

**United Nations Development Programme – INDIA**  
**CPAP 2013-17**  
**Annual Work Plan 2017**

<b>Project Title:</b>	Market Transformation and Removal of Barriers for Effective Implementation of the State-Level Climate Change Action Plans ( <b>Jharkhand</b> )
<b>Implementing Partner:</b>	Ministry of Environment, Forest and Climate Change, Government of India (MOEFCC), Jharkhand Forest, Environment and Climate Change Department, Jharkhand Renewable Energy Development Agency, Department of Energy Government of Jharkhand.
<b>UNDPSP Outcome(s)</b>	Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded and development are inclusive and sustainable, incorporating productive capacities
<b>UNDP SP Output (s):</b>	Inclusive and sustainable solutions adopted to achieve increased energy efficiency and universal modern energy access (especially off-grid sources of renewable energy)
<b>UNDP SP Indicators:</b>	Extent of change in: a) energy efficiency, and/or b) modern energy coverage by users and specific sectors
<b>UNDAF Outcome(s):</b>	Government, industry and other relevant stakeholders actively promote environmental sustainability and enhanced resilience of communities in the face of challenges of climate change, disaster risk and natural resource depletion

**Brief Description**

The project aims to transform the market and remove barriers for effective implementation of the State-Level Climate Change Action Plans with an overall goal to reduce GHG emissions achieved through implementation of Renewable Energy and Energy Efficiency solutions as identified in the Jharkhand State Action Plan on Climate Change (SAPCC).

There are three components of the Project

**Component 1** deals with the development of framework for effective implementation of climate change mitigation actions in Jharkhand. The project aims at developing and implementing a Monitoring Reporting and Verification (MRV) framework.

**Component 2** focuses on catalysing investments for the application of feasible Climate change mitigation measures. Under this component, the project aims at building capacity to catalyse investments from both public and private sector stakeholders.

**Component 3** deals with the capacity development of state officials responsible for mitigation actions helping them to integrate climate change concerns within sectoral development plans and budgets and undertaking MRVs efficiently for SAPCC actions and promoting inter-state learning and coordination for SAPCCs.

**This year the project aims to**

- a) Identify priority strategies specifically relating to the energy sector with a focus on solar PV (RE); and energy efficiency in municipalities (EE)
- b) Design and implement common monitoring, reporting and verification (MRV) system for selected climate change mitigation actions of SAPCCs.
- c) Demonstrate specific climate change mitigation actions.
- d) Establish public-private partnerships and mobilization of public and private sector investments.

Programme Period:	2015-2019
Key Result Area (Strategic Plan):	Climate Change
Award ID:	00085842
Project ID	00093346
Project Start date:	September, 2015
Project End Date	August, 2019
PAC Meeting Date	November, 2017
Management Arrangements	NIM

2017 AWP budget:	US\$ 803,500
- Core : \$	
- **Non-core: \$	803,500
<b>**Please specify donors and contribution.</b>	

**Project Expenditure**

Total Project Budget	Exp 2016	Exp 2017
Regular	524,146	
Others		

Agreed by (Implementing Partner): \_\_\_\_\_

Agreed by UNDP \_\_\_\_\_

## I. ANNUAL WORK PLAN

Year: 2017

EXPECTED OUTPUTS And baseline, associated indicators and annual targets	PLANNED ACTIVITIES List activity results and associated actions	TIMEFRAME				PLANNED BUDGET			RESPONSIBLE PARTY
		Q-1	Q-2	Q-3	Q-4	Funding Source	Budget Description	Amount USD	
<b>Component 1: Framework for the implementation of climate change mitigation options in Jharkhand State Action Plan on Climate Change SAPCCs</b>									
<b>Output 1.1:</b> <i>Regularly updated GHG abatement cost curves at state level</i> <i>Project Baseline: 0</i> <i>Indicators: Number of abatement cost curves</i> <i>Target- 2</i>	Capacity developed to use the Marginal Abatement Cost Curve (MACC) to priorities renewable energy (RE) and Energy Efficiency (EE) activities. MACC tool to be made available in a ready to use excel based framework.						<b>72100</b>	5,000	MoEFCC, State Nodal Agency & UNDP

<p><b>Output 1.2:</b> <i>Prioritize RE and EE actions from SAPCC for implementation</i></p> <p><i>Project Baseline: 0</i></p> <p><i>Indicators: Number of prioritized RE and EE mitigation actions selected for implementation in the states by end of year 1</i></p> <p><i>Target: 4</i></p>	<p>Based on the MACC tool, prioritise Renewable Energy (solar, biomass, small hydro) and Energy Efficiency (Micro, Small and Medium Enterprises (MSME), Municipalities, commercial buildings) activities in consultation with state nodal agency/ departments/ institutions and industry cluster.</p> <p>Undertake consultations with relevant stakeholders including private players, obligated entities, distribution companies etc.</p> <p>Create a roadmap, engagement strategy, map funding opportunities for implementation of the prioritized actions. Identify roles and responsibilities of each stakeholder who are important for implementation.</p> <p>Develop financing mechanism for implementation of the prioritised Renewable Energy and Energy Efficiency activities.</p>					<p>GEF</p> <p><b>72100</b></p>	<p>40,000</p>	<p>MoEFCC, State Nodal Agency &amp; UNDP</p>
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<p><b>Output 1.3:</b> <i>Design and implement common monitoring, reporting, and verification (MRV) Project Baseline: 0 Indicators: No. of monitoring, reporting, and verification (MRV) systems designed and implemented in the state Targets: 1</i></p>	<p>Develop monitoring, reporting and verification (MRV) framework and organise combined trainings for MACC and MRV. Set-up and test, a data collection and data reporting system for renewable energy which can help monitoring of renewable energy generated, GHG emission reduction achieved. Support technical cell for implementation of activities in Jharkhand</p>				<p>GEF</p>	<p><b>72100, 71400</b></p>	<p>30,000 2,00,000</p>	<p>MoEFCC, State Nodal Agency &amp; UNDP</p>
<p><b>Component 2: Catalyzing investments for implementation of selected RE and EE mitigation action</b></p>								
<p><b>Output 2.2:</b> <i>Implement non-grant financing instruments like flexible debt finance Project Baseline: 0 Indicators: Number of non-grant based financial instruments developed Targets: 2</i></p>	<p>Undertake capacity building of Government partners for implementation of the designed financing mechanisms developed for Renewable Energy and Energy Efficiency projects (both loan mechanisms and other non-grant instruments) Finalize and implement financing mechanism for implementation of the detail project reports (DPRs) developed for prioritised RE and EE activities.</p>				<p>GEF</p>	<p><b>72100</b></p>	<p>2,00,000</p>	<p>MoEFCC, State Nodal Agency &amp; UNDP</p>

<p><b>Output 2.3:</b> <i>Mobilize public and private sector funding</i>  <i>Project Baseline: 0</i>  <i>Indicators: Amount of total funding mobilized for implementation</i>  <i>Targets: to be achieved in 2018</i></p>	<p>Engage Financial Institutions/State Governments/Energy Efficiency Services Limited (EESL)/ Energy Service Companies (ESCOs)/Renewable Energy Service Companies (RESCOs) etc. and agree financing mechanisms for implementation of the DPRs.</p> <p>Build capacity of the financial institutions on using the financing mechanism developed under the project.</p> <p>Prepare scale up plans for state level implementation and undertake activities with Viability Gap Funding (VGF) for high replication potential through private sector investment.</p> <p>Engage private sector for mobilising investment for financing part or full DPRs developed under the project.</p>					GEF	72100	1,10,000	MoEFCC, State Nodal Agency & UNDP
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<p>Output 2.4: Established PPP and scaling up of RE and EE actions Project Baseline: 0 Indicators: i. No. of PPP business models developed Targets: to be achieved in 2018</p>	<p>Review the existing procedures for procurement, tendering and implementation and seek feedback from participating stakeholders. Draft the standard processes and conduct consultations to receive feedback on the draft standard process.</p> <p>Study existing policy and regulatory ecosystem and suggest entry points for large scale RE and EE deployment.</p> <p>Develop Public Private Partnership (PPP) models organize investors meet focusing mainly on local investors who can take up Renewable Energy and Energy Efficiency in Operational Expenditure (OPEX) model.</p>					72100	30,000	
<p><b>Output 2.5:</b> <i>Implementation of 9 (nine) pilot RE and EE investment projects</i> Project Baseline: 0 Indicators: No. of demonstration investment projects based on innovative financial models developed Targets: 3</p>	<p>Develop implement modality for DPRs developed on Renewable Energy and Energy Efficiency activities Implement of three (3) investment projects selected from the DPRs developed through part or full public/private sector investment</p>				GEF	72100	55,000	MoEFCC, State Nodal Agency & UNDP

<p><b>Output 2.6:</b> Preparation of Implementation manual &amp; workshops for supporting the implementation of selected PPP models for RE and EE actions Project Baseline: 0 Indicators: No. of implementation manuals developed and conducted workshops in each state Targets: 1 Manual and 1 Workshops</p>	<p>Build capacity of State Nodal Agencies (SNA)/energy department for implementation and monitoring.  Document learnings on project preparation and financing for dissemination.</p>					GEF	72100	10,000	MoEFCC, State Nodal Agency & UNDP
<p><b>Component 3: Capacity development of concerned state level officials for implementation of respective SAPCCs</b></p>									
<p><b>Output 3.1:</b> <i>Align state sectoral budgets for climate change actions</i> Project Baseline: 0 Indicators: Allotment of budget for climate change actions in departmental budgets Targets: 1</p>	<p>Review the current state budget for integrating climate change actions. Identify opportunities for state government to allocate and provide guidance to state departments for implementation of climate change action plan.</p>					GEF	72100	12,000	MoEFCC, State Nodal Agency & UNDP
<p><b>Output 3.2:</b> <i>Training and capacity building for the State officials</i> Baseline: 0 Indicators: No. of handbook and guideline prepared and training conducted Targets: 2</p>	<p>Develop SAPCC handbook and guidelines for implementation.  Build capacity of private sector to invest in technologies identified in the project.</p>						72100	20,576	MoEFCC, State Nodal Agency & UNDP



<p><b>Output 3.3:</b> Institutional mechanism for inter-state exchange of IT dissemination  <i>Baseline: 0</i>  <i>Indicators: No. of joint CCM actions discussed and planned for implementation in other states</i>  <i>Targets: to be achieved in 2018</i></p>	<p>Review existing institutional mechanisms for exchange of information and document</p>					<p><b>72100</b></p>	<p>10,000</p>	<p>MoEFCC, State Nodal Agency &amp; UNDP</p>
<p><b>Output 3.4:</b> Conduct inter-state study trips and stakeholder interaction workshops  <i>Project Baseline: 0</i>  <i>Targets: 1</i></p>	<p>Design and undertake at least two study trips and at least two stakeholder interaction workshops on RE and EE mitigation actions in the state</p>					<p><b>72100</b></p>	<p>10,000</p>	<p>MoEFCC, State Nodal Agency &amp; UNDP</p>

<p><b>Output 3.5:</b> <i>Established and operational information dissemination system on lessons learnt from investment projects</i>  <i>Project Baseline: 0</i>  <i>Indicators: No. of brochures/ reports &amp; No of users of the system</i>  <i>Targets: No. of brochures/ reports- 5</i>  <i>Users-500</i></p>	<p>Develop system of information dissemination through web portal on Renewable Energy and Energy Efficiency mitigation investment projects in the state. Develop information dissemination strategy through print &amp; electronics media for enhancing uptake of RE and EE through private sector investment.</p>				<b>72100</b>	36,000	MoEFCC, State Nodal Agency & UNDP
<b>Sub Total (USD)</b>						<b>7,68,576</b>	
<b>Total DPC, Audit, Communication</b>						<b>34,924</b>	
<b>Grand Total</b>						<b>8,03,500</b>	

## II. Monitoring and Evaluation

### A. Framework

(Include all monitoring and evaluation activities/events)

**Project ID:00093346 Project Title:** Market Transformation and Removal of Barriers for Effective Implementation of the State-Level Climate Change Action Plans (Jharkhand)

Expected Results (Outcomes & Outputs)	Indicators	Baseline	Targets	Data Collection Plan				
				Source/Method of Collection	Schedule/Frequency	Responsible Staff	Resources (\$)	Risks and Assumptions
Obtained from the CPAP and project Results Frameworks)	Obtained from the CPAP and project Results Frameworks)	At the project start date	At the project end date	Specific publication, evaluation, survey, field observation, interviews, etc	Monthly, quarterly, annually, etc	Staff member responsible for collecting and reporting data	Estimated cost of collecting and reporting data	Any risks or assumptions concerning data collection / Means of Verification
CPAP Outcome: <b>Implementation of SAPCC</b>								
CPAP Output: <b>Support for actions that assist in effective implementation of SAPCCs</b>	Number of Climate Change Mitigation (CCM) investment projects implemented and plan prepared for scale up							
<b>Component 1: Framework for the implementation of climate change mitigation options in the selected states SAPCCs</b>								
<b>Outcome 1:</b> Successful and sustainable implementation of priority CCM actions on energy generation and application of EE & RE technologies in the major energy end-use sectors in selected states	Number of CCM actions implemented by the project in the states by End of Project (EOP).	0	3	Mitigation actions finalized and feasibility report prepared	EOP	National Project Manager (NPM), State Project Manager (SPM),		Continued interest of stakeholders
<b>Output 1.1:</b> Regularly updated GHG abatement cost curves at state level	Number of abatement cost curves prepared by Year 1	0	2	Updated abatement cost curves prepared	Annually	NPM, SPM		State nodal agencies adopts the developed diligent data collection and MRV systems
<b>Output 1.2:</b> Selected prioritized RE and EE	Number of prioritized RE and EE mitigation actions	0	3	Minutes of the meeting held	Annually	NPM, SPM		Continued support from MoEFCC, MNRE, State

actions listed in Manipur and Jharkhand Action Plans on Climate Change for implementation	selected for implementation in the states by end of year 1			with stakeholders for ensuring buy in on the prioritized actions				agencies for implementing RE and EE actions
<b>Output 1.3:</b> Designed and implemented common monitoring, reporting, and verification (MRV) system for the selected RE and EE actions of the Manipur and Jharkhand APCC, in a way to feedback into the SAPCC process	No. of monitoring, reporting, and verification (MRV) systems designed and implemented in the states by Year 3	0	1	Report on designed monitoring, reporting, and verification (MRV) systems	EOP	NPM, SPM		Dedicated support from state agencies for design and implementation of MRV Systems
<b>Component 2: Catalyzing investments for implementation of selected RE and EE mitigation action</b>								
<b>Outcome 2:</b> Enhanced states capability and capacity for identifying, designing, planning, financing and implementing selected RE and EE actions from their SAPCC	Number of locally designed, planned and financed RE and EE projects implemented in the states by EOP	0	3	Inception reports/assessment reports of RE and EE mitigation projects operating in the states	EOP	NPM, SPM		There is continued support and participation from state agencies and ministries at national level. Enough technical and financial capacity is available in the state for implementation of projects
<b>Output 2.1:</b> Completed evaluation of existing available loan mechanisms for projects developed as part of SAPCC targets	Number of loan mechanisms evaluated by Year 2	0	3	Evaluation reports for loan mechanisms	Annually	NPM, SPM		All state agencies are supportive of implementing the selected RE and EE actions
<b>Output 2.2:</b> Implemented non-grant financing instruments such as flexible debt finance (including long tenure low-interest loans)	Number of non-grant based financial instruments developed by Year 3	0	1	Evaluation reports for non-grant instruments developed	EOP	NPM, SPM		All state agencies are supportive of implementing the selected RE and EE actions
<b>Output 2.3:</b> Mobilized public and private sector funding	Amount of total funding mobilized for implementation (US\$) by Year 4	0	7,000,000	Letters of endorsement from funding sources	EOP	NPM, SPM		Continued interest in the selected RE and EE mitigation actions by co-financing institutions and public and private sector

<b>Output 2.4:</b> Established public private partnerships (PPP) for implementation and scaling up of selected RE and EE actions in Jharkhand	Number of replication projects on the selected RE and EE mitigation actions implemented by EOP	0	19	Project assessment reports	EOP	NPM, SPM		Continued interest in the selected RE and EE mitigation actions by co-financing institutions and public and private sector
	No. of PPP business models developed by Year 3	0	2	Comparative assessment report of PPP business models for RE and EE implementation	EOP	NPM, SPM		
<b>Output 2.5:</b> Implemented five RE and EE investment projects in Jharkhand	No. of demonstration investment projects based on innovative financial models developed by end of year 1	0	5	Performance assessment reports of the investment projects		NPM, SPM		All state agencies are supportive of implementing the investment projects
	No. of demo investment projects implemented by EOP	0	5	M&E reports of the demonstration	EOP	NPM, SPM		
<b>Output 2.6:</b> Completed implementation manual and workshops for supporting the implementation of selected public private partnership models for RE and EE actions	No. of implementation manuals developed by Year 3 (one manual for each state)	0	1	Implementation manuals	EOP	NPM, SPM		Continued support and participation of the state governments and workshop proceedings are approved by state nodal agencies
	No. of workshops conducted on sensitizing the state agencies on proposed models by Year 4	0	2	Workshop proceedings	EOP	NPM, SPM		
<b>Component 3: Capacity development of concerned state level officials for implementation of respective SAPCC</b>								
<b>Outcome 3:</b> Enhanced technical capability of state government in integrating climate change concerns within state sectoral development plans and budgets and undertaking MRVs efficiently for SAPCC actions, facilitated inter-state learning and coordination for SAPCCs	No. of sectoral state budgets for RE and EE activities that are aligned with the budgets proposed under SAPCCs by Year 2	0	1	Annual budgets for RE and EE activities in Jharkhand and Manipur	Annually	NPM, SPM		Increased interest of state level bodies in implementation of RE and EE mitigation actions
<b>Output 3.1:</b> Aligned state sectoral budgets for	Allotment of budget for climate change actions in	0	1	Review report	Annually	NPM, SPM		Continued support and participation from State

development plans to include climate change mitigation actions related expenses	departmental budgets by year 2							agencies and sharing of state documents
<b>Output 3.2:</b> Completed training and capacity building programs on the developed MRV systems for the State officials	No. of handbooks and guidelines prepared for MRV system by year 3	0	1	Handbook and guidelines	Annually	NPM, SPM		Continued support and participation from the state agencies
	No. of training undertaken on the new MRV system by EOP	0	2	Training curricula and session reports	Annually	NPM, SPM		Continued support and participation of the state agencies
<b>Output 3.3:</b> Established institutional mechanism for inter-state exchange of information and technology dissemination for Manipur and Jharkhand for implementation of SAPCC mitigation actions	No. of joint CCM actions discussed and planned for implementation between states by EOP	0	4	Meetings report	Annually	NPM, SPM		Interested state agencies in both states for inter-state exchange of information and technology
<b>Output 3.4:</b> Conducted inter-state study trips and stakeholder interaction workshops	No. of study trips undertaken by EOP	0	2	Study trip reports				Continued support and participation from state nodal agencies
	No. of workshops undertaken by EOP	0	4	Proceedings of the workshop				Interested state agencies in both states for attending the workshops on RE and EE mitigation actions and market transformation strategies
<b>Output 3.5:</b> Established and operational information dissemination system on lessons learnt from investment projects undertaken on priority RE and EE actions.	No. of brochures, case study reports and other printed material published and disseminated by year 4	0	10	Printed brochures, case study reports and other printed material				Public and Private sector agencies take higher amount of interest in disseminating the learnings
	No. of users of the system/year starting Year 4	0	1200	Web portal Number of hits on the web site				Wide use of internet by various state level stakeholders Interested public, private, research, education and voluntary agencies in both states and at national and international level visit the web portal of the project



## Evaluation Plan

Evaluations/Assessments/ Reviews Planned for this year	Time Frame				By whom (External or Internal)	Purpose and how the evaluation/assessment/reviews results & Recommendation will be utilized	Resources
	Q1	Q2	Q3	Q4			
Inception Workshop and Report					<ul style="list-style-type: none"> <li>Project Manager UNDP</li> </ul>	To capture and implement the suggestions of steering committee chair, partner agencies and other stake holders.	Budgeted in activity
Measurement of Means of Verification of project results.					<ul style="list-style-type: none"> <li>UNDP Project Manager will oversee the hiring of specific studies and institutions, and delegate responsibilities to relevant team members.</li> </ul>	National PMU will determine that the project result is in line with the project requirement. In case of any deviation corrective measure will be initiated.	Budgeted in activity
Measurement of Means of Verification for Project Progress on <i>output and implementation</i>					<ul style="list-style-type: none"> <li>Oversight by Project Manager</li> <li>Project team</li> </ul>	Members of the national and the state team will be responsible for activities assigned to them and will ascertain that the outcome of each activity is in line with the project requirement. In case of any deviation they will take corrective measures.	
ARR/PIR					<ul style="list-style-type: none"> <li>Project manager and team</li> <li>UNDP</li> </ul>	NPMU to ensure compliance with project mandate.	
Periodic status/ progress reports					<ul style="list-style-type: none"> <li>Project manager and team</li> </ul>	Through periodic status/ progress reports adherence will be ensured and progress will be reported.	
Mid-term Evaluation					<ul style="list-style-type: none"> <li>UNDP</li> <li>Project manager and team</li> <li>Independent External Consultants</li> </ul>		



					(i.e. evaluation team)		
Terminal Evaluation					<ul style="list-style-type: none"> <li>▪ Project manager and team,</li> <li>▪ UNDP</li> <li>▪ Independent External Consultants (i.e. evaluation team)</li> </ul>		
Project Terminal Report					<ul style="list-style-type: none"> <li>▪ Project manager and team</li> <li>▪ UNDP</li> <li>▪ Local consultant</li> </ul>		
Audit					<ul style="list-style-type: none"> <li>▪ UNDP</li> <li>▪ Project manager and team</li> </ul>		
Visits to field sites					<ul style="list-style-type: none"> <li>▪ UNDP</li> <li>▪ Government representatives</li> </ul>	Members of national and state project management unit and government representatives will undertake visits to field sites to ensure compliance with project requirement.	

### **III. Recruitment Plan 2017**

*(Include all the recruitments envisaged by the project in AWP 2016 - including national and international staff positions that are vacant or newly created)*

**Project ID:00093346 Project Title: Market Transformation and Removal of Barriers for Effective Implementation of the State-Level Climate Change Action Plans**

**To be provided by HR**

#### IV. Procurement Plan 2017

(Include all local and international procurements valued at or above \$ 5000 envisaged in AWP 2016 – including goods, assets, services and works)

**Project ID: 00093346 Project Title: Market Transformation and Removal of Barriers for Effective Implementation of the State-Level Climate Change Action Plans**

<b>Country Office</b>	<b>India</b>
<b>Submitted by:</b>	<b>EEU</b>
<b>Date:</b>	<b>Nov 2017</b>

**Instructions:**

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects and UN Agencies
- If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

Requesting Unit	Project Name (acronym or brief name)	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Requested delivery date (goods, works) or start of services	Finalization of services date	End user of goods, services or works	Procurement Process Status
EEU	Selection of an agency for identifying the challenges and the barriers in Renewable Energy and Energy Efficiency Sector in Jharkhand and Manipur			Service				22400				
EEU	Micro Grid Demo			Goods, Services				31000				
EEU	Energy Audit and Solar Assessment of Private / Public Schools for SPV installation			Service				52000				
EEU	Developing and implementing an outreach			Service				31000				

	strategy for JREDA											
EEU	Identifying the key determinants, barriers and strategy for promotion of Solar water pumping			Service				14500				
EEU	Undertake training for Net metering for the utilities staff			Service				6213				
EEU	Agriculture DSM assessment: EE pumping			Service				20020				
EEU	Solar database – Jharkhand			Service				27140				
EEU	Cold storage assessment			Service				27320				
EEU	AMR - Jharkhand			AMR, Service				33036				
EEU	Building ENCON Manipur			Goods				43000				
<b>Total Estimated 2016 Procurement Plan (USD)</b>								<b>307,629</b>				

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## V. Management Arrangements

***Note: if the management and fund flow arrangements are same as agreed in Project Brief you need to just indicate that and do not repeat.***

The management arrangements will remain same as specified in approved project document except with the following changes: The Outcome Boards will meet twice a year. The review and recommendations of the Outcome Board will feed into the Country Programme Management Board (CPMB) annual strategic review meeting. Oversight of project level activities will be provided by the Project Steering Committee (PSC) which will be responsible for approving the budgeted Annual Work Plans and providing overall guidance and oversight. The PSC will meet at least once a year although efforts will be made to convene quarterly meetings to ensure regular follow-up. The PSC will delegate day to day management of the AWP's and related decisions to a working group comprising UNDP, Implementing Partner and other stakeholders, as appropriate.

### **Fund Flow Arrangements and Financial Management:**

The project follows National Implementation. At the request of the Implementing Partner, Ministry of Environment Forest and Climate Change, NIM expenditure would be reimbursed through CAAA. The Implementing Partner will account for funds received from UNDP. The request from the Implementing Partner will come through the Standard Fund Authorization and Certificate of Expenditures (FACE) Report duly signed by the National Project Director or person assigned/delegated by the Implementing Partner. Books of account shall be maintained in order to ensure accurate reporting of expenditure and providing a clear audit trail. Any interest accrued on the project funds during the project cycle will be ploughed back into the project in consultation with Implementing partner and UNDP and project budgets will stand revised to this extent. If there is no scope for ploughing back the interest will be refunded to UNDP.

The Implementing Partner may request UNDP to provide support services for project implementation. These services may include procurement, recruitment, purchase of goods and services, and organisation of training activities and workshops. UNDP recruitment and procurement rules and regulations will apply for the services provided. All direct costs which are attributable to the provision of these services (direct project costs) will be charged to the project in accordance with in accordance with the policies decided by UNDP decided by UNDP's Executive Board.

Books of account shall be maintained in order to ensure accurate reporting of expenditure and providing a clear audit trail. Any interest accrued on the project funds during the project cycle will be ploughed back into the project in consultation with Implementing partner and UNDP and project budgets will stand revised to this extent. If there is no scope for ploughing back the interest will be refunded to UNDP.

**Audit:** A Harmonized Approach to Cash Transfers (HACT) Framework, is a common operational (harmonized) structure for transferring cash to both government and non-government Implementing Partners (IPs). HACT changed the management of cash transfers from a system of rigid controls to a risk management approach aimed at reducing transaction costs, simplifying and harmonizing rules and procedures, while strengthening the capacity of implementing partners to effectively manage resources. Under the revised approach, the NIM audits are no longer required. The implementing partner (IP) is micro-assessed for determining the cash transfer modality under the project. An assurance plan is developed for the IP which includes spot checks, internal control audits and financial audits. The frequency of these will depend on the risk rating of the IP determined in the micro-assessment.

**Project Closure:** Project Closure: The project will be closed as per UNDP norms and assets (if any) will be disposed of or transferred to IP in consultation with them during the life cycle or at end of the project.

## VI. Planning, Monitoring and Reporting

The project will follow the following planning, monitoring and reporting cycle during the year.

Timeline /Target Date	Activity	Primary Responsibility
Provided above.		

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## ANNEXES

- Annex 1: Cost sharing agreements signed with donors/government (if any)
- Annex 2: Project cooperation agreement signed with NGOs (if any)
- Annex 3: Agreements between the Implementing Partner and Responsible Parties (Government entities, NGOs, etc), if an

<b>DPC calculation</b>			
	Rate (mid low cost)	projected number of transactions	Total Amount
Payment Process	36.1	16	578
Staff selection & recruitment	586.14	4	2345
Staff HR & benefits admin & mgt	198.44	8	1588
Personnel mgt	447.44	8	3580
Consultant recruitment	228.29	7	1598
Procurement (CAP)	524.49	6	3147
Procurement (w/o CAP)	206.76	10	2068
Issue/Renew IDs (UN LP, UN ID, etc.)	33.95	8	272
Travel Authorization	33.36	12	400
F10 settlement	33.36	12	400
Sub Total DPC			15974
<b>Project staff salaries, Project management expenses</b>			
Total Service contract salaries			
Seating Cost Saba Kalam and Sunil Shekher			10320
Annual Audit			2000
Communication Cost			5000
Other Cost			1000
Total DPC + Project staff salaries, Project management expenses			<b>34294</b>