**GEF-8 REquest for MSP (1-STEP) approval**



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# General Project Information

### Project Information

|  |  |
| --- | --- |
| Project Title: |       |
| Region: |       | GEF Project ID: |       |
| Country(ies): |       | Type of Project |  |
| GEF Agency(ies): |   | GEF Agency Project ID: |       |
| Project Executing Entity(s) and Type: |        |  |
|        |  |
| GEF Focal Area(s): |   | Submission Date: |       |
| Type of Trust Fund: |  | Project Duration (Months) |       |
| GEF Project Grant: *(a)* |        | GEF Project Non-Grant *(b)* |        |
| Agency Fee(s) Grant: *(c)* |       | Agency Fee(s) Non-Grant: *(d)* |       |
| Total GEF Financing: *(a+b+c+d)* |        | Total Co-financing: |        |
| PPG Amount *(e):* |        | PPG Agency Fee(s) *(f)*: |        |
| Total GEF Resources (a+b+c+d+e+f) |       |
| Project Tags:  | [ ]  CBIT [ ]  NGI [ ]  SGP [ ]  Innovation |
| Project Sector (CCM only) |  |
| Rio Markers |  |
| - Climate Change Mitigation | [ ]  No Contribution (0) [ ]  Significant Objective (1) [ ]  Principal Objective (2) |
| - Climate Change Adaptation | [ ]  No Contribution (0) [ ]  Significant Objective (1) [ ]  Principal Objective (2) |
| - Biodiversity | [ ]  No Contribution (0) [ ]  Significant Objective (1) [ ]  Principal Objective (2) |
| - Land Degradation | [ ]  No Contribution (0) [ ]  Significant Objective (1) [ ]  Principal Objective (2) |

### Project Summary\*

Provide a brief summary description of the project, including: (i) what is the problem and issues to be addressed? (ii) what are the project objectives, and if the project is intended to be transformative, how will this be achieved? iii), how will this be achieved (approach to deliver on objectives), and (iv) what are the GEBs and/or adaptation benefits, and other key expected results. The purpose of the summary is to provide a short, coherent summary for readers. The explanation and justification of the project should be in section B “project description”. *(max. 250 words, approximately 1/2 page)*

\*TOOLTIP start

Please provide a summary of the proposed project. A brief description of what is the problem to be addressed; what is the project’s objective; how is this objective to be achieved; and what are expected outcomes (GEBs and/or adaptation benefits). If the project is an NGI, please briefly mention the financial structure of the project. Be explicit about the project’s location, and the sectors it covers. If the project is intended to be [transformative](https://www.stapgef.org/resources/advisory-documents/achieving-transformation-through-gef-investments), or [innovative](https://www.stapgef.org/resources/advisory-documents/innovation-and-gef), briefly explain how this ambition will be achieved, and how barriers or enablers will be addressed.

TOOLTIP end\*

### Project Description Overview

|  |  |
| --- | --- |
| Project Objective\*:  |       |
| Project Components | Component Type | Project Outcomes | Project Outputs | Trust Fund | (in $) |
|  |  |  |  |  | GEF Project Financing | Co-financing |
|        |  |       |       |  |       |       |
|        |  |       |       |  |       |       |
| …. |  |  |  |  |  |  |
| M&E\*\* |  |  |  |  |  |  |
| Subtotal |  |       |       |
| Project Management Cost (PMC)\*\*\* (if this is an MTF project, please report separate PMC lines for each TF). \*\*\*If amount requested is above limits, a pop-up menu should open for the Agency to provide an explanation\*\*\* |  |       |       |
| **Total Project Cost** |  |       |       |

\*TOOLTIP start

Based on the Theory of Change, define a concise project objective that can be achieved by completion. It should refer to outcomes that can realistically be achieved given the project duration, resources and approach.

TOOLTIP end \*

\*\*TOOLTIP Start

Cost of M&E activities taking place for project execution purposes and exclusive of oversight, supervision and corporate reporting activities undertaken by the Agency and covered by the Agency Fee. See Annex 3 of the Guidelines on the Project and Program Cycle Policy (GEF/C.59/Inf.03) for further information.

TOOLTIP end\*\*

\*\*\*TOOLTIP start

Please assure that PMC is within 10 % of the GEF grant and there is proportionality between PMC and project co-finance in line with the overall project co-finance to GEF grant ratio of the project. Please upload under the portal documents tab all signed letters of co-finance. Please assure that the letter clearly indicates the type of co-finance (in-kind versus investment mobilized) and describes the nature of the contribution. Please provide an English translation of the letters of co-finance as needed. This does not need to be a formal translation, but can be done by the agency.

TOOLTIP end\*\*\*

# project outline

## Project Rationale

Describe the current situation: the global environmental problems and/or climate vulnerabilities that the project will address, the key elements of the system, and underlying drivers of environmental change in the project context, such as population growth, economic development, climate change, sociocultural and political factors, including conflicts, or technological changes. Describe the objective of the project, and the justification for it.

(Approximately 3-5 pages) See guidance here\*

\*TOOLTIP start

To develop the project rationale:

* Develop simple [narratives](https://www.stapgef.org/resources/advisory-documents/theres-more-one-plausible-future-using-simple-narratives-help-ensure) of how an uncertain future could unfold, based on an understanding of trends and interactions between the key elements of the system and its drivers.
* Describe the baseline in the absence of the project, and identify the outcomes that the project needs to achieve, how these will change the baseline, and what the key barriers and enablers are to achieving those outcomes.
* Explain why this particular project has been selected to address the drivers of environmental degradation and/or climate vulnerabilities in preference to other potential options, and how its outcomes will endure in the face of changes in the drivers described in the future narratives.
* Describe the relevant stakeholders, private sector, and local actors and their roles in the system, and how they will be critical to deliver on the GEBs, adaptation benefits, and other proposed outcomes.
* The description should include: how the project will fit within the current landscape of investments; how the project will build on the baseline and ongoing investments, both GEF and non-GEF, and on lessons learned from previous projects in the country and region, and more widely; and how this approach fits with country priorities.
* If this is an NGI, please include a brief explanation on the financial barriers and how the project- and the proposed financial structure- responds to the financial barriers.

TOOLTIP end\*

## Project Description

This section asks for a theory of change as part of a joined-up description of the project as a whole. The project description is expected to cover the key elements[[1]](#footnote-2) of good project design in an integrated way. It is also expected to meet the GEF’s policy requirements on gender, stakeholders, private sector, and knowledge management and learning (see section D). This section should be a narrative that reads like a joined-up story and not independent elements that answer the guiding questions contained in the guidance document. (Approximately 3-5 pages) see guidance here\*

\*TOOLTIP start

Develop the project description to cover the following points, in a joined-up way, not as a series of responses to the individual points; this description should take into account the GEF’s policy requirements (in section D). For example, by weaving into the description how gender issues will be addressed in the project, rather than describing gender as a standalone point. The theory of change will help in joining up the other key elements of [good project design](https://www.stapgef.org/resources/advisory-documents/enabling-elements-good-project-design-synthesis-stap-guidance-gef):

* Provide a concise account of the [theory of change](https://www.stapgef.org/index.php/resources/advisory-documents/theory-change-primer) that describes the project’s logic for addressing the problems described in Section A and achieving the intended global environmental benefits. Include a diagram to help show the overall project’s logic, outputs, and outcomes.
* The theory of change should provide an “explicit account of how and why the proposed interventions would achieve their intended outcomes and goal, based on outlining a set of key causal pathways arising from the activities and outputs of the interventions and the assumptions underlying these causal connections”.
* The project logic should show how the project would ensure that expected outcomes are enduring and resilient to possible future changes in the drivers identified in the simple future narratives (section A), and to the effects of any conflicting policies (section C).
* Describe in more detail the project components (interventions and activities) identified in the theory of change. Provide brief information on each intervention, the main thrust and basis (including scientific) of the proposed solutions, how they address the problem, their justification as a robust solution, and the critical assumptions and risks to achieving them.
* Explain how the project will generate global environmental benefits and/or adaptation benefits which would not have accrued without the GEF project (additionality).

As part of the project description:

* Indicate how relevant [stakeholders](https://www.stapgef.org/resources/advisory-documents/multi-stakeholder-dialogue-transformational-change) will contribute to developing and implementing the project, and their respective roles, and how they will benefit from the project to ensure that the global environmental benefits and/or adaptation benefits will be enduring ([co-benefits](https://www.stapgef.org/resources/advisory-documents/refining-tracking-co-benefits-future-gef-investments)).

Explain how the project will benefit from existing knowledge, how it will generate new knowledge, how that knowledge will be captured, stored and shared to benefit project stakeholders and benefit future projects.

Explain how this project will improve or develop national policies, including an improved alignment of existing policies ([policy coherence](https://www.stapgef.org/resources/advisory-documents/framing-policy-coherence-gef)).

* If the project is specifically intended to be [transformative](https://www.stapgef.org/resources/advisory-documents/achieving-transformation-through-gef-investments), or [innovative](https://www.stapgef.org/resources/advisory-documents/innovation-and-gef), explain how scaling up could be achieved.

TOOLTIP end\*

### Institutional Arrangement and Coordination with Ongoing Initiatives and Project.

Please describe the Institutional Arrangements for the execution of this project, including financial management and procurement. If possible, please summarize the flow of funds (diagram), accountabilities for project management and financial reporting (organogram), including audit, and staffing plans. (*max. 500 words, approximately 1 page)*

Will the GEF Agency play an execution role on this project?

[ ]  Yes [ ]  No

If so, please describe that role here and the justification.

Also, please add a short explanation to describe cooperation with ongoing initiatives and projects, including potential for co-location and/or sharing of expertise/staffing *(max. 500 words, approximately 1 page)*

### Core Indicators

Indicate expected results in each relevant indicator using methodologies indicated in the GEF-8 Results Measurement Framework Guidelines. There is no need to complete this table for climate adaptation projects financed solely through LDCF and SCCF.

|  |  |
| --- | --- |
| **Project Core Indicators** | **Expected at CEO Endorsement** |
| 1 | **Terrestrial protected areas** created or under improved management (hectare) |       |
| 2 | **Marine protected areas** created or under improved management (hectare) |       |
| 3 | Area of **land and ecosystems under restoration** (hectare) |       |
| 4 | Area of **landscapes under improved practices** (hectare) |       |
| 5 | Area of **marine habitat under improved practices** (hectare) |       |
| 6 | **Greenhouse Gas Emissions Mitigated** (metric ton of CO2e)  |       |
| 7 | **Shared water ecosystems** under new or improved cooperative management (count) |       |
| 8 | Globally over-exploited **marine fisheries** moved to more sustainable levels (metric ton) |       |
| 9 | Chemicals of global concern and their waste reduced (metric ton of toxic chemicals reduced) |       |
| 10 | Persistent organic pollutants to air reduced (gram of toxic equivalent gTEQ) |       |
| 11 | People benefiting from GEF-financed investments **disaggregated by sex** (count) |       |

Explain the methodological approach and underlying logic to justify target levels for Core and Sub-Indicators *(max. 250 words, approximately 1/2 page)*

### Risks to Achieving Project Outcomes

Summarize risks that might affect the achievement of project outcomes and the mitigation measures which are planned or already undertaken to address these. The risk rating should reflect the *residual* risk to achieving project outcomes after considering the implementation of mitigation measures. The rating scale is: High, Substantial, Moderate, Low. See the *GEF* *Risk Appetite* document ([GEF/C.66/13](https://www.thegef.org/sites/default/files/documents/2024-01/EN_GEF.C.66.13_GEF_Risk_Appetite.pdf)) for more information and its Annex B for a description of each risk category. Note that the rating for the “Environment and Social” category should be the same as the risk rating for Safeguards.

|  |  |  |
| --- | --- | --- |
| **RISK CATEGORIES** | **RATINGS** | **ASSESSMENT AND MITIGATION MEASURES** |
|  |  |  |
| **CONTEXT** |
| Climate | < Select rating > | < Insert text > |
| Environment and Social  | < Select rating > | < Insert text > |
| Political and Governance | < Select rating > | < Insert text > |
| **INNOVATION** |
| Institutional and Policy | < Select rating > | < Insert text > |
| Technological | < Select rating > | < Insert text > |
| Financial and Business Model | < Select rating > | < Insert text > |
| **EXECUTION** |
| Capacity for Implementation | < Select rating > | < Insert text > |
| Fiduciary | < Select rating > | < Insert text > |
| Stakeholder | < Select rating > | < Insert text > |
|  |  |  |
| Other | < Select rating > | < Insert text > |
|  |  |  |
| Overall Risk Rating | < Select rating > | < Insert text > |

## ****Alignment with GEF-8 Programming strategies and country/regional priorities****

Explain how the proposed interventions are aligned with GEF- 8 programming strategies and country and regional priorities, including how these country strategies and plans relate to the multilateral environmental agreements.

For projects aiming to generate biodiversity benefits (regardless of what the source of the resources is - i.e., BD, CC or LD), please identify which of the 23 targets of the Kunming-Montreal Global Biodiversity Framework the project contributes to and explain how.

Confirm if any country policies that might contradict with intended outcomes of the project have been identified, and how the project will address this.

*(max. 500 words, approximately 1 page)*

## Policy requirements

### Gender Equality and Women’s Empowerment\*:

We confirm that gender dimensions relevant to the project have been addressed during Project Preparation as per GEF Policy and are clearly articulated in the Project Description (Section B).

[ ]  Yes [ ]  No (If –and only if— NO is selected, a pop-up field should open for the Agency to provide an explanation)

1)Does the project expect to include any gender-responsive-measures to address gender gaps or promote gender equality and women’s empowerment?

[ ]  Yes [ ]  No

If the project expects to include any gender-responsive measures to address gender gaps or promote gender equality and women empowerment, please indicate in which results area(s) the project is expected to contribute to gender equality:

[ ]  closing gender gaps in access to and control over natural resources;

[ ]  improving women’s participation and decision-making; and/or

[ ]  generating socio-economic benefits or services for women.

2)Does the project’s results framework or logical framework

include gender-sensitive indicators?

[ ]  Yes [ ]  No [ ]  tbd

\*TOOLTIP start

Please upload to the portal documents tab the Gender Action Plan of equivalent and any gender analysis or equivalent socio-economic assessment carried out during project preparation that identifies and describes any gender differences, gender differentiated impacts and risks, and opportunities to address gender gaps and promote the empowerment of women that may be relevant to the proposed activity; this should include any corresponding gender-responsive measures to address differences, identified impacts and risks, and opportunities through a gender action plan or equivalent. If gender-responsive measures have been identified (during project development phase), these should be reflected in the relevant project components, results and M&E framework (e.g. through specific actions, gender-sensitive indicators and sex-disaggregated targets)

TOOLTIP end\*

### Stakeholder Engagement\*

We confirm that key stakeholders were consulted during Project Preparation as required per GEF policy, their relevant roles to project outcomes has been clearly articulated in the Project Description (Section B) and that a Stakeholder Engagement Plan has been developed before CEO endorsement.

 [ ]  Yes [ ]  No (If –and only if— NO is selected, a pop-up field should open for the Agency to provide an explanation)

**Select what role civil society will play in the project**:

Consulted only; [ ]  Yes [ ]  No

Member of Advisory Body; Contractor; [ ]  Yes [ ]  No

Co-financier; [ ]  Yes [ ]  No

Member of project steering committee or equivalent decision-making body; [ ]  Yes [ ]  No

Executor or co-executor; [ ]  Yes [ ]  No

Other (Please explain) [ ]  Yes [ ]  No

\*TOOLTIP start

Please upload to the portal documents tab any Stakeholder Engagement Plans or equivalent documentation, with information regarding Stakeholders who have been and will be engaged, means of engagement, dissemination of information, roles and responsibilities in ensuring effective Stakeholder Engagement, resource requirements, and timing of engagement throughout the project/ program cycle.

TOOLTIP end\*

### Private Sector

Will there be private sector engagement in the project?

[ ]  Yes [ ]  No

And if so, has its role been described and justified in the section B project description?

[ ]  Yes [ ]  No

### Environmental and Social Safeguards

We confirm that we have provided information regarding Environmental and Social risks associated with the proposed project or program, including risk screenings/ assessments and, if applicable, management plans or other measures to address identified risks and impacts (this information should be presented in Annex E).

[ ]  Yes [ ]  No (If –and only if— NO is selected, a pop-up field should open for the Agency to provide an explanation)

Please provide overall Project/Program Risk Classification



\*TOOLTIP start

Please see for guidance on what this should include see GEF Policy on ESS: SD/PL/03 and Guidelines: SD/GN/03

TOOLTIP end\*

## Other requirements

### Knowledge management\*

We confirm that an approach to Knowledge Management and Learning has been clearly described during Project Preparation in the Project Description and that these activities have been budgeted.

[ ]  Yes

\*TOOLTIP start

Please see [GEF/C.48/07/Rev.01, GEF Knowledge Management Approach](https://www.thegef.org/council-meeting-documents/gef-knowledge-management-approach-paper), June 2015, for guidance on what this should include.

TOOLTIP end\*

### Benefits

Describe the socioeconomic benefits to be delivered by the project at the national and local levels, as appropriate and hthese benefits translate in supporting the achievement of global environmental benefits (GEF Trust Fund) or adaptation benefits (LDCF, SCCF). This section identifies the direct beneficiaries from the project.

# Annex a: FINANCING TABLES

### GEF Financing Table

Trust Fund Resources Requested by Agency(ies), Country(ies), Focal Area and the Programming of Funds

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **GEF Agency** | **Trust Fund** | **Country/****Regional/ Global** | **Focal Area** | **Programming** **of Funds** |  | **(in $)** |
| **GEF Project Grant (a)** | **GEF Project Non-Grant (for NGI only) (b)** | **Agency Fee (c)** | **Total****GEF Financing (a+b+c)** |
|  |  |  |  |  |  |  |  |  |
| **Total GEF Resources** |  |  |  |  |

### Project Preparation Grant (PPG)

Is Project Preparation Grant requested? [ ]  Yes [ ]  No

If yes[[2]](#footnote-3): fill in PPG table (incl. PPG fee)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **GEF Agency** | **Trust Fund** | **Country/****Regional/Global** | **Focal Area** | **Programming****of Funds** | **(in $)** |
| **PPG** | AgencyFee | **Total PPG Funding** |
|   |  |        |   |  |       |       |       |
| **Total PPG Amount** |       |       |       |

### Sources of Funds for Country STAR Allocation

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **GFEF Agency** | **Trust Fund** | **Country/****Regional/Global** | **Focal Area** | **Source****of Funds** | **Total** |
|   |  |        |   |  |       |
| **Total GEF Resources** |       |

### Focal Area Elements

|  |  |  |
| --- | --- | --- |
| **Programming Directions** | **Trust Fund** | **(in $)** |
|  |  | **GEF Project Financing** | **Co-financing** |
|    |  |       |       |
| **Total Project Cost** |  |       |       |

### Confirmed Co-financing for the project, by name and type

Please include evidence for each co-financing source for this project in the tab of the portal

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sources of Co-financing**  | **Name of Co-financier** | **Type of Co-financing** | **Investment****Mobilized** | **Amount ($)** |
|  |       |  |  |       |
|  |       |  |       |
|  |       |  |       |
| **Total Co-financing** |  |  |       |

Please describe the investment mobilized portion of the co-financing

# ANNEX b: EndorsementS

|  |  |
| --- | --- |
| **Name of GEF Agency Coordinator** | **GEF Agency Coordinator Contact Information** |
|            |       |
| **Name of Agency Project Coordinator**  | **Agency Project Coordinator Contact Information** |
|            |       |

### Record of Endorsement of GEF Operational Focal Point (s) on Behalf of the Government(s):

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of GEF OFP** | **Position** | **Ministry** | **Date *(MM/dd/yyyy)*** |
|            |       |       |       |
| Signature |  |
| *<<additional fields to be added for regional projects or global projects with on the ground investments>>* |

**NGIs** do not require a Letter of Endorsement if beneficiaries are: i) exclusively private sector actors, or ii) public sector entities in more than one country. However, for NGI projects please confirm that the agency has informed the OFP of the project to be submitted for Council Approval [ ]  YES

### Compilation of Letters of Endorsement

Please attach the Operational Focal Point endorsement letter(s) in this Annex. For SGP, use the SGP OFP endorsement letter format. For regional and global projects (as appropriate): please include a compilation of the signed LOEs in one PDF file in this annex.

# ANNEX C: Project results framework\*

Please indicate the page number in the Project Document where the project results and M&E frameworks can be found. Please alsopaste below the Project Results Framework from the Agency document.

\*TOOLTIP start

The project results framework should make explicit references to Core and Sub-indicators used, and indicate unit of measure, baseline and target data as available. The M&E framework should include definition, frequency of data collection, data source, methodology and responsibility for data collection for indicators.

TOOLTIP end \*

# ANNEX D: status of utilization of Project Preparation Grant (PPG)

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

|  |  |
| --- | --- |
| ***Project Preparation Activities Implemented*** | ***GETF/LDCF/SCCF Amount ($)*** |
| ***Budgeted Amount*** | ***Amount Spent To date*** | ***Amount Committed*** |
|       |       |       |       |
| **Total** | 1 | 1 | 1 |

# annex E: project map and coordinates\*

Please provide geo-referenced information and map where the project interventions will take place.

\*TOOLTIP start

The Location Name, Latitude and Longitude are required fields insofar as an Agency chooses to enter a project location under the set format. The Geo Name ID is required in instances where the location is not exact, such as in the case of a city, as opposed to the exact site of a physical infrastructure. The Location & Activity Description fields are optional. Project longitude and latitude must follow the Decimal Degrees WGS84 format and Agencies are encouraged to use at least four decimal points for greater accuracy. Users may add as many locations as appropriate. Web mapping applications such as [OpenStreetMap](https://www.openstreetmap.org/#map=4/21.84/82.79) or [GeoNames](http://www.geonames.org/) use this format. Consider using a conversion tool as needed, such as:[https://coordinates-converter.com](http://www.geonames.org/) Please see the Geocoding User Guide by clicking [here](https://gefportal.worldbank.org/App/assets/general/Geocoding%20User%20Guide.docx).

TOOLTIP end\*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Geo Name ID***Required field if the location is not an exact site* | **Location Name***Required field* | **Latitude***Required field* | **Longitude***Required field* | **Location Description***Optional text field* | **Activity Description***Optional text field* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Please provide any further geo-referenced information and map where project interventions are taking place as appropriate.**

# ANNEX F: Environmental and Social Safeguards Screen and Rating

Attach agency safeguard screening/assessment report(s), including ratings of risk types and overall project/program risk classification as well as any management plans or measures to address identified risks and impacts.

# ANNEX G: Budget Table

Please upload the budget table here\*

Please explain any aspects of the budget as needed here

\*TOOLTIP start

Please provide detailed information of the activities/services that will be paid with the project’s resources, so it is possible to assess the reasonability of using the three sources (project’s components, M&E and PMC) to cover these expenses. Also, please provided detailed information on the KM activities covered by the project.

TOOLTIP end\*

# ANNEX H: NGI relevant annexes

1. Annex X (currently existing in NGI projects): Termsheet
2. Annex X (currently existing in NGI projects): Reflow table
3. Annex X (currently existing in NGI projects): Agency capacity to implement NGI
1. Enabling Elements for Good Project Design: A synthesis of STAP guidance for GEF project investment: <https://stapgef.org/resources/advisory-documents/enabling-elements-good-project-design-synthesis-stap-guidance-gef> [↑](#footnote-ref-2)
2. *Note: Make this into a “pop-up” which appears only if PPG was selected, and if amount requested is above limits, they have to justify it* [↑](#footnote-ref-3)