
Readiness Proposal

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

17 October 2019 | NDA Strengthening & Country Programming



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Readiness and Preparatory Support Proposal Template

Programme title:	Enhancing Direct Access to Climate Finance in Fiji
Country:	Fiji
National designated authority:	Climate Change Division, Ministry of Economy
Implementing Institution:	Global Green Growth Institute
Date of first submission:	1 May 2019
Date of current submission / version number	27 September 2019 V.4.0



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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.

Where to get support?

- If you are not sure how to complete this document, or require support, please send an e-mail to countries@gcfund.org.
- 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:

countries@gcfund.org

Please use the following naming convention for the file name:

“GCF Readiness Proposal-[Country]-[yyymmdd]”



1. SUMMARY			
Country submitting the proposal	Country name: Fiji		
	Name of institution representing NDA or Focal Point: Climate Change Division, Ministry of Economy Name of contact person: Ms. Makereta Konrote Contact person's position: Permanent Secretary for Economy Telephone number: +679 330 7011 Email: makereta.konrote@govnet.gov.fj Full office address: Ro Lalabalavu House, 370 Victoria Parade, Suva, Fiji Additional email addresses that need to be copied on correspondences: nprakash001@economy.gov.fj , vineil.narayan@economy.gov.fj , prashant.chandra@govnet.gov.fj		
Date of initial submission	1 May 2019		
Last date of resubmission	27 September 2019	Version number	V.4.0
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: Hyeoun 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 , rosi.banuve@gggi.org , gcfliaison@gggi.org		
Title of the Readiness support proposal	Enhancing Access to Climate Finance in Fiji		
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		

<p>Brief summary of the request</p>	<p>Fiji, as a Small Island Developing State, faces extreme climate vulnerability. Fiji is already experiencing the negative impacts of climate change, through changing weather patterns, including droughts and flooding events, and increasingly damaging natural disasters. The current average asset losses due to tropical cyclones and floods are estimated at more than FJD 500 million per year, representing more than 5% of Fiji's GDP. Climate change will affect all areas of life for the people of Fiji, and the expected impacts include reduced agricultural and fisheries productivity, declining health outcomes, eroding shorelines and riverbanks, shortage of water and higher infrastructure costs.¹ The Fijian government therefore recognizes the importance of adapting to climate change and coordinating climate change related adaptation policies, strategies, plans, and activities to reduce the vulnerability and enhance the resilience of Fiji's communities to the impacts of climate change and disasters.²</p> <p>Furthermore, while Fiji's national CO₂ equivalent emissions make up a mere 0.006% of global emissions³, the Fijian Government and other non-government stakeholders have already taken steps to achieve decarbonisation in the Fijian economy. Fiji has developed its NDC Roadmap setting a clear pathway to achieve its NDC targets and also launched the Fiji Low Emission Development Strategy (LEDS) 2018-2050 at COP24, through which Fiji aims to reach net zero carbon emissions by 2050 across all sectors of its economy.</p> <p>The Government recognizes that external support is needed to achieve its adaptation and mitigation targets. In bringing the country closer to accessing climate finance, the proposed Readiness support is being requested to:</p> <ol style="list-style-type: none"> 1. Establish a coordination mechanism to govern and coordinate climate action and finance and strengthen the capacity of the NDA – Climate Change Division (CCD) of the Ministry of Economy – to take the lead role. 2. Prepare the Entity Work Programme of a national accredited direct access entity (DAE) – Fiji Development Bank (FDB) – aligned with the Country Programme which is being developed this year with assistance from WRI - which aims to result in a number of project concept notes to be submitted to the GCF. 3. Nomination of the Ministry of Economy (MoE) as DAE and support in their submission of application for accreditation to the GCF and facilitate Stage I accreditation. This will include carrying out gap assessment and preparing action plan for accreditation, followed by institutional and capacity building support, as required. 4. Institutional and capacity building support to accredited and nominated DAE – FDB and MoE – to ensure compliance policies and procedures are in-place and capacities to manage, implement and oversee climate change projects and programs in line with the GCF fiduciary standards, environmental and social safeguards (ESS) and gender policy are built. 		
<p>Total requested amount and currency</p>	<p>USD 1,000,000</p>	<p>Anticipated duration</p>	<p>18 months</p>
<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>The Climate Change Division is receiving technical support from the World Resources Institute (WRI) to develop its Country Programme and to assess climate finance opportunities and allocations amongst priority development and climate actions needs identified in the NDP, LEDS, NAP and NDC Roadmap. The FDB has also received some support (now completed) from USAID and ADB (ongoing) to build its capacity as an accredited entity.</p>		

¹ Government of Fiji and World Bank, Climate Vulnerability Assessment, 2017

² Fiji's Intended Nationally Determined Contribution, 2015

³ Fiji Low Emission Development Strategy, 2018

2. BACKGROUND

Pacific island countries (PICs) are ranked among the most vulnerable in the world to climate change and natural disasters, and experience a disproportionate impact on local livelihoods, wellbeing, economic prosperity and security. The 2016 World Risk Report ranks Fiji as the world's 14th most exposed country to natural hazards, including large scale flooding and droughts. Cyclones have also had a major impact: the most recent Category 5 cyclone, Cyclone Winston, in February 2016, caused 44 fatalities, affected 62% of the population, damaged or destroyed nearly 30,300 houses, and caused damages amounting to FJD 2 billion, or 20% of GDP.

In response, PICs, with Fiji at the forefront, have led the charge in ratifying the Paris Agreement; recognising the urgent need for prompt action, as called for by the Agreement. Accordingly, the Nationally Determined Contributions (NDCs) submitted by PICs almost universally seek to transition to 100% renewables in the coming decades and most recognise the need for investment in sustainable transport and climate smart agriculture and finance to support adaptation efforts. Fiji was the first country in the world to ratify the Paris Agreement, setting a 100% renewable electricity target and including sustainable transport in its NDC, developing the first NDC Roadmap amongst the PICs and taking on the Presidency of COP23 and creating the Talanoa Dialogue to push for accelerated climate action. In 2018, Fiji launched its Low Emission Development Strategy at COP24.

In 2010–2014, USD 748 million was committed to PICs in climate finance, almost all as grants, aimed at achieving climate change adaptation (59%) and mitigation (36%) outcomes.⁴ Despite this commitment however, the disbursement of climate finance remains a key challenge due to a lack of scalable, tested and bankable projects capable of attracting private sector investment, and a lack of trained technical staff capable of developing and delivering a strategic pipeline of projects with appropriate documentation⁵. In Fiji, only USD 84 million has been dispersed in grant (or grant-equivalent) finance in 2010 - 2014.⁶

Fiji received funding support of US \$1.6 million from the multi-country GCF Readiness Programme from 2015 to 2018 implemented by UNDP, UNEP and WRI. The project helped the FDB get preliminary Direct Access Entity accreditation to the GCF, facilitated Fiji's Climate Public Expenditure and Institutional Review (CPEIR) in 2017, undertook a feasibility study to establish the Fijian National Climate Fund, created a monitoring and evaluation framework to monitor climate change related data, identified project ideas that could be part of a GCF project pipeline and undertook a desktop assessment of private sector engagement in climate relevant activities.

While the Programme made every effort to improve institutional capacity and stakeholder engagement in line with GCF requirements, there were significant project delays due to the relocation of the Climate Change Division from the Ministry of Foreign Affairs to the Climate Change Division, recruitment and replacement of country project staff. The support was also based on international consultants coming in and out of Fiji, without a permanent support presence. The programme ended in early 2018.

These issues resulted in the project ending before most of the project deliverables could be refined and effectively implemented. For example, the FDB only received partial accreditation to the GCF through the Readiness Programme when the Project ended, leaving FDB to develop policies and guidelines on its own that formed 10 prerequisites for its full accreditation. 8 out of 10 policies have been submitted to GCF and FDB is yet to get full accreditation almost 2 years after receiving its preliminary accreditation. FDB still needs assistance in developing a more detailed Entity Work Programme than the one it recently submitted which was generic.

Moreover, feasibility studies, frameworks and tools developed were not developed to an extent to enable full implementation and Government staff, particularly those in the Climate Change Division involved with the Readiness Programme moved out of the civil service and the main local project lead unfortunately passed away.

The deliverables of the previous Readiness programme are obsolete to some extent as Government agencies have since been reshuffled, 6 new climate change national documents have been developed including a significantly revamped National Climate Change Policy and new fiscal and monetary mechanisms have been developed to address climate change and climate finance i.e. Green Bonds and the Environment and Climate Adaptation Levy which are potential sources of co-financing. Furthermore, project concepts for the GCF Pipeline were only conceptualized as "idea notes" with brief summaries of what projects could be and further work needs to be done to develop more project ideas, concepts and create project pipelines. However, overall the work done

⁴ <https://www.sei-international.org/mediamanager/documents/Publications/Climate/SEI-WP-2017-04-Pacific-climate-finance-flows.pdf>

⁵ Ellis., C & Pillay K., *Understanding 'bankability' and unlocking climate finance for climate compatible development*, CDKN Working Paper, July 2017.

⁶ <https://www.sei-international.org/mediamanager/documents/Publications/Climate/SEI-WP-2017-04-Pacific-climate-finance-flows.pdf>

through initial readiness programme does provide a good basis for the new Readiness Proposal to build upon alongside the new policies and plans put in place since 2017 as detailed below.

Fiji has made significant efforts to identify actionable pathways for mitigation and adaptation and to develop costing estimates. The Fijian Government has gone through a process of stakeholder consultation to develop the National Development Plan, the Climate Vulnerability Assessment and the NDC Roadmap (all launched at COP23). The NDC Roadmap identified a requirement of USD 2.97 billion in investments to implement necessary actions to meet Fiji's NDC targets⁷. While the Climate Vulnerability Assessment estimates that on top of the investment already allocated to adaptation efforts, an additional total estimated investment requirement of USD 4.65 billion will be needed across five priority areas over the next ten-year period. These include the design and construction of more resilient towns and cities, with a focus on developing safe greenfield sites; improving infrastructure services; support to climate-smart agriculture and fisheries; the conservation of ecosystems and the natural environment to protect development assets; and building up the overall socioeconomic resilience by caring for those most vulnerable and promoting inclusive economic growth.⁸ Fiji's Third National Communication, the National Adaptation Plan and the Low Emission Development Strategy were launched in 2018. Fiji's new Climate Change Policy will be completed in 2019. Further details of the consultative processes to drive development of Fiji's mitigation and adaptation pathways are given below.

The principle of gender-responsiveness is a specific call to ensure that all approaches and methods for adaptation and mitigation are guided by the consideration of gender issues, support improved gender-balance in both the decision-making processes and related implementation arrangements, promote gender-equity, and achieve outcomes which ensure that gender is a key consideration when programming finance and capacity building. This principle is articulated and adopted for all national plans and policies.

- **National Development Plan:** The consultation process involved government departments organising different venues particularly schools across Fiji for people to come and give their views and feedback on the development objectives, strategies and programmes outlined in the Plan. Key agencies involved in the consultation process included ministries, government agencies, financial service providers, commercial sector, civil societies/NGO, construction sector, telecommunications sector, faith-based organisations, trade unions and academic organisations. The National Development Plan laid out a 20-year vision for Fiji's economic development integrating green growth principles of inclusivity, environmental safeguards and poverty reduction, while also setting a detailed 5-year plan for the country.
- **NDC Implementation Roadmap:** The involvement of stakeholder consultations in developing the NDC Implementation Roadmap firstly included an approach towards identifying key stakeholders in the NDC target sectors of energy and transport. These included 60 different key national, regional and international institutions, organisations and companies enclosed over the five-month period of developing the NDC Roadmap. The consultation process included a steering committee of primary stakeholders, one-on-one meetings with key stakeholders and a wider engagement of stakeholders during workshops presenting assessment results. Key stakeholder in the steering committee included the Climate Change Division (CCD) at Ministry of Economy (MOE) as chair, Department of Energy and Transport Planning Unit from Ministry of Infrastructure & Transport, Energy Fiji Limited and the Global Green Growth Institute (GGGI). Workshops were conducted to present the results of the Fundamental Assessment of the Roadmap with 19 ministries/department/agencies, 11 private sector companies, 2 private sector trade associations, 6 NGOs/CSOs/NSAs, 2 national universities and 16 development partners. Along with that one-on-one meeting were held with 7 ministries/departments/agencies, 3 private sector companies, 1 private sector trade association, 1 national university and 7 development partners.
- **National Adaptation Plan:** For adaptation to be effective it must formulate and coordinate policy across many ministries, sectors, and organisations. To develop the NAP there was a national level formulation and coordination mechanism established. The National Steering Committee was implemented to drive the NAP process which is the Climate Change and International Cooperation Division within the MOE. The committee included representatives from various ministries in Fiji which is chaired by the Head of Climate Change and International Cooperation Division. The committee's main purpose is to establish responsibilities, review and ratify the contents and directions of the NAP process, ensuring that ministries continue to prioritise the NAP process on an on-going basis; as well as specify key actions, milestones and outputs over each NAP cycle. The Expert Consultative Group along with the Civil Society consultative group was created to get access to representative expertise and to get a review and provide technical input towards the content of the NAP. The consultation which was conducted at the CCD over a two-week period consisted of representatives from lead agencies, external experts from NGOs, regional organisations. The discussions revolved around key areas of climate information management and services, horizontal integration, vertical integration, climate

⁷ Fiji NDC Implementation Roadmap 2017-2030, Setting a pathway for emissions reduction target under the Paris Agreement, 2017

⁸ Climate Vulnerability Assessment, Making Fiji Climate Resilient, 2017

change awareness and knowledge, resource mobilisation, food security, health, human settlements, infrastructure and biodiversity and the natural environment.

- **Climate Vulnerability Assessment:** The Fijian Government led the preparation of Fiji's first-ever Climate Vulnerability Assessment, with support from the World Bank. The CCD within MOE directed a multi-sector task force that brought together expertise from across Government agencies to integrate adaptation and risk management in carrying out this assessment. Through this approach, the task force has put forward a number of strategies to enhance Fiji's resilience to geophysical and climate-related hazards. This has been reflected in the priority actions of the Climate Vulnerability Assessment.
- **Third National Communication:** The TNC preparation was based on multi-stakeholder consultations, which was important in order to realise a number of important sectors of the economy and livelihoods, which would be adversely affected by climate change, climate variability and sea-level rise. Expertise and skills were sought on specific components of the TNC such as the GHG inventory, mitigation and V&A assessment and Technology Needs Assessment. These reports were reviewed and validated by relevant Government ministries and expert reviewers. Prior to the finalisation of these reports a stakeholder consultation workshop was conducted. Moreover, the approach used for the formulation of the TNC is consistent with that of INC and SNC, whereby the immediate needs and concerns relating to identification and prioritization of adaptation options, strategies and measures are highlighted and collectively addressed by the stakeholders.

To build on the strategic planning and policy documents above, upon request of the Ministry of Economy (MoE), the World Resources Institute (WRI) has embedded a long term advisor with the Climate Change Division who is currently doing a national climate finance gap assessment comparing current national budget and ODA allocations to planned climate finance expenditures articulated in Fiji's 5-Year and 20-Year National Development Plan and Fiji's national climate change documents that have been costed such as the Low Emissions Development Strategy, the NDC Implementation Roadmap and Climate Vulnerability Assessment.

Following the gap assessment exercise, which is now undergoing peer review amongst WRI and MoE, a donor round table is planned to validate the findings of the gap assessment. The gap assessment will then be used to identify key priority sector that will be featured in the Country Programme. The Country Programme will not be titled as a "GCF Country Programme" rather it will be a Climate Change Country Programme that will be marketed to donors and development partners along with the GCF. Despite this approach to Country Programme development it will still adhere to set standards and criteria of the GCF. After the validation of the gap assessment and selection of key/priority sectors, MoE and WRI plan to have detailed video conference discussions with the Pacific region representatives of the GCF and if required GCF Representatives from the Head Office to better understand the requirements/criteria and characteristics of a GCF Country Programme. It is expected that the first draft of the Country Work Plan will be developed by end of October 2019.

The proposed project seeks to complement the climate finance gap assessment and Country Programme development to support Fiji's access to climate finance which is needed to implement the above climate related plans and policies that have been put in place over the past three years. The proposal will do this by supporting Fiji's NDA, and two key entities in the climate finance space to strengthen their internal processes, external consultations and partnerships and capacities to identify, select and develop project pipelines.

The two key entities are the Ministry of Economy (MoE), as the coordinating entity for climate action across Fiji's economic sectors and the recently accredited Fiji Development Bank (FDB). Recognising that these two institutions must work closely together to mobilise both the small and large investments needed and create an enabling environment for private sector to participate in mitigation and adaptation actions, the project will work with both entities to strengthen their ability to access climate finance and to create coordination mechanisms.

Specifically, the project will assist the newly GCF-accredited FDB in preparing a strategic framework within the Country Programme for developing and assessing projects for GCF funding and developing its second Entity Work Programme. The FDB has submitted a first Entity Work Programme (EWP). However, FDB has indicated that there is a need to build on this first version to develop a more comprehensive and detailed second EWP. Importantly, this second EWP should also be aligned to the national Country Programme which will be developed by the NDA and therefore this proposal includes support needed for FDB in this regard. The Country Programme is being developed this year, led by the NDA. Therefore, the timing will be good for alignment of FDB's second EWP with the Country Programme. All communication sessions with the GCF and build up work to validate the gap assessment as mentioned above will involve constant and active collaboration with the FDB and GGGI to enable them to improve on the existing Entity Work Programme and develop a second more detailed and comprehensive EWP for the FDB as part of this Readiness proposal.

The project will also facilitate engagement between FDB and MoE and the private sector (e.g. through the Fiji Commerce and Employers Federation) to incorporate climate change priorities from the NAP, LEDS and NDC

Roadmap into their strategic planning and projects and facilitate public-private partnerships and investment for climate change initiatives.

Also recognizing that the current accreditation level of FDB does not extend to larger scale projects and thus complementary avenues for direct access are needed to accelerate project financing and implementation in Fiji, the proposed project will provide a pre-accreditation support to the MoE, including carrying out gap assessment and developing action plan. The institutional support and capacity building is aimed at benefiting the FDB, as well as the second nominated national DAE i.e. the MoE, to ensure compliant policies and procedures are in-place and capacities to manage, implement and oversee climate change projects and programs in line with the GCF fiduciary standards, ESS and gender policy are built. Lessons learning will be facilitated between them, where MoE could learn from FDB's experience in the accreditation process. This will enable the MoE, through dialogue with GCF, to submit its application for accreditation and support in the Stage I accreditation process.

Moreover, the proposed project will provide support to the NDA in liaising with the GCF, building its internal processes and leading the inter-institutional coordination mechanism and establishing and socialising the No Objection procedure.

During project implementation, the use of international consultants will be focused on areas where regional Pacific or Fijian local experts are not available (such as skills in the investment processes for a green bank, GCF procedures and pre-accreditation work) and each area where an international expert is proposed will also be matched with local positions so that skills remain with the relevant institutions in Fiji. To enable this exchange in knowledge and on-the-job training, the international experts will be embedded within the MoE and/or FDB, as appropriate, and will be required to spend a portion of their time based in Fiji. The intention is for each of the roles listed as 'either local or international experts' in the Procurement section to be advertised both in Fiji and internationally, and that an appropriate local expert will be preferred however some positions may be difficult to fulfil locally due to the specialised expertise required and therefore the flexibility of hiring internationally is also maintained.

3. LOGICAL FRAMEWORK AND IMPLEMENTATION SCHEDULE																		
Outcomes		Baseline ⁹	Targets	Activities ¹⁰ (brief description and deliverables)	Anticipated duration: 18 months													
					Monthly implementation plan of activities ¹¹													
					1	2	3	4	5	6	7	8	9	10	11	12	13	14
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: NDA is in the process of establishing a coordination mechanism	2: Coordination mechanism established	<p>One full time expert embedded in the Climate Change Division (CCD) will be engaged for 18 months to (i) develop the below platform and its operational guideline; (ii) convene and operationalize the platform on an ongoing basis; (iii) support the establishment of the no objection procedure; (iii) provide capacity building support to the NDA by closely working with them daily including on the review of the GCF portfolio; and (iv) facilitate ongoing communication between the NDA and GCF Secretariat.</p> <p>Activity 1.1.1: Establish a platform (i.e. a working group with dedicated resources and an online collaboration site) to regularly coordinate information flow to and from the NDA (as lead) and to relevant national and regional stakeholders (AEs and delivery partners) and the private sector (e.g. through the Fiji Commerce and Employers Federation) in the assessment and development of GCF proposals; enabling feedback loops between internal and external stakeholders. This will include socialization of the priorities of the NAP, LEDS and NDC Roadmap to these stakeholders and particularly to the private sector, through sectoral group meetings (e.g. transport, energy, waste) to promote alignment of new projects to the priorities in these key national climate action documents.</p> <p>Deliverable 1.1.1: a. Platform (working group) for climate action, led by the NDA, established by M7. b. At least 3 sectoral group meetings and meeting briefing notes presenting and discussing the NAP, LEDS and NDC Roadmap with stakeholders, particularly private sector.</p>														
				<p>Activity 1.1.2: Develop an operational guideline for the platform (working group) which will provide for the roles and responsibilities of members, procedure for the coordination of information flows and schedule/call for meetings.</p>														

⁹ 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.

¹⁰ 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.

¹¹ 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”).



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

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

5.2 Procurement plan

Please complete the Procurement Plan 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

Please specify the proposed schedule for requesting disbursements from the GCF. For periodicity, specify whether it's quarterly, bi-annually or annually only.

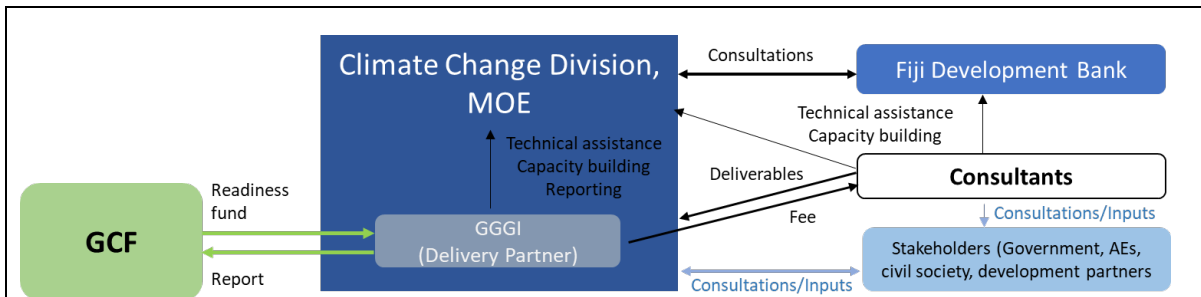
Readiness Proposal that falls within a Framework Agreement with the GCF

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 be its Delivery Partner for this project, whereby the funds will be disbursed from the GCF to GGGI to undertake project implementation. GGGI will use its procurement rules to recruit consultants where needed and undertake non-consultancy services related to this project. GGGI will work closely with the Ministry of Economy and Fiji Development Bank as key recipients of capacity building and institutional strengthening. GGGI will manage the execution of the project.

NDA will provide advice and guidance to GGGI and to tailor to the project to meet in-country needs and expectations. The NDA will also liaise closely with FDB, the other beneficiary entity of this readiness proposal, to align activities, carry out joint trainings where appropriate and share experiences, knowledge and information. The NDA will also liaise and communicate with FDB and GGGI regularly on the progress of the Country Program development and will provide advice on alignment of the FDB second EWP with the Country Program.

FDB will provide a focal point for the project and will liaise closely with the NDA on the Country Program and EWP alignment. FDB will also assign the appropriate staff to attend training sessions and provide inputs to GGGI for training materials and feedback on training sessions.

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.

The project formulation has involved extensive engagement with government agencies, accredited entities and other key national and regional partners. GGGI has and will continue to consult with the NDA and FDB in drafting TORs and 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.

Since GGGI's establishment in Fiji in 2015, the GGGI office has been based within the Ministry of Economy enabling a close collaboration with the Ministry's different divisions. GGGI is supporting the Government of Fiji as a long-term embedded advisor working side-by-side with the Ministry of Economy (beyond the scope of GCF Readiness) on its energy and NDC commitments as well as objectives to ensure access by all to key services with a focus on three areas: implementation of Fiji's NDC in the energy sector; sustainable sea and land transport; and low carbon, resilient development for urban and peri-urban areas. In 2015-2016, GGGI supported the Ministry of Economy to integrate the Green Growth Framework into the new National Development Plan 2017-2036, launched at COP23. Also, in 2017, the Ministry of Economy Climate Change Division and GGGI worked together to develop Fiji's NDC Implementation Roadmap and in 2018 GGGI provided technical assistance to the Climate Change Division to develop an economy-wide Low Emissions Development Strategy (LEDS) aiming at zero-net emissions by 2050. The Fiji LEDS was launched at COP24. GGGI has also worked with the Ministry of Economy on a number of renewable energy feasibility studies for grid-connected and off-grid solar projects. In 2019, GGGI also signed an MoU with FDB on collaboration in green growth and climate finance and agreed to second a GGGI staff part-time to FDB to provide support to development of a GCF concept note on E-buses and to support capacity strengthening for access to climate finance, amongst other joint activities.

Other Information

The Budget and Procurement Plan attached to this Proposal has the details on resources to be recruited/procured. To minimize travel cost and retain knowledge in the country/region, GGGI will opt to recruit/procure resources based in Fiji/region. In case we need to hire a regional resource, instead of someone based in Fiji, then s/he need travel budget to come to Fiji.

The project will utilize in-country staff on part-time basis instead of recruiting more consultants to implement the project. GGGI Pacific Regional Office is based in Fiji with staff of strong knowledge in 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 Government of Fiji. These resources are already on the ground which can significantly save mobilization time and cost. 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. Please refer to the Annex with the list of resources to implement the project.

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

Please include a set of identified risks and mitigation actions for each, monitoring plan, and any other relevant information you wish to bring to the attention of the GCF Secretariat but has not been included in the sections above.

Risk Management

Risk	Impact Low/Medium/ High	Management	Likelihood of Occurrence
Implementation delays	Medium	GGGI will coordinate closely with MOE and FDB and the consultants to ensure timely execution and key government officials to expedite the review/approval process.	Low/Medium (Medium in the case where suitable candidates for the consultancy positions cannot be found – see below)
Cannot find suitable candidates for the consultancy position	High	Prepare clear TORs, publish widely and utilize regional network as well as GGGI's extensive network.	Medium

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 submitted for disbursement requests and project closing as well as audited financial statements at the portfolio level at the end of each year. 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.

Annex

Position	Brief TOR	Rate
Institutional Expert, based in CCD	One full time expert embedded in the Climate Change Division (CCD) will be engaged to (i) develop the platform (i.e. a working group with dedicated resources and an online collaboration site to regularly coordinate information flow to and from the NDA as lead and to relevant national and regional stakeholders including AEs and delivery partners and the private sector e.g. through the Fiji Commerce and Employers Federation in the assessment and development of GCF proposals) and its operational guideline; (ii) convene and operationalize the platform on an ongoing basis; (iii) support the establishment of the no objection procedure; (iii) provide capacity building support to the NDA by closely working with them daily including on the review of the GCF portfolio; and (iv) facilitate ongoing communication between the NDA and GCF Secretariat. One consultant will be recruited to support in establishing no-objection procedure and conduct awareness raising for both the public and private sector stakeholders.	396 days at \$300/day
Accreditation and Regulatory Compliance Expert, based in MoE	One full time expert embedded in the Ministry of Economy (MoE) will be engaged to support (i) CCD in DAE nomination; (ii) MoE in the accreditation process; (iii) support the assessment of gaps and create an action plan to address those gaps and (iv) facilitate alignment of activities with Country Program and facilitate capacity building and experience, lessons learning amongst DAEs. The consultant will collect and review relevant information from the MoE against GCF accreditation and eligibility requirements and support CCD in the nomination process as well as support in addressing capacity and policy gaps including conducting capacity building workshops on GCF fiduciary and ESS standards and gender policy. The expert will have experience in broad policy development, including ESS and gender principles. The consultant will also provide training/mentoring to local staff as one of their contract deliverables to ensure sustainability and built capacity.	396 days at \$500/day
Firm: Accreditation Expert - Gap Analysis	One firm will be engaged to undertake assessment of MoE and develop an action plan to help them get ready to apply for GCF accreditation.	Lumpsum including travel cost at \$60,000
Accreditation and Regulatory Compliance Expert, based in FDB	One expert will be focused on regulation/compliance. The expert will support FDB and MOE in the accreditation process including providing institutional and capacity building support - conduct the FDB capacity assessment (3.3.2) and support in addressing the gaps identified; assess and implement the enterprise risk management policy that has been developed; and facilitate experience sharing on the accreditation process.	396 days at \$500/day
Work Programme and Project Development Expert, based in FDB	The expert will be focused on project risk assessment. The expert will support the development and operationalization of an Entity Work Programme (EWP) for FDB (3.3.1) and assess capacity of FDB in project development and support in addressing the gap.	396 days at \$300/day
Project Management		
Pacific Regional Representative (Based in Fiji, GGGI staff, part-time to the project)	Pacific Regional Representative (Based in Fiji, GGGI staff, part-time to the project) for providing guidance throughout project implementation; preparing and updating workplan and budget, as needed; preparing/reviewing TORs; and reviewing consultants reports and deliverables.	\$37,000 (~10% allocation at a rate of \$244,000/yr)



Senior Associate (Local, Based in Fiji, GGGI staff, part-time to the project)	Senior Associate (Local, based in Fiji, GGGI staff, part-time to the project) for providing administrative and logistical support for the smooth implementation of the project activities and supporting data collection and research work.	\$13,000 (~20% allocation at a rate of \$42,320/yr)
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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	Budget Categories <small>choose from the drop-down list</small>	Detailed Budget (in US\$)					Total Budget <small>(per budget category)</small>	Total Budget <small>(per sub-outcome)</small>	Total Budget <small>(per outcome)</small>	Disbursement Plan											
		Unit	# of Unit	Unit Cost						6m	12m	18m	24m	30m	36m						
1. Institutional capacity and coordination mechanisms in place to govern and coordinate climate action and finance	1.1: NDA inter-institutional coordination mechanism	Consultant - Individual - Local	W/Day	308	300	92,400	146,500	183,900	94,500	19,600	32,400										
		Workshop/Training	Event	6	3,000	18,000															
		Communication (mobile, internet)	Monthly	18	100	1,800															
		IT Equipment	Laptop	1	1,500	1,500															
		Travel - International	Trip	1	10,000	10,000															
		Travel - International	Trip	2	5,000	10,000															
		Travel - Local	Trip	6	1,000	6,000															
	Audio Visual & Printing	Lumpsum	1	5,000	5,000																
	Office Supplies	Monthly	18	100	1,800																
	1.2 NDA 'No Objection' procedure for funding proposals and PPF applications	Consultant - Individual - Local	W/Day	88	300	26,400	37,400	26,400	11,000												
		Workshop/Training	Event	2	3,000	6,000															
		Audio Visual & Printing	Lumpsum	1	5,000	5,000															
	3. Direct access to climate finance	3.2: Accreditation of direct access entity	Professional Services – Companies/Firm	Lumpsum	1	60,000	60,000	285,300	142,650	142,650											
			Consultant - Individual - International	W/Day	396	500	198,000														
Communication (mobile, internet)			Monthly	18	100	1,800															
Travel - International			Trip	2	5,000	10,000															
IT Equipment			Laptop	1	1,500	1,500															
Workshop/Training			Event	3	3,000	9,000															
Audio Visual & Printing			Lumpsum	1	5,000	5,000															
3.3: Direct Access Entity's (DAE) Work Programme aligned with the Country Programme		Consultant - Individual - Local	W/Day	396	300	118,800	361,400	132,467	114,467	114,467											
		Consultant - Individual - International	W/Day	396	500	198,000															
		Communication (mobile, internet)	Monthly	18	100	1,800															
		Travel - International	Trip	2	5,000	10,000															
		Travel - International	Trip	1	5,000	5,000															
		IT Equipment	Laptop	2	1,500	3,000															
		Workshop/Training	Event	6	3,000	18,000															
		Office Supplies	Monthly	18	100	1,800															
		Audio Visual & Printing	Lumpsum	1	5,000	5,000															
		Total Outcome Budget									830,600.00	396,017	287,717	146,867	-	-	-				
		Project Management Cost (PMC) <small>Up to 7.5% of Total Activity Budget</small>	GGGI Staff	Lumpsum	1	50,000					50,000	60,700	Percentage of PMC requested: 7.3%								
			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	20,000.00
Audit Fee	8,000.00
Consultant - Individual - International	396,000.00
Consultant - Individual - Local	237,600.00
Professional Services – Companies/Firm	60,000.00
IT Equipment	6,000.00
Office Supplies	6,300.00
Travel - International	45,000.00
Travel - Local	6,000.00
Workshop/Training	51,000.00
GGGI Staff	50,000.00
Communication (mobile, internet)	5,400.00
0	-
0	-
0	-
Total Outcome Budget + PMC	891,300.00

FOR GREEN CLIMATE FUND SECRETARIAT'S USE ONLY

Total Outcome Budget		830,600.00
Project Management Cost (PMC)	7.3% requested	60,700.00
Contingency	3.4% requested	30,358.57
<hr/>		
Sub-Total (Total Outcome Budget + Contingency + PMC)		921,658.57
Delivery Partner Fee (DP) - Up to 8.5% of the Sub-Total		78,340.98
<hr/>		
Total Project Budget (Total Activity Budget + Contingency + PMC + DP)		\$ 1,000,000.00

Budget Note	Detailed Description
1.1	<p>One local consultant (Institutional Expert, based in CCD) for 308 days at \$300/day for Activities 1.1.1, 1.1.2, 1.1.3.</p> <p>6 working group consultation meetings/dialogues/capacity building workshop (1.1.3) estimated at \$3,000/event (\$100/pax x 30pax).</p> <p>1 international trip for the annual dialogue between NDA and GCF Secretariat estimated at \$10,000/trip (\$5,000/pax x 2pax). Est. economy class airfare (Suva-Incheon) at \$3,500 and 5 days in ROK - accommodation limit at \$140/night and DSA at \$89/day, and other misc. expenses.</p> <p>2 trips for SPREP, PDIF representative to participate in the working group dialogues \$5,000/trip. Est. economy class airfare (Api-Suva) at \$2,500 and 5 days in Fiji - accommodation limit at \$320/night and DSA at \$62/day, and other misc. expenses.</p> <p>6 local trips for in-country working group members outside of Suva \$1,000/trip. Est. local transport at \$200, accommodation limit in Suva at \$320/night and other misc. expenses.</p> <p>Office supplies at \$100/month for the working group meeting materials, etc.</p>
1.2	<p>One local consultant (Institutional Expert) for 88 days at \$300/day for Activity 1.2.1.</p> <p>2 awareness raising workshops (1.2.1) estimated at \$3,000/event (\$100/pax x 30pax).</p> <p>AV/printing cost for the workshop materials, reports and other documents for dissemination lumpsum estimated at \$5,000.</p>
3.2	<p>Firm (Accreditation Expert - Gap Analysis) for Activity 3.1.1 including travel costs, etc. We expect this to be an international firm as very few firms have this experience, hence travel costs will be needed. A local/regional consultant would also be part of this team to build capacity locally for these services. This will include at least two longer missions to work closely with MoE for the gap analysis. Travel x 3 include \$6,000/trip.</p> <p>One international/regional consultant (Accreditation and Regulatory Compliance Expert, based in MoE) for 396 days at \$500/day for Activities 3.2.1, 3.2.2, 3.2.3. The expert will provide training/mentoring to local staff to ensure sustainability and built capacity.</p> <p>2 trips for the international/regional consultant to move to Fiji, for long-term engagement, at \$5,000/trip. Est. economy class airfare and other misc. expenses to/from Suva.</p> <p>3 workshops (3.2.1c, 3.2.2a) estimated at \$3,000/event (\$100/pax x 30pax).</p> <p>AV/printing cost for the workshop materials, reports and other documents for dissemination lumpsum estimated at \$5,000.</p> <p>Others - Local Project Officer for 176 days at \$300/day to provide in-country coordination and logistics support to the Firm to deliver Activity 3.1.1.</p>
3.3	<p>One local consultant (Work Programme and Project Development Expert, based in FDB) for 396 days at \$300/day for Activity 3.3.1b-e.</p> <p>One international/regional consultant (Accreditation and Regulatory Compliance Expert, based in FDB) for 396 days at \$500/day for Activity 3.3.2.</p> <p>1 trip for SPREP representative to share experience in accreditation process and lessons learned \$5,000/trip. Est. economy class airfare (Api-Suva) at \$2,500 and 5 days in Fiji - accommodation limit at \$320/night and DSA at \$62/day, and other misc. expenses.</p> <p>2 trips for the international/regional consultant to move to Fiji, for long-term engagement, at \$5,000/trip. Est. economy class airfare and other misc. expenses to/from Suva.</p> <p>6 capacity building workshops (3.3.2h) estimated at \$3,000/event (\$100/pax x 30pax).</p> <p>AV/printing cost for the workshop materials, reports and other documents for dissemination lumpsum estimated at \$5,000.</p>
Project Management	<p>Pacific Regional Representative (Based in Fiji, GGGI staff, part-time to the project) estimated at \$37,000 (~10% allocation at a rate of \$244,000/yr) for providing guidance throughout project implementation; preparing and updating workplan and budget, as needed; preparing/reviewing TORs; and reviewing consultants reports and deliverables.</p> <p>Senior Associate (Local, Based in Fiji, GGGI staff, part-time to the project) estimated at \$13,000 (~20% allocation at a rate of \$42,320/yr) for providing administrative and logistical support for the smooth implementation of the project activities and supporting data collection and research work.</p> <p>External auditor's fee estimated at \$4,000/yr, 2 audit reports for 18months project implementation.</p> <p>Office supplies estimated at \$100/month throughout project implementation.</p>

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						
Audio Visual & Printing	AV/printing of workshop/awareness raising materials, reports, etc.	20,000.00	Direct Procurement	\$10,000 and below	Q1	Q1
Audit Fee	External auditor, 2 reports	8,000.00	Direct Procurement	\$10,000 and below	Q4	Q4
IT Equipment	4 laptops for long-term resources	6,000.00	Direct Procurement	\$10,000 and below	Q1	Q1
Office Supplies	Monthly at \$300	6,300.00	Direct Procurement	\$10,000 and below	Q1	Q1
Travel - International	7 trips at \$5,000/trip, 1 trip at \$10,000 for 2 pax	45,000.00	Direct Procurement	\$10,000 and below	Q1	Q1
Travel – Local	6 trips for workshops/dialogues/CB for working group members outside of Suva	6,000.00	Direct Procurement	\$10,000 and below	Q1	Q1
Communication (mobile, internet)	Monthly at \$200	5,400.00	Direct Procurement	\$10,000 and below	Q1	Q1
Workshop/Training	17 meetings/events at \$3,000/event	51,000.00	Direct Procurement	\$10,000 and below	Q1	Q1
Sub-Total (US\$)		\$ 147,700.00				
Consultancy Services						
Consultant - Individual - Local	Institutional Expert	118,800.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Professional Services – Companies/Firm	Accreditation Expert (Gap Analysis)	60,000.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - Local	Work Programme and Project Development Expert	118,800.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - International	Accreditation and Regulatory Compliance Expert	198,000.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Consultant - Individual - International	Accreditation and Regulatory Compliance Expert	198,000.00	Competitive Recruitment	Above \$10,000	Q1	Q1
Sub-Total (US\$)		\$ 693,600.00				
Others						
Project Management	Pacific Regional Representative	37,000.00	Recruited, based in Fiji			
Project Management	Senior Associate	13,000.00	Recruited, based in Fiji			
Sub-Total (US\$)		\$ 50,000.00				
		\$ 891,300.00				