



## PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: Full-sized Project

TYPE OF TRUST FUND: LDCF

Submission date: 02/07/2012

GEF PROJECT ID: 4724

GEF AGENCY PROJECT ID: 4782

COUNTRY(IES): Gambia

PROJECT TITLE: Enhancing Resilience Of Vulnerable Coastal Areas And Communities To Climate Change In The Republic Of Gambia

GEF AGENCY(IES): UNDP, (select), (select)

GEF FOCAL AREA(S): Climate Change

### A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	03/01/2012
Completion date of PPG	03/01/2013

### B. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications:

#### COMPONENT 1: Defining project scope

1. Project formulation will be based on guidance provided by UNDP's toolkit for the design of adaptation initiatives (2010). This approach will ensure that the design of this coastal adaptation project is not undertaken in isolation, but contributes to on-going activities executed by the Government of Gambia and other donors already actively engaged in the development and the management of coastal areas in Gambia.

#### (a) Definition of project baseline

2. A detailed review of initiatives will be undertaken, including stakeholder consultations, that are taking place or planned in different communities in the identified vulnerable areas of Banjul, the North Bank, Western and Lower River regions that are of relevance to the proposed outcomes. The baseline analysis will include a review of ongoing and planned Government-financed and donor-financed (including UNDP) projects, national and sub-national policies, laws, executive regulations and decrees relevant to rural, agriculture development and other key economic activities in coastal areas as well as clarify baseline (non-climate driven) development issues pertaining to coastal areas development and management.

This exercise will lead to a comprehensive description of the operational connections between the LDCF project and on-going initiatives as well as support the development of the co-financing plan Component 4 will produce.

#### (b) Identification of current and projected climate change risks for the Gambia's coastal areas:

3. PPG resources will be used to undertake a rigorous and detailed review of the scientific literature (including the NAPA and Initial National Communication documents) on climate change risks for the Gambia coastal areas, social, economic and natural systems, for the purpose of justifying the selection of vulnerable areas that will benefit from LDCF resources. The NAPA has already identified Banjul City, the

North Bank, the Western and the Lower-River Divisions as the most vulnerable regions to sea-level rise. A detailed technical assessment of the location-specific risks facing communities who will ultimately benefit from the LDCF-financed interventions will be undertaken. The assessment will carry out an in-depth problem (root-cause) analysis of vulnerability and will identify what the likely impacts are, where they are likely to occur, on what scale, and the timing of expected impacts. It will include a robust and scientific-based explanation of how climate change and variability will affect coastal area activities and communities and an estimation of the costs of these impacts. The review will take stock of the range of climate and socio-economic scenarios on which these impacts are projected to unfold and affect communities. PPG funds will not be used to duplicate work already completed through the INC and NAPA processes.

The findings of this risk analysis will guide the identification and confirmation of the adaptation responses that LDCF resources will finance, additionality, and will inform the detailed outputs that the project will deliver (see section (d) below).

4. PPG resources will also be used to estimate the likely costs and benefits of proposed project interventions (including probability of success) to mitigate identified climate change risks.

5. Stakeholder consultations, and validation with relevant governmental and non-governmental agencies, as well as other bilateral donors, will supplement the findings of the climate change risk review and inform the technical feasibility and needs assessment for the proposed project.

(c) Identification of the sites for intervention and adaptation options

6. Based on the information in (a) and (b) and clearly defined criteria (including the level of vulnerability, potential environmental, economic and social risks of interventions, the economic role in the region, the potential of leveraging effects), a participatory-based approach will be used to select high priority communities and areas that this project will focus on. The identification of the sites will include community-level consultations to ensure full community level engagement in the design and implementation of the project, that LDCF resources respond to community level priorities and needs on climate change adaptation. All efforts will be made to ensure gender balanced views are represented in the project design. Also, environment and social screening procedures will be applied to identify and manage environmental and social risks that could be associated with the different coastal adaptation options.

(d) Clarifying Additionality of Proposed Outcomes and Interventions

7. The additionality of the proposed project will be clarified in the context of the proposed outcomes and outputs. Comprehensive explanations will be provided on how LDCF funding will be directed toward the additional cost of ensuring that baseline activities are transformed into those that incorporates climate change concerns (i.e. the adaptation scenario). Towards this end, stakeholder consultations, will be undertaken to assess the current range of resilience-enhancing and/or mal-adaptive activities that are taking place in different communities in the identified vulnerable areas of Banjul, the North Bank, Western and Lower River regions that are of relevance to the proposed outcomes. This assessment will clarify: a) where additional “climate-proofing” components are required to increase the resilience of activities proposed under existing development planning, and b) which districts have the greatest potential for technical enhancement and modification to effectively provide added value in increasing resilience to climate risks. Based on the results of the baseline analysis, the climate risks assessment and economic analysis of the baseline and proposed project funded interventions, the additionality of the proposed interventions (with respect to address climate change pressures on coastal communities) will be assessed and confirmed. The details of the baseline and additional activities will contribute toward clarifying how the baseline situation will be amended through the proposed project in order that risks associated with climate change, including variability are addressed.

8. This review will take into account who is doing what, on what scale and in which district. This information will ensure that the LDCF project can be designed to build on on-going and planned activities. This inventory, together with the main findings of the climate risks assessment and economic analysis (see section a) will contribute to explicitly confirming and describing the most urgent and appropriate adaptation responses, which qualify under the additionality criterion. PPG resources will then be utilized to assess the technical feasibility of the identified project interventions, using cost/benefits analysis and robust feasibility criteria (e.g. likelihood of success, alignment with local capacities, scalability, etc.).

9. The review and stakeholder consultations will also facilitate discussions with other local and international institutions who may be pursuing similar objectives/outcomes and identify important partnerships including co-financing opportunities. It will also facilitate discussions with other agencies such as AfDB, IFAD, WB, the EU, FAO, bilateral cooperations and others on potential partnerships whereby the comparative advantage of these agencies can be brought to bear on the design and implementation of this project.

(e) Identification of the main entry points for the integration of the project with national development plans, policies and complementary projects

10. The project is designed to integrate climate change concerns and adaptation options into the key development policies and plans affecting coastal zone including : Gambia Tourism Areas master plan, Banjul City master plan, National Coastal Areas Zoning Regulations, North Bank, Western and Lower River Divisions regional development plans, relevant national agriculture and fisheries development plans and policies and also be aligned with core UNDP activities in Gambia. For this purpose, a review of the above cited relevant national documents, as well as the PAGE (Program for Accelerated Growth and Employment), the Disaster Risk Reduction and Climate Change Adaptation Programme for the Gambia, the Integrated Coastal Areas Management Masterplan and strategies, the Gambia Tourism Development Masterplan, UNDAF, and CPAP will be undertaken with a view to identifying specific entry points and detailed outputs that will ensure that this LDCF-financed project is value added to Gambia. The review will be done with a view to understanding and then reflecting in the project design the structural environment for advancing climate change adaptation in Gambia coastal areas that this LDCF project seeks to achieve. The review will focus on strengths and weaknesses and gaps of the existing system (as well as proposed interventions) to overcome anticipated impacts on coastal communities as well as the identification of constraints to the integration of climate change in coastal area development activities and the implementation and the sustainability of coastal protection measures. The information collected in this exercise will contribute to a detailed root-cause analysis of climatic and non-climatic drivers that exacerbate communities' vulnerability in times of growing uncertainty and environmental change. This analysis will be the basis for the definition of tangible demonstration activities proposed under the full-sized project.

## COMPONENT 2: Institutional arrangements, Monitoring and Evaluation

11. The outputs of Component 1 will be used as technical input for the formulation of a UNDP Project Document for the proposed project. In order to finalize the project document, the following activities will need to be completed.

(a) Finalization of a strategic result framework and definition of monitoring and evaluation provisions

12. PPG resources will be utilized to outline a detailed logical framework with elaboration of the project objective, outcomes, and outputs (including related activities) and a fully developed work plan, and budget for the implementation phase. Qualitative and quantitative SMART indicators (including baseline measurements) at the project objective and outcome level will be determined. A Monitoring and Evaluation strategy will be defined including clear identification of responsibilities and institutions, as well as an

appropriate budget allocation (based on best practices and UNDP guidelines). This will also reflect the requirements of the Implementing Agency vis-à-vis its standard reporting and evaluation mechanisms. The Monitoring Plan will make reference to the above described qualitative and quantitative indicators that will measure the state of adaptive capacity at various stages of project implementation. Provisions for independent evaluation and provisions to ensure learning of lessons from implementation will be included.

(b) Definition of roles and responsibilities of Implementing Partner and Responsible Parties:

13. A detailed delivery strategy, with clearly identified roles and responsibilities of specific institutions for the overall implementation of the project will be specified. An in-depth analysis will be undertaken on the capacity of the Implementing Partner and Responsible Parties including National Environmental Agency, the GNAIP office, the Fisheries Department, the GAMWORKS, Forests and Park and Wildlife Departments and the other institutions that are identified during the design phase as having an important role in the implementation of the project. Details on reporting requirements for technical activities, including requisite reporting procedures will be established. UNDP guidelines, as articulated in the Results Based Management (RBM) framework will be followed in formulating these details.

(c) Exit Strategy (Sustainability)

14. A detailed sustainability strategy will be defined in order to ensure replication of project benefits beyond the lifetime of the project. The PPG phase will focus on tangible milestones and agreements within the project cycle to ensure propagation of additional investment decisions for the replication of project benefits.

### COMPONENT 3: Engagement with key stakeholders

15. PPG resources will be utilized to engage key stakeholders at the national/sub-national and North Bank, Western and Lower-River community levels during the project design phase. In alignment with the approved project objective, comprehensive stakeholder consultations will be conducted to determine stakeholder needs vis-à-vis adapting to climate change impacts in the context of the project, barriers that need to be overcome, and expertise that might be helpful in supporting communities during the implementation phase of the project. The following activities will be undertaken:

(a) Mobilize and engage stakeholders who will benefit from the project interventions

16. Identifying key stakeholders who need to be consulted during the design phase. Gender representative stakeholders will be identified, consulted and documented during the design phase.

17. Participatory based development of a detailed delivery work-plan including approval and endorsement by key stakeholders.

18. The successful completion of the preparatory phase will require the participation of a number of key stakeholders. Partnership will be established with:

- Public, private and international institutions that monitor and produce information related to climate change and coastal areas development and management. A mechanism for sharing information on coastal areas management systems that effectively integrate CC risk management techniques and strengthening technical capacities of communities and relevant institutions will be designed during the preparatory phase;
- National agencies coordinated by the Ministries of Environment and Forestry, Agriculture, Water and Fisheries, and Extension services, NGOs, international technical cooperation institutions, CBOs, and local communities, will be consulted in order to establish an effective framework for the proposed project. Consultations with these groups will be fully documented; and
- A plan for project management and stakeholders involvement during the implementation phase of the project will be discussed and finalized during the preparatory phase. In this regard, a group of stakeholders not directly involved in the project including NGOs, Civil Society Organizations, CBOs, research, training

and academic institutes, and regional institutions/organizations will be among the project partners.

(b) Definition and extension of partnerships

19. The PPG phase will include identification and finalization of partnership requirements for support and co-funding at various levels (including government, NGO, relevant research and technical institutes, and bilateral partnership arrangements). These partnerships will be explored and outlined in the project document. Involvement of the media will be clarified and summarized under a defined communication strategy aimed at performing policy advocacy and dissemination of lessons learned.

(c) Community Mobilization

20. A detailed work plan based on a participatory stakeholder approach will be developed to mobilize local communities in implementing relevant components of the project. This may include community participation in tracking the delivery of specific project outcomes.

**COMPONENT 4: Develop a financial plan and co-funding scheme**

a) Facilitation and support of Government negotiations and consultations on project-related issues

21. PPG resources will be used to finance the cost of facilitating and supporting the Government of Gambia to reach agreement on project objective, outcomes, outputs and indicators and finalize government contributions and partnerships for support and co-funding of the envisaged project results.

(b) Exploration of Multilateral and Bilateral co-funding opportunities

22. PPG resources will be used to finance the cost of partnership development and the pursuit of co-financing opportunities at various levels with bilateral and multi-lateral funding institutions. The PPG will enable networking at the global and national level in order to ensure a coherent and sustainable financing approach with perspectives beyond the project lifetime.

(c) Preparation of official endorsement letters and guarantees

23. An official endorsement letter will be prepared by the GEF Operational Focal Point of the Government of Gambia. A co-financing guarantees will be collected from participating government institutions, bilateral development partners, multilateral development partners and NGOs who provide in cash or in kind contributions to this project.

24. Collecting information for the preparation of the AMAT framework.

<b>List of Proposed Project Preparation Activities</b>	<b>Output of the PPG Activities</b>	<b>Trust Fund</b>	<b>Grant Amount (a)</b>	<b>Co-financing (b)</b>	<b>Total c = a + b</b>
1. Defining project scope	1.1. Project goal, objective, outcomes, outputs and activities finalized  1.2. Additionality of Proposed Interventions clearly defined  1.3. Project intervention areas identified and	LDCF	75,000	25,000	100,000

	<p>described</p> <p>1.4. Gender sensitive coastal adaptation measures to be financed by the LDCF identified and technically specified and their cost-effectiveness vis-a-vis to alternatives approaches demonstrated</p> <p>1.5. The operational connections between the LDCF project and on-going initiatives comprehensively described</p> <p>1.6 Environment and social screening of coastal adaptation options completed</p>				
2. Institutional arrangements, monitoring and evaluation	<p>2.1. Project management, the roles and responsibilities of implementing partners and reporting arrangements defined</p> <p>2.2. Gender and social vulnerability sensitive workplan with detailed roles, responsibilities and timeline for project implementation developed</p> <p>2.3. Strategic results framework and M&amp;E system defined with quantifiable and verifiable impact indicators.</p> <p>2.4 A sustainability strategy to ensure</p>	LDCF	35,000	20,000	55,000

	project benefits replication beyond the project life elaborated				
3. Stakeholder engagement	3.1. Stakeholder involvement plan with focus on community level beneficiaries produced  3.2. Detailed list of all stakeholder consultations during PPG elaborated	LDCF	25,000	35,000	60,000
4. Financial planning and co-financing definition	4.1.A co-financing plan developed and approved by the co-financers  4.2. Endorsement letters and letters confirming co-financing commitments obtained	LDCF	15,000	20,000	35,000
5. PPG closure	5.1. List of all PPG activities including financial reconciliation elaborated  5.2. UNDP-GEF compliant full-sized project document including AMAT framework finalized and submitted to the LDCF.	(select)	0	50,000	50,000
		(select)			0
		(select)			0
		(select)			0
		(select)			0
		(select)			0
		(select)			0
		(select)			0
<b>Total Project Preparation Financing</b>			<b>150,000</b>	<b>150,000</b>	<b>300,000</b>

**C. FINANCING PLAN SUMMARY FOR PROJECT PREPARATION GRANT: (\$)**

	Project Preparation	Agency Fee
Grant Amount	150,000	15,000
Co-financing	150,000	
<b>Total</b>	<b>300,000</b>	<b>15,000</b>

**D. PPG AMOUNT REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)<sup>1</sup>**

Trust Fund	GEF Agency	Focal Area	Country Name/ Global	(in \$)		
				PPG (a)	Agency Fee (b)	Total c = a + b
LDCF	UNDP	Climate Change				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
<b>Total PPG Amount</b>				<b>0</b>	<b>0</b>	<b>0</b>

<sup>1</sup> No need to provide information for this table if it is a single focal area, single country and single GEF Agency project.

**E. PPG BUDGET**


Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total(\$)
Local consultants *	50.00	40,000	10,000	50,000
International consultants*	30.00	70,000	20,000	90,000
Travel		25,000	15,000	40,000
Technical workshops, consultation fora		15,000	63,000	78,000
Communication, Translation and audit		0	37,000	37,000
Miscellaneous		0	5,000	5,000
<b>Total PPG Budget</b>		<b>150,000</b>	<b>150,000</b>	<b>300,000</b>

\* Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information. This table is the sum of all local and international consultants presented in Annex A.



**F. GEF AGENCY(IES) CERTIFICATION**

This request has been prepared in accordance with GEF policies and procedures and meets the GEF LDCF/SCCF Trust Fund criteria for project identification and preparation.

Agency Coordinator, Agency Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Yannick Glemarec  Executive Coordinator, UNDP/GEF		February 7, 2012	Henry Rene Diouf  UNDP/GEF Regional Technical Advisor (Gr- LECRDS)	+27 83 442 9989	<a href="mailto:henry.rene.diouf@undp.org">henry.rene.diouf@undp.org</a>

**Annex A**

**Consultants Financed by the Project Preparation Grant (PPG)**

<b>Type of Consultant</b>	<b>Position / Titles</b>	<b>\$/ Person Week<sup>1</sup></b>	<b>Estimated PWs<sup>2</sup></b>	<b>Tasks to be Performed</b>
Local	Climate Change Adaptation Expert	1000	20.00	<ul style="list-style-type: none"> <li>-Help coordinate all PPG activities and ensure the quality of outputs based on UNDP-GEF standards</li> <li>- Support negotiations and consultations with potential partners including coordinating consultations with government and non-government agencies, local project stakeholders and potential project partners;</li> <li>- Based on a review of existing regional models, and stakeholder consultations, identify a range of climate change scenarios with particular reference to the coastal areas, for the project to take into account in its design,</li> <li>- Undertake vulnerability and climate risks assessments that are pertinent to inform the project design</li> <li>- Support the identification of the underlying problem analysis (root-causes, preferred solution, barriers, and project specific interventions ;</li> <li>- Identify key element of the climate risk management capacity development programme that will be rolled out during the implementation phase of the project</li> <li>- Identify and validate relevant national and regional development plans that need to integrate climate risks and the means to do so.</li> <li>- Validate adaptation options and measures based on the scope outlined in the PIF through a series of stakeholder consultations</li> <li>- Refine system boundaries and project's scope based on input from stakeholder consultations;</li> <li>- Identify specific sites for interventions through this project based on stakeholder input and the results of the vulnerability analysis;</li> <li>- Organize and facilitate a series of stakeholder consultations;</li> <li>- Based on stakeholder input, suggest options for specific roles and responsibilities and suitable</li> </ul>

				institutional/ implementation arrangements for the implementation phase of the project.
Local	Integrated Coastal Areas Management Expert	1000	18.00	<ul style="list-style-type: none"> <li>- Identify and outline gaps in baseline projects in terms of current and planned investments that the proposed project will build on;</li> <li>- Collect baseline information about the socio-economic situation in the coastal areas and the selected sites that is of relevance to the scope of the proposed project;</li> <li>- Identify key elements of a coastal change monitoring programme that will be put in place by the LDCF project</li> <li>- Identify required additional investments for climate resilient coastal areas management that the LDCF project could finance</li> <li>- Support the design of the coastal adaptation measures and prepare pre-feasibility studies and costs-benefits analysis</li> <li>- Help build financing partnerships and mobilize co-financing resources</li> </ul>
Local	Coastal Sector Institutional Expert	1000	12.00	<ul style="list-style-type: none"> <li>- Review and analyze existing policies and regulatory and institutional frameworks, including adaptation incentives and disincentives, barriers, etc.</li> <li>- Conduct institutional and individual capacity gaps and needs analysis;</li> <li>- Design the project's policy, institutional and capacity development strategy and action plan;</li> <li>- Propose suitable institutional/ implementation arrangements;</li> <li>- Help build partnerships and mobilize resources</li> </ul>
International	Coastal Areas Climate Change Risk Management Expert	3000	10.00	<ul style="list-style-type: none"> <li>-Support the feasibility analysis and design of the coastal zone monitoring programme to provide up to date advice and information on climate induced-dynamics affecting coastal areas</li> <li>- Carry out an assessment of the NEA, Gambia Navy and Department of Water Resources susceptible to host the coastal monitoring program in order to identify the most suitable institution.</li> <li>-Develop a strategy for an efficient diffusion of information to the relevant end-users</li> </ul>

				<ul style="list-style-type: none"> <li>-Assist in clarifying additionality of proposed outcomes and activities</li> <li>-Assist in developing a monitoring and evaluation strategy for the project</li> </ul>
International	Coastal Areas Monitoring Specialist	3000	5.00	<ul style="list-style-type: none"> <li>-Support the feasibility analysis and design of the coastal zone monitoring programme to provide up to date advice and information on climate induced-dynamics affecting coastal areas</li> <li>- Carry out an assessment of the NEA, Gambia Navy and Department of Water Resources susceptible to host the coastal monitoring program in order to identify the most suitable institution.</li> <li>-Develop a strategy for an efficient diffusion of information to the relevant end-users</li> <li>-Assist in clarifying additionality of proposed outcomes and activities</li> <li>-Assist in developing a monitoring and evaluation strategy for the project</li> </ul>
International	Gef/Ldcf Climate Change Adaptation	3000	15.00	<ul style="list-style-type: none"> <li>-Lead the consultants' team and help scope PPG activities and work plan;</li> <li>-Control quality of inputs and outputs of all consultants and subcontractors;</li> <li>-Validate project's problem and barrier analysis;</li> <li>-Help determine the project's system boundaries and scope;</li> <li>- Conduct stakeholders analysis and develop stakeholders participation plan, including community mobilization strategy;</li> <li>Define the logical framework, work plan and budget for the project;</li> <li>-Clarify the additionality of proposed outcomes and activities</li> <li>-Investigate potential options for the project's institutional and implementation arrangements;</li> <li>Design Knowledge Management and M&amp;E component (including learning mechanisms and impacts indicators);</li> <li>-Develop the project's replication and exit strategy (sustainability); and</li> <li>-Help build partnerships and mobilize resources.</li> <li>-Develop the project's sustainability strategy;</li> <li>-Demonstrate cost-effectiveness of the project's interventions</li> <li>-Propose co-funding and financing</li> </ul>

				plans; -Stimulate partnerships and help mobilize resources; and -Develop the FSP Request for CEO Endorsement and UNDP Prodoc.
(Select)				
(Select)				

<sup>1</sup> Provide dollar amount per person week.

<sup>2</sup> Provide person weeks needed to carry out the task