



GLOBAL ENVIRONMENT FACILITY

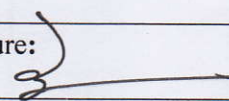
INVESTING IN OUR PLANET

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GEF GRANT TF No: _____

**APPLICATION FOR DIRECT ACCESS TO THE GEF TRUST FUND FOR ENABLING
ACTIVITIES THE LAND DEGRADATION FOCAL AREA¹
Under the GEF Trust Fund**

PART I: DESCRIPTION OF PROPOSED PROJECT²

Summary Project Information			
Country	Bangladesh		
Project Title	Revision and Alignment of National Action Program (NAP) with UNCCD 10-years Strategic Plan and Framework		
Executing Agency(ies)	Department of Environment (DoE)		
Objectives	To assist countries in aligning their NAPs with UNCCD 10-Year Strategy To assist countries in UNCCD reporting and review process		
Total Project Costs	268,000	GEF Grant Amount (\$)	150,000
Country Eligibility / Country Drivenness			
Date of Ratification of UNCCD:	Jan 26, 1996		
Name of OFP Endorsing this proposal:	MESBAH UL ALAM	Signature:	
Implementation Details			
Start Date	10/01/2012 (M/D/Y)	Proposal Submission Date	07/05/2010
Completion Date	09/30/2014	Project Duration (months)	24

I. DESCRIPTION OF PROPOSED PROJECT:

Our main target is to revise and align NAP with UNCCD 10-years strategic plan and framework. For this we need baseline information about the physical, Biological, economic and social condition of the

¹ Proposal preparation guidelines are provided in Annex 1.

² This project will identify and consult with the necessary stakeholders to carry out the work required to support the enabling activities (or preparation of the reports) supported through this grant.

affected area. Priority based research initiatives will be undertaken for baseline information collection through collaboration with universities (M. Sc. Thesis) or civil society organizations. A GIS training of official staffs for the preparation of desert/drought prone area mapping will be executed. This will develop our capacity and trained manpower. A shared data bank depository will be established for the integration of information related to desertification, land degradation and drought from various government and non-government organizations. This initiative will help to enhance the quality of reporting and monitoring and also be helpful in taking necessary steps. Awareness raising of the farmers, stakeholders and policy makers related to sustainable land management will also be carried out under this project.

II. ACTIVITIES AND BUDGET:³

A) PROPOSED DETAILED BUDGET FOR ALIGNMENT AND RELATED ACTIVITIES (US\$'000)

Implementation Period: Start: 01/10/2012 End: 30/09/2014						
Components	Relevant Activities	Proposed GEF Grant	Co-Financing		Total Project Financing	GEF Grant as % of Total
			Cash	In-kind		
I. Stocktaking, assessment and awareness raising	1. Rapid stocktaking and review of relevant plans, policies and reports	2,000		1,000	3,000	
	2. Consultations for awareness raising	10,000		7,000	17,000	
	3. Review of existing NAP and priorities for alignment	5,000		4,000	9,000	
	4. Development of a communication and outreach strategy for the NAP implementation.	9,000		9,000	18,000	
II. Strengthening human and scientific capacity for NAP alignment	1. Training in use and application of indicators, monitoring and evaluation and in the gathering of data	10,000		6,000	16,000	
	2. Establishing a harmonized biophysical and socio-economic baseline and drought warning system	20,000		18,000	38,000	
	3. Developing and or reviewing indicators for NAP alignment and implementation taking into account national peculiarities	4,500		2,000	6,500	
	4. Establishing of national observatory sites and national	10,000		8,000	18,000	

³ In preparing these proposed GEF funding tables, please note that all activities targeted for GEF grant must be based on evidence of clear need as expressed in the Project Description. For countries that have benefited from prior GEF support, such as through the National Capacity Self Assessments and the LDC-SIDs project led by UNDP, due consideration must be given to achievements from those investments.

	monitoring and vulnerability assessments system					
	5. Creation of a national knowledge management system including useful traditional knowledge	8,000		7,000	15,000	
III. Establishing and strengthening the policy and institutional framework for NAP alignment and implementation	1. NAP review to identify and establish priorities in the context of development planning, poverty reduction and climate change plans through sectoral consultations	8,000		8,000	16,000	
	2. Mainstreaming of NAP priorities in relevant sectoral policy synergies	4,000		3,000	7,000	
	3. Establishment/ strengthening of national coordination structures	500		1,000	1,500	
	4. Building or firming up cross-sectoral institutional mechanisms	500		1,000	1,500	
	5. Development of a plan for NAP implementation.	3,000		4,000	7,000	
IV. Establishing the finance and technology framework for NAP implementation	1. Conducting a diagnosis financial of resources available for NAP implementation	2,000		1,000	3,000	
	2. Development of the Integrated Financial Strategy and the Integrated Investment Framework	4,000		3,000	7,000	
	4. Updating of NAP to accommodate priorities, including national targets for investment 5.	1,000		1,000	2,000	
	5. Identification of technology that will be applied in NAP alignment	2,000		2,000	4,000	
	6. Identification of technology transfer needs for NAP implementation	1,000		1,000	2,000	
Total		104,500		87,000	191,500	54.6

B) PROPOSED DETAILED BUDGET FOR ACTIVITIES RELATED TO REPORTING AND REVIEW PROCESS
(US\$'000)

Implementation Period: Start: 01/01/2012 End: 07/01/2012						
Output	Activities	Proposed GEF Grant	Co-Financing		Total Project Financing	GEF Grant as % of Total*
			Cash	In-kind		
I. Strengthening human and scientific capacity for implementation of indicator-based monitoring and assessment	1. Understanding and application of methodologies for indicator-based reporting which comply with the reporting requirements of the UNCCD	4,000		4,000	8,000	
	2. Training national level stakeholders in the reporting methodologies, procedures and tools	2,000		2,000	4,000	
	3. Establishment of data gathering and knowledge management systems for the reporting and review process	5,000		5,000	10,000	
	4. Maintaining data flow to the knowledge management systems	1,000		1,000	2,000	
	5. Establishing data quality insurance systems before report submission	3,000		2,000	5,000	
	6. Ensure liaison with Reference Centers (Helpdesk) for acquiring further knowledge and know-how on UNCCD reporting	1,000		1,000	2,000	
II. Preparing reports for the second leg of the fourth reporting and review process	1. Establishment of appropriate consultative processes	1,000		1,000	2,000	
	2. Stakeholder assessment and workshop on the launch of the reporting process (impact assessment, performance review, best practices and financial flows)	3,000		2,000	5,000	
	3. Preparation of the draft report	2,000		1,500	3,500	
	4. National validation workshop to review and finalize the report	3,000		1,500	4,500	
	5. Submission of the report through the PRAIS portal	500		1,000	1,500	

III. Enhancing national ownership of the reporting process	1. Improvement of the linkages of UNCCD reporting and implementation with national development priorities	1,000		1,000	2,000	
	2. Development of a plan to make use of the established system for long-term monitoring of the UNCCD implementation	2,000		1,000	3,000	
IV. Harmonizing to the level possible of the indicator data and knowledge bases of GEF, Rio Conventions, MEA IKM and other databases relevant to land degradation	1. Application of a conceptual approach for harmonization of indicator data and knowledge bases of GEF, Rio Conventions, MEA IKM and other databases relevant to land degradation	2,500		2,000	4,500	
Total		31,000		26,000	57,000	54.4

*Total GEF grant as percentage of total project cost.

C) SUMMARY BUDGET FOR THE PROPOSED INITIATIVES (US\$'000)

Project Components (activity description in table above)	Proposed GEF Grant	Co-Financing		Total Project Financing	GEF Grant as % of Total
		Cash	In-kind		
1. NAP Alignment	104,500		87,000	191,500	
2. Reporting and Review Process	31,000		26,000	57,000	
Project Management Cost	14,500		5,000	19,500	
Total Project Cost	150,000		118,000	268,000	56

III. INSTITUTIONAL ARRANGEMENTS FOR IMPLEMENTATION

A project implementation committee will be established by executing agency which will be led by Director General of the Department of Environment. Project implementation committee will meet every month to evaluate and select necessary steps for consultant. Consultant will execute necessary action and submit their progress report to the project implementation committee. According to the instruction of the committee, consultant will take next step to carry out the project.

PART II. FINANCIAL MANAGEMENT AND PROCUREMENT SELF-ASSESSMENT

(Instructions on responding to this Self-Assessment are provided in Annex 2)

Grant Recipient's Name: Department of Environment (DoE)

Grant No.

Information to be provided by the Executing Agency	
1. Name and contact information of the Executing Agency	Department of Environment (DoE) Poribesh Bhaban E-16, Agargaon, Shere Bangla Nagar Dhaka 1207, Bangladesh E-mail: dg@doe-bd.org Fax: 88-02-9118682
2. Year of registration (establishment) and years of operations	<p>As a follow up action of the Stockholm Conference in 1972, the Government of Bangladesh formed a pollution control cell under the aegis of the Department of Public Health Engineering through the Water Pollution Control Ordinance in 1973.</p> <p>In 1977, Environment Pollution Control Board was established. The Government of Bangladesh undertook the Environmental Pollution Control Project in 1977. In 1985 the Department Pollution Control was established. Finally, the Department of Environment was established in 1989 headed by the Director General.</p>
3. Experience with World Bank operations (projects financed from WB loans or credits or grants)	<p>Yes.</p> <p>1. Air Quality Management Project (AQMP) IDA Credit No. 3404 BD Project started in 2000 and ended in 2008 Total Project Cost: \$ 5.68 million</p> <p>2. Clean Air and Sustainable Environment (CASE) Project IDA Credit No. 4581 BD, Project started in 2009 and will end in 2014 Total Project Cost: \$18.01 million (one component)</p>
4. Are there sub-grants for the operation? What are the amounts involved for sub-grants? To which entities are sub-grants allocated?	There was no provision of sub-grants in the projects mentioned above.

<p>5. If there are sub-grants, have you checked the WB list for <u>debarment list</u> to ensure eligibility of the sub-grants recipients?</p> <p>http://intranet.worldbank.org/servlet/main?theSitePK=278020&querycontentMDK=64069700&piPK=64147837&pagePK=64147838&menuPK=60000357&contentMDK=64069844</p>	NA
<p>6. Information about financial management (FM) arrangements for the operation:</p>	
<ul style="list-style-type: none"> Does the Executing agency have an FM or Operating Manual that describes the internal control system and FM operational procedures? 	<p>Yes, The Government of Bangladesh (GoB) has the following instruments:</p> <p>Project Operational Manual, Ministry of Finance. Moreover, GoB has -</p> <ol style="list-style-type: none"> 1. Public Procurement Act 2006 (Amendment 2007) 2. Public Procurement Rules 2008 (Amendment 2011) <p>(PPR)</p>
<ul style="list-style-type: none"> What accounting system is used? Is a computerized or a manual? 	<p>Cash basis accounting system is followed.</p> <p>Partly Computerized.</p>
<ul style="list-style-type: none"> What is the staffing for accounting, auditing, and reporting functions? Does the Executing Agency have a qualified accountant? Full time or part time? Who will be in charge of the grant? What are qualifications and experiences of the accountant assigned to the grant? 	<p>Accountants – Account Officers - Deputy Director (Finance) - Director (Admin & Finance) - Director General (the Head of Procuring Entity i.e. HOPE).</p> <p>Yes, qualification – Accounting (Hons.). Accounting Officers have 16 years working experience.</p> <p>Full time (regular post under revenue budget)</p> <p>Director General shall decide it.</p> <p>Same as above.</p>
<ul style="list-style-type: none"> Disbursement Arrangements (e.g. disbursement methods applied, supporting documentation requirements) 	<p>The grant funds will flow from the GEF secretariat via a designated account which will be replenished by Statement of Expenditure (SoE).</p>
<ul style="list-style-type: none"> Does the Executing agency have in place basic arrangements to support flow of funds, and timely accountability of funds? (E.g. bank and cash procedures, funds flow diagram) 	<p>Yes. DoE does have the basic arrangements to receive the grant through banking channel. The Comptroller and Auditor General (C&AG) of Bangladesh keep all records in respect of receipt and utilization of funds.</p>

	DoE will have to send monthly, quarterly and annual statements to C&AG via Chief Account Officer (CAO) of the Ministry.
<ul style="list-style-type: none"> Does the Executing agency keep adequate records of financial transactions, including funds received and paid, and of the balances of funds held? (E.g. cash book, cash count minute, bank book, bank statement, bank reconciliation). Who is authorizing the payments? Who is making the payments? 	<p>Yes. DoE maintains accounts books and registers like cash book, ledgers, bank book, and stock registers, etc. Bank reconciliation statement is also prepared on monthly basis. Payment vouchers and receipt vouchers are used for keeping financial transactions.</p> <p>The Director General (HOPE)</p> <p>Deputy Director (Finance) or the Director General may assign other Officer to make the payments.</p>
<ul style="list-style-type: none"> How often does the Executing agency produce interim financial reports? What information are presented in the financial reports. 	<p>- Monthly, Quarterly, Half-yearly, Yearly Financial Reports are prepared as per Project Accounting Manual 2000 (a manual prescribing procedures for development project) and submitted to different agencies.</p> <p>Information presented in the financial statements are mainly on-</p> <ul style="list-style-type: none"> - project monitoring (monetary & physical) - percentage of utilization of cost. - code-wise classification of expenditure. - comparison between budgeted expenditures and actuals. - cumulative expenditure incurred.
<ul style="list-style-type: none"> Is the Executing Agency audited? If yes, by which auditor? How often the EA is audited? What are the types of audit carried out e.g. financial audit, performance audit, and procurement audit? Are the audit reports made public? Please attach a copy of the last (1-2) audit reports (or provide link to the site where these can be downloaded). 	<p>- Yes. Financial and procurement audit (annual) conducted by the representative of the Comptroller & Auditor General (C&AG) of Bangladesh (attachment I). Though not regular, performance audit also conducted by C&AG. For the development projects, Foreign Aided Projects Audit Directorate (FAPAO) conducts annual audit.</p> <p>- Not yet.</p>
7. Information about Procurement arrangements for the operation:	
<ul style="list-style-type: none"> Does the Executing agency have 	- Yes. Public Procurement Act (PPA) 2006 and

procurement procedures, rules or regulations in writing? Where are the responsibilities and delegation of authority for those who have control of procurement decisions described?	Public Procurement Rules (PPR) 2008 (Amendment 2011) - Same as above.
<ul style="list-style-type: none"> Who does procurement in the Executing agency (which unit(s) is responsible for selecting & contracting consulting firms, individual consultants, equipment & materials); what are the qualifications of staff responsible for procurement? 	The Director General formed a procurement committee headed by Director (Admin. & Finance). The committee comprised of internal and external members (from other government agencies) as per PPR. All the members are First Class Officer of the government. Every procurement needs prior approval from the HOPE.
<ul style="list-style-type: none"> Does the Executing agency have qualified procurement staff that are familiar with Bank procurement Guidelines and standard procurement documents? 	Yes.
<ul style="list-style-type: none"> Does the recipient use procurement plans for planning and managing its own procurement activities? If yes, what are the elements of such procurement plans (minimum information). Please attach a copy of the template or an example of one of the plans. Is there a track record of adhering to and regularly updating such procurement plans? Who prepares it and who approves them? 	<p>- Yes. The Procurement Committee of DoE prepares the plan and the Director General approves the plan (attachment – II).</p> <p>- Yes, by the Government of Bangladesh.</p> <p>- Page 215 - 221, PPR 2008 (www.cptu.gov.bd/PPRP.aspx)</p>
<ul style="list-style-type: none"> Do simple templates of procurement documents exist for the procurement methods applicable to the operation (i.e. selection of consultants and/or procurement of goods)? If yes, provide copies of such templates/forms. 	Yes. For details please visit www.cptu.gov.bd/PPRP.aspx
<ul style="list-style-type: none"> Does the Executing agency maintain adequate written records of all procurement and contract documents? Where and for how long are such records kept? 	<p>Yes.</p> <p>The Department of Environment keeps its own records, at least, for ten years.</p>
<ul style="list-style-type: none"> Does the Executing agency use a contract monitoring system? If not, how does the recipient do monitoring of contracts' execution? Attach a sample report if available. 	Yes. Department of Environment monitors closely following its internal monitoring system.
<ul style="list-style-type: none"> Does the Executing Agency maintain a "black list" of contractors and/or consultants who are not eligible for contracts award. If yes, explain the blacklisting application. Is such list public? 	Yes. In such a case, need to report to Central Procurement Technical Unit (CPTU). After hearing, CPTU makes list, if applicable.

<ul style="list-style-type: none"> • How are complaints related to selection/procurement processes and award of contracts handled by the Executing agency? 	<p>Such a complaints (if any) are handled through CPTU.</p>
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PART III. SIMPLIFIED PROCUREMENT PLAN

Grant Recipient's Name: Department of Environment

Grant No.

List all planned contracts for both the NAP Alignment and Reporting activities. If consultants are to be hired under project management, contract for the consultant should also be listed here.

List of Planned Contracts	Estimated Cost	Procurement Method	Start Date	Completion Date	Prior/Post review by the Bank	Remarks
Consulting Services (including hiring consultants for workshops and project management)						
All contracts will be haired after getting confirmation of the project from the secretariat.		As per PPR 2008 of GoB	08/15/2011	07/30/2012		
Event Management Firm						
Firms working on Environmental related issue especially on desertification, drought and land degradation						
Estimated Consultants Total:						
Goods						
2 Computers and 1 Laptop	1,500 USD	Direct Purchase	08/05/2011			
2 Printers	150 USD	Direct Purchase	08/05/2011			
Software's (antivirus, SPSS)	700 USD	Direct Purchase	08/05/2011			
1 Scanner	100 USD	Direct Purchase	08/05/2011			
1 Photocopier	1,500 USD	Direct Purchase	08/05/2011			
Books, Papers, Pens, Pencils etc	500 USD	Direct Purchase	08/05/2011			
Desk & Chair	250 USD	Direct Purchase	08/05/2011			
Report printing, binding and publication	3,000 USD					
Estimated Goods Total:	7,700 USD	Direct Purchase	08/05/2011			

Training (excluding hiring consultants for workshops activities, includes logistical expenses only)						
Venue	1,000 USD	Not applicable				
Honorarium	1,500USD					
Training Material	2,000 USD					
Travel Cost	2,300 USD					
Estimated Training Total:	6,800 USD					
Total Estimated Cost:	14,500 USD					