: The previous annual application deadline for Readiness requests no longer applies. Submissions may be made at any time during the current Readiness Strategy 2024–2027 period, with a recommended **proposal submission date of no later than 31 March 2027** to allow sufficient time for approval of the proposal and signing of the Readiness Financing Agreement before the end of the current Readiness Strategy 2024–2027 period on **31 December 2027**.

Access and delivery methods: Readiness support can be accessed through the following:

- Option 1 Direct access by a country through the NDA or other competent government ministry or agency;
- Option 2 Access by a country through an entity nominated by the NDA, which can be: (i) a national entity; (ii) an entity that has entered into a Readiness Framework Agreement with the GCF;³ or (iii) a GCF accredited entity;
- Option 3 Access by a country through a competitive tender process involving GCF pre-qualified delivery partner based on the selection of the best technical and financial offers; or

¹ The initial allocation of USD 3 million for NAP formulation ('NAP.1') is a non-time-bound allocation provided on a per-country basis. Consequently, access to this allocation is not subject to time constraints, and support under this financing modality may be submitted at any point between 2024 and 2027.

² 'Committed funds' refers to financial resources that have been allocated by GCF through approved Readiness proposals, though not yet necessarily disbursed. It signifies that these funds are set aside for a particular use and are no longer available for other planning purposes.

³ List of current **framework agreement holders** is available on the GCF website.

Option 4 A hybrid approach that combines any of the above methods.

Eligible and non-eligible costs: The Readiness Programme offers flexible, on-demand support without specifying eligible activities. Although activities are not restrictively listed, some costs are classified as eligible and others as non-eligible, as detailed in Annex 1.

VI. Access to Readiness

Under the Country Support Modality, funding can be accessed as follows:

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| <p>Main country envelope Up to USD 4 million</p> <p style="text-align: center;">+</p> <p>NAP formulation (NAP.1) support Up to USD 3 million⁴</p> | <p>One programme of activities for four-years, addressing the Readiness objectives in an integrated manner.</p> <p>To ensure adaptive management, one four-year programme of activities shall incorporate a mid-term review that serves to confirm that the design remains well-suited to the context and to evaluate the appropriateness of the initial design in light of emerging opportunities or potential obstacles that could significantly impact the programme of activities.</p> <p style="text-align: center;">or</p> <p>Two programmes of activities, based on the four-year planning submitted with any combination of USD funding between them, up to the total main country envelope.</p> <p>There are no restrictions on the timing of these two programmes; they can be requested concurrently or sequentially. This flexibility caters to different objectives or significantly different areas of capacity-building or responsible and/or beneficiary agencies, and/or delivery partners or other entities delivering the Readiness activities, if and when the integrated approach does not yield beneficial outcomes.</p> <p>While the intent of requesting countries to prepare a maximum of two programmes is to limit the number of grants per country during the Readiness Strategy 2024–2027 period, flexibility may be provided to exceed this limit when justified by the country’s needs and in consultation with the GCF Secretariat.</p> |
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Additionally, the following are offered to provide flexibility and to cater for the varying conditions and needs of developing countries:

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| <p>Liaison Officer Placement Scheme</p> <p>Additional allocation of up to USD 320,000 for LDCs and SIDS</p> <p>Covered from the main country envelope for non-LDCs and non-SIDS</p> | <p>A request can be submitted to cover the cost of placement of a liaison officer to address the human and institutional challenges encountered in the engagement with GCF. Additionally, it aligns with the long-term goal of nurturing local talent and enhancing skills critical to national climate priorities especially of LDCs and SIDS.</p> <p>A liaison officer can be requested at any time during the Readiness Strategy 2024-2027 period subject to the availability of funds within the relevant country envelope.</p> |
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⁴ See Annex 2: Guidance on Accessing and Structuring NAP Financing under Readiness for further guidance.

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| <p>NAP implementation (NAP.2) support</p> <p>Up to USD 3 million</p> | <p>This will be made available based on clear justification of the need and demonstrable impact on the implementation of the adaptation action.⁵</p> <p>Countries may request for this support when the combined main country window envelope and the NAP.1 envelope has less than USD 250,000 remaining in uncommitted funds.</p> |
| <p>Multi-country programmes</p> <p>Covered from the main country envelope</p> | <p>Countries, in consultation with the GCF Secretariat, may submit a request for multi-country Readiness programmes for climate change adaptation and mitigation that transcend national and regional boundaries, recognising the shared vulnerabilities and exposure to climatic shocks faced by these regions. This includes promoting cooperation for technology transfer and innovation in the context of climate change through North-South as well as South-South cooperation.</p> <p>These multi-country programmes count against the four-year cap of the country support modality. Each participating country needs to submit a letter of financial support for multi-country proposals.</p> |

Step 1. Request for Readiness Support

To access Readiness support, NDAs/focal points, in their coordination capacity, submit a request for support to the GCF Secretariat through the GCF Partner Portal.

The request for support should state the intention to utilise the total or partial funding through one or two programmes, the access and delivery modality, and include a broad plan for the three readiness objectives each programme aims to achieve. For example, one programme may target Objectives 1 and 3 through direct access, while another might focus on Objective 2, utilising a GCF pre-qualified delivery partner selected via a competitive selection process led by the GCF Secretariat.

The request can also include the option to request a liaison officer.

Upon receiving the request for support, feedback and approval will be provided by the GCF Secretariat within five working days. Although the GCF Secretariat aims for a prompt response, the exact time frame may vary due to operational demands and programming considerations.

Step 2. Strategic Planning of Readiness

Once the request for support is submitted, the GCF Secretariat is ready to engage with the country in the process of defining the needed support using strategic, medium-term approach. This collaborative process helps countries design Readiness support that is owned and driven by them.

Strategic, medium-term planning

The GCF Secretariat implements a strategic, medium-term planning approach for Readiness support over four years. This involves considering the country's current Readiness status (baseline) and defining where it wants to be by the end of the fourth year (target). To support this approach, the **Revised Readiness Results Management Framework (RRMF)** introduces a Country Outcome Logframe to help countries assess baseline conditions at the start of the Readiness cycle, identify the pathway toward the desired changes,

⁵ See Annex 2: Guidance on Accessing and Structuring NAP Financing under Readiness for further guidance.

and track progress over time. The scaler applies four levels: Level 0 (no interventions), Level 1 (formative conditions), Level 2 (operational functionality), and Level 3 (advanced functionality).

To achieve the intended outcome, the country will need to undertake a strategic planning process, which will determine specific areas of support, capacity gaps and challenges. The Country Outcome Logframe should capture the current status of country Readiness (baseline), define the intended outcomes (targets), and outline the needs to be addressed through the Readiness Programme. It includes nine outcome indicators covering different dimensions of country readiness, of which seven outcome indicators apply the 0–3 Scaler approach, while two indicators (outcome indicators 1.3.1 and 2.2.1) require numerical values. Further guidance is provided in the [Guide for Countries on Strategic Planning of Readiness Support](#) available on the GCF website.

Insights from the planning process will ultimately form part of a mapping of the Country Outcome Logframe and identifying country Readiness needs. Once Readiness needs are clearly identified and prioritized and the Country Outcome Logframe is reviewed and cleared by the GCF Secretariat, countries have the flexibility to independently plan their four-year Readiness support and develop their Readiness proposals or seek assistance from the GCF Secretariat. Countries can also utilise the expertise and resources of a GCF liaison officer.

The Country Outcome Logframe should be completed and submitted to the GCF Secretariat through the GCF Partner Portal.

Coordinated action and stakeholder engagement

The success of Readiness support relies on strong collaboration and engagement with key stakeholders. To this effect, NDAs/focal points, in their coordination capacity, must prioritise coordinated action and stakeholder engagement through the following steps:

- (a) **Engage Key Stakeholders:** Collaborate with finance, economy and planning ministries; sector agencies and executing entities; the private sector; and civil society organisations, including indigenous peoples, academia, women's organisations, and other relevant groups.
- (b) **Ensure Comprehensive Planning:** Work together with the relevant stakeholders to create an inclusive planning process that leverages the diverse perspectives and inputs of all parties; and
- (c) **Align with National Priorities:** Make sure that the Readiness support efforts address the national climate strategies and priorities.

Step 3. Accessing Readiness

Option 1. Direct access by a country through the NDA or other competent government ministry or agency

Direct access to readiness resources follows the following sequence of activities:

1. **Strategic, medium-term planning:** The NDA/focal point, in coordination with relevant country stakeholders, undertakes strategic planning for a multiplicity of Readiness needs and foundational gaps in a holistic manner over four years. Further guidance is provided in the [Guide for Countries on Strategic Planning of Readiness Support](#) available on the GCF website.



2. **Confirmation of Eligibility:** The NDA/focal point formally confirms to the GCF Secretariat their eligibility, or that of another appropriate government ministry or agency designated by the NDA⁶, to receive direct funding from the GCF and to enter into a grant agreement directly with the GCF Secretariat.
3. **FMCA Completion:** The NDA or the relevant ministry or agency designated by the NDA and confirmed as eligible must undergo the Financial Management Capacity Assessment (FMCA) and be deemed eligible to administer GCF Readiness funds. The FMCA template is available on the [GCF website](#).
4. **Proposal Submission:** Following GCF Secretariat's approval of the request for support and clearance of the Country Outcome Logframe, the NDA/focal point, in their coordination capacity, prepares and submits a Readiness proposal in the GCF Partner Portal.

An offline template is available on the [GCF website](#) to support proposal preparation. However, a proposal is only considered officially submitted once the online form has been completed and submitted through the GCF Partner Portal.

5. **Contracting:** The government represented by the NDA or relevant ministry or agency and GCF conclude an individual financing agreement. The template Readiness and Preparatory Support Financing Agreement is available upon request.

Option 2. Access by a country through an entity nominated by the NDA, which can be: (i) a national entity; (ii) an entity that has entered into a Readiness Framework Agreement with the GCF; or (iii) a GCF-accredited entity

Access to Readiness resources through eligible entities follows the following sequence of activities:

1. **Strategic, medium-term planning:** The NDA/focal point, in coordination with relevant country stakeholders, undertakes strategic planning for a multiplicity of Readiness needs and foundational gaps in a holistic manner over four years. Further guidance is provided in the [Guide for Countries on Strategic Planning of Readiness Support](#) available on the GCF website.
2. **Designation of an eligible entity:** The NDA/focal point confirms to the GCF Secretariat the entity they have designated to deliver readiness support to the country. Eligible entities are: (i) national entities which have separate legal personality and capacity to enter into a grant agreement directly with, and receive funds directly from, GCF⁷, (ii) entities which have entered into Readiness Framework Agreements with GCF (list of current [framework agreement holders](#) is available on the GCF website), and (iii) GCF accredited entities.
3. **FMCA Completion:** The relevant entity designated by the NDA (and confirmed as eligible per the above point) must undergo the Financial Management Capacity Assessment (FMCA) and be deemed eligible to administer GCF Readiness funds. The FMCA template is available on the [GCF website](#).

Framework agreement holders and GCF accredited entities do not need to undergo FMCA.

⁶ If the NDA is unable to serve as the contractual entity for receiving GCF Readiness funding, the country may designate another government ministry or agency to fulfil this role. For example, in some countries, the Ministry of Finance manages climate finance, while the Ministry of Environment acts as the NDA for the GCF. In such cases, the country can nominate the Ministry of Finance as the contracting entity responsible for receiving the funds, which can then be transferred to the Ministry of Environment. These arrangements must be clearly defined by the country to ensure smooth implementation of readiness support.

⁷ The entity's legal personality and ability to enter into a grant agreement directly with, and receive funds directly from, GCF must be confirmed formally. The Secretariat stands ready to assist in this process.

4. **Proposal Submission:** The NDA or the relevant entity, in consultation with the NDA/focal point, prepares and submits a Readiness proposal in the GCF Partner Portal.

An offline template is available on the [GCF website](#) to support proposal preparation. However, a proposal is only considered officially submitted once the online form has been completed and submitted through the GCF Partner Portal.

5. **Contracting:** The relevant entity and GCF conclude an individual financing agreement.⁸ The template Readiness and Preparatory Support Financing Agreement is available upon request.

Option 3. Access by a country through a GCF pre-qualified delivery partner based on the selection of the best technical and financial offers

Countries may choose to implement Readiness support through GCF pre-qualified delivery partners, including consortia with national and international expertise.⁹ GCF has established a pre-qualified pool of Readiness service providers contracted through long-term agreements and organized into two thematic lots:

- (a) **Lot 1** focuses on policy and regulatory support, including NDCs, NAPs, long-term strategies, climate finance ecosystems, and enabling environments for climate investment; and
- (b) **Lot 2** focuses on climate investment design and implementation, including pipeline development, project preparation, climate finance access, and investment planning.

Both lots also include specialized sub-lots on vulnerability and resilience, private sector engagement, and knowledge management and learning.

The use of GCF pre-qualified delivery partners includes the following sequencing of activities:

1. **ToR Development:** The NDA/focal point, in coordination with relevant country stakeholders, undertakes strategic planning for a multiplicity of Readiness needs and foundational gaps in a holistic manner over four years. This will form the country Readiness Terms of Reference (ToR), which must be submitted to the GCF Secretariat through email once finalised. The ToR template is available on the [GCF website](#).
2. **Competitive selection process:** The GCF Secretariat conducts a mini-tender among GCF pre-qualified delivery partners to address the ToR. These partners submit technical and financial proposals that are evaluated by a panel including a country representative and GCF experts. The focus is on value for money and finding the best solutions to meet requirements in the ToR.
3. **Work order:** A delivery partner or consortium, selected based on their technical approach, methodology and cost, receives a work order from the GCF Secretariat. This work order outlines the Readiness support activities, deliverables, timelines, reporting, and payment terms.

⁸ In certain cases, a separate grant agreement may not be required if the relevant entity is an entity which has entered into a Readiness framework agreement with GCF.

⁹ List of GCF pre-qualified delivery partners is available on the [GCF website](#).

Option 4. Hybrid Approach

Countries may opt for a hybrid approach, combining the strengths of direct access, access through a designated entity, and/or the use of GCF pre-qualified delivery partners. This method allows countries to tailor their Readiness support to specific objectives and programmatic needs. Here is how it might work:

Programme 1 - Specialised Support: A country may implement a Readiness programme that addresses Objective 2 through GCF pre-qualified delivery partners who are experts in the design and implementation of climate finance programmes and projects, for example across specific sectors or technologies.

Programme 2 - Direct Implementation: Simultaneously, the country could tackle Objectives 1 and/or 3 by directly accessing Readiness resources. This approach allows the NDA/focal point to closely manage regulatory reform processes and other activities that benefit from a more hands-on approach.

The mix of objectives and/or Readiness needs to cover for each programme is entirely at the discretion of the country, allowing flexibility to cater to specific contexts and requirements.

V. Standardized Readiness Deliverables and Disbursements by Milestones

The standardized Readiness deliverables and disbursements by milestones framework are introduced to enhance the efficiency and effectiveness of the Readiness Strategy 2024-2027, which emphasises results-orientation and clear causal links between the requested Readiness support and the country's NAPs, NDCs, and LTS, as well as the broader GCF Strategic Plan's targeted results. These aim to enhance results delivery by enhancing accountability for achieving practical results and aligning incentives towards achieving them. It fosters innovation and discretion in achieving results and improves efficiency by ensuring disbursements are made based on the progress in achieving milestones for every standardized Readiness deliverable. A [guidance document on standardized Readiness deliverables](#) is available for reference.

Results and standardized deliverables must demonstrate a clear link to the Readiness objectives and outcomes outlined in the [Readiness Result Management Framework \(RRMF\)](#), which is the primary reporting tool the GCF Secretariat uses to track and measure the success of the Readiness Programme.

How disbursements by milestones works

For Option 1. Direct access by a country through the NDA or other competent government ministry or agency and Option 2. Access by a country through an entity nominated by the NDA, which can be either: (i) a national entity; (ii) an entity that has entered into a Readiness Framework Agreement with the GCF; or (iii) a GCF-accredited entity

Upon the effectiveness of the Readiness Financing Agreement, the year 1 budget forecast as per the approved Readiness proposal can be requested to initiate Readiness activities. The remaining funds will be disbursed in accordance with the approved disbursement schedule and upon achievement of the following:

- (a) 70% of expenditure threshold of previous disbursement; and
- (b) progress against agreed results and milestones.

Flexibility in the disbursement schedule and percentages may be offered, depending on the project duration and approved funding, and such arrangements should be jointly discussed and agreed upon with the GCF Secretariat.

The following financial provisions may be included:

- (a) **Liaison Officer Placement Scheme operational costs:** Operational costs associated with the Liaison Officer Placement Scheme, if and as required, can be planned as eligible expenses. These costs will be detailed, discussed, and agreed upon between the GCF Secretariat and the country. The timing of the liaison officer's start date relative to the country's access to the main funding window may influence how these costs are handled.
- (b) **Independent Evaluation:** Include a separate budget line for an independent evaluation that shall be carried at the conclusion of Readiness activities. This evaluation should be conducted by an external evaluator to assess the effectiveness of the Readiness activities, their impact on the country's climate objectives, and their alignment with GCF outcomes. The evaluation will also capture lessons learned to inform and improve future Readiness initiatives.
- (c) **Project Management Cost (PMC):** PMC should be listed separately in the budget plan and broken down by category, including personnel such as Project Manager, Assistants, Procurement, Finance, and Support/Administrative staff, and other eligible costs. PMC covers direct administrative costs necessary to manage grants, applicable only to incremental costs from GCF funding.

The funding from GCF for PMC should not exceed the percentage of the total budget they finance. As per [GCF's Policy on Fees](#), budget limits for PMC are capped at 7.5 per cent of the total deliverable and evaluation budget for total funding up to USD 3 million and 5 percent for total funding more than USD 3 million.

- (d) **Contingency:** Up to 3 per cent of the total activity budget may be allocated to address unforeseen or unplanned expenses during the implementation of readiness activities.
- (e) **Fee:** Up to 8.5 per cent of the total activity, evaluation, PMC, and contingency budgets may be requested in line with [GCF's Policy on Fees](#), with a detailed breakdown provided in the financial proposal. The proposed fee will be subject to review and negotiation,¹⁰ and will be determined based on the value of the Readiness support as well as overall portfolio of the delivery partner with the GCF. The actual fee will be calculated based on the actual incurred expenditure at the completion of the Readiness support.
- (f) **External Audit:** A provision to cover the cost of an independent, third-party financial audit of readiness resource utilisation. The audit is required annually, beginning from the project start date.

For Option 3. Access by a country through a GCF pre-qualified delivery partner based on the selection of the best technical and financial offers

Payments may be requested in tranches through submission of an invoice to the GCF Secretariat following completion of milestones, and submission of a progress report and approval by the NDA/focal point to proceed with payment. The final tranche is payable upon submission of all relevant standardized Readiness deliverables along with a completion report.

¹⁰ In alignment with GCF Fee Policy and in accordance with GCF/B.19/29, page 3, paragraph 20, the fee structure should reflect economies of scale. Entities managing more than five readiness grants are expected to leverage portfolio synergies and reflect resulting cost efficiencies in their fee requests.

Annex 1: Eligible and Non-eligible Costs

The Readiness Programme is a flexible tool to support countries and as such does not rely on prescriptive list of eligible activities under the country support window. While there is no restrictive list of activities to follow, there are eligible and non-eligible costs.

Eligible costs include expenditures necessary for countries to build capacities for direct access to climate finance, supporting the implementation of NDCs, NAPs, and LTS, as well as achieving GCF objectives and targeted results. These costs cover activities related to the operation of the Liaison Officer Placement Scheme¹¹, the development or improvement of project ideas, concept notes, and funding proposals. Overall, they include human resources (knowledge and skills), organisational resources (strategies, policies, and information), structural resources (processes and procedures), and material resources (stakeholder engagement events, knowledge management, communication, translation, as well as attendance of GCF events such as regional dialogues, training sessions, capacity-building workshops, and write-shops).

Non-eligible costs include expenditures related to addressing capacity gaps and activities that demonstrate no direct cause-and-effect linkage with countries' NDCs/NAPs/LTS and GCF objectives and targeted results. Furthermore, non-eligible costs encompass salaries of staff, expenditures related to computer equipment and routine office operational expenses incurred in the regular course of the NDA/focal point daily operations, admission fees, vehicles acquisition, and travel costs for international conferences and events¹² unless discussed and agreed with the GCF Secretariat as essential for capacity-building of the country's relevant stakeholders in line with the objectives of the Readiness Strategy 2024-2027.

There are the following key reasons for cost eligibility:

- (a) **Optimal use of Readiness resources:** It is essential to carefully and efficiently allocate and utilise resources for the objectives of the readiness strategy in 2024-2027. The readiness support should prioritise training, knowledge transfer, and skill development within recipients of grant funding to empower them to take ownership of programming and implementation of climate initiatives;
- (b) **Sustainable capacity-building:** It is imperative to ensure the sustainability of beneficiaries' institutions, to maintain their operations and activities independently, even after external assistance/grant funding ends. This includes fostering early planning of how activities and costs will be funded and managed in the years ahead without grant funding; and
- (c) **Mitigating over-reliance and promoting complementarity:** Readiness support should aim to mitigate over-reliance on external grant funding, particularly for routine operational and staff salary costs. Furthermore, ensuring that readiness funds complement other funding sources, efforts, events, conferences and trainings will help enhance the efficient use of Readiness resources.

¹¹ This includes the fees for the liaison officers, except for LDCs and SIDS, where the fees are covered by a dedicated allocation of USD 320,000 per country over four years.

¹² This includes UNFCCC events, such as COP sessions and subsidiary body meetings.

Annex 2: Guidance on Accessing and Structuring NAP Financing under Readiness

Purpose of this guidance

This guidance is intended to support countries on National Adaptation Plan (NAP) formulation (NAP.1) and implementation (NAP.2) using financing under the GCF Readiness and Preparatory Support Programme (Readiness Programme).

It provides practical direction on how NAP.1 and NAP.2 financing should be positioned, structured, and tracked within strategic, medium-term Readiness programming, while retaining flexibility to respond to country-specific contexts and needs.

Key objectives and expected outcomes

This guidance aims to:

- Ensure clear tracking of NAP financing (including NAP 1, use of remaining NAP 1 balances, and NAP 2), with clear linkage to deliverables, milestones, and results;
- Enable systematic and consistent reporting by the GCF Secretariat to the GCF Board, COP, and UNFCCC processes; and
- Avoid fragmentation of support, by embedding NAP-related activities within integrated Readiness programmes rather than treating NAP support as a stand-alone stream.

Positioning NAP Financing within the Readiness Framework

The GCF Secretariat has mapped potential NAP related activities against the [Revised Readiness Management Framework \(RRMF\)](#) and aligned them with [Standardized Readiness Deliverables](#). This mapping confirms that **all three Readiness objectives** – capacity building, pipeline development, and knowledge sharing – can contribute to adaptation related planning and implementation processes at country level.

As a result:

- **NAP financing (NAP.1 and NAP.2) is not confined to a single Readiness objective**
- Countries may draw on multiple Readiness outcomes, provided NAP-related milestones are clearly identified and tracked.
- The GCF Secretariat should guide countries to program NAP activities across relevant objectives in a coordinated manner, ensuring a clear and coherent adaptation narrative.

Guidance on NAP.1 Financing (Formulation and Finalisation)

When countries access NAP.1 (full allocation of USD 3 million) or utilize remaining NAP 1 balances, proposals should:

Clearly identify the adaptation-related planning processes being supported;

- Define, to the extent possible, specific milestones linked to relevant standardized Readiness deliverables; and

- Demonstrate how proposed activities contribute to NAP formulation or finalisation, including sectoral, sub-national, or thematic components where applicable.
- Define milestone-based outputs to enable coherent tracking of progress and results at country and NAP portfolio levels.

Guidance on NAP.2 Financing (Transition to Implementation)

Countries may request for this support when the combined main country window envelope and the NAP.1 envelope has less than USD 250,000 remaining in uncommitted funds.

When countries access NAP.2 financing (full or partial allocation of up to USD 3 million), proposals should be oriented toward the transition from NAP formulation to implementation. In practice, this means that NAP.2 proposals should:

- Focus on programming and pipeline development, such as adaptation focused project ideas, technical and feasibility studies, concept notes, and funding proposals for GCF and other financing sources; and
- Include activities that strengthen monitoring and evaluation systems for tracking NAP implementation at sectoral and national levels.
- NAP.2 support must clearly demonstrate measurable progress toward NAP implementation outcomes, rather than continuing purely diagnostic or planning-phase activities.
- Build on a finalised NAP, even where formal submission of NAP to the UNFCCC has not yet occurred.

Results tracking requirement for all NAP Financing

To enable consistent tracking of NAP progress across countries, all Readiness proposals that access NAP financing – whether under NAP.1, NAP.1 balance, or NAP.2 – must include **Standardized Deliverable 3: Status Report on the National Adaptation Plan (NAP)**. This deliverable serves as the central reporting anchor to:

- Track NAP formulation, NAP updates, and implementation status;
- Aggregate results across the three Readiness objectives; and
- Support Secretariat-level reporting to board and UNFCCC processes.

Importantly, this does not imply that all NAP budget should be earmarked exclusively to Deliverable 3. Budget allocations should remain driven by programme needs, while Deliverable 3 is used to ensure visibility and coherence of NAP-related results.

Reporting and Next Steps

The GCF Secretariat, will develop a standardized reporting template for incorporation into Annual Progress Reports and Completion Reports. This will support consistent, reporting of NAP-related activities and results across the Readiness portfolio.

Mapping of potential NAP activities as per RRMF & standardized Readiness deliverables

| Readiness Objectives | Outcomes | Corresponding Output Indicators | Standardized Readiness Deliverable | Relevance to NAP 1 & NAP 2 (related milestone reports) |
|---|---|---|---|--|
| Objective 1: Capacity-building for climate finance coordination and setting up the enabling environment for integrated climate investment | Outcome 1.1 Developing countries, through NDAs or focal points, have enhanced capacity to fulfil their roles, responsibilities and policy requirements, including Coordination Mechanisms to engage relevant stakeholders to develop, advance, and implement NDCs, NAPs and LTSs. | Output Indicator 1.1.1.1 Proportion of NDA/focal point, Coordination Mechanism and other climate stakeholders reporting an enhanced capacity to fulfil their roles and responsibilities to develop, advance and implement NDCs, NAPs and LTSs (Individuals: X/total) | Deliverable 1: Status report on capacity building of NDA and climate stakeholders | All capacity building activities carried out to climate finance stakeholders to develop, advance and implement NAP |
| | | Output Indicator 1.1.2.1 An inclusive Coordination Mechanism or Country Platform is established or strengthened Output Indicator 1.1.2.2 Number of coordination meetings or dialogues undertaken with climate stakeholders, including climate funds, financiers and partners | Deliverable 2: Status report on country coordination mechanism, country (or regional) platform for enhanced climate finance access to develop, advance, and implement NDCs, NAPs and LTS | All activities related to country coordination, country platform, specific dialogues undertaken to enhance access and to mobilize adaptation finance in the country. |
| | Outcome 1.2 Developing countries design and implement strategic frameworks (including NDCs/NAPs/ LTSs), policies and instruments, including climate investment plans, to create enabling environments for integrated climate investments. | Output Indicator 1.2.1.1 Number of inclusive NDCs, NAPs and LTSs developed or advanced Output Indicator 1.2.1.2 Number of inclusive policy instruments developed or enhanced to implement NDCs, NAPs, and/or LTSs | Deliverable 3: Status report on the National Adaptation Plan (NAP) Deliverable 4: Status report on the Nationally Determined Contribution (NDC) Deliverable 5: | All activities carried out to draft NAP / update NAP, vulnerability assessments, sectoral / sub-National NAPs & priorities, Technology Needs Assessments, Adaptation Financing plan / strategies / policies, implementation status report of NAP etc. Activities carried out to integrate adaptation & resilience component in NDCs, its integration in national and sectoral planning and implementation. Activities carried out to integrate adaptation & resilience component in LTS and its integration in national and sectoral planning and implementation |

| Readiness Objectives | Outcomes | Corresponding Output Indicators | Standardized Readiness Deliverable | Relevance to NAP 1 & NAP 2 (related milestone reports) |
|--|---|--|---|--|
| | | | Status report on the Long-Term Strategies | |
| | | Output Indicator 1.2.1.3: Number of inclusive policies, regulations and mechanisms developed or enhanced to incentivize private sector engagement and catalyse private funds | Deliverable 6: Status report on policies, regulations and mechanisms developed or enhanced to incentivize private sector engagement | All activities carried out which contributed to developing policies, regulations and mechanisms to enhance private sector engagement in adaptation financing. |
| | Outcome 1.3 Direct access applicants and accredited entities (DAEs) have met and maintained the accreditation standards of the GCF and strengthened their programming capacities, as evidenced by the development of GCF-funded activities. | Output Indicator 1.3.1.1 Number of direct access applicants and accredited entities (DAEs) with capacity, systems, policies and tools that are compliant with GCF accreditation/reaccreditation requirements | Deliverable 7: Status report on capacity building of direct access applicants and accredited entities to meet GCF accreditation requirements | No direct relation to NAP financing, however strengthening the systems, policies, fiduciary standards, environmental and social safeguards (ESS), and overall institutional capacities of direct access entities can indirectly support the implementation of NAPs. While these contributions are indirect, they play an important enabling role in supporting and sustaining adaptation actions by DAEs at the country level. |
| Objective 2: Paradigm-shifting GCF pipeline development and implementation for adaptation and mitigation, based on country needs and guided by USP-2 programming targets | Outcome 2.1 Developing countries have developed or updated their Country Programmes to guide GCF investment. | Output Indicator 2.1.1.1 An inclusive Country Programme document developed or updated with country's needs and climate priorities, guided by GCF USP-2 programming targets | Deliverable 8: Country Programme document | All activities carried out related to country adaptation context, key vulnerabilities, adaptation priorities, climate investment planning and mobilization strategy, implementation plan capacity-building needs, and a framework for monitoring and evaluation (Avoid duplication as most of these activities might also be covered under deliverable 3) |
| | Outcome 2.2 Developing countries have developed high-quality Concept Notes linked to approved GCF proposals for adaptation and mitigation that are aligned with the USP-2 results (including through DAEs, that build on readiness support and Country Programmes). | Output Indicator 2.2.1.1 Number of studies, assessments, and other actions undertaken to support the development of investment-grade Concept Notes and/or Funding Proposals Output Indicator 2.2.2.1 | Deliverable 9: Concept note and studies, assessment, reports, etc. to support the development of investment-grade concept notes Deliverable 10: | Disaggregated into adaptation / cross cutting concept notes developed Disaggregated into adaptation / cross cutting funding proposal developed |

| Readiness Objectives | Outcomes | Corresponding Output Indicators | Standardized Readiness Deliverable | Relevance to NAP 1 & NAP 2 (related milestone reports) |
|---|---|--|--|--|
| | | Number of Concept Notes and/or Funding Proposals developed that are fully aligned with the Country Programme and passed the GCF screening process | Funding Proposal and studies, assessment, reports, etc. to support the development of investment-grade Funding Proposals | |
| | Outcome 2.3 NDAs and DAEs have enhanced processes and systems to effectively oversee the implementation, financial management, monitoring and reporting of climate programmes and projects. | Output Indicator 2.3.1.1 Number of NDA and DAEs reporting enhanced processes and systems, knowledge and skills that advance their programme/project implementation, financial management, monitoring and reporting, and compliance with GCF standards and policies | Deliverable 11: Status report on capacity building of NDA and DAEs in project/ program design, implementation and oversight | Capacity building activities carried out to enhance NDA / DAEs institutional capacity in adaptation centric project / program design and efficiencies in monitoring, data management and reporting of adaptation related project initiatives |
| Objective 3: Knowledge-sharing and learning to enhance national and regional cooperation on climate programming and financing | Outcome 3.1 Developing countries through NDAs or focal points have made use of knowledge products to address policy gaps and integrated climate investment programming and implementation. | Output Indicator 3.1.1.1 Number of inclusive knowledge products and resources | Deliverable 12: Knowledge products / compendium of knowledge products produced (policies, programme, NDC, NAP, LTS, L&D, TNA and others related) | Specific knowledge products related to climate change adaptation prepared |
| | | Output Indicator 3.1.1.2 Number of inclusive knowledge-sharing events and platforms | Deliverable 13: Status report on the knowledge sharing events and knowledge sharing platform promoted | Specific knowledge sharing events or platform organized related to climate change adaptation |
| | Outcome 3.2 Enhanced collaboration among developing countries on climate change issues, evidenced by transboundary and regional cooperations/ South-South cooperation. | Output Indicator 3.2.1.1 Number of regional or South-South partnerships, programmes, policies, MOUs and/or collaboration mechanisms established | Deliverable 14: Status report on the regional or South-South partnerships, programmes, policies, MOUs and/or collaboration mechanisms promoted | Specific activities related to implementation of regional and transboundary programmes, South–South partnerships, policy frameworks, MoUs, and collaboration mechanisms to advance coordinated climate change adaptation. |

