******

**CONCEPT NOTE MODEL FOR REGIONAL PROJECT**

**Project proposal to the Steering Committee**

**[Name of the project’s promoter]**

**« Title of Proposed Project »**

**[Insert a possible quote supporting the project]**

**(15 pages maximum)**

\*\*\*

*This project is funded by:*





**Table of Contents**

[**LIST OF ABBREVIATIONS** 3](#_Toc69717652)

[**SUMMARY** (maximum 1.5 page) 4](#_Toc69717653)

[I – THE SECTOR (OR CONTEXT) AND MAIN CHALLENGES 6](#_Toc69717654)

[I.1 – Presentation of sector or context 6](#_Toc69717655)

[I.2 – Contribution and alignment with public policies linked to the Kiwa Initiative themes 6](#_Toc69717656)

[I.3 – Importance for local or national authorities and their contribution to the project 6](#_Toc69717657)

[II – THE PROJECT 6](#_Toc69717658)

[II.1 – General and specific objectives 6](#_Toc69717659)

[II.2 – Project description and geographic coverage 6](#_Toc69717660)

[II.3 – Stakeholders and procedure 6](#_Toc69717661)

[II.4 Links to projects and programmes in the region (current or recent) 6](#_Toc69717662)

[III – BENEFICIARY 6](#_Toc69717663)

[III.1 – Presentation of the counterpart (status, strategy, governance) 6](#_Toc69717664)

[III.2 – Activities of the counterpart 6](#_Toc69717665)

[III.3 – Financial situation of the counterpart 6](#_Toc69717666)

[IV – EXPECTED ACHIEVEMENTS, RESULTS AND IMPACTS 7](#_Toc69717667)

[IV.1 – Contribution of the project to sustainable development challenges in the frame of climate change adaptation 7](#_Toc69717668)

[V – MONITORING–EVALUATION, INCLUDING INDICATORS 8](#_Toc69717669)

[V.1 – Monitoring and evaluation system 8](#_Toc69717670)

[V.2 – Logical framework 8](#_Toc69717671)

[VI – ASSUMPTIONS AND RISKS 9](#_Toc69717672)

[VI.1 – Country-level risks 9](#_Toc69717673)

[VI.2 – Technical risks 9](#_Toc69717674)

[VI.3 – Environmental and social risks 9](#_Toc69717675)

[VI.4 – Other risks 9](#_Toc69717676)

[VII – PROJECT FUNDING 10](#_Toc69717677)

**LIST OF ABBREVIATIONS**

Insert a list of abbreviations and their full terms.

**Name of the Project Proponent**

**« Insert Title of Proposed Project »**

**Insert a possible quote supporting the project.**

**SUMMARY** (maximum 1.5 page)

Context and strategic challenges of the project

Describe the national, regional or local context in which the project activities will take place.

Project objectives and activities

Provide a general overview of the proposed project, including an operational schedule (start and end dates).

Provide the general and specific objectives of the proposed project.

Stakeholders and procedure

Give a general overview of the proposed funding structure.

List the main stakeholders and their respective roles.

Main expected outcomes

Briefly describe the main expected outcomes resulting from the project (e.g. climate change adaptation conservation of biodiversity through nature-based solutions, , gender equality, food security, health).

Costs and funding

Give the overall cost of funding as well as the funding plan (beneficiary contribution, secured and potential co-funding, funding requested from the Kiwa Initiative).

|  |
| --- |
|  GENERAL INFORMATION ON THE PROJECT PROPOSAL  |
| Project title |   |
| Primary beneficiary (entity signing agreement with AFD) |   |
| Final beneficiaries (including number of communities) |  |
| Themes (including sectoral variation)  |   |
| Geographic coverage (country/territory/province) and more precise project geographical scale |   |
| Project duration (nb of months, dates) |   |
| Total budget (in EUR) |   |
| Geographical breakdown of the budget (ACP/OCT) (amount and % of total budget) |   |
| Expected financial contribution by the Kiwa Initiative (amount and % of total budget)  |    |
| Possible cofinancing and mention if cofinancing is secured (amount and % of total budget) |    |

# I – THE SECTOR (OR CONTEXT) AND MAIN CHALLENGES

## I.1 – Presentation of sector or context

Add a description of the context.

## I.2 – Contribution and alignment with public policies linked to the Kiwa Initiative themes

## I.3 – Importance for local or national authorities and their contribution to the project

# II – THE PROJECT

Give a general outline of the proposed project, including an operational calendar (start and end dates).

## II.1 – General and specific objectives

Provide the general objective and specific objectives of the proposed project.

## II.2 – Project description and geographic coverage

Detail the different phases of the activities and the main deliverables planned. A description of the intervention sites and the criteria that led to their selection should be presented. Upscaled solutions should be identified since they ensure that the cost-effectiveness criterion for Nature-based Solutions is met.

## II.3 – Stakeholders and procedure

The Beneficiary and/or the Final Beneficiary, the Delegated Contracting Authority of the Beneficiary or the Final Beneficiary and any service provider of the Beneficiary or the Final Beneficiary must be identified.

## II.4 Links to projects and programmes in the region (current or recent)

Name projects, explicit synergies with proposed project and provide contact details for each project.

# III – BENEFICIARY

## III.1 – Presentation of the counterpart (status, strategy, governance)

## III.2 – Activities of the counterpart

## III.3 – Financial situation of the counterpart

# IV – EXPECTED ACHIEVEMENTS, RESULTS AND IMPACTS

## IV.1 – Contribution of the project to sustainable development challenges in the frame of climate change adaptation

Describe the expected results and impacts directly related to the **specific project objectives**, both positive and negative. Present the measures taken to mitigate the negative impacts and/or optimize the positive impacts in each of the dimensions of sustainable development concerned. The analysis by dimension must take into account the measures taken and the possible residual negative impacts despite risk mitigation measures (in particular environmental and social) put in place. If the project presents negative and positive impacts for the same dimension (e.g. with different effects on populations, territories or resources), specify both impacts. It is necessary to clearly specify the scope of analysis for each of the six dimensions of sustainable development. Note that the dimension ‘Combating climate change and its effects’ is divided into two sub-dimensions that must be completed: transition to a low-carbon trajectory and resilience to climate change.

The following six dimensions must be completed. Dimensions 4 and 5b should be described in detail since only projects that meet the criteria of adapting to climate change and preserving biodiversity through nature-based solutions will be eligible for funding under the Kiwa Initiative. One key criteria defining Nature-based Solutions being “cost-effectiveness”, an additional dimension should be described in detail: project scale and potential impact.

**- Dimension 1.** Sustainable growth and resilient economy

**- Dimension 2.** Social well-being and reduction of social inequalities

**- Dimension 3.** Gender equality (provide details on this important dimension in the frame of Kiwa projects)

**- Dimension 4.** Preservation of biodiversity, management of the environment and natural resources

The biodiversity dimension must concern in particular approaches relating to Nature-Based Solutions. This can include:

* Preservation of functional ecosystems in good ecological health
* Improvement of ecosystem management for sustainable use through human activities
* Restoration of degraded ecosystems
* Ecological engineering

**- Dimension 5a.** Transition to a low-carbon trajectory

Calculate the expected reductions in greenhouse gas emissions.

**- Dimension 5b.** Resilience to climate change (provide details on this crucial dimension in the frame of Kiwa projects)

Project leaders must determine the context of the risks, vulnerabilities and impacts associated with climate change, indicate an intention to address the risks, vulnerabilities and impacts identified in the project documentation, and demonstrate a direct link between the risks, vulnerabilities and impacts identified and the funded activities.

**- Dimension 6.** Sustainability of project outcomes and governance framework

- **Additional dimension:** Project scale and potential impacts, in coherence with the “cost-effectiveness” of Nature-based Solutions

# V – MONITORING–EVALUATION, INCLUDING INDICATORS

## V.1 – Monitoring and evaluation system

Briefly present the monitoring and evaluation system of the project, specifying the actors involved (contracting authority, project management, etc.) and their role in the production, transmission or analysis of information.

The system must include **means, achievements, results and impact indicators** which provide information on the achievement of the project objectives, as summarized in the logical framework. A good indicator must be explicit, clearly defined, directly linked to the objectives, and available; in order to limit efforts for the production of data, the use of the counterpart information system, national statistics and existing surveys will be favored.

**Indicators:**

• Specify the indicators (and mention to which objective(s) and results they are related) as well as the steps for achieving these indicators.

• Specify data sources.

## V.2 – Logical framework

|  |
| --- |
| **Overall Objective***(Medium or long term impact to which the project will contribut*e): |
|  | **Indicator(s)***Each indicator should be defined applying the SMART approach: Specific, Measurable, Achievable, Realistic and Timely* | **Baseline***The value of the indicator(s) prior to the intervention (including reference year)* | **Targets***The intended final value of the indicator(s)* | **Current Value***The latest available value of the indicator(s) at the time of reporting* | **Means of verification***Indicate where, how and when the information about the indicator can be obtained and by whom* | **Hypothesis** *Information on external factors which can influence project results and objectives*  |
| **Outcome(s) /Specific Objective(s)***Behavioural and institutional changes resulting from the project* |  |  |  |  |  |  |
| **Outputs/results***Tangible results delivered by the project* |  |  |  |  |  |  |
| **Result 1** |  |  |  |  |  |  |
| **Result 2** |  |  |  |  |  |  |
| **Result 3** |  |  |  |  |  |  |
| **Result 4** |  |  |  |  |  |  |
| **Activities** *The tasks to be carried out to achieve the desired results* | Activity 1.1 :Activity 1.2 :Activity 2.1 :Activity 2.2 : Activity 3.1 :Activity 3.2 :Activity 4.1 :Activity 4.2 : |

# VI – ASSUMPTIONS AND RISKS

## VI.1 – Country-level risks

Address country risks (political, governance, fiduciary, macro-economic) from the point of view of their potential impact on the realization of the project and on the achievement of its development objectives. Mention solutions to minimize these risks.

## VI.2 – Technical risks

List the technical risks and solutions to minimize.

## VI.3 – Environmental and social risks

Mention the main environmental and social risks, any related studies and their progress, the manner in which the risks must be controlled during the appraisal – completely or partially – by the measures (avoidance, reduction, compensation). In particular, mention any residual risks that may arise despite the measures taken, or which could not be dealt with within the scope of the project but which must be taken into account.

## VI.4 – Other risks

List other potential risks, taking into account the specific contexts of the States and territories. Mention solutions to minimize these risks.

# VII – PROJECT FUNDING

**Costs and funding plan (million Euros)**

|  |  |  |  |
| --- | --- | --- | --- |
| **DESCRIPTION** | **TOTAL BUDGET PLAN** | ***KIWA INITIATIVE – REQUESTED BUDGET*** | ***GEOGRAPHICAL AND SECTORAL VARIATION*** |
| ***Pacific Island States*** | ***French Overseas Territories*** | ***Invasive alien species*** | ***Ocean governance*** | ***Other themes*** |
| ***Component 1*** |  |  |  |  |  |  |  |
| Activity 1 |  |  |  |  |  |  |  |
| Activity 2 |   |  |  |  |  |  |  |
| Activity 3 |   |  |  |  |  |  |  |
| ***Component 2*** |  |  |  |  |  |  |  |
| Activity 1 |  |   |  |  |  |  |  |
| Activity 2 |  |  |  |  |  |  |  |
| Activity 3 |  |  |  |  |  |  |  |
| ***Administrative costs*** *(a specific description of administrative costs is required)* |  |  |  |  |  |  |  |
| HR |  |   |  |  |  |  |  |
| Missions |  |  |  |  |  |  |  |
| Indirect costs (10% of the total budget as indicative rule) |  |  |  |  |  |  |  |
| **Other costs** (including mid-term and final evaluations. A specific description is required for these other costs)  |  |   |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Proposed funding plan** | **Amount (Million €)**  | **% of total budget** |
| Kiwa Initiative |  |  |
| Co-funders and specify if cofinancing is secured  |  |  |
| * Co-funder 1
 |  |  |
| * Co-funder 2
* …
 |  |  |
| Self-financing (specify) |  |  |
| Remainder to be funded  |  |  |
| **Total** |  |  |

**The administrative costs should be described in detail.**