



Government of Nepal



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United Nations Development Programme

COUNTRY: NEPAL

Project Title	Nepal Climate Change Support Programme I (Transition extension)
UNDAF Outcome	By 2022, environment management, sustainable recovery and reconstruction and resilience to climate change and natural disaster and resilience to climate change and natural disaster are strengthened at all levels (Outcome 3).
SDGs	SDG 13 Climate Action: Take urgent action to combat climate change and its impact
Expected CPP Output(s)	Understanding and knowledge on environment, climate change adaptation and disaster risk reduction enhanced at national, subnational and community level (CPD Output 3.1) Capacities of sub-national government and communities strengthened for effective environment management, CCA and DRR, particularly preparedness and response (CPD Output 3.4)
Implementing Partner	Ministry of Forests and Environment and 14 Palikas

The current phase of Nepal Climate Change Support Programme (NCCSP) initiated in 2013 came to an end in mid-July 2017. Since then, DFID as a main donor of the programme has continued its programme support under transitional arrangements in 14 districts through UNDP TA in order to better understand the changed implementation context until July 2018. In the meantime, in view of new federal set up with 3 spheres of government system in place (753 local governments, 7 provincial governments and 1 federal government) and based on the learning from NCCSP implementation during 2013-2017, DFID is currently engaged in the design of NCCSP II programme document. A significant gap in the capacity of the newly established Palikas for programme implementation and fund management has been identified. DFID and GoN have jointly agreed to continue implementation of NCCSP as a transition project using climate resilient development planning (CRDP) approaches in 14 Palikas (one in each of 14 NCCSP districts) during FY 2018/2019 directly through UNDP. The focus of transition programme under next one year will be in implementing priority climate resilient development sub-projects identified by each of 14 Palikas in their Plan, capacity development of the Palikas to embed climate resilience into their development plans for the next fiscal year as well as documenting the learnings of the project implementation. UNDP has been entrusted with responsibilities to provide TA support to the Palikas to implement climate resilient projects, capacity development of the Palikas and manage the capital funds as a grant to the Palika's priority sub-projects. DFID will provide UK£ 2.08 million to UNDP (UK£ 1.20 m for the implementation of 14 Palika level Climate Resilient Development Projects, UK£ 0.50 for capacity building and UK£ 0.38 for TA component).

Programme Period: October 2018 - Oct 2019	Budget: USD 2.67 million
Key Result Area: Climate Change Adaptation	Total Budget for Technical Assistance Component:
Atlas Award ID:	GoN (Out of DFID fund):
Start date: 01 Oct 2018	UNDP TRAC: USD -----
End Date: 31 Oct 2019	
PAC Meeting Date:	
Project Duration: One year and 1 Month	

Agreed by (Implementing Partner): **Dr. Maheshwar Dhakal, Joint Secretary, Ministry of Forests and Environment**

Agreed by UNDP: **Renaud Meyer, Country Director, UNDP**



Background:

NCCSP first phase, initiated in 2013, came to an end in mid-July 2017. Since then, DFID as the main donor of the programme has been supporting work to understand the changing implementation context and capacity needs of the newly established local governments. Under transitional arrangements no funds were available for implementing adaptation action plans. The current extension phase (Jan - July 2018) of NCCSP will end in July 2018. The focus of the programme under extension phase under transitional arrangements has been on wrapping up the earlier NCCSP activities in the districts, building rapport with the new political leaderships and informing them about NCCSP II programme shaping up and identifying capacity gaps and adaptation needs of selected 14 Palikas¹.

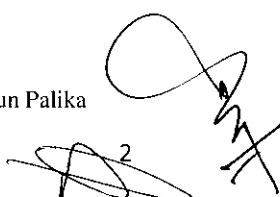
Learning from implementation of NCCSP I during 2013 to 2017 and in view of new federal context, DFID has been preparing a 5-year programme document for NCCSP II under a UK £ 22 million larger climate portfolio agreed with the GoN. As formulation of NCCSP II programme is taking longer than anticipated, MOFE/GoN and DFID have agreed to continue NCCSP I as a transitional arrangement to NCCSP II from 1st October 2018 – 31st October 2019) in fourteen Palikas directly through UNDP. The project will complete the implementation part by July 2019 and closure/handover by 31 October 2019. UNDP support will include both technical assistance to the Palikas as well as managing capital funds for implementation of priority Climate Resilient Development (CRD) projects prioritized and selected by the Palikas.

As the project is being implemented in a federal context, this will also be a pilot year for the project to draw lessons for further upscaling of the project activities under new technical assistance (TA) arrangements.

1.1 Changing Political Landscape

Nepal's new constitution (2015) envisages a federal governance system with three spheres of government, i.e. federal, state (provincial) and local, with substantial devolution of functions to provincial and local governments. This enables the local governments to formulate laws that will help them exercise their constitutional powers and engage into development planning and implementation as being accountable to the people. The Local Government Operation Act (2074) has provided immense power to the Palikas to plan and manage local-level development, including managing those related to climate change adaptation and risk reduction. Despite the constitutional and legal provisions, operational systems and mechanisms to run the local governments on a day-to-day basis are still evolving and the fund flow mechanisms for implementation of projects supported by external development partners remain unclear. In addition, many local governments currently lack the institutional capacity in terms of human resources and infrastructure to implement projects and manage funds.

¹ Palikas refer to both Nagar Palika and Gaun Palika



1.2 Role of Local Government in Climate Change

The Government of Nepal has developed a number of plans, policies, strategies, guidelines and frameworks related to climate change, including the National Adaptation Programme of Action (NAPA) and the Guidelines for Local Adaptation Plan of Actions (LAPAs). In addition, sectoral ministries have been engaged in mainstreaming climate change adaptation and risk reduction priorities into various sectoral policies and plans. On the institutional side, the government has set up a high level mechanism known as Climate Change Council chaired by the Rt. Honorable Prime Minister of Nepal to provide strategic guidance. Likewise, the National Planning Commission supports sectoral coordination and climate responsive planning at the national level and the Ministry of Forests and Environment (MOFE) acts as the focal point for UNFCCC. As per the constitutional provisions, the local governments are mandated to develop appropriate policies on climate change and take charge of planning and management of climate change adaptation within their administrative area.

1.3 Learning from the NCCSP I phase

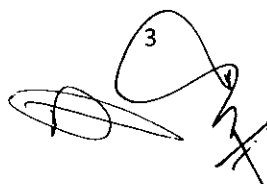
NCCSP I, managed by the then Ministry of Population and Environment (now the Ministry of Forests and Environment), was implemented in 14 districts in provinces 5, 6 and 7. In June 2016, an independent review of NCCSP Phase I was commissioned by DFID to assess its performance and suggest recommendations for designing NCCSP Phase II. The review examined aspects of effectiveness, efficiency, economy, and equity of the programme and highlighted on its success in responding to local-level climate risks in some of most remote districts in Nepal. The main lessons emerging from NCCSP I highlighted the need for continuous capacity building of the local governments, creation of maintenance funds to sustain community infrastructure in the long run, and strengthening government's capacities for managing finance and reducing fiduciary risks. The review also emphasized on the diversity of implementation contexts and the need to adapt to these contexts and the associated challenges. The review also noted that the programme had done well in several aspects, however, a clear understanding about adaptation and resilience and how these relate to development was lacking. In particular, the review noted the lack of integration of climate resilience and adaptation activities in local government planning – in part due to the identification of 'stand-alone' adaptation activities rather than working to improve the resilience of local government investment overall.

2: Strategy

Lessons from the LAPA implementation during NCCSP I (2013-2017) have been used to design a one-year long transition project that will act as a transition to the 5-year long NCCSP II programme, which is still being finalized. This transition project will be implemented during October 2018- October 2019 and recognizes the implications of the new Federal Government Structures in Nepal. It further recognizes that LAPA approaches were successful in building capacities of the communities to identify and implement priority adaptation options based on vulnerabilities. Though the LAPA actions were recognized and endorsed by the local governments, they were not integrated into local level plans and their implementation was fully dependent upon the grants received from NCCSP as stand-alone projects without much contributions from the local governments.

As the new local governments are in place, the focus of NCCSP II, as agreed by DFID and GON, will be to leverage support for climate resilient development projects prioritized by the

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local government. In many cases this will be on cost sharing basis, based on local government priorities. To do this NCCSP II will commit capital grants to improve the climate resilience of local government investments. This shift in approach to address climate risks at the Palika level, using cost-sharing in place of complete grant-funding will allow NCCSP to support larger-scale projects, which were beyond the scope of the previous LAPA-based approach. During one year as transition project from NCCSP I to NCCSP II, the project will adopt a 'climate resilient development planning'(CRDP) approach developed by the DFID transition team which requires selection of projects based on Palikas priorities and climate screening criteria to identify the interventions that can deliver the most impact. Support can then be provided through 4 types of intervention.

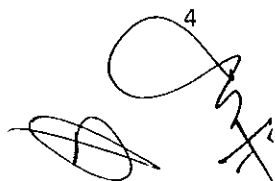
- i) **Complimentary investments** to make a larger investment more resilient to floods, drought or landslide e.g. funding of additional drainage on a road or slope protection above an irrigation scheme.
- ii) **Stand-alone projects** identified by the Palikas that are specifically designed to reduce climate risks e.g. embankment works to protect a community from flooding
- iii) **Maintenance or rehabilitation** work to improve the resilience of existing infrastructure e.g. renovation of a broken water supply including additional work to support the catchment area above the water supply intake.
- iv) **Technical assistance** to support Palika planning and budgeting to improve the climate resilience of Palika investments and build capacity of Palikas”

2.1 Design Principles

The NCCSP I transition project is guided by following principles:

- A focus on aligning with local-level planning processes and support to local governments to implement Climate Resilient Development Projects;
- Development of the capacity of local governments (palikas) to plan and manage Climate Resilient Development Projects;
- Integration of Climate Resilient Development Planning Process into local government development plans;
- Supporting the adaptation needs in line with the Climate Change Policy and Nationally Determined Contributions.
- Focus on learning from pilots to inform scale up
- Partnership with other agencies, programmes, projects for complementarity and sharing of expertise/experience

The NCCSP I transition extension will be implemented in 14 selected Palikas as agreed between DFID and MoFE in close collaboration with and under the leadership of the Palikas. The TA team will support the Palikas in screening of climate resilient development projects and facilitate for final endorsement of the projects. Selected sub-projects will be funded either as complementary investments or as stand-alone projects or as maintenance or rehabilitation work depending on the priority expressed by Palikas. Once these sub-projects are finalized and type of support clarified by the Palikas, UNDP will confirm the commitments of the Palikas

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either through an MoU or a Letter of Exchange to start implementation of the sub-projects with details on work plan, budgets, roles, responsibilities and funding commitments of the Palikas in implementation, working modality as well how NCCSP staff will support in implementation.

2.2 Linkage with UNDP Priorities

Implementation of NCCSP during 2013-2017 supported the programme priorities defined under United Nations Development Assistance Framework (UNDAF) (2013-2017) and UNDP's Country Programme Document (CPD) (2013-2017). NCCSP had largely contributed to achieve the resilience outcome of UNDAF and CPD. The UN system in Nepal has recently signed a new UNDAF (2018-2022) document with the government and coinciding to that UNDP has initiated a next five-year programme cycle as per its new CPD (2018-2022) approved by the Executive Board. In the context of new UNDAF and CPD priorities, the project will contribute to UNDAF outcome 3, "by 2022, Environment management, sustainable recovery and resilience to climate and natural disasters enhanced" through its support to achievements of CPD output 3.1, "understanding and knowledge on environment, climate change adaptation and disaster risk reduction enhanced at national, subnational and community level" and output 3.4, "capacities of sub-national government and communities strengthened for effective environment management, CCA and DRR, particularly preparedness and response".

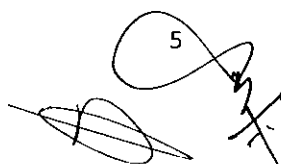
2.3 Objective and Expected Results

The overall goal of the NCCSP I transition programme is to pilot and document the approaches to climate resilient development based on the implementation experiences of a few projects and capacity development efforts in 14 Palikas. The Local Government Operation Act (2074) entrusts local governments with the authority to manage development plans and projects, environmental protection (including climate change adaptation) and disaster risk management (article 11.2). Aligning with the overall goal of the NCCSP II, the NCCSP I transition project (October 2018 to October 2019) aims to support the Palikas to implement the agreed Climate Resilient Development Projects in 14 selected Palikas and enhance the capacity of Palikas on CRD Planning process, fiduciary risk management and social accountability.

The NCCSP I transition project has set out following 3 specific objectives and 3 outputs:

Specific Objectives:

- I. To support the implementation of Climate Resilient Development Projects in 14 Palikas as identified by Palikas and improve resilience of existing infrastructure through proper provision for maintenance or rehabilitation
- II. To develop and execute a suitable approach for capacity building of the selected 14 Palikas for Climate Resilient Development planning and implementation
- III. To support MoFE in formulation of climate resilient development strategies, frameworks and/or guidelines as relevant through documentation of learning and evidences

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Outputs:

- I. Climate Resilient Development Projects identified (approx. 1-7) implemented in each of 14 Palikas and provisions for their operation and maintenance agreed by the Palikas

Indicators: (i) Number and type of Climate Resilient Development Projects implemented in a timely manner (ii) Guidelines for operation and maintenance of CRD projects in place (iii) Contribution by local government to CRDP activities as a percentage of total budget (iv) Number of direct and indirect beneficiaries (disaggregated by gender, Dalit households, women-headed households, disability)

- II. Overall capacity of the selected 14 Palikas for climate responsive planning and implementation including maintenance, financial management, quality assurance, procurement, fiduciary risk management and social accountability enhanced for implementation of climate resilient development projects;

Indicators: (i) Number of Palika' with CRD approach mainstreamed into their 2019/20 plan (ii) capacity development plan for each Palika built on existing capacity needs and clarity on "what success would look like" (iii) Number of palikas conducting social audit on investment project and (iv) Mechanism for each Palika to receive external support for CRD in place

- III. Learning and evidences documented to inform Nepal's climate adaptation framework, strategy and guidelines (as required) to support planning and implementation of climate resilient development initiatives.

Indicators: (i) Documentation of process and learning from ongoing CRD implementation in 14 Palikas, and (ii) Documentation on capacity building process and results during implementation (iii) Generate evidences with photos for policy advocacy for climate resilient development

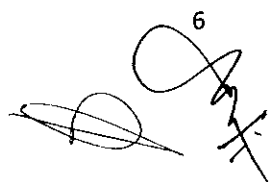
2.4 Partnership

The project will build institutional partnership with 14 Palikas to implement the programme. The NCCSP team will closely work with the elected representatives and the officials of the Palikas to support them in overall planning process to make the infrastructure investments climate resilient and identify climate resilience actions.

At national level, the project will be implemented under close guidance of MoFE of the federal government and in strong collaboration with DFID as the main donor of the programme. The project will coordinate with the Climate Smart Development Programme Partners (MEL and PIF) of DFID to support implementation and ensure complementarity to Climate Smart Programme.

Ministry of Forest and Environment:

Ministry of Forest and Environment (MoFE) will provide strategic direction to the programme and chair the Project Steering Committee and the Project Board. The MoFE is expected to guide/oversee the implementation of CRD projects, capacity development programme and

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work on climate policy including climate finance fund flows. MoFE will sign the project document on behalf of the Government of Nepal and provide space for the Project Management Unit (PMU) within Kathmandu in government premises at no cost to the project.

Palikas:

Palikas will be the main partner in implementation of the climate resilient development projects and capacity development activities. The Project will support them to build capacities for climate resilient planning through use of climate and disaster risk information, and for implementation, operation and maintenance, financial management, procurement and fiduciary risk management, and social accountability. The 14 Palikas will provide necessary support to the project field team in setting up the office closer to the Palika.

DFID:

DFID will sign a cost sharing agreement with UNDP and provide necessary funding to the project as per the commitments. As the main donor, DFID will be a member of the Steering Committee and Project Board Meeting. DFID will also provide joint monitoring support and participate in field trips and reviews of project performance with the MoFE. A regular monthly progress review meeting will be organized by DFID where the TA team, UNDP and DFID will jointly review the progress. Further, DFID will ensure support from its existing Resilience Portfolio and Monitoring, Evaluation and Learning Unit to document learning associated with programme implementation.

As agreed between UNDP, DFID and MoFE, NCCSP TA team supported by UNDP and Climate Smart Programme Partners (MEL, PIF) contracted by DFID will work in close coordination and remain in regular consultation towards achievement of the programme goals. NCCSP TA team will focus on the implementation of the climate resilient development projects identified by the Palikas and capacity development of the Palikas.

Monitoring Evaluation and Learning Team (directly contracted by DFID) will support the team in framing the achievements in DFID broader outcomes, capacity building of the Palikas, developing monitoring plan, documentation of lessons learnt during implementation; whereas Policy & Institutions Facility (PIF) team – directly contracted by DFID - will support to analyze the context, generate evidences for policy advocacy for climate resilient development and provide policy and institutional inputs to MoFE to develop climate resilient development strategies and /or guidelines. Details about the working modality, specific nature of support and complementarities among the partners will be jointly discussed and agreed later on by GoN, UNDP and DFID.”

UNDP TA team:

UNDP will assign a TA team to support implementation of the project. The TA team will work with the 14 Palika governments to implement the climate resilient development process, and support capacity development of Palikas’ officials to enhance their understanding and ability to plan including use of climate and disaster risk information. The TA team will also support the Palikas in implementation processes, provision of operation and maintenance system and improving financial management, procurement and fiduciary risk management, and social accountability.

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New TA Supplier:

As agreed by the government, DFID will introduce a new TA Supplier to UNDP and GoN who will work on NCCSP II beyond NCCSP I Transition Project after November 2019 for next 4 years. UNDP will share learning from the 14 pilots with the new TA supplier to inform scale up of NCCSP beyond the Transition Project. The new TA Supplier contracted by DFID is expected to work closely with UNDP TA team during 'closing and handover phase' (August – October 2019) of NCCSP I Transition Project managed by UNDP. Details about working modality of DFID's new TA supplier together with UNDP TA team will be jointly agreed on by GoN, UNDP and DFID during the Inception Phase for the new TA supplier.

Collaboration with RAP3

NCCSP will coordinate with DFID supported RAP3 programme to procure their engineering expertise in the design, implementation and monitoring of climate resilient infrastructure as necessary. The details will be worked out between NCCSP and RAP3 once the projects are identified.

2.5 Programme Coverage- Beneficiaries, geographical area and Palikas

2.5.1 Beneficiaries

The primary beneficiaries of the programme will be the climate-vulnerable populations in 14 palikas located in provinces 5, 6 and 7. The Palika planning process, through climate screening, will enable selection of investment projects that support poor and marginalized groups who have high vulnerability of climate change impact, low development index scores, high socioeconomic vulnerability, and weak community adaptive capacity.

Achieving effective climate change adaptation also requires institutional strengthening at federal, provincial and local government levels, based on the principle of cooperation, coordination, and coexistence that support climate-resilient development. Hence the project will also support 14 Palikas (i.e. local governments) and Ministry of Forests and Environment (MoFE) in terms of enhancing learning and strengthening institutional capacity to enable climate resilient development planning, implementation – including financial fund flow mechanisms.

2.5.2 Geographical focus

NCCSP Phase I worked in 97 VDCs and 1 municipality in 14 districts of States 5, 6 and 7. The earlier NCCSP programme VDCs including the 1 municipality are considered to have low human development index, high socioeconomic vulnerability and weak community adaptive capacity and are now merged into 52 Palikas in the new federal governance system. In fiscal year 2018/2019, the programme will work in 14 palikas (Table 1) - one in each of earlier 14 programme districts. These 14 palikas have been selected based on availability of public services, willingness to contribute to climate resilient development planning, possibility of working in large areas under defined watersheds, imminent risk from climate change hazards, and existing socioeconomic status.

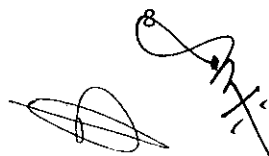
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Table 1: Selected Palikas for the project Fiscal year 2018/2019

SN	Province	District	Selected Palika
1	7	Achham	Kamalbajar Urban Municipality
2	7	Bajura	Triveni Urban Municipality
3	7	Kailali	Tikapur Urban Municipality
4	6	Humla	Simkot Rural Municipality
5	6	Mugu	Mugukarmarong Rural Municipality
6	6	Dolpa	Tripurasundari Rural Municipality
7	6	Jumla	Kanka Sundari Rural Municipality
8	6	Kalikot	Khadachakra Urban Municipality
9	6	Rukum	Banphikot Rural Municipality
10	6	Dailekh	Narayan Urban Municipality
11	6	Jajarkot	Shivalaya Rural Municipality
12	5	Rolpa	Thawang Rural Municipality
13	5	Dang	Gadhawa Rural Municipality
14	5	Bardiya	Rajapur Urban Municipality

2.5.3 Capacity Status of the Palikas and capacity development strategy

The capacity needs assessment carried out in the 14 Palikas during January - February 2018 by DFID showed that most of the Palikas did not have adequate institutional, technical, and financial management capacity to implement a programme through government systems. The Palikas are diverse in their capacities. Focusing on specific areas of capacity, the assessment noted that human and institutional capacity to adopt CRD is not adequate in many cases. Palikas do not have enough staff, the planning approach is guided by very short time horizons and driven by funds available from external agencies. The Palikas are not yet in a position to consider multi-year planning approach and/or implementing integrated programmes that can address climate change risks at local level.

The assessment further noted that in the area of governance, despite appreciable progress were made over short time since the formation of local governments after the elections, Palika executives are not adequately trained in drafting of policies and confusion exists about their

roles and responsibilities related to policy formulation. Availability of physical facilities such as road access, office space and related equipment varies widely among the Palikas. Some Palikas, especially those in the mountains of Karnali Province, are difficult to reach and are poorly equipped.

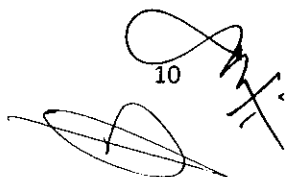
Palika's capacity is largely constrained by only a few staff available to work and even those staff have very limited skills as to planning and budgeting and managing the cash flow. In terms of their overall capacity, 5 Palikas are rated below average (Kamalbazaar Urban Municipality, Kankasundari Rural Municipality, Thabang Rural Municipality, Mugumkarmarong Rural Municipality and Triveni Urban Municipality); 6 Palikas rated as average (Banfikot Rural Municipality, Gadhwa Rural Municipality, Khadachakra Urban Municipality, Rajapur Urban Municipality; Simkot Rural Municipality and Tripurasundari Rural Municipality); 2 Palikas rated as above average (Narayan Urban Municipality and Tikapur Urban Municipality) and 1 Palika rated as Poor (Shivalaya Rural Municipality).

In all the Palikas monitoring and evaluation capacities are weak, particularly with respect to data management and analysis. A great deal of technical support will be required for effective data management and analysis, though the base capacity of the Palika is likely to improve after information officers are placed.

While capacity development is a long-term process, the NCCSP TA team will adopt following approaches to support the Palikas in improving their capacities.

- Mapping of other partners support: As several other partners and agencies are engaged in supporting the Palikas, the project will map out engagement of other partners to build synergy with on-going efforts and avoid future duplication.
- Prioritizing the most urgent capacity needs: The project will prioritize the most urgent capacity needs of the Palikas that can be implemented within one year time frame based on need assessment done earlier by DFID's Climate Smart Programme Partners.
- Capacities for climate resilient development planning: The project will initiate building capacities of the Palikas to better understand climate resilience development and the way the Palika level plans can be made climate resilient. The process of capacity building will be guided by the approaches and tools developed earlier by DFID's Climate Smart Programme Partners (MEL and PIF). Lessons from implementation of these tools during planning will be documented and used for further training.
- Capacity for finance management: The project will support the Palikas to build their capacities for management of public finance, accountability and ways to build safeguard against fiduciary risks through training of Palika officials on Management Improvement Plan developed by DFID. For training on Public Procurement, the project will coordinate with the Office of Comptroller General of Nepal.
- Capacity for data analysis: The project will support the Palikas in data collection, management, analysis and use of data for making plans at Palika level. The project will review the MIS maintained centrally at MoFE and provide training to the Palika staff as appropriate. The project will support the Palikas to prepare Climate Profiles to help understand the climate priorities and support in further mainstreaming.

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2.6 Risks

A risk analysis has been carried out for the NCCSP extended period (October 2018 to October 2019). Overall, the NCCSP for the extension period considered a medium risk project based on this analysis and the anticipated effectiveness of the proposed mitigation measures.

Description	Category (financial, political, operational, organizational, environmental, regulatory, security, strategic, other)	Likelihood of risk (scale of 1 to 5 with 5 being the most likely) A	Impact (scale of 1 to 5 with 5 being the highest impact) B	Risk factor (A x B)	Mitigation measures if risk occurs	Assumptions
Potential lack of endorsement of CRDP approach by the GON, as LAPA is already entrenched within national policy, framework, and plans	Strategic	2	5	10	Need to orient and make clear the GoN including GP/NP officials about CRDP according to the new federalism. PSC/PEB members also need to be clearly informed about CRDP	After orientation the GoN, stakeholders and G/N will understand the CRDP
Weak capacity of GP/NP including delayed deployment of staff at GP/NP that may delay making decision and CRDP implementation	Operational	4	4	16	Capacity development training/orientation to GP/NP and strong UNDP TA support in place to facilitate and implement CRDP through direct fund management by UNDP. The government has already started to expedite the staff deployment in Palikas	Capacity of GP/NP will be gradually developed staff at GP/NP will be soon fulfilled. The UNDP TA staff will be fully embedded within Palika and support/facilitate GP/NP to implement CRDPs
Resistance from the Palikas if the project support is limited to Top-up to the already prioritized and well-funded activities	Operational	4	4	16	Orientation and facilitation to G/N on why it is important to make development/adaptation activities climate resilient. The UNDP TA will provide orientation/training to the Palikas	G/N will support in Top-up modality after understanding on why it is important to make the adaptation activities climate

						resilient. Donor may provide full support to small but potential climate change related activities
Implementation of CRDP in High Himalayan palikas may be slow because of remoteness and harsh field condition	Operational	4	3	12	Implementation in remotest/ high Himalayan Palika need to start early before winter season and resume immediately after winter season	The Palikas official are fully available and support the implementation
Strikes might disrupt and delay in implementation	Operational	1	4	4	There seemed less possibility of such strikes compared to past. The evolving political scenarios/ strikes will be regularly assessed	There seem less possibility of political strikes and particularly in hilly and high Himalayan area
Delaying and misuse of fund by the service provider	Financial	1	4		Qualified UNDP TA staff will be fully involved in fund management/close monitoring/ reporting	UNDP's financial management system will be in place to ensure proper fund management which will include full involvement of finance officer, financial review, internal audit and external audit

3. Project Management:

NCCSP I transition project will be implemented under National Implementation Modality (NIM) and its operation and management will be guided by NIM Guidelines as agreed between UNDP and GoN/MoF. The overall project implementation will be led by the Ministry of Forests and Environment (MoFE) through Climate Change Management Division while implementation at Palika level will be led by the mayors/chair person of respective Palikas. The Ministry will assign a senior government official with relevant experience to work as the National Programme Director (NPD) and the Executive of the Project Board. UNDP will assign a full-time National Programme Manager for the project who will work under day-to-day supervision of the NPD and overall guidance of UNDP.

The NPD will take full responsibility of project management, implementation and quality of results, while the day-to-day management of project and operation and field activities will be implemented by UNDP TA team led by the NPM.

At the local government level, the project will be implemented under the guidance of the 14 Palikas. The project field team in each of 14 Palikas, as far as possible, will be located in the same Palika and work closely under the guidance of the Mayor/ Chair or their designated officials.

Project Steering Committee

A Project Steering Committee (PSC) will be formed under the Chair of the MoFE's Secretary to review coherence and relevance of various streams of works being implemented under NCCSP I transition phase. The PSC will provide policy guidance, inter-ministerial coordination support and strategic oversight to the entire programme. The PSC will be able to take a final decision on any operational and implementation issues in case not resolved by the PEB. The PSC will comprise of the representatives from Ministry of Agriculture, Land Management and Cooperative (MoALMC), Ministry of Finance (MoF), Ministry of Federal Affairs and General Administration (MoFAGA), local government associations and representatives from the Palikas, UNDP and DFID. The PSC will meet twice during the year.

Project Executive Board

A Project Executive Board (PEB) will be formed under the Chair of the National Programme Director nominated by MoFE. Other members of the PEB will include representatives from MoFAGA, MoF, DFID and UNDP. Representatives from 14 Palikas are also expected to participate in the PEB meetings as members. But considering the physical distance of the Palikas from KTM, their participation in each PEB meeting will not be ensured. To compensate for that the project will try its best to organize at least one PEB meetings in Surkhet. The project staff will have pre-PEB meetings with the Palikas every quarter to ensure that their feedback and inputs are discussed in the PEB meetings. The Chair of the PEB can invite other relevant institutions in the meetings as felt appropriate.

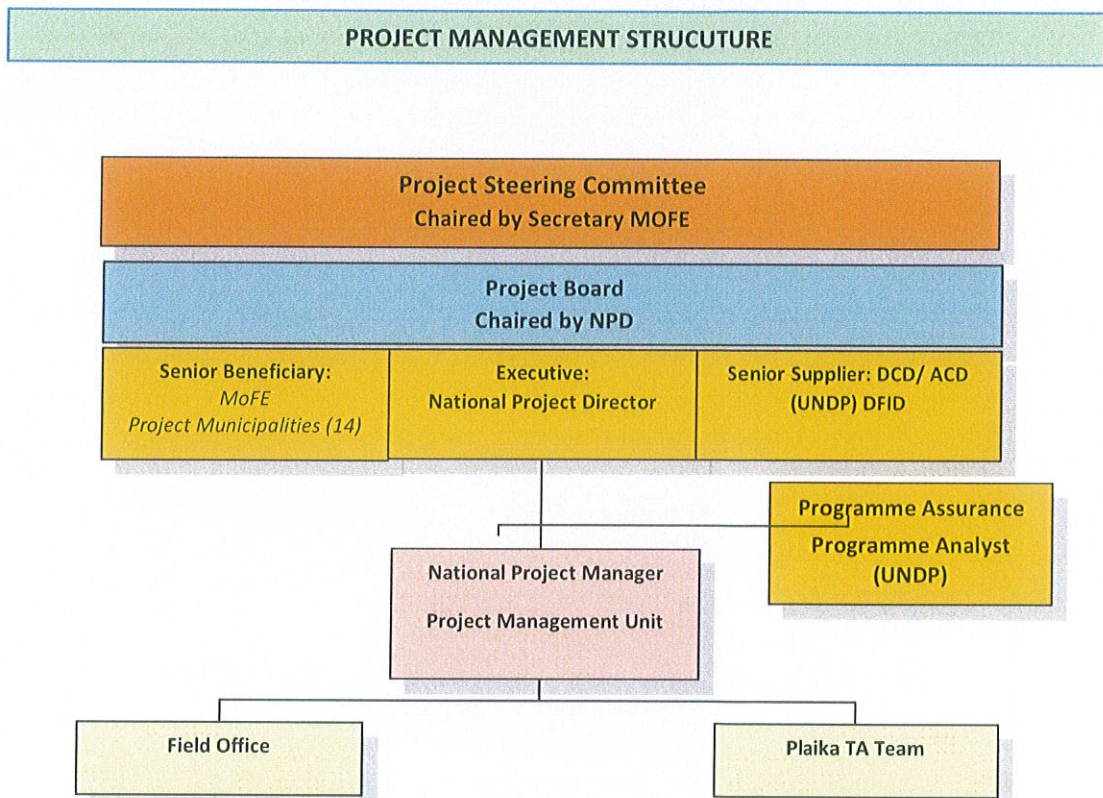
The PEB will be the main decision-making body of the project for taking all kinds of management decisions including measures to resolve operational issues, advice on managing project risks and review and approval of project work plan and budget on quarterly basis. It also provides opportunities to update the work plan and implementation strategies in the light

of the piloting experiences and evolving challenges and opportunities under federal set up. The PEB will meet each quarter and the NPM will act as the member secretary of the PEB.

Project Assurance:

The project assurance function will ensure quality of results and cost-effectiveness, timeliness and efficiency in implementation to assure the PEB that objectives and targets set out in the project document are on track and risks are under control. This will support the PEB in carrying out project oversight and monitoring functions. A designated UNDP Programme Officer will take the role of Project Assurance and be able to provide technical and financial oversight to the project management team to ensure risk mitigation in compliance with UNDP’s standard procedures and system. The Project Assurance person will work as a day-to-day contact point for the project and be responsible to coordinate with other Units of UNDP to provide timely support to the project related to audits, HR and procurement.

The overall TA programme structure will be as follows



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3.1 Fund Flow mechanism

The project funds (both TA and capital) will be managed by UNDP as per its fund management policy and NIM Guidelines. The fund receivable to UNDP for the project will be on-budget, reflected in the Government of Nepal (GoN)'s red book, but off-treasury as it will not flow through GoN financial systems. UNDP will sign a cost sharing agreement with DFID to receive funds to its account, from where UNDP will disburse the funds to the project account against the project plan and budget.

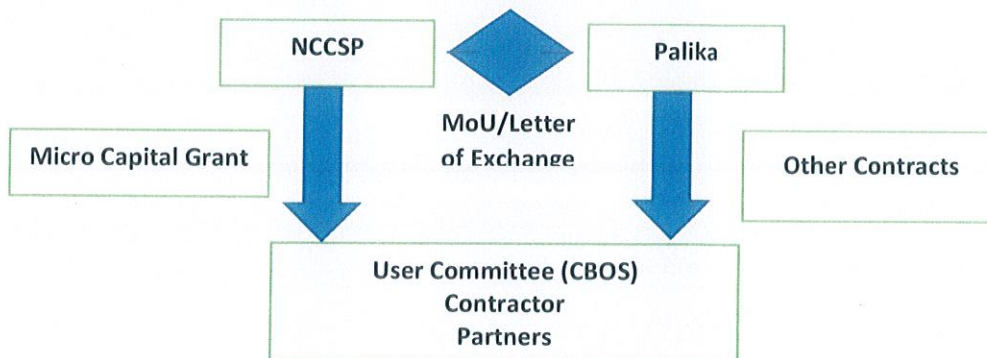
Out of the total project budget of £2.03 million, £1.2 million is allocated for implementation of climate resilient development initiatives prioritized by each of the Palikas under a budget ceiling of £85,714. For implementation of climate resilient development projects identified by each Palika, upon the agreement of the government, UNDP may directly contract the services providers or 'user groups' using UNDP's standard procedures.

3.1.1 Joint Funding arrangement with Local Government

Depending upon the nature of the project selected by each Palika funds from the project will be available either as a top-up grant in case of a joint funded project where Palikas will also financially contribute or full-funding support for stand-alone projects, where Palikas will not share the costs. UNDP/NCCSP will ensure commitments of the Palikas either through a MoU signed with them or through a Letter of Exchange defining roles and responsibilities of the Palikas and the project team in implementation including details about the projects selected for funding, funding commitments by Palikas, modality and schedule of implementation, operation and maintenance, logistics support needed from Palikas in implementation, arrangements for project monitoring, project completion and handover and quality assurance. A joint work plan and budget will be signed by the Palikas and UNDP/NCCSP.

Depending upon the nature and size of the project UNDP, in close consultation with Palikas, will adopt a compatible implementation modality to ensure timeliness, cost effectiveness and quality of work. This can include working with the registered 'user group' through 'micro-capital grant' or working with other service providers or partners using other contractual modalities, which will be explored and worked out in consultation with the Palikas. Whatever implementation modality agreed with the Palikas, Palika will be involved in selection of the partner, monitoring the progress and certifying the payments. Upon work completion, each project will be handed over to the Palikas with an appropriate operations and maintenance agreement in place.

Contracting and fund flow under Joint Funding arrangement



3.2 Monitoring and Reporting

Monitoring

The monitoring system will be aligned with local-level monitoring and evaluation process such as regular review, field inspections, and social auditing. Based on the NCCSP's result framework, Monitoring, Evaluation and Learning (MEL) team will support the project to develop baseline for the key performance indicators and a monitoring plan together with mechanisms for local-level data collection, analysis, learning and use.

In line with local government monitoring and reporting system, the project monitoring will involve the concerned 'ward office' responsible for implementation of the climate-resilient development interventions, and for reporting on progress to the Palika level. The NCCSP TA will also provide information to meet reporting requirements for DFID portfolio indicators (International Climate Fund KPIs) will work closely with DFID's MEL team to learn lessons for the next phase of NCCSP I.

The standard NIM M/E framework that has outputs, indicators, M/E event, Data Collection Method, time frame, responsibility, Means of verification, Risks/assumption will guide the overall monitoring work. This will be updated every quarter and annually. The project will prepare/finalize it in coordination with DFID's MEL team, MoFE and Palikas. UNDP will monitor project planning, budgeting, and expenditure and ensure that NCCSP funds are properly managed and accounted for.

Reporting

A reporting template will be agreed between UNDP and DFID. UNDP will report to DFID on physical and financial progress on a quarterly basis.

Reporting Schedule

Quarter (October – December 2018) Due January 2019

Quarter (January 2019 – March 2019) Due April 2019

Quarter (April 2019 – June 2019) Due July 2019

Quarter (July 2019 – October 2019) Project Completion Report – due October 2019

Financial Audit

Financial audits will be undertaken according to National Implementation Guidelines and UNDP's standard rules and procedures set by the Office of Audit and Investigation. UNDP will appoint an auditor or audit firm to conduct the audit during first quarter of every year. In addition to the regular audits, UNDP may carry out special audits and spot checks as deemed necessary for ensuring proper use of the NCCSP funds. A public audit or hearing involving the local beneficiaries will be conducted on a six-monthly basis in coordination with the Palikas. The Citizen Charters will be used to publicly share the project budget and deliverables at the Palika and ward level to ensure financial transparency and in implementation.

3.4 Learning

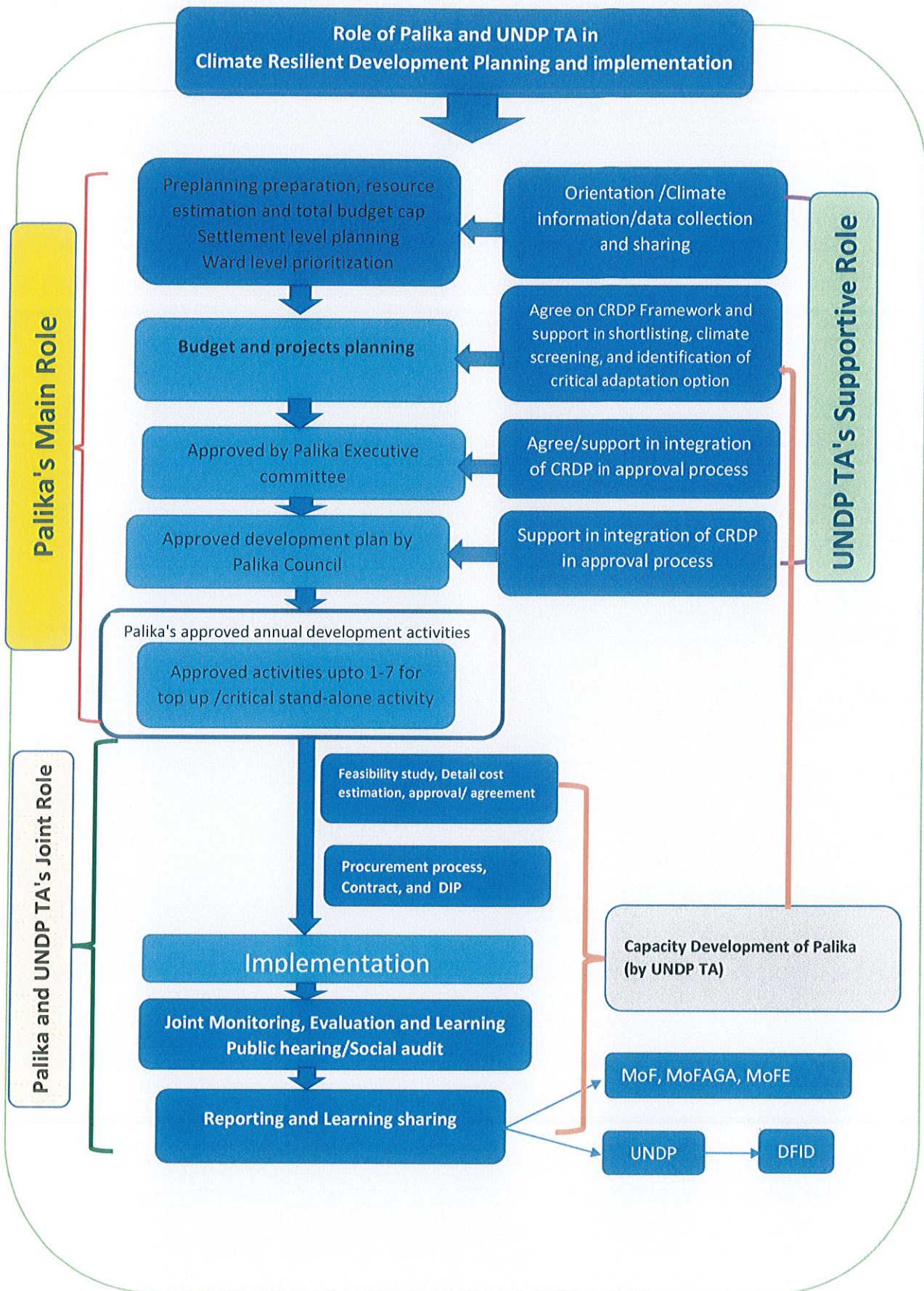
One of the main priorities of the NCCSP extended period is to generate learning to inform the full-scale implementation of the programme. The implementation of CRDP will be the first of its kind in the context of new federal system of governance in Nepal. Learning will follow step-



by-step implementation during planning and implementation which will be regularly documented. MEL will support NCCSP TA team in collecting data and developing learning documents including case studies and success stories.

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3.5 Role of Palika and UNDP TA team



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4. Human Resources and Team Structure

To support the NPD in project management and implementation in Kathmandu and in the Palikas, a team of technical and administrative staff will be hired for Programme Management Unit in Kathmandu, programme field office in Surkhet and 14 field office at Palika levels as per the NIM Guidelines, under the leadership of the NPM. Given focused scope of work to accomplish under NCCSP I extension project, a competent, efficient and streamlined staff team is envisioned to work in the project. Considering a very short period available to the project to accomplish the assigned tasks, based on past performance and assessment of future potentials, as far as possible, the existing human resources working under current UNDP TA project will be re-assigned for this phase. New recruitment will be made only for the new and vacant positions. Alignment of the TORs, re-assignment to the position and new recruitments will follow the provisions of the NIM Guidelines. At Project Management Unit (PMU) in Kathmandu, there will be 4 professional and 2 support staff. The PMU will be established in available space within government premises. A field office will be established at Surkhet to coordinate with the Palikas and guide the 14 Palika-based teams in implementation. The field office will have four technical staff and three support staff led by a Field Coordinator. At each Palika, two staff will be placed – Palika Climate Coordinator and Palika Admin/Finance Assistant. As much as possible, Palika level staff will be embedded within the Palika premises considering the space and basic facilities available. The field office will encourage each Palika to hire local climate change facilitator.

In total, there will be 41 staff as a TA team. UNDP and MoFE will continually review the staffing alignment and local context as it evolves and make necessary adjustments based on the need.

S.N.	Position Title	No	Category/Level
Project Management Unit, MOFE, Kathmandu			
1	National Programme Manager	1	SB 5 Peg II
2	Climate Resilient Officer	1	SB 4 Peg I
3	Monitoring, Communication and Reporting Officer	1	SB 4 Peg I
4	PFM/Admin and Finance Officer	1	SB 4 Peg I
5	Project Assistant	1	SB 3 Peg II
6	Driver/Messenger	1	SB 1 Peg II
Total Staff at PMU		6	
Field Office Surkhet			
1	Field Coordinator	1	SB 4 Peg I
2	Resilient Planning and Monitoring Officer	1	SB 3 Peg V
3	Civil Engineer (Infrastructure)	2	SB 3 Peg III
4	Admin and Finance Assistant	1	SB 3 Peg I
5	Driver	1	SB 1 Peg II

6	Messenger	1	SB 1 Peg I
Total Staff at Field Office, Surkhet		7	
Palika's Office			
1	Palika Climate Coordinator	14	SB 3 Peg III
2	Palika Admin and Finance Assistant	14	SB 3 Peg I
Total Staff at Palika's		28	
Total Staff in Project		41	

In addition to the above, the project will hire professional service providers or individual consultants as per the need.



Results and Resource Framework (RRF) For details, see in workplan.

Programme Impact: by 2022, Environment management, sustainable recovery and resilience to climate and natural disasters enhanced

Programme Outcome:

Capacities of sub-national government and communities strengthened for effective environment management, CCA and DRR, particularly preparedness and response.
Outputs and Indicators

Output 1: Climate Resilient Development Projects (approx. 1-7) implemented in each of 14 Palikas and provisions for their operation and maintenance agreed by the Palikas

Indicators: (i) Number and type of Climate Resilient Development Projects implemented in a timely manner (ii) Guidelines for operation and maintenance of CRD projects in place (iii) Contribution by local government to CRDP activities as a percentage of total budget (iv) Number of direct and indirect beneficiaries (disaggregated by women, Dalit households, women-headed households, disability)

Output 2: Overall capacity of the selected 14 Palikas on Climate responsive planning and implementation including maintenance, financial management, quality assurance, procurement, fiduciary risk management and social accountability enhanced for implementation of CRD projects;

Indicators: (i) Number of Palika's with CRD approach mainstreamed into their 2019/20 plan (ii) capacity development plan for each Palika built on existing capacity needs, and clarity on "what success would look like" (iii) Number of palikas conducting social audit on investment project and (iv) Mechanism for each Palika to receive external support for CRD in place

Output 3: Learning and evidence documented to inform Nepal's climate adaptation framework, strategy and guidelines (as required) to support planning and implementation of climate resilient development initiatives.


Indicators: (i) Documentation of process and learning from ongoing CRD implementation in 14 Palikas, and (ii) Documentation on capacity building process and results during implementation (iii) Generate evidence for policy advocacy for climate resilient development



Intended Outputs	Output Targets	Indicative Activities	Responsible parties	Input USD	Fund source
<p>Output 1: Climate Resilient Development Projects (approx. 1-7) implemented in each of 14 Palikas and provisions for their operation and maintenance agreed by the Palikas</p> <p>Indicator: (i) <i>Number and type of Climate Resilient Development Projects implemented in a timely manner</i> (ii) <i>Guidelines for operation and maintenance of CRD projects in place</i> (iii) <i>Contribution by local government to CRDP activities as a percentage of total budget</i> (iv) <i>Number of direct and indirect beneficiaries (disaggregated by women, Dalit households, women-headed households, disability)</i></p> <p>Baseline: TBD</p>	<p>Selection of 1-7 Climate resilient Development Projects in each Palikas</p> <p>Implementation of 1-7 Climate resilient Development Projects in each Palikas</p> <p>Maintenance / rehabilitation of existing infrastructure</p>	<ul style="list-style-type: none"> Coordination, Planning and progress review meeting at Palika and user committee (2 times in each Palika and 3 times with each user committee in including social audit) Progress review meeting at field Office Technical review, feasibility study, detail cost estimation of activities (for 1-7 CRDP in each Palika) Climate Resilient Development Project implementation in 14 Palikas (1-7 CRDP in each Palika) Maintenance / rehabilitation of existing infrastructure (based on the requirement/condition of the infrastructure) 	NCCSP TA	2,081,140.04	

Intended Outputs	Output Targets	Indicative Activities	Responsible parties	Input USD	Fund source
<p>Output 2:</p> <p>Overall capacity of the selected 14 Palikas on Climate responsive planning and implementation including maintenance, financial management, quality assurance, procurement, fiduciary risk management and social accountability enhanced for implementation of CRD projects;</p> <p>Indicator:</p> <p>(i) Number of Palika's with CRD approach mainstreamed into their 2019/20 plan (ii) capacity development plan for each Palika built on existing capacity needs, and clarity on "what success would look like" (iii) Number of palikas conducting social audit on investment project and (iv) Mechanism for each Palika to receive external support for CRD in place</p>		<p>Mapping others support, prioritising capacity needs and develop one year plan for capacity building</p> <p>Capacity building of Palikas staff on climate resilient development planning and implementation including data analysis</p> <p>Capacity building of Palikas staff on fiduciary risk management and social accountability</p>	NCCSP TA	29,140.36	DFID

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Intended Outputs	Output Targets	Indicative Activities	Responsible parties	Input USD	Fund source
<p>Baseline: TBD</p>					
<p>Output 3: Learning and evidence documented to inform Nepal's climate adaptation framework, strategy and guidelines (as required) to support planning and implementation of climate resilient development initiatives.</p> <p>Indicator: <i>(i) Documentation of process and learning from ongoing CRD implementation in 14 Patikas, and (ii) Documentation on capacity building process and results during implementation (iii) Generate evidence for policy advocacy for climate resilient development</i></p>	<p>Documentation of Learning process</p> <p>Dissemination of learnings</p>	<ul style="list-style-type: none"> • Support to Federal Government initiatives (policy/strategy review, on climate resiliency in federal context through documentation • Learning/sharing workshop (1 event) • Climate Change visibility/information dissemination 	NCCSP	59,321.45	DFID

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Intended Outputs	Output Targets	Indicative Activities	Responsible parties	Input USD	Fund source
Baseline: TBD					
Staff and Operation Cost				510,054.31	DFID
Total from DFID				2,679,656.16	

Annex:

1. Provisions of Micro Capital Grant

Micro-capital grants are part of UNDP's mechanism to support programme or project activities that can be implemented through Non-Governmental organisations (NGOs) or Community based Organizations (CBOs).

1.1. Objectives:

Micro Capital Grants should fulfil following types of objectives:

- a. Strengthening institutional capacity of local NGOs and CBOs;
- b. Supporting community-based self-help initiatives, which may include income generating activities designed to alleviate poverty;
- c. Promoting advocacy activities and networking between civil society organizations (CSOs), government and donors; and
- d. Supporting NGOs and CBOs involved with local environmental protection and poverty eradication activities.

1.2. Amount threshold:

Maximum \$150,000 per contract. Up to \$300,000 per NGO/CBO during the project period

1.3. Process of selection:

The following are the major process to award micro capital grant to NGOs/CBOs for program implementation. Reflection in approved work plan of the project – Formation of Grant Committee approved by project board – Preparation of Terms of Reference - Announcement for grant application – Capacity Assessment of applicant - Proposals evaluation by grant committee – Approval by National Project Director – Formation of Grant Agreement with details budgets and deliverables – implementation

1.4. Implementation and reporting arrangement:

Grant recipient NGO/CBO prepares detail work plan and detail budget based on agreed budget. Agreed work plan and detail budget forms the part of grant agreement and is annexed to the agreement. Payments are made in instalment with confirmation of program progress and in recommendation by the program monitoring. Activity and budget variation against the agreed agreement needs agreement from both the parties. Normally quarterly progress and financial reports are agreed.

1.5. Assurance Mechanism:

Capacity assessment of NGO/CBO is essential prior to signing grant agreement. Any capacity gap needs to be recorded and capacity needs to be built as per the assessment through training, coaching or other support. Spot checks or grant audit by the independent professional auditor can be carried out as required. Monitoring visits from the project as well as UNDP is carried out during the implementation.

2. Responsible Party Agreement:

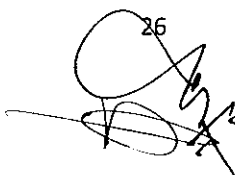
2.1. What does Responsible party mean:

Responsible party is defined as an entity that has been selected to act on behalf of the Implementing Partner on the basis of a written agreement or contract to purchase goods or provide services using the project budget. The Responsible Party may manage and use these goods and services to carry out project activities and produce outputs.

2.2. Who could be Responsible party:

The following types of organizations may act as Responsible Parties: UN agencies, Government agencies, IGOs, CSOs and private firms. Firms and CSOs (except micro-capital grant recipients) shall be selected as Responsible Parties only on the basis of a competitive procurement process undertaken by the Implementing Partner. UNDP,

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UN agencies, IGOs, Government agencies, or CSOs as micro-capital grant recipients are exempted from competitive procurement process and shall be selected under programming modalities. To the extent that Responsible Parties exempted from competitive procurement process can be identified or anticipated during project formulation, they should be listed in the annual work plan and draft terms of reference for their services attached to the project document.

2.3. Local Government as Responsible Party:

In the current federal context of Nepal, there are number of un-clarity regarding the authority at local level for signing agreement with projects and procedures to be followed by the municipalities to sign such agreement. Principally, as the program is approved by MoF as well as from Ministry of Forest and Environment, Local Government can sign agreement and/or MoU. For more clarity, issuing a standard letter to all municipalities from Ministry of Finance (if possible) with their consent would open the way forward (if MoF agrees). Alternatively, all municipalities might write letter to MoF asking for consent of Ministry of Finance prior to signing MoU or Responsible party Agreement, which is lengthy process and not very practical.

2.4. Accountability of Responsible Party:

All Responsible Parties are directly accountable to the Implementing Partner in accordance with the terms of their agreement or contract with the Implementing Partner. Implementing Partners use Responsible Parties in order to take advantage of their specialized skills, to mitigate risk and to relieve administrative burdens.

2.5. Fund transfer mechanism:

Implementing partner formalized RPA with detail budget breakdown and elaborated work plan. Based on agreed milestone. Implementing partner transfers funds to recipient organization as an advance (NEX advance). The advance is settled against approved statement of expenditure (FACE) and associated progress report. Fund is transferred directly through the bank transfer.

2.6. Assurance Mechanism:

It is mandatory that independent capacity assessment is carried out if the Implementing Partner is transferring >\$300,000.- to Responsible Party in a program cycle period from a project. Assurance plan needs to be developed and implemented incorporating program monitoring visits, spot checks and audit. If the fund transfer in from the project is <\$300,000.- implementing partner could still plan for some these assurance measures and implement as per the perceived level of risk.

3. Memorandum of Understanding:

The Memorandum of Understanding (MoU) formalizes a non-binding partnership by stipulating intent and commitment between partners. It articulates the legislative background, general principles and focus of potential cooperation in pursuit of common goals. It serves as the overall framework for all cooperation for specific objectives and results. UNDP has different templates for Governments, United Nations entities, the private sector, non-governmental and civil society organizations, academic institutions, and foundations. A MoU is not a financial instrument and therefore cannot be used to make or receive contributions from partners.

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ANNUAL WORK PLAN

Project Title: Nepal Climate Change Support Programme I Transition Extension
Award ID: 00066480

Duration of this plan (start month/year - end month/year): October 2018- October 2019

UNDAF/CPD Outcome: UNDAF Outcome 3: By 2022, environment management, sustainable recovery and reconstruction and resilience to climate change and natural disaster are strengthened at all levels
CPD Output 3.1: Understanding and knowledge on environment, climate change adaptation and disaster risk reduction enhanced at national, subnational and community levels to make development risk-informed
CPD Output 3.4: Capacities of sub-national government and communities strengthened for effective environment management, CCA and DRR, particularly preparedness and response

EXPECTED OUTPUTS (Please include baseline, associated indicators and annual targets)	2018/2019				PLANNED BUDGET							Remarks			
	PLANNED ACTIVITIES (List key activities to be undertaken during the year which will contribute to the respective outputs)	Targets for Planned Activities	Responsible Party			Funding Source (code)	Donor names and codes	Budget Codes	Budget Description	Unit Cost NRS	No. of Units		Budget in Amount NRS	Budget in USD	GBP
			Q3	Q4	Q1										
Activity Result 1: Climate Resilient Development Projects in 14 Palikas and improve the resilience of existing infrastructure through maintenance or rehabilitation	1.1. Coordination, Planning and review meeting at palika and with User Committee	Palika-2,14, User committee-6*3*14*	x	x	x	30000	DFID	75700	Meeting/Workshop	10,000.00	28	280,000.00	2,545.45	1,945.80	
	1.2. Progress review meeting at field Office	7		x		30000	DFID	75700	Meeting/Workshop	6,000.00	252	1,512,000.00	13,745.45	10,507.30	
	1.3. Technical review, feasibility study, detail cost estimation and supervision	2 Engineers, 49 days		x	x	30000	DFID	75700	Meeting/workshop	25,000.00	14	350,000.00	3,181.82	2,432.24	
	1.4. Implement CRDP and improve resiliency of existing infrastructure	14 Gaupalika/Na gapalika				30000	DFID	71600	Vehicle Rentals	5,000.00	14	70,000.00	636.36	486.45	
	1.5. Financial and Programme monitoring CoN staff and TA staff	Regular (NCCS/technical gov. Staff)		x	x	30000	DFID	71400	TA Staff (PC) at Palika (14)	1,500,290.77	13	1950,000.00	17,727.27	13,551.08	
						30000	DFID	71600	Travel	150,000.00	13	1,950,000.00	17,727.27	13,551.08	
	Sub-total Output 1												1,817,907.09	1,422,166.64	
	GMS 8%												15,997,582.40	145,432.57	
	Total												215,967,362.40	1,963,339.66	
	DPC 6%												12,958,041.74	117,800.38	
	Total Output 1												228,925,404.14	1,628,096.37	
	Activity Result 2: Enhanced capacitate Palikas on Climate Resilient Development Planning, implementation process, fiduciary risk management and social accountability	2.1 Mapping other support, prioritizing capacity needs and develop one year plan for capacity building	14 Gaupalika/Na PMU			30000	DFID	75700	Workshop	600,000	1	600,000.00	5,454.55	4,169.56	
	2.2 Capacity building of Palikas staff	14				30000	DFID	75700	Workshop	100,000	1	100,000.00	909.09	694.93	
	Sub-total Output 2												700,000.00	5,454.55	

EXPECTED OUTPUTS (Please include baseline, associated indicators and annual targets)	PLANNED ACTIVITIES (List key activities to be undertaken during the year which will contribute to the respective outputs)	2018/2019				PLANNED BUDGET							Remarks		
		Responsible Party				Funding Source (code)	Donor names and codes	Budget Codes	Budget Description	Unit Cost NRS	No. of Units	Budget in Amount NRS		Budget in USD	GBP
		Q3	Q4	Q1	Q2										
Implement on climate resilient development planning and implementation fiduciary risk management and social accountability	Gaunpalika/N agarpalika	x	x	x	x	30000	DFID	71600	Travel	100,000.00	1	100,000.00	909.09	694.93	
	14 Gaunpalika/N agarpalika	x	x	x	x	30000	DFID	75700	Workshop	600,000.00	2	1,200,000.00	10,909.09	8,339.12	
						30000	DFID	71600	Travel	100,000.00	2	200,000.00	1,818.18	1,389.85	
										Sub-total Output 2			25,454.55	19,457.96	
										GMS 8%			2,036.36	1,556.64	
									Total			3,024,000.00	21,014.59		
									DPC 6%			181,440.00	1,649.45	1,260.88	
									Total Output 2			3,205,440.00	29,140.36	22,275.47	
Activity Result 3:	Output 3: Support to Federal level initiatives (MoFE)														
Support to central level initiative on Climate Change resiliency in federal context	3.1 Support to Federal Government initiatives (policy/strategy review), on climate resiliency on federal context, reviews/workshops, PSC, PER etc)					30000	DFID	75700	Workshop/Sub contract	500,000.00	1	500,000.00	4,545.45	3,474.64	
						30000	DFID	71600	Travel	50,000.00	1	50,000.00	454.55	347.46	
	3.2 Learning/sharing workshop/Documentation (NCCSP and Transitional Phase)	1 Workshop	x			30000	DFID	75700	Workshop	2,000,000.00	1	2,000,000.00	18,181.82	13,898.54	
	3.3 Sharing learnings in National/international forum	Travel				30000	DFID	71600	Travel	150,000.00		1,650,000.00	15,000.00	11,466.30	
	3.4 Climate Change resiliency/information dissemination through various media (website, radio/television, social media, printing,etc)	reconstruct website/Printing brochure/Dia try/Visibility	x	x	x	30000	DFID	74210	Contract/print	1,500,000.00	1	1,500,000.00	13,636.36	10,423.91	
										Sub-total Output 3			5,700,000.00	51,818.18	39,610.84
										GMS 8%			456,000.00	4,145.45	3,168.87
										Total			6,156,000.00	55,963.64	42,779.71
										DPC 6%			369,360.00	3,357.82	2,566.78
										Total Output 3			6,525,360.00	59,321.45	45,346.49
Activity Result 4: Programme Support Cost	Staffing and Operation Cost														
	Staff cost including all entitlements (8) and Filed Office	x	x	x	x	30000	DFID	71400	Contractual Service (Staff)	2,824,360.00	13	36,716,680.00	333,788.00	255,154.13	
	Insurance cost	x	x	x	x	30000	DFID	74500	Insurance	1,200,000.00	1	1,200,000.00	10,909.09	8,339.12	
	Stationery and other Supplies	x	x	x	x	30000	DFID	72500	Stationeries/Supplies	150,000.00	13	1,950,000.00	17,727.27	13,551.08	
	Maintenance of other office equipment	x	x	x	x	30000	DFID	73400	IT Equipment /other Accessories	25,000.00	13	325,000.00	2,954.55	2,258.51	
	Communications, Internet	x	x	x	x	30000	DFID	72400	Communications	181,571.00	13	2,360,423.00	21,458.39	16,403.22	

EXPECTED OUTPUTS (Please include baseline, associated indicators and annual targets)	PLANNED ACTIVITIES (Last key activities to be undertaken during the year which will contribute to the respective outputs)	2018/2019			Responsible Party	Funding Source (code)	Donor names and codes	Budget Codes	Budget Description	Unit Cost NRS	No. of Units	Budget in Amount NRS	Budget in USD	GBP	Remarks
		Q3	Q4	Q1/2											
	Vehicle (fuel, repair, maintenance etc)	x	x	x	MoFE	30000	DFID	73400	vehicle maintenance	50,000.00	13	650,000.00	5,909.09	4,517.03	
	14 Gaunpalika/N agarpalika/ PMU														
	Utilities (Water, Electricity Charges including Misc expenses)	x	x	x	MoFE	30000	DFID	73100	Misc (district)	100,000.00	13	1,300,000.00	11,818.18	9,034.05	
	14 Gaunpalika/N agarpalika/ PMU														
	Field Office Rental	x	x	x	MoFE	30000	DFID	73100	Office Rental	50,000.00	13	650,000.00	5,909.09	4,517.03	
	14 Field Office at Surkhet														
	Custodial and Cleaning Services (15 messengers)	x	x	x	MoFE	30000	DFID	73100	Cleaning and Custodial	296,716.00	13	3,857,308.00	35,066.44	26,805.48	
	14 Gaunpalika/N agarpalika/ 1 PMU														
											Sub Total	49,009,411.00	445,540.10	340,579.65	
											GMS 8%	3,920,752.88	35,643.21	27,246.37	
											Total	52,930,163.88	481,183.31	367,826.02	
											DPC 6%	3,175,809.83	28,871.00	22,069.56	
											Total of Activity 4	56,105,973.71	510,054.31	389,895.58	
											Grand Total	294,762,177.86	2,679,656.16	2,085,613.91	