

Quarterly Progress Report cum PO’s Report Template

Quarter – (Tick) 1/ 2/ 3/ 4 – 2016

Date: 31st March 16

Projects: GEF – Market Transformation and Removal of Barriers for Effective Implementation of the State-Level Climate Change Action Plans

1. Project Progress

Expected Project Outputs and indicators including annual targets	Progress - indicator (if any)	PLANNED ACTIVITIES	Quarter				Progress on Activity Result in this Q – Comments by PS & PO	Targeted Expenditure (Quarter 1) (USD)	Actual Expenditure (Quarter 1) (USD)	Reasons-under-expenditure (if any)
			1	2	3	4				
1.1: Regularly updated GHG abatement cost curves at state level	Number of abatement cost curves prepared by Year 1 Targets: 4	i. Setting up of technical cell at national and state level (Manipur and Jharkhand)		√			PS: Advertisement for project manager and project associate positions done. Planned for Q-2 PO:		-	
		ii. Create data templates for periodically updating abatement cost curves and institutionalization		√			PS: RFP for Technical Consultancy for Market Transformation and Removal of Barriers for Effective Implementation of the State-Level Climate Change Action Plans prepared PO:			
		iii. Periodically update abatement cost curves and institutionalization			√			PS: Same as above. PO:		-
1.2 Prioritize RE and EE actions from SAPCC for implementation	Number of prioritized RE and EE mitigation	i. Re-validate the prioritized Renewable Energy and Energy Efficiency actions through stakeholder consultations.		√			PS: Same as above. PO:			

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	actions selected for implementation in the states by end of year 1 Targets: 9	ii. Create a roadmap, engagement strategy, map funding opportunities for implementation of the prioritised actions. Identify roles and responsibilities of stakeholders.		√			PS: Same as above. PO:			
1.3 Designed and implement common monitoring, reporting, and verification (MRV)	Number of monitoring, reporting, and verification (MRV) systems designed and implemented in the states by year 1 Targets: 1	i. Set-up methodologies for monitoring and identify performance indicators as part of MRV		√			PS: Same as above. PO:			
		ii. Define Roles and responsibilities for MRV implementation and regular update of performance indicators.		√			PS: Same as above. PO:			
		iii. Set-up and test, a data collection and data reporting system for the designed MRV system.		√			PS: Same as above. PO:			
		iv. Establish an institutional framework for implementation of the MRV framework		√			PS: Same as above. PO:			
2.1: Evaluation of existing available loan mechanisms	Number of loan mechanisms evaluated by Year 1	i. Review available regulatory and financial tools (like performance based contracts, capital subsidies, soft loans, etc.) for implementation.		√			PS: RFP prepared and planned to be advertised on 17 th June 2016. PO:			

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		ii. Stakeholder consultation workshops on tools / financing mechanisms for catalyzing investments for implementation of selected RE and EE mitigation action.		√			PS: Same as above. PO:			
2.2 Implement non-grant financing instruments like flexible debt finance	Number of non-grant based financial instruments developed by Year 1	i. Design the selected tools/financial mechanisms (non-grant) on procedures, protocols, institutional mechanism for implementing the RE and EE actions		√			PS: Same as above. PO:			
	Targets: 1	ii. Undertake training workshops of the energy department for implementation of the designed tools (both loan mechanisms and non-grant instruments)		√			PS: Same as above. PO:			
2.3: Mobilize public and private sector funding	Amount of total funding mobilized for implementation (US\$) by Year 1 Target: USD 3,000,000	i. Identify funding sources at national / state / multi/bi-lateral including private sector funding		√			PS: Same as above. PO:			
2.4: Established PPP and scaling up of RE and EE actions	No. of PPP business models developed by Year 1	i. Review, assess and shortlist PPP based business models for implementation		√			PS: Same as above. PO:			

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	Targets: 3	ii. Estimate the likely funds flow, source of fund and funding comittment for the selected actions		√			PS: Same as above. PO:			
		iii. Meetings with select public and private sector funders to mobilize the funding		√			PS: Same as above. PO:			
2.5: Implementation of 9 (nine) pilot RE and EE investment projects	No. of demonstration investment projects based on innovative financial models developed by end of year 1 Targets: 9	i. Review the suitability and intreset towards funding of of 9 (nine) investment project. Hold meetings, workshops to confirm interest.		√			PS: Implementation of demonstration project planned for year two onwards. PO:			
		ii. Prepare DPR / implementation plans for the finalized 9 investment projects.		√			PS: Implementation of demonstration project planned for year two onwards. PO:			
		iii. Identify state coordinators and implementing agencies (state government) for the finalized RE and EE projects.		√			PS: Implementation of demonstration project planned for year two onwards. PO:			

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		iv. Prepare a framework for baseline , monitoring and verification of the activities		√			PS: Implementation of demonstration project planned for year two onwards. PO:			
		v. Prepare scale up plans for state level implementation of RE and EE mitigation activities.		√			PS: Implementation of demonstration project planned for year two onwards. PO:			
2.6: Preparation of Implementation manual & workshops for supporting the implementation of selected PPP models for RE and EE actions	Number of implementation manuals developed by Year 1 (one manual for each state) and conducted workshops in each state Targets: 2 Manuals and 2 Workshops	i. Prepare an implementation manual on finalized PPP models and regulatory and financial tools so as to replicate successful projects.		√			PS: Implementation manual & workshops for supporting the implementation of selected PPP models for RE and EE actions planned for year two onwards. PO:			
		ii. Conduct workshop with state stakeholders on final business models and tools to be implemented		√			PS: Implementation manual & workshops for supporting the implementation of selected PPP models for RE and EE actions planned for year two onwards. PO:			
3.1 Align state sectoral budgets for climate change actions	Allotment of budget for climate change actions in	i. Review the current state budgets for scope for climate change actions		√			PS: Activity planned for quarter three and four of 2016 PO:			

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	departmental budgets by year 1 Targets: 1	ii. Meetings with state officials seeking feedback on areas of alignment of the budget		√			PS: Activity planned for quarter three and four of 2016 PO:			
		iii. Drafting proposals for alignment of state budgets incorporating climate change actions		√			PS: Activity planned for quarter three and four of 2016 PO:			
3.2: Training and capacity building for the State officials	No. of handbooks and guidelines prepared and training conducted Targets: 3	i. Preparation of handbook and guidelines for implementation		√			PS: Activity planned for year two onwards. PO:			
		ii. Develop training curricula		√			PS: Activity planned for year two onwards. PO:			
		iii. Trainings for state level project implementers, reviewers, auditors, state officials		√			PS: Activity planned for year two onwards. PO:			
		iv. Post-training evaluations to assess the effectiveness and necessary revisions		√			PS: Activity planned for year two onwards. PO:			

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3.3 : Institutional mechanism for inter-state exchange of IT dissemination	No. of joint Climate Change Mitigation actions discussed and planned for implementation between states by End of Project. Targets: 2-4 meetings with other states counterparts.	i. Review existing institutional mechanisms for exchange of information and document		√			PS: Activity planned for year two onwards. PO:			
		ii. Strengthening the existing institutional mechanisms for inter-state exchange of information on SAPCC and RE and EE mitigation activities.		√			PS: Activity planned for year two onwards. PO:			
3.4: Conduct inter-state study trips and stakeholder interaction workshops	Visits successfully completed	i. Workshops on successful case examples on RE and EE mitigation actions and organize study trips to facilitate the interactions with other states		√			PS: Activity planned for year two onwards. PO:			
		ii. Design and undertake at least two study trips and at least two stakeholder interaction workshops on RE and EE mitigation actions in the state		√			PS: Activity planned Q-3 & Q-4 of 2016 PO:			
3.5: Established and operational information dissemination system on lessons learnt from investment projects	Indicators: No. of brochures/ reports	i. i. System of information dissemination through web portal on RE and EE mitigation investment projects in the state		√			PS: Activity planned for year two onwards. PO:			

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	made available on web portal & No of users of the system Target: No. of brochures/ reports- 4	ii. Publication of reports of case studies on the implemented RE and EE investment projects in the states		√			PS: Activity planned Q-3 & Q-4 of 2016 PO:			
		iii. Formulate an information dissemination strategy through print & electronics media		√			PS: Activity planned for year two onwards. PO:			

2. Other remarks or issues to be raised by Project Staff and/or Implementing Agency (150 words only in case of GEF projects)

PSC minutes attached:

3. Gender and Inclusion - Report on any specific achievements or challenges on gender equality results in relation to this project

NIL

4. Any innovations/ success stories (completed or ones to watch for) that Project Staff wishes to highlight (PO to add comments on the same, if any)

Not at this moment

Signature _____

Name of NPC _____ Date _____

PO’s Report (To be filled in by UNDP PO Only)

5. PO’s Score on Progress on Project Targets in Quarter (for ERBM)

Q1	Q2	Q3	Q4
√			

G (Green) – Achieved, Y (Yellow) – On Track, R (Red) – Not Achieved

6. PO’s Analytical Report - Comments on progress in project, and whether the project is on track (Narrative – based on QPR, BTOR, other reports, discussions, etc.)

7. List of project issues/ new risks that the PO wants to ensure are included and addressed in the PSC

8. Gender and Inclusion - Comments on box 3 above by PO

9. Innovations/ success stories -

10. List of issues that the PO wants to escalate to Unit Heads/ Senior Management with tentative timelines

Signed – _____ Date - _

Name of PO - _Saba Kalam

11. Action Taken on Escalated Issues