



GEF 6 REQUEST FOR PROJECT ENDORSEMENT/APPROVAL

PROJECT TYPE: Medium-sized Project

TRUST FUND: Capacity Building Initiative for Transparency

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PART I: PROJECT INFORMATION

Project Title: Strengthening capacity in the agriculture and land-use sectors for enhanced transparency in implementation and monitoring of Cambodia's Nationally Determined Contribution (NDC)			
Country(ies):	Cambodia	GEF Project ID: ¹	9837
GEF Agency(ies):	FAO (select) (select)	GEF Agency Project ID:	643089
Other Executing Partner(s):	Ministry of Environment; Ministry of Agriculture, Forestry and Fisheries	Submission Date:	30 May 2018
GEF Focal Area (s):	Climate Change	Project Duration (Months)	36
Integrated Approach Pilot	IAP-Cities <input type="checkbox"/> IAP-Commodities <input type="checkbox"/> IAP-Food Security <input type="checkbox"/>	Corporate Program: SGP	<input type="checkbox"/>
Name of Parent Program	[if applicable]	Agency Fee (\$)	82,008

A. FOCAL AREA STRATEGY FRAMEWORK AND OTHER PROGRAM STRATEGIES²

Focal Area Objectives/Programs	Focal Area Outcomes	Trust Fund	(in \$)	
			GEF Project Financing	Co-financing
(select) (select) CBIT	OI 3: MRV systems for emissions reductions in place and reporting verified data.	CBIT	431,621	1,065,665
(select) (select) CBIT	OI 7: Number of countries meeting Convention reporting requirements and including mitigation contributions.	CBIT	431,621	1,065,666
Total project costs			863,242	2,131,331

B. PROJECT DESCRIPTION SUMMARY

Project Objective: By 2020 Cambodia is preparing reports to the UNFCCC under the Paris Agreement Enhanced Transparency Framework (ETF) with strengthened agriculture and land use sector components including inventories of emissions sources and sinks and information necessary to track progress against priority actions identified in Cambodia's NDC for these sectors.

Project Components/Programs	Financing Type ³	Project Outcomes	Project Outputs	Trust Fund	(in \$)	
					GEF Project Financing	Confirmed Co-financing
Component 1. Institutional arrangements to coordinate preparation of ETF reports for agriculture, land-use and other relevant sectors enhanced.	TA	Outcome 1.1: Increasingly accurate and timely information and data are being collected by sub-national and national authorities responsible for the AFOLU sectors	Output 1.1.1: Coordination mechanism strengthened, integrating relevant authorities from the agriculture and land use sector into national UNFCCC reporting processes	CBIT	334,703	826,379

¹ Project ID number remains the same as the assigned PIF number.

² When completing Table A, refer to the excerpts on [GEF 6 Results Frameworks for GETF, LDCF and SCCF and CBIT programming directions](#).

³ Financing type can be either investment or technical assistance.

		<p>and are being incorporated into reporting under the ETF</p> <p>Outcome 1.2: Best practices on ETF reporting processes, information gathering, system infrastructure, methodologies in the agriculture and land-use sectors disseminated to relevant priority sectors (e.g. energy, industry/trade, transportation).</p>	<p>Output 1.1.2: National ETF monitoring and reporting roadmap for the agriculture and land-use sectors prepared and adopted</p> <p>Output 1.1.3: Capacity developed to clarify measurement and reporting of key NDC information (baselines, business-as-usual scenarios, targets) and support provided for ETF reporting in the agriculture and land-use sectors</p> <p>Output 1.1.4: Cambodia's engagement strengthened in the agriculture and land-use sectors with international transparency-related processes under the UNFCCC</p> <p>Output 1.2.2: ETF lessons learned from agriculture and land-use sectors monitored, captured, up-scaled and shared to enhance wider national, regional and global reporting (e.g. via the Global Coordination Platform)</p> <p>Output 1.2.3: Peer exchange program on transparency activities established for relevant priority sectors</p>			
Component 2: Capacity to assess and report emissions and removals from the agriculture and	TA	Outcome 2.1: Reporting on inventories of emissions sources and sinks and mitigation	Output 2.1.1: Regular and systematic documentation and archiving process established to ensure	CBIT	225,032	555,600

land-use sectors and to design and monitor related emission reduction activities		activities from agriculture and land-use sectors strengthened	<p>accuracy and sustainability of the inventory, including quality assurance and quality control, in the agriculture and land-use sectors</p> <p>Output 2.1.2: GHG information management system (MIS) and infrastructure for agriculture and land-use sectors upgraded (interface w/ 3.1.3).</p> <p>Output 2.1.3: Capacity and system hardware developed for relevant institutions at different levels to adopt and mainstream latest tools and methodologies to: (i) develop country-specific emissions factors, (ii) improve activity data, and (iii) better quantify the impact of mitigation policy measures in the agriculture and land-use sectors (interface w/ 3.1.4).</p> <p>Output 2.1.4: National/sectoral reports prepared and submitted on inventory of emissions sources and sinks and emissions reduction activities from agriculture and land-use sectors consistent with latest UNFCCC guidance</p>			
Component 3: Capacity to monitor and report adaptation activities in agriculture and land-use sectors	TA	Outcome 3.1: Monitoring and reporting of NDC priority adaptation actions in the agriculture and land-use sectors	Output 3.1.1: Assessment of relevant good practice methodologies and frameworks for monitoring and	CBIT	225,030	555,594

strengthened		strengthened	<p>reporting NDC priority adaptation actions in the agriculture and land-use sectors</p> <p>Output 3.1.2: National/sectoral appropriate indicators and monitoring and reporting framework developed for NDC priority adaptation actions in the agriculture and land-use sectors</p> <p>Output 3.1.3: Adaptation information management system (MIS) and system infrastructure for agriculture and land-use sectors upgraded (interface w/ 2.1.2)</p> <p>Output 3.1.4: Capacity and system infrastructure developed supporting relevant institutions at different levels to adopt and mainstream monitoring and reporting processes for NDC priority adaptation actions in the agriculture and land-use sectors (interface w/ 2.1.3)</p> <p>Output 3.1.5: National reports prepared and submitted on priority adaptation activities in the agriculture and land-use sectors consistent with latest UNFCCC guidance.</p>			
Subtotal					784,765	1,937,573

Project Management Cost (PMC) ⁴	CBIT	78,477	193,758
Total project costs		863,242	2,131,331

C. CONFIRMED SOURCES OF CO-FINANCING FOR THE PROJECT BY NAME AND BY TYPE

Please include evidence for co-financing for the project with this form.

Sources of Co-financing	Name of Co-financier	Type of Cofinancing	Amount (\$)
GEF Agency	FAO	Grants	1,867,931
Recipient Government	MoE	In-kind	59,800
Recipient Government	MAFF	In-kind	78,600
Other	Initiative for Climate Action Transparency	Grants	125,000
Total Co-financing			2,131,331

D. TRUST FUND RESOURCES REQUESTED BY AGENCY(IES), COUNTRY(IES), FOCAL AREA AND THE PROGRAMMING OF FUNDS

GEF Agency	Trust Fund	Country Name/Global	Focal Area	Programming of Funds	(in \$)		
					GEF Project Financing (a)	Agency Fee ^{a)} (b) ²	Total (c)=a+b
FAO	CBIT	Cambodia	Climate Change	Cross-Cutting Capacity	863,242	82,008	945,250
(select)	(select)		(select)	(select as applicable)			0
(select)	(select)		(select)	(select as applicable)			0
Total Grant Resources					863,242	82,008	945,250

a) Refer to the Fee Policy for GEF Partner Agencies

⁴ For GEF Project Financing up to \$2 million, PMC could be up to 10% of the subtotal; above \$2 million, PMC could be up to 5% of the subtotal. PMC should be charged proportionately to focal areas based on focal area project financing amount in Table D below.

E. PROJECT'S TARGET CONTRIBUTIONS TO GLOBAL ENVIRONMENTAL BENEFITS⁵

Provide the expected project targets as appropriate.

Corporate Results	Replenishment Targets	Project Targets
1. Maintain globally significant biodiversity and the ecosystem goods and services that it provides to society	Improved management of landscapes and seascapes covering 300 million hectares	<i>hectares</i>
2. Sustainable land management in production systems (agriculture, rangelands, and forest landscapes)	120 million hectares under sustainable land management	<i>hectares</i>
3. Promotion of collective management of transboundary water systems and implementation of the full range of policy, legal, and institutional reforms and investments contributing to sustainable use and maintenance of ecosystem services	Water-food-ecosystems security and conjunctive management of surface and groundwater in at least 10 freshwater basins;	<i>Number of freshwater basins</i>
	20% of globally over-exploited fisheries (by volume) moved to more sustainable levels	<i>Percent of fisheries, by volume</i>
4. Support to transformational shifts towards a low-emission and resilient development path	750 million tons of CO _{2e} mitigated (include both direct and indirect)	<i>metric tons</i>
5. Increase in phase-out, disposal and reduction of releases of POPs, ODS, mercury and other chemicals of global concern	Disposal of 80,000 tons of POPs (PCB, obsolete pesticides)	<i>metric tons</i>
	Reduction of 1000 tons of Mercury	<i>metric tons</i>
	Phase-out of 303.44 tons of ODP (HCFC)	<i>ODP tons</i>
6. Enhance capacity of countries to implement MEAs (multilateral environmental agreements) and mainstream into national and sub-national policy, planning financial and legal frameworks	Development and sectoral planning frameworks integrate measurable targets drawn from the MEAs in at least 10 countries	<i>Number of Countries: 1</i>
	Functional environmental information systems are established to support decision-making in at least 10 countries	<i>Number of Countries: 1</i>

F. DOES THE PROJECT INCLUDE A "NON-GRANT" INSTRUMENT? NO

(If non-grant instruments are used, provide an indicative calendar of expected reflows to your Agency and to the GEF/LDCF/SCCF/CBIT Trust Fund) in Annex D.

⁵ Update the applicable indicators provided at PIF stage. Progress in programming against these targets for the projects per the *Corporate Results Framework* in the *GEF-6 Programming Directions*, will be aggregated and reported during mid-term and at the conclusion of the replenishment period.

PART II: PROJECT JUSTIFICATION

A. DESCRIBE ANY CHANGES IN ALIGNMENT WITH THE PROJECT DESIGN WITH THE ORIGINAL PIF⁶

A.1. *Project Description.* Elaborate on: 1) the global environmental and/or adaptation problems, root causes and barriers that need to be addressed; 2) the baseline scenario or any associated baseline projects, 3) the proposed alternative scenario, GEF focal area⁷ strategies, with a brief description of expected outcomes and components of the project, 4) incremental/additional cost reasoning and expected contributions from the baseline, the GEFTF, LDCF, SCCF, CBIT and co-financing; 5) global environmental benefits (GEFTF) and/or adaptation benefits (LDCF/SCCF); and 6) innovativeness, sustainability and potential for scaling up.

A.1.1: No change since PIF.

A.1.2: Additional baseline projects were added. See section 1.2.3 Baseline initiatives supported by FAO.

A.1.3: PIF Output 1.1.2 "Assessment prepared to assess institutional, data collection, analysis and reporting capacity gaps and needs for meeting ETF requirements with specific focus on the priority NDC actions for the agriculture and land-use sectors (in PPG, building on BUR)" was removed. As per the output title, this assessment was conducted during the PPG and is included in the project document as 'Annex 8: ETF Readiness Assessment for Cambodia's AFOLU sector'.

Aside from the above minor change, there have been no significant changes in the project's rationale or design; the project is still strongly aligned with the PIF.

A.1.4: The total co-financing has increased from US\$ 1,731,000 to US\$ 2,052,731.

A.1.5: No change since PIF.

A.1.6: No change since PIF

A.2. *Child Project?* If this is a child project under a program, describe how the components contribute to the overall program impact.

N/A

A.3. *Stakeholders.* Identify key stakeholders and elaborate on how the key stakeholders engagement is incorporated in the preparation and implementation of the project. Do they include civil society organizations (yes /no)? and indigenous peoples (yes /no)?⁸

The stakeholders have changed. The National Institute of Statistics (NIS) under the Ministry of Planning, and the National Council for Sustainable Development (NCSD) was added. The General Department of Administration for Nature Conservation and Protection (GDANCP), the Technical Working Group for Climate Change for Agriculture, Forestry and Fisheries (TWG-CCAFF), and the Climate Change Technical Working Group (CCTWG) was also added. The inclusion of these stakeholders will ensure a more comprehensive process of co-ordinating ETF reporting.

A.4. *Gender Equality and Women's Empowerment.* Elaborate on how gender equality and women's empowerment issues are mainstreamed into the project implementation and monitoring, taking into account the differences, needs, roles and priorities of women and men. In addition, 1) did the project conduct a gender analysis during project preparation (yes /no)?; 2) did the project incorporate a

⁶ For questions A.1 –A.7 in Part II, if there are no changes since PIF, no need to respond, please enter "NA" after the respective question.

⁷ For biodiversity projects, in addition to explaining the project's consistency with the biodiversity focal area strategy, objectives

and programs, please also describe which Aichi Target(s) the project will directly contribute to achieving..

⁸ As per the GEF-6 Corporate Results Framework in the GEF Programming Directions and GEF-6 Gender Core Indicators in the Gender Equality Action Plan, provide information on these specific indicators on stakeholders (including civil society organization and indigenous peoples) and gender.

gender responsive project results framework, including sex-disaggregated indicators (yes /no)?; and 3) what is the share of women and men direct beneficiaries (women X%, men X%)? ⁹

Gender indicators were added. The project will ensure that women's specific needs are met, that women enjoy equal access to project activities and that women benefit equitably from the project's activities. The share of direct beneficiaries is women 50%, men 50%.

A.5 Risk. Elaborate on indicated risks, including climate change, potential social and environmental risks that might prevent the project objectives from being achieved, and, if possible, the proposed measures that address these risks at the time of project implementation.(table format acceptable):

No change since PIF.

A.6. Institutional Arrangement and Coordination. Describe the institutional arrangement for project implementation. Elaborate on the planned coordination with other relevant GEF-financed projects and other initiatives.

FAO will be the GEF Agency responsible for supervision and provision of technical guidance during project implementation.

A **Project Steering Committee (PSC)** will provide oversight of, and coordinate the planning of, project implementation. The PSC will comprise of MOE, MAFF, NCSD, MME, MIH, MoP and FAO. The PSC will meet twice annually to:

- Provide guidance to the Project Management Team (PMT) to ensure project implementation is in accordance with the project document;
- Review and approve any proposed revisions to the project results framework and implementation arrangements;
- Review, amend (if appropriate) and endorse all Annual Work Plans and Budgets;
- Review project progress and achievement of planned results as presented in six-monthly PPRs, PIRs and Financial Reports;
- Ensure that co-financing support will be available on time;
- Advise on issues and problems arising during project implementation;
- Facilitate cooperation between all project partners and facilitate collaboration between the Project and other relevant programmes, projects and initiatives in the country; and
- Approve ToRs for final evaluations.

Each member of the PSC, including the executing and co-executing partners, will designate a **Focal Point** for the Project from their respective agencies. Hence, the project will have a Focal Point in each concerned institution. As Focal Points in their agency, the concerned PSC members will: (i) technically oversee activities in their sector, (ii) ensure a fluid two-way exchange of information and knowledge between their agency and the project, (iii) facilitate coordination and links between the project activities and the work plan of their agency, and (iv) facilitate the provision of co-financing to the project.

Day-to-day project management and coordination will be the responsibility of a **Project Management Team (PMT)** made up of short- and long-term project staff/consultants. The PMT will be headed by a **National Project Coordinator (NPC)**, who will be responsible for decision-making, providing guidance and supervising short-term consultants and execution of work taking place under **Letters of Agreement (LoAs)**. The PMT will ensure coordination and collaboration between the project and other initiatives with corresponding actions and results described in the Project Progress Reports (PPRs).

The MOE will designate a **National Project Director (NPD)**, who will be responsible for supervising and guiding the work of the PMT, particularly with respect to adherence with government policies and priorities. He/she will also be responsible for coordinating the activities with all relevant project stakeholders related to the different project components. He/she will be responsible for requesting FAO the timely disbursement of GEF resources that will allow the execution of project activities in accordance with the approved AWP/B for the current project year.

⁹ Same as footnote 8 above.

Institutional Arrangements for Project Implementation

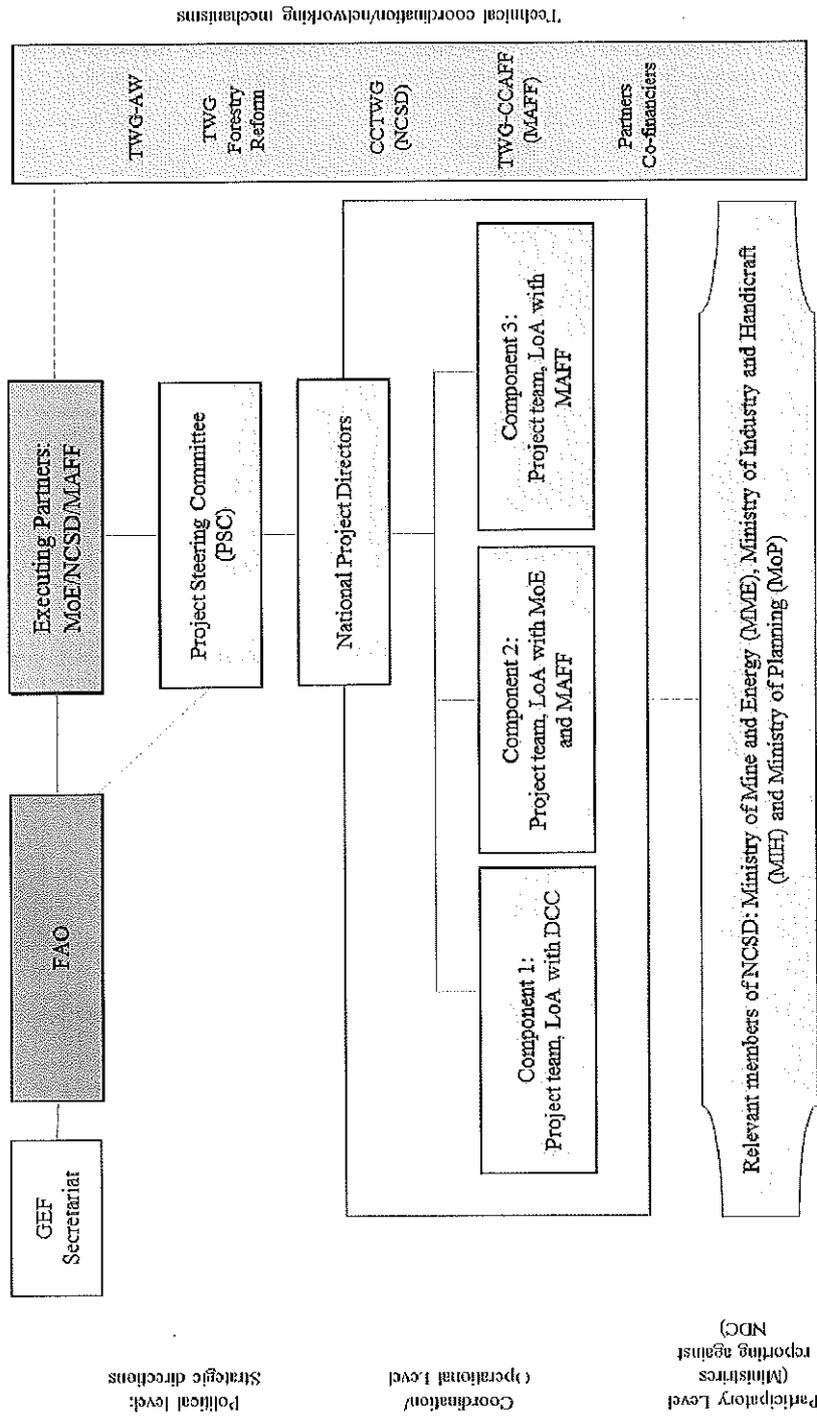


FIGURE 1: INSTITUTIONAL ARRANGEMENTS FOR PROJECT IMPLEMENTATION

Project Execution

The **Ministry of Environment (MOE)**, which hosts the GEF Operational Focal Point for Cambodia, will act as the lead Executing Partner for the proposed Project. MoE has performed a similar role in other projects under multilateral environmental agreements. As a member of the PSC, MOE will be responsible for coordinating both the local and international stakeholders for implementation of the proposed project as well as all other identified aligned initiatives. MOE will ensure that proposed project activities are undertaken in alignment with national environmental law and strategies, in particular Cambodia's NDC under the Paris Agreement. The specific responsibility of the MOE in this Project will be monitoring the annual Project Implementation Reviews (PIR) and to participate in review missions and the final evaluation of the Project. The specific roles of the three executing partners may be summarized as follows:

- **MoE's General Directorate of Administration for Nature Conservation and Protection (GDANCP)** will host the NPC, coordinate relevant aspects of Component 2 and participate in the execution of components 1 and 2 through an LoA (for details, see Annex 4). GDANCP, which also hosts the REDD+ MRV team, will also play a key role in collaborating with relevant MoE offices, MAFF and other partners and will participate in meetings of the PSC and other relevant coordination mechanisms.
- **MAFF's General Directorate for Agriculture (GDA)** will coordinate Component 3 and relevant aspects of Component 2 and will participate in the execution of components 1-3 through an LoA (for details, see Annex 4). **MAFF's CC Working Group** will facilitate project activities by providing direct technical inputs to the proposed Project, through liaising with the PMT and the NPD. The Group will also facilitate in good coordination within the agriculture sector especially the TWG for AW and Forestry Reform.
- **NCSD's Department of Climate Change (DCC)** will serve as the Secretariat of the PSC and will ensure inter-ministerial coordination within the Project as well as with other relevant TWGs. DCC will be the lead agency in the implementation of Component 1 and will participate in its execution through an LoA (see Annex 4). It will also participate in meetings of the PSC and other relevant coordination mechanisms and will collaborate with the PMT and other executing partners in preparation of the AWP/B, PPR and inputs for the PIR. DCC will also coordinate with climate-change related projects of MoE and NCSD for strengthened coordination and co-financing

MOE, MAFF and NCSD have a number of programs, projects, initiatives and entities under their responsibility that align with, and will provide insight to, the Project. MAFF's leading role in data collection, analysis and reporting on the AFOLU sectors against NDC targets is particularly important here. Close coordination and collaboration amongst the key project stakeholders will be crucial for effective project implementation

As noted above, Project execution will be led by a **Project Management Team (PMT)** made up of short and long-term project staff/consultants. The PMT will include two long-term and decentralized staff: (i) the National Project Coordinator (NPC), who will be stationed in MoE and, in addition to overall coordination, will be directly responsible for activities, deliverables and Letters of Agreement (LoAs) related to MoE and NCSD; (ii) an AFOLU Technical Expert (ATE), who will be stationed in MAFF and will have direct responsibility for MAFF-related activities, deliverables and LoAs

Under the leadership of the NPC, the PMT will be responsible for day-to-day project execution. The main responsibility of the PMT, following the directives and decision of the PSC and under the supervision of the NPD/Budget Holder (BH), is to ensure coordination and execution of the Project through the rigorous and effective implementation of the AWP/B.

The **Administrative and Finance Officer** (part-time) will be responsible for the day-to-day financial management and operation of the project including raising contracts and procure necessary inputs in accordance with the AWP/B. The Officer will work in close consultation with the NPD, NPM, Budget Holder (BH), Lead Technical Officer (LTO) and executing partners, particularly with MOE, DCC, MAFF and FAO Representation in Cambodia, and will take the operational responsibility for timely delivery of required inputs to produce project outputs.

Co-financed government officials will be appointed by MAFF, MOE, NCSD and other relevant Ministries reporting against the NDC. These officials will devote part of their work time to achieve project outputs and outcomes. Other key line ministries including Ministry of Mine and Energy (MME), Ministry of Industry and Handicraft (MIH) and Ministry of Planning (MoP) will facilitate support and regular participation in the project.

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The GEF Agency

FAO will be the GEF Agency of the Project. As such FAO will supervise and provide technical guidance for the entire project implementation phase. Administration of the GEF-financed projects will be in compliance with the rules and procedures of FAO and in accordance with the agreement between FAO and the GEF Trustee. The key responsibilities include:

- Administrate funds from the GEF in accordance with the rules and procedures of FAO;
- Oversee project implementation in accordance with the Project Document, AWP/B, agreements with co-financers and the rules and procedures of FAO;
- Provide technical guidance to ensure that appropriate technical quality is applied to all activities concerned;
- Provide targeted technical advisory services as a key part of the implementation approach of the project;
- Carry out at least one supervision mission per year; and
- Report to the GEF Secretariat and Evaluation Office, through the annual PIR on project progress and provide financial reports to the GEF Trustee.

Based on a request from the NPD of MOE, FAO will provide direct support services of the GEF resources including procurement and contracting services, fully embedded in the PMC of the project. FAO will provide six-monthly financial reports including a statement of project expenditures to the Project Steering Committee (PSC). In accordance with the present project document, progress in the financial execution of the project, and the AWP/B approved by the PSC, FAO will prepare budget revisions to maintain the budget current in the financial management system of FAO. The budget revisions will be provided to the PSC to facilitate project planning and execution. FAO will, in collaboration with MOE and the PSC, participate in the planning and execution of contracting and procurement processes.

The FAO Representative in Cambodia will be the **Budget Holder (BH)** and responsible within FAO for the management of the GEF resources. As a first step at the project start-up, the FAO Representation in Cambodia will establish an interdisciplinary Project Task Force (PTF) within FAO to guide the implementation of the project. In consultation with the LTO, the BH will be responsible for timely operational, administrative and financial management of the GEF project resources, including in particular: (i) contracting and procurement processes based on the request from MOE and other applicable institution and in accordance with the approved AWP/B; (ii) process the payments corresponding to delivery of goods, services and technical products based on the prior clearance of the same by MOE as applicable in each case; (iii) provide six-monthly financial reports including a statement of project expenditures to PSC; and (iv) at least one time per year or more frequent if required, prepare budget revisions for submission to FAO-GEF Coordination Unit for approval. The FAO Representation in Cambodia will work in close consultation with MOE, MAFF, the FAO Lead Technical Unit (LTU), the LTO, and the FAO-GEF Coordination Unit for the management of GEF resources.

The FAO Representative will in consultation with the LTU, LTO and the FAO-GEF Coordination Unit and provide no-objection to AWP/B submitted by the PMT as well as to the PPRs which should be approved by the LTO before they are submitted to the FAO-GEF Coordination Unit for final approval and upload in the corporate system, Filed Programme Management Information System (FPMIS).

The **FAO Lead Technical Unit (LTU)** will be the Regional Office for Asia and the Pacific located in Bangkok, Thailand. The LTU will designate a Lead Technical Officer (LTO) for the project, with experience in sustainable forest management and integrated landscape management.

Under the general technical oversight of the LTU, the **Lead Technical Officer (LTO)** will provide technical guidance to the project team to ensure delivery of quality technical outputs. The LTO will coordinate the provision of appropriate technical backstopping from all the concerned FAO units represented in the Project Task Force responding to requests from the NPG and the Project Management Committee. The Project Task Force is thus composed of technical officers from the participating FAO units and of operational officers and is chaired by the BH. The LTO, supported by the LTU when needed, will be responsible for:

- Review and provide no-objection to TORs for consultancies and contracts to be performed under the project, and to CVs and technical proposals short-listed by the PMT for key project positions, goods, minor works, and services to be financed by GEF resources;
- Supported by the FAO Representation in Cambodia, in particular by the NPM, review and clear final technical products delivered by consultants and contract holders financed by GEF resources before the final payment can be processed;
- Assist with review and provision of technical comments to draft technical products/reports on request from the PMT/PSC during project execution;
- Review and approve project progress reports submitted by the PMT, in coordination with the BH;
- Support the FAO Representative in reviewing, revising and providing no-objection to AWP/B submitted by the PMT for approval by the PSC;
- Prepare the annual PIR report, supported by the PMT with inputs from the PSC and other partners, which will be presented to the BH and the FAO-GEF Coordination Unit for approval, finalization and submission to the GEF Secretariat and Evaluation Office as part of the Annual Monitoring Review report of the FAO-GEF portfolio. The LTO must ensure that the relevant partners have submitted information on co-financing provided during the course of the year for inclusion in the PIR;
- Undertake a supervision mission at least once a year, and;
- Review the TORs for the final evaluation; participate in the mission including the final workshop with all key project stakeholders, development and follow-up to recommendations on how to ensure sustainability of project outputs and results after the end of the project.

The **FAO-GEF Coordination Unit** will act as **Funding Liaison Officer (FLO)** which will review and approve PPRs, project reviews, financial reports, and budget revisions based on the AWP/B. The Unit will also review and clear the annual PIR and undertake supervision missions if considered necessary. The PIRs will be included in the FAO-GEF Annual Monitoring Review submitted to the GEF by the Unit. The Unit will also participate in final evaluations and the development of corrective actions in the project implementation strategy in the case needed to mitigate eventual risks affecting the timely and effective implementation of the project. The Unit will in collaboration with the FAO Finance Division request transfer of project funds from the GEF Trustee based on six-monthly projections of funds needed.

The **FAO Finance Division** will provide annual Financial Reports to the GEF Trustee and, in collaboration with the FAO-GEF Coordination Unit, request project funds on a six-monthly basis to the GEF Trustee.

Additional Information not well elaborated at PIF Stage:

A.7 Benefits. Describe the socioeconomic benefits to be delivered by the project at the national and local levels. How do these benefits translate in supporting the achievement of global environment benefits (GEF Trust Fund) or adaptation benefits (LDCF/SCCF)?

The project is not expected to directly affect people's livelihood and employment status. Indirectly, the project is expected to benefit Cambodian society and economy with overall socio-economic benefits, by supporting the Cambodian Government in advancing its NDC implementation and therefore contributing to the sustainability of current occupations, monitoring progress of national mitigation and adaptation priority activities in the NDC.

An appropriate transparency framework can generate multiple social, economic and environmental co-benefits such as human capacity, local and national institutions, cost-effective national budgeting and planning, reduced vulnerability of its food systems, and the national resources and ecosystems that the food systems depend upon. Through improved and

more transparent data, the project also supports improved and better targeted local, regional and national investment and decision making.

A.8 Knowledge Management. Elaborate on the knowledge management approach for the project, including, if any, plans for the project to learn from other relevant projects and initiatives (e.g. participate in trainings, conferences, stakeholder exchanges, virtual networks, project twinning) and plans for the project to assess and document in a user-friendly form (e.g. lessons learned briefs, engaging websites, guidebooks based on experience) and share these experiences and expertise (e.g. participate in community of practices, organize seminars, trainings and conferences) with relevant stakeholders.

A communication and knowledge sharing plan will be developed early in the project. A work plan will be built to share the results of the project and the lessons learned over the three years of project implementation, which will be documented and disseminated to national stakeholders, other countries implementing CBIT projects and to a wider audience.

As a general objective, the plan, in line with the Global CBIT project's communication and knowledge sharing framework, aims to disseminate and sensitize the results and achievements of the project to publicize its successful experiences and lessons learned.

This communication plan will be developed jointly with the key stakeholders. The wide range of communication and visibility tools and approaches will be employed throughout the project implementation period to raise awareness of the project's key messages, achievements and support scaling-up of the results, such as: leaflets, press releases, and postings on existing websites.

During the final workshop, consolidated information will be disseminated including the project results, key lessons learnt and best practices captured through the project.

B. DESCRIPTION OF THE CONSISTENCY OF THE PROJECT WITH:

B.1 Consistency with National Priorities. Describe the consistency of the project with national strategies and plans or reports and assessments under relevant conventions such as NAPAs, NAPs, ASGM NAPs, MIAs, NBSAPs, NCs, TNAs, NCSAs, NIPs, PRSPs, NPFE, BURs, INDCs, etc.:

The first column from Table 10 is from the PIF. The second column was added in the project document.

TABLE 1: POLICY FRAMEWORK RELEVANT FOR CBIT CAMBODIA

Policy Framework	Nature of project mainstreaming approach
National Strategic Development Plan (2014-2018)	The NSDP underpins the NDC and the present project will be relevant (WEAK) for monitoring the effective implementation of the NSDP as it relates to agriculture.
Strategy for Agriculture and Water (SAW) (2010-2013)	Monitoring and reporting systems developed under this CBIT project will be relevant for monitoring the effective implementation of the SAW.
Agriculture Strategic Development Plan (ASDP) (2014-2018)	A key pillar of the ASDP is strengthening the institutional capacity and increasing efficient supporting services and human resource development, which is highly relevant to project activities.
Green growth policy and national strategic action plan and the Green	Monitoring and reporting systems developed under this CBIT project will be relevant for

Policy Framework	Nature of project mainstreaming approach
Growth Road Map, 2013-2030	monitoring the effective implementation of the Green Growth Road Map as it relates to agriculture.
National Adaptation Programme of Action to Climate Change, 2006	The NAPA has informed priority actions identified in Cambodia's NDC. As a result, the present project will contribute to national efforts to better report progress toward NAPA priorities.
National Environment Strategy and Action Plan (NESAP), 2016-2023 (final draft)	Implementation of the CBIT project and development of enhanced monitoring and reporting of agriculture sector activities will help inform future strategies to reduce environmental impacts in the agriculture and land-use sectors.

C. DESCRIBE THE BUDGETED M & E PLAN: Monitoring, reporting and evaluation

Oversight of the proposed project will be carried out by the Project Steering Committee (PSC), the PMT, the FAO GEF Coordination Unit, the FAO Office of Evaluation (OED) and relevant FAO Technical Units. Oversight will ensure that: i) proposed project outputs are produced in accordance with the finalised and approved project results framework, leading to achievement of project outcomes; ii) outcomes of the proposed project are in line and leading towards the achievement of the project objective; iii) identified, as well as unidentified, risks are continuously monitored and appropriate mitigation strategies are applied; and iv) the agreed global environmental and adaptation benefits of the proposed project are being delivered under its implementation.

The FAO GEF Unit and FAO Technical Units will provide oversight of GEF financed activities, outputs and outcomes, largely through the annual Project Implementation Reports (PIRs), periodic backstopping and supervision missions.

The BH, in consultation with the national M&E expert, FAO Project Task Force (PTF) and FAO Office of Evaluation (OED), and with concurrence of the Project Steering Committee, will field an independent Final Evaluation of the Project.

Monitoring and reporting

Project monitoring will be carried out by the PMT and the FAO Budget Holder, with support from the PTF members. Monitoring of the FAO GEF Portfolio will be ensured by the GEF Funding Liaison Unit.

Project performance will be assessed based on delivery of project outputs and achievement of project outcomes and the project objective defined in the results matrix. The Inception Report, the subsequent six-monthly Project Progress Reports (PPRs), the annual Project Implementation Reviews (PIRs) and the project Terminal Report will be the main reports used by the PTF to monitor project progress and evaluate results.

The inception phase of the project (i.e. the first six months after the project has become operationally active) will focus on:

- Recruitment of the PMT staff;
- Setting up the PSC;
- Review of the project logical framework and results matrix to take into account any changes that have taken place from project approval to start of project implementation. In particular, indicators (and related baseline and targets) will be finalised;
- Develop an annual work plan and budget to be reviewed and approved by the PSC;
- Develop a detailed M&E plan, which builds on the project logical framework, results matrix and annual work plan and budget, defining specific requirements for each indicator (data collection methods, frequency, responsibilities for data collection and analysis and budget);
- Prepare and submit a Project Inception Report.

Performance of the proposed project will be monitored using the project results framework, including indicators (baseline and targets) and AWP/Bs. At the inception phase of project implementation, the results framework will be reviewed to finalize identification of: i) outputs ii) indicators; and iii) any missing baseline information and targets. A detailed M&E plan, which builds on the results framework and defines specific requirements for each indicator (i.e. data collection methods, frequency, responsibilities for data collection and analysis) will also be developed during the inception phase of the proposed project by the NPC.

The specific project-level reports to be prepared for the Project are:

- i) Project Inception Report;
- ii) Annual Work Plan and Budget (AWP/B);
- iii) Project Progress Reports (PPRs) for FAO;
- iv) Annual Project Implementation Reviews (PIRs) for the GEF;
- v) Technical reports;
- vi) Co-financing reports; and
- vii) Terminal Report.

Project Inception Report: After FAO approval of the Project and signature of the execution agreement, an inception workshop will be held. The PMT will prepare a Project Inception Report in consultation with the Project Task Force (PTF) and other project partners prior to a Project Inception Workshop. Key information from this report should be discussed during the Project Inception Workshop and the report subsequently finalized. The report will include a narrative on the institutional roles and responsibilities and coordinating action of Project partners, progress to date on project establishment and start-up activities, and an update of any changed external conditions that may affect project implementation. It will also include a detailed first year AWP/B and a detailed project monitoring plan. The draft inception report will be circulated to the Project Steering Committee for review and comments before its finalization, no

later than one month after project start-up. The report should be cleared by the BH and LTO and the FAO-GEF Coordination Unit and will be uploaded in the FPMIS.

Annual Work Plans and Budgets (AWPs/Bs): The executing partners/agencies will submit AWP/Bs to the BH that are divided into monthly timeframes detailing the activities and progress indicators that would guide implementation during the year of the Project. Each AWP/B will be drafted by the NPC in consultation with the NPD, FAO PTF, PMT, technical working group members, and other relevant stakeholders. After drafting of each AWP/B, it will be submitted for approval and review by the PSC. Necessary changes to the AWP/B - as recommended by the PSC - will be made by the NPC prior to implementation of the AWP/B. As noted earlier, the first AWP/B will be drafted during the project's Inception Phase presented at the project Inception Workshop. As part of the AWP/B, a detailed Project budget for the activities to be implemented during the year should be included together with all monitoring and supervision activities required during the year. The inputs of the Inception Workshop will be incorporated and the NPC will submit a final draft AWP/B within two weeks of the workshop to the BH. For subsequent AWP/B, the NPC will organize a PPR and plan PSC meetings for its review. Once comments have been incorporated, the BH will circulate the AWP/B to the LTO and the FAO-GEF Coordination Unit for comments/clearance prior to uploading in FPMIS by the BH. The AWP/B must be linked to the Project's Results Framework indicators so that the Project's work is contributing to the achievement of the indicators. The AWP/B should include detailed activities to be implemented to achieve the project outputs and output targets and divided into monthly timeframes and targets and milestone dates for output indicators to be achieved during the year. A detailed project budget for the activities to be implemented during the year should also be included together with all monitoring and supervision activities required during the year. Once the PSC has approved the AWP/B and also cleared by the LTO and FAO-GEF Coordination Unit, the document is uploaded in the FPMIS by the BH.

Project Progress Reports (PPRs): PPRs will be prepared by the NPC based on the systematic monitoring of output and outcome indicators identified in the Project's Results Framework. The purpose of the PPR is to identify constraints, problems, or bottlenecks that impede timely implementation and to take appropriate remedial action in a timely manner. They will also report on projects risks and implementation of the risk mitigation plan. The PPR will be submitted to the BH and LTO for comments and clearance. The FAO-GEF Coordination Unit will review and upload the PPR in the FPMIS.

Annual Project Implementation Reviews (PIRs): The NPC will prepare annual PIRs covering the period July (the previous year) through June (current year) to be submitted to the LTO for finalization, which will be shared with the BH and the Funding Liaison Officer (FLO) for review and approval by Mid-July of the current year (FAO-GEF Coordination Unit will share a PIR template each year). The FAO-GEF Coordination Unit will submit the PIR to the GEF Secretariat and GEF Evaluation Office as part of the Annual Monitoring Review report of the FAO-GEF portfolio. PIRs will be uploaded in the FPMIS by the FAO-GEF Coordination Unit.

Key milestones for the PIR process include:

- 30 June: the LTOs submit the draft PIRs (after consultations with BH, project team) to the FAO GEF Coordination Unit (copying respective GEF FLO) for initial review;
- Mid July: GEF FLO review main elements of PIR and discuss with LTO as required;
- Early August: FAO-GEF Coordination Unit prepares and finalizes the FAO Summary Tables and submits to the GEF Secretariat by the date communicated each year by the GEF Secretariat;

- September/October: PIRs are finalized. PIRs are carefully and thoroughly reviewed by the FAO-GEF Coordination Unit and discussed with the LTOs for final review and clearance;
- Mid November: the FAO-GEF Coordination Unit submits the final PIR reports – cleared by the LTU and approved by the FAO-GEF Coordination Unit – to the GEF Secretariat and the GEF Independent Evaluation Office.

Technical Reports: Technical reports will be prepared by national and international consultants as part of project outputs and to document and share project outcomes and lessons learned along with the prerequisite items that are indicated in the project Results Matrix and GEF Tracking Tools. The drafts of any technical reports must be submitted by the NPC to the BH who will share them with the LTO. The PSC may also be involved in peer review of relevant technical reports. The LTO will be responsible for ensuring appropriate technical review and clearance of said report. The BH will upload the final cleared reports onto the FPMIS. Copies of the technical reports will be distributed to FAO PTF, project partners and the PSC as appropriate.

Co-Financing Reports: The BH, with support from the NPC and PMT staff, will be responsible for collecting the required information and reporting on co-financing as indicated in the Project Document and CEO Endorsement Request. The NPC will compile the information received from the executing partners/agencies and transmit it in a timely manner to the LTO and BH. The report, which covers the period from 1 July to 30 June, is to be submitted on or before 31 July and will be incorporated into the annual PIR. The format and tables to report on co-financing are included in the PIR.

GEF Tracking Tools: The NPC will update the Tracking Tools in close work with the PMT and other partners as a part of monitoring and reporting procedure. Following GEF policies and procedures, the relevant GEF Tracking Tools submitted with the Project Document, at CEO Endorsement Request, will be updated at the project's mid-term cycle, and with the project's final evaluation or final completion report. The tools will be uploaded in FPMIS by the FAO-GEF Coordination Unit which will also facilitate the filling of the tools, with inputs from relevant stakeholders. The LTO will ensure the technical accuracy of the tools.

Terminal Report: The NPC will prepare the Terminal Report. Three months before the actual end date of the project (NTE) – and prior to the completion of the Final evaluation (FE) exercise – the PMT will submit to the BH and LTO a draft Terminal Report. The main purpose of the Terminal Report is to reflect the findings of the Final evaluation, give guidance on the policy decisions required for the follow-up of the project, and to provide the donor with information on how the funds were utilized. The report is accordingly a concise account of the main products, results, conclusions, and recommendations of the project, without unnecessary background, narrative, or technical details. The target readership consists of persons who are not necessarily technical specialists but who need to understand the policy implications of technical findings and needs for insuring sustainability of project results. After review, and in alignment with the findings of the Final evaluation, the PMT will revise the Terminal Report and re-submit it to the BH and LTO for final approval.

Evaluation

1. Although no independent Mid-Term Review (MTR) will be undertaken at the project mid-term (i.e. at the end of the second year of the proposed project implementation) to review progress and effectiveness of implementation in terms of achieving the project objectives, outcomes and outputs, a similar exercise should be conducted during the annual supervision mission. Findings and recommendations of this review will be instrumental in bringing improvement into the overall project design and execution strategy for the remaining period of the project's term. In general, the MTR evaluation will, *inter alia*:
 - review the effectiveness, efficiency and timeliness of project implementation;

- analyse the effectiveness of partnership arrangements;
 - identify issues requiring decisions and remedial actions;
 - propose any mid-course corrections and/or adjustments to the implementation strategy as necessary; and
 - highlight technical achievements and lessons learned derived from project design, implementation and management.
2. A Final Evaluation will be initiated **six months prior** to the actual completion date (NTE) of the project. The BH, in consultation with the PMT the FAO Project Technical Task Force and FAO Office of Evaluation (OED), and with concurrence of the Project Steering Committee, will launch an independent evaluation of the Project. The evaluation process includes the initial consultations with stakeholders, preparation of ToRs, recruitment of evaluator/s, conduct of mission/s, preparation of report/s, briefing/debriefing with stakeholders, up to the submission and acceptance of the report, and the preparation of a management response by the end-users. FAO Office of Evaluation, in consultation with project stakeholders, will be responsible for organizing and backstopping the Final Evaluation, including: finalizing the ToR, selecting and backstopping the team and Quality Assurance of the final report.
 3. The final evaluation will focus on the achievement of outcomes and the sustainability of these outcomes and the component outputs, as well as the potential impacts of the intervention, in line with GEF Guidelines and FAO/UNEG Evaluation Standards and Policy. The process will also lead towards the identification of good practices that can be scaled-up or replicated in future similar interventions, together with the lessons learned. The Project's effects on gender equality and women's empowerment, human rights, capacity development, and environmental sustainability will also be explored. The evaluation will be conducted as a cluster evaluation including interventions in Cambodia and similar interventions in Mongolia and Papua New Guinea that are scheduled to complete the project activities around the same period. Separate analysis, reporting ratings and co-funding tables will be produced for each project.
 4. Findings and recommendations of this evaluation will be instrumental for bringing improvement in the overall project design and execution strategy for similar future interventions. FAO will arrange for the evaluation in consultation with the project partners. The evaluation will, *inter alia*:
 - review the relevance, effectiveness, efficiency and sustainability of project results; and
 - highlight results and lessons learned derived from project design, implementation, and management.

Summary of M&E arrangement

Type of M&E activity	Responsible party(ies)	Time frame	Budget
Project Inception Workshop	PMT in consultation with the LTO, BH and PSC	Within one month following project start-up	USD 4,000
Results-based Annual Work Plan and Budget (AWP/B)	PMT in consultation with the FAO team	Three weeks following project start-up and on an annual basis thereafter within the July to June reporting period	USD 2,500
Project Inception Report	PMT in consultation with the LTO and BH; report to be cleared by BH, LTO and FAO-GEF Coordination Unit, and	Immediately after the workshop	USD 5,000

Type of M&E activity	Responsible party(ies)	Time frame	Budget
	uploaded to FPMIS by BH		
Project M&E function in PMT	Project consultants	One month following project start-up	USD 2,500
Finalisation of baseline information and reassessment at mid-term and project closure	Project consultants	Each project year	USD 7,500
Supervision visits	FAO PTF	Annual	FAO visits will be borne by GEF agency fees Project Coordination visits shall be borne by the project's travel budget
Project Progress Reports (PPRs)	PMT with inputs from NPD, PSC and other partners	No later than one month after each six-monthly reporting period (end June and December)	USD 15,000
Project Implementation Review (PIR) Report	PMT under supervision of the LTO and cleared and submitted by the GEF Coordination Unit to the GEF Secretariat	1 August of each reporting year	USD 15,000
Co-financing Reports	PMT, NPD, co-financiers	Annual together with PIR	USD 7,500
GEF Tracking Tools	NPC; FAO-GEF Coordination Unit, reviewed by the LTO	Mid-point and end-of-project	USD 2,500
Technical Reports	Project consultants; peer-reviewed by LTO/TWGs	As appropriate	Project staff time and consultant costs
Final workshop	PMT, partners and FAO	At the end of the project	USD 4,000
Independent Final evaluation (TE)	BH, PMT, LTO, OED, GEF Coordination Unit, PTF, Evaluation mission, and other partners	Six months prior to the actual project completion date	USD 20,000
Processing of Terminal Report at	PMT, BH, LTO and GEF Coordination Unit, TCS	At the end of project	USD 6,600

Type of M&E activity	Responsible party(ies)	Time frame	Budget
FAO headquarters	Report Group	implementation	
Total budget for M&E			USD 92,100

PART III: CERTIFICATION BY GEF PARTNER AGENCY(IES)

A. GEF Agency(ies) certification

This request has been prepared in accordance with GEF policies¹⁰ and procedures and meets the GEF criteria for CEO endorsement under GEF-6.

Agency Coordinator, Agency Name	Signature	Date	Project Contact Person	Telephone	Email Address
Alexander Jones Director Climate and Environment Division		30 May 2018	Alexandre Huynh FAO Representative in Cambodia	+85 523216566	<u>Alexandre.Huynh@fao.org</u> 
Jeffrey Griffin Senior Coordinator, FAO GEF Coordination Unit			Yurie Naito Programme Officer, FAO GEF Coordination Unit	+39 0657053172	<u>Jeffrey.Griffin@fao.org</u> <u>Yurie.Naito@fao.org</u>

¹⁰ GEF policies encompass all managed trust funds, namely: GEFTF, LDCE, SCCF and CBIT
GEF6 CEO Endorsement /Approval Template-August2016

ANNEX A: PROJECT RESULTS FRAMEWORK (either copy and paste here the framework from the Agency document, or provide reference to the page in the project document where the framework could be found).

Please see Appendix 1 of the project document

ANNEX B: RESPONSES TO PROJECT REVIEWS (from GEF Secretariat and GEF Agencies, and Responses to Comments from Council at work program inclusion and the Convention Secretariat and STAP at PIF).

The PIF approval included one request from the GEF Secretariat:

“At CEO Endorsement Request stage, please provide a clearer description of how the project’s data and results will also feed back into the national decision-making process, to enhance the country’s ambition over time, and for all relevant actors and ministries to be able to not just contribute, but to benefit from, the proposed project.”

The project’s design has incorporated significant elements related to addressing this comment.

The project emphasizes the importance of adjusting NDC ambition levels over time. Capacities to do so will be developed under Output 1.1.3 and finalization of an updated NDC is included under Output 1.2.1. These are in addition to activities and outputs throughout the project that focus on the underlying elements of the NDCs, including mitigation, adaptation and institutional arrangements.

The project is expected to contribute to the work of, and to build capacities of, key institutional partners and actors, in part by being closely integrated with recent and ongoing efforts in the AFOLU sector. In the longer term, Cambodia is expected to benefit from the enhanced confidence in, and transparency of, its adaptation and mitigation actions, via expanded international support.

ANNEX C: STATUS OF IMPLEMENTATION OF PROJECT PREPARATION ACTIVITIES AND THE USE OF FUNDS¹¹

A. Provide detailed funding amount of the PPG activities financing status in the table below:

PPG Grant Approved at PIF: 50,000			
<i>Project Preparation Activities Implemented</i>	<i>GETF/LDCF/SCCF/CBIT Amount (\$)</i>		
	<i>Budgeted Amount</i>	<i>Amount Spent To date</i>	<i>Amount Committed</i>
Project management (BL5011)	2,381	0	0
Consultants for preparation of project submission documents (BL5013)	33,550	1,574	18,741
Travel	9,331	1,838	10,921
Training (PPG consultation and validation workshops), stationary	4,738	1,491	240
Expendable procurement for office small equipment	0	17	0
General operating expenses	0	0	0
Total	50,000	4,920	29,902

¹¹ If at CEO Endorsement, the PPG activities have not been completed and there is a balance of unspent fund, Agencies can continue to undertake the activities up to one year of project start. No later than one year from start of project implementation, Agencies should report this table to the GEF Secretariat on the completion of PPG activities and the amount spent for the activities. Agencies should also report closing of PPG to Trustee in its Quarterly Report.
GEF6 CEO Endorsement /Approval Template-August2016

ANNEX D: CALENDAR OF EXPECTED REFLOWS (if non-grant instrument is used)

Provide a calendar of expected reflows to the GEF/LDCF/SCCF/CBIT Trust Funds or to your Agency (and/or revolving fund that will be set up)

N/A

