

TECHNICAL SPECIFICATIONS

Support for the Municipal Development and Lending Fund (MDLF) to prepare an application for Green Climate Fund (GCF) financing for a solid waste management project and strengthen its access to climate finance

implemented within the AdaptAction program



for the

AGENCE FRANCAISE DE DEVELOPPEMENT

Concours n°: CZZ2946 03

Contracting authority:

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(Hereafter “the Client”)

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Article 1. GENERAL CONTEXT

1.1 Presentation of the *Agence Française de Développement* (AFD)

As a public financial and solidarity institution, AFD is the central player in French development cooperation. It participates in projects that tangibly improve the daily lives of people in developing and emerging countries, as well as in French overseas territories. Through its work in numerous sectors (energy, health, biodiversity, water, digital economy, education, etc.), AFD supports the transition to a safer, fairer, and more sustainable world—our “world in common.” Its actions are fully aligned with the Sustainable Development Goals (SDGs).

The AFD team works on more than 4,200 projects aimed at having a positive social and environmental impact in 150 countries and French overseas territories.

In Palestine, the AFD Group has been present on the ground since 1998 and focuses its actions on three priority areas: access to essential services, human capital development, and support for the private sector. The war, which began on October 7, 2023, has significantly exacerbated the vulnerability of the Palestinian territories. In this context of crisis, the AFD Group continues its adaptation and operations. In line with France’s policy of supporting a two-state solution, the Group is working to strengthen essential services, support affected populations, and build a sustainable future.

More information on the Group’s activities and organization is available on its website: <https://www.afd.fr/en>

1.2 Presentation of the AdaptAction Program

AdaptAction is a technical assistance program of the AFD. Since 2017, it has supported partner countries in implementing climate-resilient development pathways. Through vulnerability and feasibility studies for project preparation, support for the design of national policies and action plans, as well as capacity-building and institutional strengthening initiatives, AdaptAction facilitates countries' access to international climate finance and accelerates investments in adaptation.

The second phase of AdaptAction, launched in 2022, now covers 19 countries. It is structured around three pillars (Understanding, Planning, Investing) and two cross-cutting components (Gender and Social Inclusion, and Knowledge Management and Valorization). It is co-financed by the European Union in the Middle East and North Africa for a period of three years (2024-2027).



For more information about the program, please visit: <https://www.afd.fr/en/adaptaction>.

Article 2. CONTEXT AND PURPOSE OF THE ASSIGNMENT

2.1 Palestine's Climate Context and Commitments

The Mediterranean region has long been considered one of the world's major climate change hotspots, and within this region, Palestine is one of the most affected countries, with a shift from a Mediterranean climate (Csa according to the Koppen-Geiger climate classification) to an arid (Bsh) or desert (Bwk) climate. These risks are exacerbated by extreme vulnerability, primarily due to the Israeli occupation (control and colonization of the West Bank, which prevents access to land and its subsoil as permits have to be delivered by the Israeli Civil Administration (ICA); dependence on the Israeli water company for water supply; fees for the treatment of wastewater crossing the border; the blockade of Gaza; and the war waged in the region since October 2023), as well as the fragility and lack of accountability of Palestinian institutions (no elections have been held since 2006, and Hamas has administered the Gaza Strip alone since 2007).

In this context, and despite the constraints, Palestine has managed to establish a relatively well-structured climate governance framework: the Environmental Quality Authority (EQA), which is also the Designated Authority for the Green Climate Fund (GCF), plays a leading role in placing climate change on the political agenda. Furthermore, a National Climate Change Committee (NCCC) was created in 2010 to coordinate the activities of governmental and non-governmental institutions on this matter. A 2021 decree on climate change clarified the NCCC's responsibilities.

Pending the Nationally Determined Contribution (NDC) 3.0 (currently being developed with UNDP support), the NDC 2.0 remains the updated reference document for climate action submitted to the United Nations Framework Convention on Climate Change (2021). Like the 2016 National Action Plan (NAP), it highlights 12 priority sectors: (i) Agriculture, (ii) Energy, (iii) Health, (iv) Transport, (v) Waste Management, (vi) Water, (vii) Coastal Areas (in Gaza), (viii) Food, (ix) Industry, (x) Terrestrial ecosystems, (xi) Tourism, and (xii) Urban infrastructure. The NDC also sets out two conditional mitigation targets by 2040 (no mitigation target is unconditional with regard to international support): a 24.4% reduction in GHG emissions (independence scenario) and a 12.8% reduction (business-as-usual scenario). More recently, in October 2023, the World Bank published the Country Climate and Development Report (CCDR), which quantifies investment needs and specifies, according to several scenarios and across several sectors (health, social protection, urban development, agriculture, energy, water), the targets to be achieved.

2.2 Presentation of the GCF and other Global Climate Funds

The Green Climate Fund (GCF) aims to contribute to the fight against climate change by promoting low-carbon and resilient development in developing countries, particularly those most vulnerable to climate change. The Fund comprises a mitigation component, an adaptation component, and a private sector mechanism.

The GCF portfolio allocation rules aim for: (i) an equal distribution between mitigation and adaptation (in grant equivalents); (ii) a minimum allocation of 50% of adaptation resources to the most vulnerable countries, least developed countries (LDCs), and African states; (iii) a significant allocation of resources to the private sector; and (iv) equitable and geographically balanced distribution to maximize the transformative impact and scale of projects. All

developing countries are eligible for support without a predetermined country-specific allocation. To implement its funds, the GCF works with financial intermediaries and implementing agencies, including:

- National or subnational organizations (ministries, NGOs, national development banks, or any other organization meeting the Fund's criteria);
- Accredited regional or international organizations (international development finance institutions, United Nations agencies, regional development banks, and regional institutions); and
- Private sector entities.

The GCF convenes a selection committee approximately every three months. Access to GCF financing is based on six investment criteria which must highlight: (i) the impact of the project, (ii) its potential for transformation towards low-carbon and resilient models, (iii) its co-benefits in terms of sustainable development, (iv) its benefits for vulnerable populations, (v) national ownership and engagement of national stakeholders, (vi) its effectiveness and cost-effectiveness, including the capacity of the GCF contribution to mobilize potential co-financing.

In the Middle East, a region where its engagement is less significant than elsewhere, the GCF has strong ambitions to accelerate the financing of its programs and projects, particularly in fragile and conflict-affected states (FCAS) – Lebanon, Iraq, Yemen, Syria, and Palestine¹. Among other activities, the GCF, and AFD, are currently supporting the Municipal Development and Lending Fund (MDLF) in its accreditation process as a Direct Access Entity (DAE).

2.3 Presentation of the MDLF and its Accreditation Process to the GCF

The Municipal Development and Lending Fund (MDLF) is a Palestinian institution that uses international standards to translate the Ministry of Local Government (MoLG) policies into programs and projects towards local governance sector development. Its objective is to strengthen the role of local governments to improve their responsiveness and the quality of services they provide, thereby contributing to improving the living conditions of their citizens.

The MDLF provides technical and financial support to all local governments in the West Bank and the Gaza Strip. Its projects and programs cover a wide range of areas, from emergency aid to development projects, including technical and institutional support and innovative initiatives aimed at improving the performance of local governments. This support is made possible through a coordinated and transparent financing mechanism based on specific standards.

The MDLF has been designated by the EQA to become a nationally accredited body with the Green Climate Fund (GCF). This accreditation is expected to be a significant step toward mobilizing climate finance (from the GCF but also possibly other international climate funds), given the Fund's strategic focus on fragile contexts and its increasing efforts to accelerate financing in this area.

While, the MDLF's accreditation process is expected to be completed by March 2026, the Green Climate Fund (GCF) has asked the MDLF to start the appraisal of a first project. The MDLF has already prioritized solid waste management (SWM), a sector with urgent and critical needs, which benefits from diagnostic studies and a roadmap (the Integrated Solid Waste Management Program – ISMMP), as well as the participation of other donors supporting the Ministry of Local Government and the MDLF, such as the AFD, the World Bank, the German

¹ For more information on the GCF's sub-regional dialogue: <https://www.greenclimate.fund/event/gcf-sub-regional-dialogue-fragile-and-conflict-affected-states-middle-east>

Development Bank (KfW), and others. Other project themes and sectors will also be evaluated (promoting community gardens for food security, and demineralizing urban areas for flood prevention and air quality), including in post-war / reconstruction contexts using a build back better approach.

2.4 Objectives of the Assignment

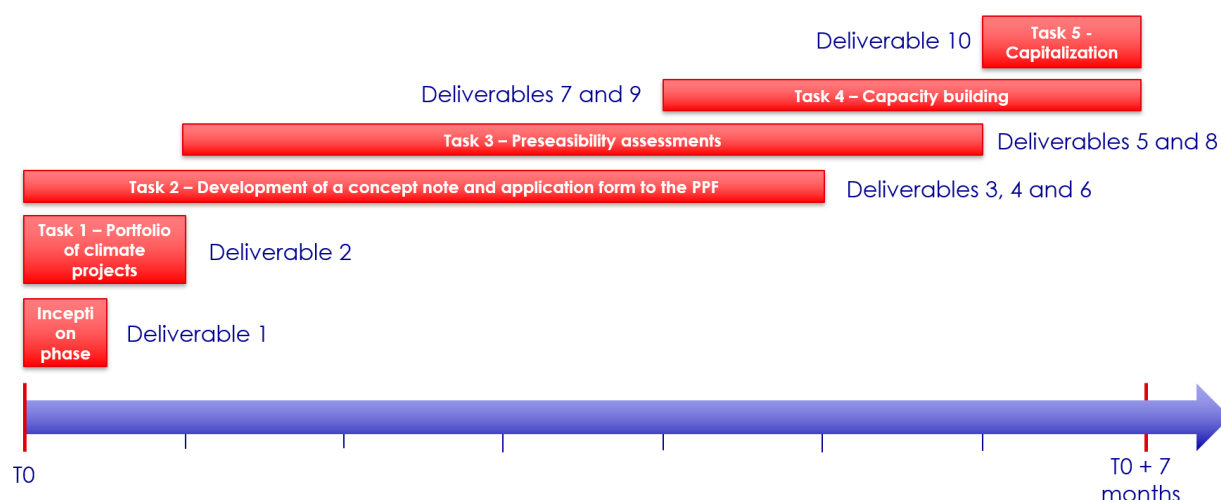
The overall objective of this mission is to contribute to improving Palestine's direct access to climate finance, and more specifically to the Green Climate Fund, in coordination with the activities of other technical and financial partners.

The specific objectives of this assignment are:

- **Develop Climate Projects:** Assist the MDLF in building a portfolio of high-quality climate projects aligned with national priorities and GCF criteria, specifically in the solid waste management sector.
- **Strengthen Institutional Capacity:** Develop the knowledge and skills of MDLF staff regarding climate finance standards and safeguards, as well as project proposal writing.

Article 3. SCOPE OF WORK

4 main activities overlapping will be conducted for this assignment. The expected timeline of these activities and related deliverables is presented below.



3.1 Inception phase

At the start of the mission, a list of documents will be provided to the consultant, and a kick-off meeting will be organized between the AFD, the MDLF, and the consultant.

Following this meeting, the consultant will prepare an **inception report (Deliverable 1)** including:

- An updated work plan, methodology, and mission timeline
- An assessment of available data and a list of data to be collected
- A list of stakeholders to be consulted (individually or in groups), along with a series of questions

3.2 Task One: Development of a Portfolio of Climate Projects for the MDLF

As part of this task, the consultant will assist the MDLF in developing a portfolio of climate projects that align with its mandate, national climate priorities, and the investment criteria of the Green Climate Fund (GCF) or other climate funds (key sectors for adaptation and mitigation of MDLF activities will be identified).

Specifically, the consultant will establish a list of three (3) to five (5) programs/projects to which the prioritization criteria will be applied and will formulate recommendations for next steps. It should be noted that the solid waste management sector has already been prioritized by the MDLF and will be addressed in the third task. The portfolio could include one or two projects focusing on SWM. The other projects would focus on sectors that have not yet been studied but that could be prioritized in the medium term.

The consultant's tasks will include, in particular:

(i) Document analysis and interviews

The consultant will be required to:

- Review existing studies at the national and regional levels, covering all themes eligible for GCF (or other international climate funds) funding and that can be assessed by the MDLF. The AFD and the MDLF will support the consultant in collecting relevant documentation.
- Consult with stakeholders (MoLG, MDLF, EQA), local partners (main LGUs, key JSCs, private sector, etc.), as well as technical and financial partners (AFD, World Bank, KfW, and others) to precisely define the scope of activities carried out by each program/project. A **multi-stakeholder workshop** may also be organized to assess and/or prioritize the programs/projects to be selected. In this case, the consultant shall cover for all logistical costs incurred for organizing the workshop.

(ii) Development of Project Sheets

Based on the workshop results, the consultant will develop 1- or 2-page fact sheets for the climate projects prioritized with the MDLF. These project sheets will highlight:

- The project's specific objective and objectives;
- The project's content, emphasizing how these actions align with national and sub-regional policies and are coordinated with existing projects;
- The paradigm shift/logical framework of the program;
- The assessment of technical, institutional, operational, environmental, social, and financial risks;
- Expected project/program results and impacts;
- Program governance structure (project owner, implementing entity, etc.);
- Indicative program cost and financing plan (adapted to the proposed activities, the financial instrument chosen – grants or other financial instruments – and the eligibility criteria of the targeted climate funds);
- Project sustainability and replicability measures;
- Potential climate funds that could finance the project/program;
- Next steps for implementation, including potential follow-up studies.

The output of this task will be included in **deliverable 2 “Pipeline of climate projects to be formulated”**.

3.3 Task Two: Development of a Concept note and PPF application form to be submitted to the GCF

Building on the pipeline of climate projects, this task aims to draft a concept note on solid waste management in the West Bank intended to be submitted to the Green Climate Fund (GCF).

Some background information is presented below:

- Combating climate change is a national priority, and the NDC (Nationally Determined Contribution) identifies the waste sector as the second largest source of greenhouse gas (GHG) emissions nationally, accounting for 23% of total emissions. Solid waste is also among the six most vulnerable sectors in the 2016 National Adaptation Plan.
- Solid waste management in the West Bank is severely inadequate, with significant gaps in infrastructure and operational capacity for collection, transfer, treatment, and disposal services. While primary waste collection was high (over 90%) prior to the conflict that began on October 7, 2023, overall service, particularly secondary collection and disposal, is insufficient. For waste disposal, only two controlled landfills are operational in the West Bank: Zahrat Al Finjan (ZAF) and Al Minya, located in the north and south of the territory, respectively. The situation is particularly critical in the central West Bank (Ramallah Al Bireh Governorate), which, unlike the northern and southern regions, lacks a controlled landfill. This has resulted in a rapid increase in the number of illegal and uncontrolled dumpsites (currently estimated at between 60 and 70), even though some of this waste (probably close to 60% currently, more in 2022, less at the end of 2023 and in 2024) is transferred to the ZAF SLF in the Jenin Governorate, in the north. These dumpsites generate serious soil, water, and air pollution, creating risks of fires and landslides, with direct health consequences for local populations. These risks are exacerbated by climate change, which increases the risk of landslides at landfills, particularly during more intense storms. The situation has been further aggravated by movement restrictions, which disrupt waste transport and strain municipal finances to ensure the continuity of services, as well as by significant delays in the construction of the KfW-financed Rammoun sanitary landfill in Zone C.
- In this context, the World Bank supported the design of an Integrated Solid Waste Management Program (ISWMP), implemented by the MDLF². This program aims to address the urgent need for rehabilitation and expansion of the solid waste treatment facilities in ZAF and Al Minya, but it cannot entirely replace the Rammoun landfill solution. The program also faces significant funding gaps.
- To address the challenges facing the solid waste management sector in the West Bank, and building on the ISWMP, the MDLF recognizes the urgent need for action. Phased measures, including transitional measures compatible with the future Rammoun sanitary landfill, will be studied and funded.

² Link to access the Project Appraisal Document (PAD) of the ISWMP:
<https://documents.worldbank.org/en/publication/documents-reports/documentdetail/099011025120516593>

Solid Waste Management Facilities in WestBank

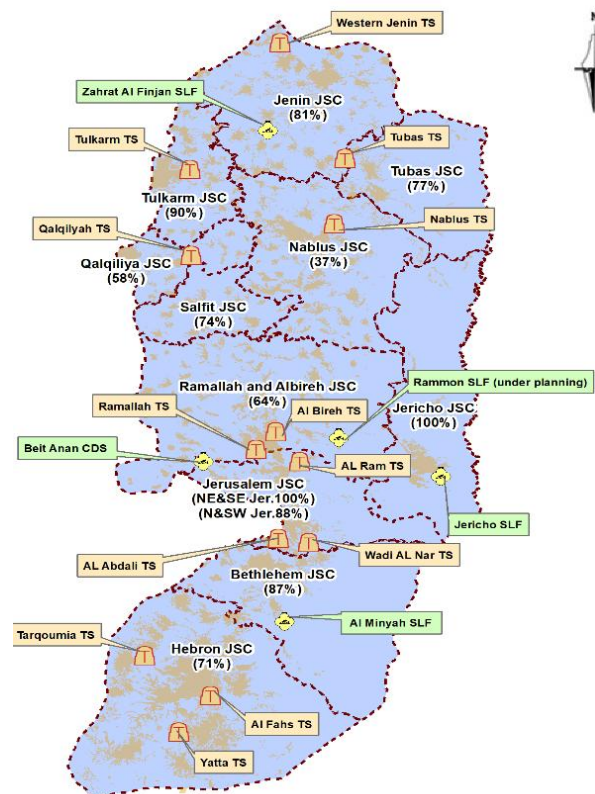
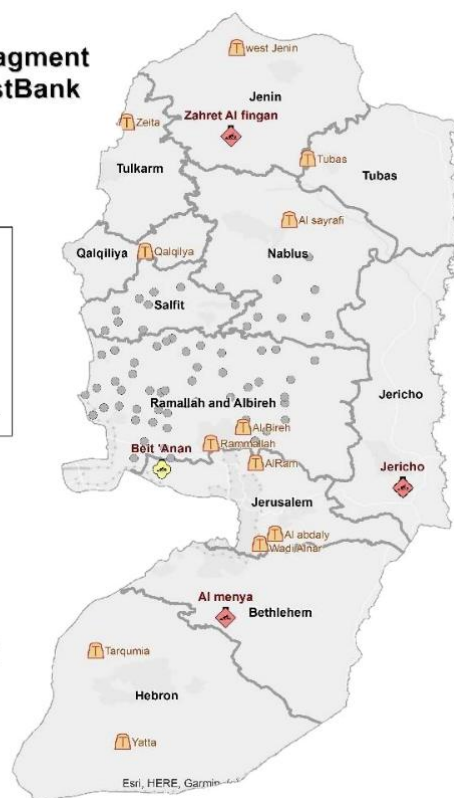
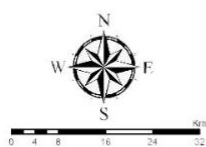


Figure 1 Maps of the situation in 2022, from Data Book on solid waste management in Palestine, JICA/MoLG. NB : In Beit Anan, it is currently a CDS (i.e. a controlled dumpsite, not a sanitary landfill)

(i) Document Analysis and Interviews

The tasks to be carried out include:

- Reviewing studies conducted (funded by the AFD or other development partners) at the national and regional levels on solid waste management as well as the preliminary ideas presented by MDLF during the GCF Sub-Regional Dialogue with Fragile and Conflict-Affected States in the Middle East and the feedback and recommendations provided by the GCF as an entry point for developing the full proposal. These studies and documents will be provided to the consultant at the start of the assignment.
- Consulting with stakeholders (Ministry of Local Government/MDLF, EQA, key local authorities and JSC, EU, NDC Partnership, AFD, World Bank, Belgian Development Agency, KfW, and other actors involved in the various sub-projects mentioned above) to precisely define the scope of the program's activities.
- Providing a benchmark of similar projects funded by the GCF in the region or sector concerned for comparison purposes and to identify potential synergies with existing projects.

(ii) Development of the Concept Note

The concept note will be written in English and based on the most recent model (V 3.0), in accordance with the procedures and guidelines of the Green Climate Fund (GCF) available on its website³. The successful applicant will be required to submit specific proposals on the following aspects to meet the GCF requirements:

³ <https://www.greenclimate.fund/projects/access-funding/concept-note-screening>

- Define the specific purpose and objectives of the project;
- Define, in coordination with stakeholders, the project content, including the various complementary actions for each of the sub-projects submitted to the GCF, highlighting how these actions align with national and sub-regional policies and are coordinated with existing projects in the region;
- Develop the theory of change and the associated framework;
- Define the paradigm shift induced by the program, based on the GCF sectoral guidelines;
- Refine the structure of the project's logical framework;
- Review the technical, institutional, operational, environmental, social, and financial risk assessments;
- Review and clarify gender and gender equality issues, analyzing any discrepancies with GCF requirements;
- Specify the expected program results and impacts in relation to the six GCF investment criteria;
- Specify the program's governance structure (project owner, implementing entity, etc.);
- Specify the program's cost and indicative financing plan;
- Specify the project's sustainability and replicability.

A **preliminary version of the concept note** will be developed by the consultant (**deliverable 3**). It may be further refined and updated (**deliverable 4 – Final Concept note**) based on the **pre-feasibility assessments**.

(iv) Support for discussions with the Green Climate Fund (GCF) and finalization of the concept note

The consultant will support the MDLF in discussions with the GCF regarding the concept note. To this end, the consultant will:

- Draft responses to questions and comments submitted in writing to the MDLF and, where appropriate, propose amendments to the concept note.
- Provide verbal support to the MDLF by actively participating in the various meetings between the MDLF and the GCF concerning the presentation and structuring of the project/program. The French Development Agency (AFD) will be involved in these meetings. Other donors, especially the World Bank, may be engaged in such meetings to ensure the harmony and the complementarity.

The written responses submitted to the GCF will be included in **deliverable 6**.

(v) Project Preparation Facilitation (PPF) Funding Request

The consultant will support the MDLF in defining the additional studies required to prepare the funding proposal, specifically by examining:

- A comprehensive description of the program/project
- An in-depth analysis of the issues related to climate change and its impacts
- The review and updating of the program's environmental and social risk assessment and associated documentation related to environmental and social risk management
- The review and updating of the gender equality analysis
- A detailed description of the operational and governance arrangements.

The consultant will complete the **PPF funding request form**⁴. A preliminary document will be prepared and submitted to the MDLF and the AFD. It will be then revised to incorporate the comments, and an updated version will be submitted for validation (**deliverable 6**). The consultant will also be responsible for supporting the MDLF during any discussions that may take place with the Green Climate Fund (GCF) regarding the PPF funding request.

3.4 Task Three: Pre-feasibility assessments

This task aims to conduct pre-feasibility assessments. For certain sub-projects, components, activities, or short-term measures of the proposed solid waste management project (as outlined in the concept note), the objective is to clarify their scope, technical and operational options, indicative costs, and implementation modalities, depending on the project's progress. These assessments will support the project appraisal and strengthen the climate justification and eligibility of the proposed investments for Green Climate Fund (GCF) financing.

These pre-feasibility studies will be conducted in parallel with the concept note drafting and be extended up to the submission of the PPF Application. They do not replace the full feasibility studies that will be carried out later, but will provide a better overview of the component and, in particular, confirm its integration into the project/program scope.

This task may address several points, including:

- The central West Bank requires cost-effective transitional measures that preserve the long-term viability of the Ramoun sanitary landfill project, currently suspended pending Israeli approval. These measures primarily aim to improve the transfer of solid waste to the ZAF landfill. The establishment of a controlled landfill in the North, as well as selective waste sorting, have not yet been studied, and some additional measures may not be relevant at this stage.
- Mechanical-biological treatment (MBT) (a facility combining a sorting center and biological treatment) is proposed in some existing studies for waste management, but its technical and financial feasibility can be questioned compared to other solutions (cost-benefit analysis), taking into account costs (investment, operation, and maintenance), complexity, the need for regulations adapted to composting, etc. It is important to note that step-by-step planning of the solid waste management system (and its ambitions) is essential to ensure its feasibility.

The consultant's activities include, but are not limited to:

- **Clarification of the scope and technical definition of the selected sub-projects:**
 - Identification and description of potential sub-projects to be supported (e.g., transfer stations, waste transfer equipment, sorting and composting facilities, closure or rehabilitation of illegal landfills, etc.).
 - Preliminary assessment of site considerations, including land availability (and ownership), access constraints, and permitting issues (including constraints related to Zone C, if applicable).
 - Identification of the main risks and technical constraints likely to affect implementation, including:
 - Preliminary review of sites and geotechnical conditions (minimum local geological, hydrological, and hydrogeological compatibility), based on existing data and site visits, to identify key constraints and indicate the need for further studies during the feasibility study.

⁴ The template is accessible here: <https://www.greenclimate.fund/document/project-preparation-funding-application>

- Define indicative technical options and phasing scenarios, taking into account demand projections, waste volumes, service coverage, and local market opportunities. • Assess the quantity of solid waste produced and collected (under public responsibility) and examine its composition (based on available data or, failing that, a preliminary waste characterization – minimum 3 representative samples), in order to support indicative sizing and identify data gaps to be addressed during feasibility studies.
- Provide indicative, order-of-magnitude estimates of investment costs for each type of sub-project.
- **Refining the climate rationale and vulnerability of the sector**
 - Analyze relevant historical climate variables (e.g. average temperature, precipitation and extreme weather events) and characterize future climate trends based on the project's sectoral and geographical context. When making climate projections, consultants should use the most up-to-date datasets available, preferably from CMIP6, and at the relevant geographical scale. In accordance with the new guidelines adopted by the IPCC, consultants are invited to consider future climate based on levels of global warming already achieved (e.g. +1.5°C, +2°C or +3°C above pre-industrial levels). Alternatively, if justified, they may consider future climate based on preferably two scenarios (SSP/RCP) and two time horizons (2050 and 2080/2100). In any case, the consultant will clearly justify the chosen approach, specifying any limitations and methodological implications.
 - Characterize the climate risks and key vulnerabilities affecting the solid waste sector, as well as how solid waste management activities can exacerbate existing climate risks (e.g., flood risk) if not properly managed, in line with the National Adaptation Plan (2021). The consultant may consider to produce an impact chain to present visually the impacts of climate change.
 - Provide indicative estimates of potential greenhouse gas (GHG) emission reductions or avoidances associated with certain investments (e.g., diverting waste from landfill, improving transport efficiency, composting) and, where appropriate, identify lower-emission alternatives and their associated costs.
 - Identify the co-benefits of adaptation related to improved service continuity, reduced climate disruptions, and enhanced system resilience.
- **Assessment of operational and financial arrangements**
 - Identify the indicative operating and maintenance (O&M) needs and costs associated with the proposed sub-projects.
 - Examine potential revenue streams and cost recovery mechanisms (e.g., waste treatment fees, inter-municipal transfers, service charges) and their capacity to finance O&M costs.
 - Assess the institutional and technical capacities of local authorities, corporations, and operators to manage and operate the proposed facilities and equipment.
 - Examine the potential role and opportunities for private sector participation, including: Service or operating contracts; Equipment supply, rental, or performance agreements; Public-private partnership (PPP) options, where appropriate and realistic.
 - Identify indicative financing and co-financing arrangements, as well as interfaces with existing or planned donor-funded programs.

- **Governance, Coordination and Implementation Readiness**
 - Clarify the proposed governance and implementation arrangements, including the roles and responsibilities of the MDLF and MoLG, local authorities, joint ventures, and other relevant stakeholders.
 - Assess the interfaces and complementarities with existing and planned projects and programs supported by development partners.
 - Identify the main institutional, regulatory, and coordination risks that could affect project preparation and implementation timelines.
- **Initial Environmental and Social Assessment**
 - Identify the main potential environmental and social impacts and risks associated with the proposed sub-projects, based on the pre-feasibility stage.
 - Highlight the major issues related to land acquisition, community health and safety, working conditions, and social acceptance.
 - Identify areas requiring further assessment during subsequent feasibility and safeguard studies.

An interim report for the pre-feasibility assessment will be included in **deliverable 5** (to be submitted in parallel with the final concept note). Then a consolidation version will be finalized towards the end of the assignment and be included in **deliverable 8**.

3.5 Task Four: Capacity building

As part of this task, the consultant will:

(i) Draft a concept note for the training workshop.

Interviews will be conducted with MDLF staff to define their expectations for this activity, as well as the areas for skills development and experience sharing to be covered by the training workshop. The **concept note (deliverable 7)** will specify the most relevant approaches and experiences for the training workshop.

(ii) Develop training materials and deliver training on accessing multilateral climate finance.

This two-day training will focus on areas of specific interest to MDLF staff. This training will cover different topics including the methodology for developing concept notes for the Green Climate Fund (GCF), the Adaptation Fund, and the Fund for Responding to Loss and Damage (FLRD), the standards for assessing environmental and social safeguards, and the fiduciary standards to be met to comply with the requirements of international climate funds (particularly the GCF).

It will include a virtual tour to meet with representative of GCF direct access entities. In preparation for this online visit, the consultant will conduct a brief assessment of accredited national agencies and their projects to identify those best suited to the participants' needs. The online visit sessions will be held online only.

Participants will come from the MDLF, the EQA, and other relevant Palestinian public authorities (approximately 20 participants). Participant selection will be carried out in coordination with the MDLF and the EQA. The consultant will handle the workshop logistics (venue, catering, etc.).

Following the workshop, a report will be prepared, summarizing the main lessons learned and way forward (deliverable 9).

(iii) Provide targeted support to MDLF staff responsible for accreditation and to any staff member involved in access to climate finance, in order to assess projects.

Throughout the assignment, the consultant will provide targeted support to the MDLF regarding responding to the requirements of international climate funds.

The consultant will allocate a certain number of working days to address the MDLF's needs and requests related to access to climate finance and project assessments not already covered by other mission activities.

The outputs of the coaching activities will be included in **deliverable 9**.

3.6 Task Five: Capitalization and Communication

(i) Capitalization

The **capitalization report (deliverable 10)** serves to present the lessons learned from the assignment. It shall highlight the approaches, results achieved, and any element deemed replicable, or innovative.

The content should focus on an analysis of the knowledge on climate adaptation generated, and suggest avenues for future assignments.

- Regarding the writing style, the capitalization report is written in clear, structured, and accessible language, highlighting the most relevant elements for readers who may not have been directly involved in the assignment.
- Regarding format, the capitalization report is a ready-to-use document not exceeding 4,000 words – 5 pages (excluding appendices).

The capitalization report is accompanied by an appendix that identifies the difficulties encountered, the factors that facilitated or hindered the implementation of the assignment, as well as recommendations for improving the organizational structure.

(ii) Photo library

The Consultant will provide communication and knowledge dissemination materials to ensure the dissemination of the results and lessons learned from the support. Specifically, the consultant will be required to compile a photo library of at least thirty photographs taken during the implementation of the activities.

Article 4. DELIVERABLES AND CONDITION OF DELIVERY
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4.1: Description of Expected Deliverables

Each report must include a executive summary. Meeting minutes and workshop reports (where applicable) must be included as appendices.

No.	Report & Deliverables	Date of Submission
1	Inception report including data status assessment highlighting missing data if any; preliminary observations, and detailed work plan	T0+2 weeks
2	Pipeline of climate projects to be formulated including a review of prioritization criteria, a proposal of up to five projects and an action plan for the next steps.	T0+1 month
3	Draft Concept note for a project on Solid Waste Management for submission to the GCF	T0+2 months
4	Final Concept note for a project on Solid Waste Management for submission to the GCF	T0+3.5 months
5	Interim Pre-Feasibility Assessment Report (to be sent along with the final concept note)	T0+3.5 months
6	Application form to the GCF's Project Preparation Facility including written responses to the GCF's questions/comments on the PPF application.	T0+5 months
7	Concept note for the training workshop , including summary of the interviews conducted to assess needs.	T0+5 months
8	Final Pre-feasibility assessment report for the project on Solid Waste Management and written responses to the GCF's questions/comments on the concept note	T0+6 months
9	Result of the Capacity Building Activities including (i) the training material of the workshop on climate finance and summary of the training held with MDLF staff (including the online tour), (ii) the summary of the coaching activities for MDLF staff in charge of accreditation and any staff involved in drafting the concept notes; (iii) Further activities / recommendations to build the capacities of MDLF staff in accessing climate finance.	T0+7 months
10	Capitalization report including: • A brief overview of the study context, objectives, methodology, and results • The difficulties and constraints encountered in carrying out the activities and measures taken to overcome them • An evaluation of the assignment, based on the indicators and targets defined in the inception report, and the monitoring and evaluation work carried out throughout the implementation. • Conclusions and recommendations for implementing an similar assignment in the future. • Photo library	T0+7 months

4.2: Validation of the deliverables

Deliverables will be emailed in Word and PDF formats. Upon receipt of the deliverables the AFD and the MDLF will have a period of 10 working days to analyze send its comments to the Consultant.

Once received, the Consultant may need to modify the reports and deliverables, within a reasonable timeframe (10 working days), before sharing the improved version of these deliverables, again electronically, in Word and PDF format, to the above-mentioned emails. To facilitate the review, the documents will also be sent by the Consultant in Word format with “track changes” mode.

Final validation of the deliverables will be carried out by the AFD, in coordination with MDLF, no later than 10 working days after receipt of the final deliverables (clean versions and tracked changes), subject to satisfactory amendments by the Consultant. The process may be repeated as long as the deliverables are not satisfactory to the AFD group and MDLF.

The final validation will trigger payment of the related invoices.

Article 5. QUALIFICATIONS

5.1 Qualification of the consulting firm

The assignment will be awarded to an internationally renowned consulting firm or consortium with proven experience in developing programs for the Green Climate Fund (GCF) and other global climate funds, and in conducting feasibility studies for development projects and programs in the solid waste management and municipal sectors.

Given the security situation in some of the countries concerned and the need for knowledge of the local context, the applicant is strongly encouraged to partner (in a consortium or as a subcontractor) with one or more national or sub-regional consulting firms, or with individual consultants whose skills and availability have been demonstrated.

The candidate must, in particular:

- Provide references for design and feasibility studies of development projects related to solid waste management and/or municipal development in the Middle East region, funded by development partners over the past ten years, including the Green Climate Fund (GCF) and the French Development Agency (AFD);
- Provide references for services delivered in areas with similar security risks (orange or red zones);
- Demonstrate the ability to collaborate with technical ministries, local authorities, state agencies, professional organizations, and other civil society actors;
- Demonstrate excellent communication and report
- Writing skills to ensure regular and effective exchanges with the AFD and counterparts;
- Possess skills and expertise related to:
 - Solid waste management, urban development, and the municipal sector
 - Development finance engineering;
 - Climate policies related to the project objectives, particularly adaptation;
 - Carbon footprint assessments. Experience in carbon footprint assessment using the GCF-approved methodology would be an asset.

5.2 Qualification of the team of consultants

The Consultant shall employ such staff as may be necessary to fulfil his obligations for this assignment. The Consultant shall make his own assessment of the staff necessary to fulfil his obligations.

Four key areas of expertise are requested for this assignment. Each of these areas of expertise may be filled by several experts; also one expert may cover several areas of expertise.

In addition, the Consultant will identify a team leader (minimum 15 years of experience) whose main duties will be:

- Overall responsibility for direction of staff.
- Maintaining contact with client.
- Liaison with public authorities.
- Preparation and monitoring of work programs, planning schedules.
- Staff scheduling.
- Analysis of potential constraints and delays with identification of remedial measures to be taken.
- Responsible for quality of deliverables.

For all the expertise requested, the knowledge of the Palestinian context and proficiency in Arabic will be a strong added value (in addition to English).

(i) Area of Expertise 1: Solid Waste Management

- Master's degree (or equivalent) in environment management, civil engineering, geology, urban planning or equivalent
- At least 8 years of professional experience, with solid experience (minimum 3 full projects, including 2 with the preliminary and/or detailed design of solid waste treatment/valorization aspects
- Experience with IFIs financing (minimum 2 projects)
- Knowledge of climate adaptation and mitigation aspects for solid waste management projects would be an asset
- Skills in design software (autocad or equivalent)

(ii) Area of Expertise 2: Climate finance and GCF procedures

- Master's degree in environment engineering, climate adaptation or related field.
- At least 8 years of professional experience as a climate expert
- At least 2 significant experiences in supporting accredited agencies to the GCF accessing funding from the Green Climate Fund
- Knowledge of other international climate funds (Adaptation Fund, FRLD) is an asset.
- Experience in carbon footprint assessment using the GCF-approved methodology is an asset.
- Experience in conducting capacity building training is an assess

(iii) Area of Expertise 3: Institutional and Financial Analysis

- Master's degree in economy, finance or related field.
- At least 8 years of professional experience as a financial and institutional analyst

- At least 2 significant experiences on financing projects with IFIs, preferably in the solid waste management sector
- Knowledge in conducting capacity building needs assessment and action plan of public institutions is an asset
- Knowledge in facilitating trainings, preferably in the field of this assignment is an asset

(iv) Area of Expertise 4: Environmental and Social Risk Management

- Master's degree in a relevant field (humanities and social sciences, environmental sciences), specializing in environmental and social risk assessment.
- At least 7 years of professional experience in the field and at least 5 significant experiences in conducting environmental and social impact assessments (ESIAs), and/or developing environmental and social management frameworks (ESMFs), and/or country performance evaluation plans (CPEs), and/or environmental and social protection programs (ESPs) for projects/programs; an experience in gender action plan would be appreciated.
- Knowledge of World Bank's E&S Framework and the Palestinian E&S requirements is a must. Knowledge of the Green Climate Fund (GCF)'s E&S requirements is an asset.
- Experience in conducting gender and social inclusion studies in the region (and linking gender issues to climate change adaptation) is an asset

5.3 Additional considerations

The consultant will submit a curriculum vitae of no more than three pages. The CV should detail the Consultant's academic qualifications, experience, and previous assignments of a similar nature and/or related consultancy services.

The consultant cannot be from the administration of a beneficiary government. However, civil servants from a public institution/trust organization other than the beneficiary can be contracted if there is no hierarchical link between the expert and the beneficiary. A document from the official's administration giving his or her agreement for mobilization will be necessary.

Additionally, the consultant agrees to make available the experts mentioned in its proposal for the entire duration of the service, including scheduled working hours. The service contract will detail the conditions for replacing experts in the event of force majeure.

Article 6. LOGISTICS AND CONTRACT EXECUTION SCHEDULE

6.1 Provisional Timeline

The indicative start date of the assignment is **May 2026**. The exact start date of the assignment will be determined by administrative order following the award of the contract.

The expected duration of the assignment is **7 months**. The contractual duration will be 10 months.

6.2 Monitoring of the assignment

Project team

A monitoring committee, including AFD and MDLF in presence of the Consultant will oversee this assignment and ensure it remains aligned the stakeholders' interests, strategies and technical requirements. This committee shall:

- Providing the consultant with all the human resources necessary for the proper execution of the assignment;
- Provide the logistics necessary for the proper execution of the assignment (meeting arrangements and introduction to key authorities, facilitation of the acquisition of all available data)
- Review and validate the deliverables of the assignment
- Comment and validate the deliverables of the assignment.

The members of the committee will be confirmed at the start of the assignment. Additional AFD or MDLF staff may also attend the committee's meeting on an ad-hoc basis.

Meetings

Kick-off meeting

Following the Contract signature, the Contracting Authority will arrange for the kick off meeting in order to:

- Introduce the Consultant's team to all the stakeholders and establish lines of communication between all.
- Make sure that the Consultant have a full understanding of the end user expectations.
- Review the project's key elements, requirements, issues and constraints.
- The Consultant shall prepare draft MoM and distribute to all attendees for comments. After the Contracting Authority's approval, final MoM shall be issued and incorporated as part of the Contract.

Ad Hoc progress and coordination meetings

The Consultant shall organize coordination meetings with parties concerned by the project when judged necessary by the consultant to present and get feedback on deliverables, as well as to report on difficulties and crucial updates that require thorough discussions and decision-making and with direct impact on the Contract, or when instructed by the contracting authority, and shall report to all concerned representatives.

Article 7. CONTRACTUAL AND WORKING LANGUAGE
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The language of the contractual documents will be English. However, the workshop on climate finance, including the training material, must be conducted and translated into Arabic.

Article 8. BUDGET

8.1 Level of effort

The total level of effort is estimated at 140 man-days.

8.2 Financial offer

The financial offer must cover all costs associated with the assignment, including expert fees, travel and accommodations, workshop organization, visibility and communication, on-site surveys (if applicable), and security expenses.

The bidder will propose the exact number of workshops and participants in its offer. These costs will be itemized in the Bill of Quantities for each workshop.

If travel outside Jerusalem, Bethlehem, and Ramallah in the West Bank is required, the AFD office in Jerusalem can transport consultants in its armored vehicle, provided that at least one AFD officer accompanies them. Therefore, this security cost **does not need to be budgeted**. In this case, staff will be briefed on security procedures by the AFD security department. However, the AFD does not guarantee security; that responsibility remains with the consultants' employers.

8.3 Terms of payment

Three payments will be made for this assignment, after validation of deliverables by the AFD. Payments will be staggered as shown below.

Month	Payment condition	% of the total amount of the consultancy services
1	Validation of deliverables 1 and 2	20%
2	Validation of deliverable 3, 4 and 5	50%
3	Validation of deliverables 6, 7, 8, 9 and 10	30%

A 10% advance payment may be requested at the start of the assignment.

Article 9. Annexes

Template for the concept note following GCF Requirements (V3.0)

Template for the PPF application form

Concept Note

Project Title: _____

Country(ies): _____

Accredited Entity(ies) (AE): _____

Date of submission [YYYY-MM-DD]



**GREEN
CLIMATE
FUND**

Notes

- The GCF's revised concept note template (*Concept note template V.3.0*) is being made available in Word format only for reference in the interim period in the first half of 2025.
- The latest template in the system prevails over the Word format document.
- Starting 1 April 2025, all new concept note submissions should be made through the GCF Partner Portal using the new digital template.

Basic Proposal Data			
A.1. Confidentiality⁵	☐ Confidential ☐ Not confidential		
A.2. Sector	☒ Public ☐ Private		
A.3. Funding modality	☐ Proposal Approval Process (PAP) ☐ Simplified Approval Process (SAP)		
A.4. Executing Entity(ies) (EE)	List all EEs		
A.5. Indicate the result areas for the project and estimated percent of total project cost (GCF + co-finance) by theme (mitigation & adaptation)	Mitigation: __% Reduced emissions from: ☐ Energy access & generation ☐ Low emission transport ☐ Buildings, cities, industries & appliances ☐ Forestry & land use		Adaptation: __% Increased resilience of: ☐ Livelihoods of people & communities: ☐ Health, food & water security: ☐ Infrastructure & built environment: ☐ Ecosystems & ecosystem services
A.6. Estimated mitigation outcome (tCO₂eq over lifespan)		A.7. Estimated adaptation outcome (number of beneficiaries and % of population)	Direct: <i>Est. number beneficiaries and % of population</i>
			Indirect: <i>Est. number beneficiaries and % of population</i>
A.8. Indicate targeted results in the GCF strategic plan 2024-2027 (check all that apply)	☐ T1. <u>Countries</u> : More than 100 developing countries directly supported by GCF to advance the implementation of their NDCs, NAPs or LTS through integrated climate investment planning and/or developing high quality-climate project pipelines for GCF funding		
	☐ T2. <u>DAEs</u> : Doubling the number of DAEs with approved GCF funding proposals through strengthened climate capacity and increasing the allocation of GCF resources through DAEs		
	☐ T3. <u>CIEWS</u> : Countries particularly vulnerable to the adverse effects of climate change protected by new or improved early warning systems		
	☐ T4. <u>Food</u> : Beneficiaries adopting low-emission climate-resilient agricultural and fisheries practices, securing livelihoods while reconfiguring food systems		
	☐ T5. <u>Ecosystems</u> : Hectares of terrestrial and marine areas conserved, restored or brought under sustainable management		
	☐ T6. <u>Infrastructure</u> : Countries supported by GCF to develop or secure low-emission climate resilient infrastructure, through systemic and/or country-driven resilience planning, funding and/or de-risking of investments, including those that draw on nature-based solutions or ecosystem based approaches		
	☐ T7. <u>Clean Energy</u> : Countries supported to expand access to sustainable, affordable, resilient, reliable renewable energy, particularly for hardest to reach, and/or to increase renewable energy sources in the energy mix		
	☐ T8. <u>Transport, buildings, industry</u> : Countries supported to shift toward clean and efficient energy end-use for transport, building and industry sectors, including through electrification, decreasing energy consumption and novel solutions and emerging technologies for hard-to-abate sectors		
	☐ T9. <u>Locally-led climate action</u> : Does the project have potential to support locally-led climate action by enabling local actors to decide over the use of GCF finance at project activity level or maintain a strong involvement across the project cycle? (If yes, please expound in sections C.2 and C.3.)		

⁵ Concept notes (or sections of) not marked as confidential may be published in accordance with the Information Disclosure Policy ([Decision B.12/35](#)) and the Review of the Initial Proposal Approval Process ([Decision B.17/18](#)).

	☐ T10. MSMEs: Local private sector early-stage ventures and MSMEs provided with broad-based seed and early-stage capital for innovative climate solutions, business models and technologies, with a focus on adaptation, energy access and transport sectors, and removing barriers for home-grown innovation																	
	☐ T11. LFI: National and regional financial institutions supported to access GCF resources, and other green finance, particularly for MSMEs.																	
A.9. Indicative total project cost (GCF + co-finance)	Amount: <u>Select currency</u> _____	A.10. Indicative GCF funding requested	Amount: <u>Select currency</u> _____															
A.11. Financial instrument requested from GCF	☐ Grant ☐ Reimbursable grant ☐ Guarantees ☐ Equity ☐ Subordinated loan ☐ Senior Loan ☐ Other: _____																	
A.12. Estimated project implementation period	<i>The number of years during which project activities are actively executed to achieve the project objectives.</i>	A.12. Estimated duration of investment	<i>The number of years during which GCF's investment is outstanding (i.e. between investment funds being made available and expected repayment/exit).</i>															
A.12. Estimate project lifespan	<i>The number of years from project initiation until the end of its useful life or closure. This refers to the maximum years over which the investment's impacts are expected to be effective. The project lifespan often exceeds the implementation period, as applied technologies or infrastructure may continue generating mitigation and adaptation benefits beyond project completion. See Guidance for establishing the mitigation impact potential of GCF funded activities in support of Decision B.33/12 for indicative project lifespans by technology group.</i>	A.13. Will support from Project Preparation Facility be requested?⁶	Yes ☒ No ☐															
A.14. ESS category⁷	☐ A ☐ I-1 ☐ B ☐ I-2 ☐ C ☐ I-3 (link to SAP ESS screening checklist)	A.15. Has the CN been shared with the NDA(s)?	Yes ☐ No ☐															
A.16. Alignment with country NDCs & NAPs	<table border="1"> <thead> <tr> <th>Country</th><th>Date of NDC/ NAP submission (with link to NDC/ NAP)</th><th>Brief description (Project's alignment with NDC/ NAP and percentage of target met with the proposed project)</th></tr> </thead> <tbody> <tr><td>1.</td><td></td><td></td></tr> <tr><td>2.</td><td></td><td></td></tr> <tr><td>3.</td><td></td><td></td></tr> <tr><td>n.</td><td></td><td></td></tr> </tbody> </table>			Country	Date of NDC/ NAP submission (with link to NDC/ NAP)	Brief description (Project's alignment with NDC/ NAP and percentage of target met with the proposed project)	1.			2.			3.			n.		
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1.																		
2.																		
3.																		
n.																		

⁶ See [here](#) for access to project preparation support request template and guidelines.

⁷ Refer to the Fund's environmental and social safeguards ([Decision B.07/02](#)).

A.17. Has this CN been developed with GCF Readiness support?	Yes ☐ No ☒ If your answer is yes, please provide additional details including grant agreements and country(ies) involved:
Proposal Executive Summary (max. 500 words)	
What is the problem, and how will the proposal solve it or support a paradigm shift to address climate change in the country? This section is intended to make a clear and concise statement of the strategic case for climate action financed by GCF, which will be supported by further detail in the rest of the document: • A one-paragraph summary of the problem statement (based on a climate change risk or mitigation need): ○ For adaptation, a description of the specific climate impact(s) resulting from specific climate change hazard(s) which has led to the need for the proposed project in the country;⁸ and/or ○ For mitigation, the current emissions profile of the proposed country(ies) and sector(s) and a description of how the project is expected to mitigate GHG missions below a baseline⁹. • A one-paragraph description of the project: ○ Proposed solution and structure including the executing entity(ies) and other implementing partners; ○ Fund flows and co-financing, including co-financing already committed to the project; ○ Alignment to country climate priorities, NDCs, NAPs or long-term strategies; and ○ How the project will achieve a paradigm shift through the expected adaptation and/or mitigation outcomes and other project benefits. • A one-paragraph explanation of the additionality of GCF funds, such as: ○ Why GCF's support is required and alignment with GCF's strategic plan; ○ What are the barriers holding back the investment currently (liquidity, project preparation, risk etc.); and/or; ○ How the project supports the scale up of financing (both private and public) in the sector in the country. • Expected timing of the proposal: targeted submission date for the Funding Proposal (if known), when are funds needed, and what is the current due diligence / project preparation status.	
Proposal Information	
C.1. Climate change context (max. 500 words)	
Limit the description only to the context directly applicable to the proposal. Proposals to GCF should aim to mitigate greenhouse gas emissions, provide adaptation to climate change, or both. Please consult the Principles for demonstrating the impact potential of GCF supported activities (decision B.33/12) and any additional guidance where relevant. This section should show how the project concept meets those principles. As applicable, please include primary baseline data relevant to the sector, such as GHG emission levels of climate vulnerability indicators and a brief barrier analysis. • For mitigation, summarise the sector's contribution to GHG emissions, and how the proposed activities will contribute to emissions reductions. • For adaptation, the concept note should describe the historical trends and future projections of the climate change hazards and how this has contributed, or will contribute, to the specific risk or impact on lives, livelihoods or ecosystems using best available data. Where relevant, proposals should also consider any non-climatic factors that may be causing or exacerbating the risk and describe the interactions between climate change and non-climatic drivers. Without duplicating any information on NDCs and NAPs already provided in Section A.16, indicate how the proposed interventions align with the country(ies)' national priorities.	

⁸ For guidance, please consult [Principles for demonstrating the impact potential of GCF supported activities](#) (decision B.33/12) and [Guidance on the GCF's vision, approach and scope for providing support to enhance climate adaptation](#) (decision B.33/13).

⁹ For guidance, please consult [Principles for demonstrating the impact potential of GCF supported activities](#) (decision B.33/12) and [Guidance for establishing the mitigation impact potential](#).

C.2. Proposed project / programme (max. 1000 words)

Provide a one-sentence “if...then...because...” statement¹⁰ of how the proposed activities will result in climate impacts. Although this logic will be fully elaborated later at the Funding Proposal stage, an optional theory of change diagram¹¹ may be provided as an annex if available.

List the activities proposed as part of this proposal, and briefly describe how each addresses the problem statement and any legal, regulatory, institutional and technical barriers. Describe the expected outputs of these activities, as well as the outcomes and environmental, social and economic co-benefits that will result from these outputs:

- *For mitigation, describe the proposed mitigation activities, the mitigation methodologies chosen to demonstrate the baseline and additionality, why concessional finance is needed, an estimate of the mitigation target, and the planned measurement, reporting and verification (MRV) system.¹²*
- *For adaptation, explain how the activity will reduce exposure and/or vulnerability, and describe how the proposed activities will increase the adaptive capacity of beneficiaries in response the identified hazards and impacts (and how many beneficiaries there will be).*
- *Cross-cutting proposals (i.e. those which contribute to both mitigation and adaptation) should describe both of the above and identify interactions (e.g. where an adaptation activity has a mitigation co-benefit in reducing greenhouse gas emissions).*

Please describe the proposal’s potential to catalyse impact beyond the proposed project/programme. What is the competitive landscape within which the proposed interventions are situated? Have similar initiatives in this sector already been carried out (what is the track record), and how is this project different and will be aligned/ make an impact? Are there similar proposals being developed or under implementation with or without GCF support, and if so, how is this proposal distinct?

C.3. Country ownership and engagement with stakeholders (max. 250 words)

Describe how engagement with the NDA and / or other relevant stakeholders in the target country or regions has taken place, and what further engagement will be undertaken as the concept is developed into a funding proposal. Relevant stakeholders may include, inter alia, representatives of end beneficiaries, industry associations, regulators, etc.

C.4. Indicative safeguards profile (max. 500 words)

Please summarize the potential environmental and social (E&S) risks of the proposed project/programme and identify the potential E&S risk category as per Revised Environmental and Social Policy¹³, along with a rationale.

Describe whether the proposed project/programme is potentially gender responsive and has mainstreaming impact.¹⁴ Following the GCF Sexual Exploitation, Abuse and Harassment (SEAH) Risk Assessment Guideline¹⁵, describe whether the proposed project/programme has potential SEAH risks involved. If yes, what are the potential mitigants/approach proposed?

In accordance with the scope of application in paragraphs 15-18 of the GCF Indigenous Peoples Policy¹⁶, explain whether the proposed project/programme has potential impacts, both positive and negative, on Indigenous Peoples.

C.5. Exit strategy and sustainability of impacts (max. 250 words)

¹⁰ “If [activity financed by GCF], then [positive climate impacts will occur], because [reason explaining the causal link]”.

¹¹ The theory of change provides information on how the proposed interventions will shift the development pathway toward a more low-emissions and / or climate resilient direction, in line with the Fund’s goals and objectives. For more detailed information regarding theory of change, please refer to the following link:

<https://ilearn.greenclimate.fund/thematicarea/detail?id=31>

¹² For further information, please see the [Guidance for establishing the mitigation impact potential](#).

¹³ GCF Board Decision B.BM-2021/18: “Revised Environmental and Social Policy”

<https://www.greenclimate.fund/document/revised-environmental-and-social-policy>

¹⁴ GCF Board Decision B.24/12, “Gender Policy”: <https://www.greenclimate.fund/document/gender-policy>

¹⁵ GCF SEAH Risk Assessment Guideline: <https://www.greenclimate.fund/document/sexual-exploitation-abuse-and-harassment-seah-risk-assessment-guideline>

¹⁶ GCF Board Decision B.19/11, “Indigenous Peoples Policy”: <https://www.greenclimate.fund/document/indigenous-peoples-policy>

Please explain how the project/programme will result in a sustained paradigm shift, and over what duration. Identify parties that will take ownership/stewardship of nature-based or physical assets and identify funds for the long-term management of those assets to be able to continue to provide the nature-based or physical services. Explain how sustainability will be ensured and monitored, after the project/programme is implemented with support from the GCF and other sources.

Indicative Financing Information

D.1. Total financing (max. 500 words)

Please provide a tabular presentation of the estimated sources and uses of funds in the proposal and disaggregate by source of financing (i.e., GCF financing and co-financing) and financial instrument.

Sources of Funds			Uses of Funds	
Name of Institutions	Financial Instrument	Amount (Select currency)	Use of Funds	Amount (Select currency)
		--		--
		--		--
		--		--
Total Sources:		--	Total Uses:	--

Please provide an indicative timeline of fundraising, project execution, and repayment / exit. Describe the status of co-financing arrangements (i.e., status of commitment and the certainty / timing). Consider also adding a capitalisation table, as necessary.

D.2. Indicative terms – non-grants only (max. 500 words)

For projects involving instruments other than grants, please attach a table of indicative key terms. Below is an example for illustrative purposes only (for a fund-type investment). Please adapt as needed for the financing instrument being proposed. Where available, a simplified financial model should be provided as an annex to this document.

	Summary of terms
Capitalisation	
Fund domicile	
Legal form	
Regulatory status	
Fund Type	
Fund term	
Target return	
Instruments	
...	

D.3. Financial structure (max. 500 words)

Describe the overall financial, contractual, and governance structure – highlighting any innovative features. Any significant deviations from market practice should be discussed (comparison to comparable projects / similar transactions may be helpful). Provide a brief statement of why the proposed structure is appropriate for the climate problem, for the market gap, and for GCF support.

Please provide details of why the proposed structure has been chosen and what would be the impacts in case other instruments were utilized in the project instead:

- Senior Loan (and associated impact)
- Subordinated Loan (and associated impact)
- Equity (and associated impact)

- Guarantees (and associated impact)
- Reimbursable Grant (and associated impact)
- Grant (and associated impact)
- Have other structures been considered?

For non-grant instruments, please explain how the capital invested will be repaid, and over what duration. Identify sources of repayment considering the financial viability in the long run, local or regional financial market context, and indicative exit- or repayment-related terms.

D.4. Justification of GCF funding request (max. 500 words)

Explain why the project requires GCF funding: Why is public and / or private sector finance not accessible; Are there alternative funding options for the activities being proposed? Highlight what risks GCF funding is mitigating (ex. cost of capital, liquidity, risks, tenor etc.) and demonstrating its role in enabling transformation, innovation, and scalability.

Describe how would the project outcome be different without GCF support emphasizing the opportunities for resource efficiency, co-financing leverage, and long-term sustainability beyond a one-off investment.

How does the project support the scale up of financing (both private and public) in the sector and how will it lead to a sustainable financing solution for the sector in the country?

Where relevant, include an analysis of the barriers for the potential beneficiaries to access financing. Justify the rationale for, and level of concessionality of GCF funding to the proposed activities, how this will be passed on to the end-users and beneficiaries, and why this is the minimum required to make the investment viable? Note: concessional terms should be minimised and justified in line with the guiding principles applicable to public or private sector operations as relevant.¹⁷

Accredited Entity / Executing Entity Information (max. 500 words)

Provide an overview of the Accredited Entity(ies) and Executing Entity(ies), and their suitability for implementing the proposed project. Relevant information will differ based on the types of entity. Examples below are for illustrative purposes only. More detailed information will be required at the Funding Proposal stage. Include a structure chart to illustrate contractual information and flow of funds. Highlight in brief any commitments to relevant industry sustainability standards (such as PRI, NZBA, GFANZ, etc.). Do not repeat information from Section D.3 (Structure).

- Corporates / project finance sponsors & SPVs: shareholder structure (pre- and post-transaction) and contractual arrangements; corporate structure and management; business lines and products/services strategy; markets and customers; operations; track record (historic performance of similar project); among others.
- Asset managers: Products; clients; AUM by segment; funds / mandates currently under management and deployment status¹⁸; fundraising / realization trends; historical returns (IRR/MOIC); legal organizational chart; management team; regional presence; track record (historic performance of similar project); among others. Where relevant, highlight any relevant flagship funds.
- Financial Institutions: Business model (e.g. business activities, target client base, market focus and geographic reach); market position and perceptions (e.g. reputation, track record, dominance in terms of size/market share); ownership structure; key figures (e.g. total assets, earnings, and any key performance/risk profile indicators, as appropriate); track record (historic performance of similar project); among others.

Key Risks / Mitigation measures (max. 500 words)

¹⁷ See GCF Board Decision B.05/07, "GCF/B.05/07: Business Model Framework: Terms and Criteria for Grants and Concessional Loans": <https://www.greenclimate.fund/document/gcf-b05-07>

¹⁸ Where the number of managed funds / mandates is very large, please provide summary information.

Provide a brief overview of the key external risks (risks arising from the environment where the Project/Programme is implemented) and project-related risks (risks arising from the Project/Programme own characteristics) that would hamper the Project/Programme ability to deliver the expected impact. Also identify at this stage any mitigating measures that would decrease the level of risk and provide a reasonable assurance that the Project/Programme objectives will be achieved. Indicate where GCF support is expected to mitigate risks.

<i>Risk</i>	<i>Mitigant</i>
1.	
2.	
3.	
n.	

Supporting documents to be uploaded

- ☐ G.1. Map indicating the location of the project, if available
- ☐ G.2. Pre-feasibility study, if available
- ☐ G.3. Results of environmental and social risk screening
- ☐ G.4. Theory of change diagram (public sector only)
- ☐ G.5. Simplified economic and financial model with key assumptions and potential stressed scenarios, if available (private sector only)
- ☐ G.6. Evidence of NDA support, if available

Project Preparation Facility (PPF) Application

Concept note title	
Accredited Entity	
Country(ies)	
First submission	Click to enter the date of submission following endorsement of concept note.
Current submission	Click to enter a date. Version ##



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Please submit the completed PPF application and the PPF no-objection letter to ppf@gcfund.org. Refer to the PPF Guidelines for further information on completing the PPF application.

A. Executive Summary			
A.1	Accredited Entity (AE)		
A.2	Title of concept note submitted with PPF application	Please indicate full project/programme title.	
A.3	PPF no-objection letter issued by NDA	Please indicate country(ies) and date of letter(s).	
A.4	PPF support requested	Choose an item	
A.5	Support from Readiness	Has the AE accessed Readiness support for preparing the CN or PPF application?	☐ Yes [indicate relevant modality] ☐ No
A.6	Cost of PPF activities	Amount requested from GCF	☐ Grant USD amount
		Only applicable to PPF Funding	☐ Repayable grant USD amount
			☐ Equity USD amount
			Co-financing from AE
		Co-financing from other sources	USD amount
		Total project preparation cost	USD amount
A.7	Implementation period	Expected number of months to implement the PPF activities	
A.8	Summary of PPF request		
Please provide a brief description of the project preparation activities.			

B. Justification for Project Preparation Support

Please explain the AEs' need for project preparation funding from GCF, including any cash or in kind resources from the AE and co-financing for funding proposal development.

C. Implementation Arrangement, Risks & Mitigants

Please describe implementation arrangements for project preparation activities, including a diagram and narrative description of the roles and responsibilities of the entities involved (NDA, AE, executing entities, procured parties, sub-grantees, as applicable), legal relationships between entities, flow of funds (not applicable to PPF Service), steering committees, and AE staff and consultant contribution arrangements. If seeking PPF Funding with procurement of international or local consultants by the AE, please provide the AE's procurement plan. Also identify any risks and mitigants to implementation.

[illegible]

E. Terms of Reference for Project Preparation Activities

Please provide detailed terms of reference for each project preparation activity, including expected scope of work, planned deliverables, no. of days per deliverable, technical qualifications of consultants of consultancy firms expected to undertake specific activities. A separate word file may be provided.

F. Budget Summary (applicable to PPF Funding applications only)				
Outputs or Activities level budget summary		USD from GCF	USD from AE / co-finance	Total cost, USD
Please fill out the detailed budget template and submit it along with this application. Add rows as needed.				
Activity 1				
Activity 2				
Activity 3				
Activity 4				
Activity 5				
Activity 6				
Total activity-level costs				
Additional costs and fees				
Contingency (up to 3% of total activity-level costs)				
Project Management Cost (up to 7.5% of total cost + contingency)				
Sub-total of project preparation costs				
Accredited Entity Fee (up to 8.5% of sub-total)				
Total GCF PPF funding requested (sub-total + AE fee)				

G. Budget Summary (applicable to PPF Funding applications only)		
G.1 For AEs without framework readiness and preparatory support grant agreement with GCF		
For PPF Funding requests of 12 months or less	1st tranche	90% of total grant, equating to USD amount, to be disbursed upon or after effectiveness of the Grant Agreement and fulfilment of conditions in Grant Agreement Standard Conditions.
	Final tranche	10% of total grant, equating to USD amount, will be disbursed upon submission of a completion report and final audit report.
For PPF Funding requests of 12 months or more	1st tranche	50% of total grant, equating to USD amount, will be disbursed upon or after effectiveness of the Grant Agreement and fulfilment of the conditions specified in Grant Agreement and Standard Conditions.
	2nd tranche	40% of total grant, equating to USD amount, will be disbursed (provided that at least 70% of the 1st Tranche has been committed) upon submission of an interim progress report and Certified Financial Report from CFO/Head of Finance or designated official and upon fulfilment of conditions in Grant Agreement and Standard Conditions.
	Final tranche	10% of total grant, equating to USD amount, will be disbursed upon submission of completion report and final audit report.
G.2 For AEs with framework readiness and preparatory support grant agreement with GCF		
The following paragraph to be completed by the AE: Disbursements will be made in accordance to [Clause xx] “Disbursement of Grants” and [Clause xx] “Use of Grant Proceeds by the Delivery Partner” of the Framework Readiness and Preparatory Support Grant Agreement entered into between GCF and [AE’s name] on [date].		

H. Reporting Obligations & Acknowledgements by AE		
H.1	The AE will submit a Funding Proposal to the GCF that is supported by the PPF resources within 2 years of approval of this application, as per GCF Board Decision B.37/22.	☐ Agree
H.2	All outputs as approved in the PPF application together with a draft Funding Proposal should be provided no later than 24 months from approval of this PPF application. If PPF grant duration is over 12 months, an Interim Progress Report, and for all grants, a Completion Report, and Certified Financial Reports will be submitted by the AE. Templates can be found on the GCF PPF website.	☐ Agree
H.3	If requesting project preparation support via PPF Funding , the AE will be responsible for [and accountable to the GCF under terms of the Grant Agreement to be entered into between GCF and the AE in case of direct grants, or between United Nations Office of Project Services (UNOPS) and the AE in case of grants administered by UNOPS] the overall design, development, management, implementation and supervision of activities financed through the PPF. The AE will be responsible for determining that any sub-grantee(s) have the ability to successfully perform the activities under its overall guidance, management or supervision, according to the terms and conditions of the agreement between the GCF and the AE.	☐ Agree
H.4	If requesting project preparation support via PPF Service, the AE will be responsible for managing the independent consultancy firm selected to provide PPF Services; providing instructions to the independent consultancy firm selected to provide PPF Services; and the quality control of the final products of the independent consulting firm. The AE shall provide to the GCF written confirmation that the deliverables by the PPF Services firm are satisfactory and meet the requirements of the AE within thirty [30] days from the date of completion of services by the consultancy firm. The GCF shall have no liability for the performance or quality of the services provided by the independent consultancy firm. To the maximum extent permitted by law, the AE agrees to release the GCF, and its employees, agents and representatives from any and all liability related to damage, loss, cost, expense incurred or injury suffered by the AE or any other party as a result of the project preparation services.	☐ Agree