Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

UN TO UN TRANSFER AGREEMENT

A. SUMMARY OF ACTIVITIES

Title:	**Improve the financing of the NDC through its integration in Local Development Plans in accordance with the recommendations of Burkina NDC Investment Plan (the "Activities")**
Project No.	PAF24Q2-BFA-UNDP-002
Start/End Dates:	**Activities start date:** Upon signature by both parties **Activities end date: 8** months after the date of signature by both parties
Location:	Burkina Faso
Contribution Amount:	**USD 196,158.24** (the "Contribution")
Contributing UN Entity:	United Nations Office for Project Services ("UNOPS")
Recipient UN Entity:	United Nations Development Programme ("UNDP")
Purpose:	The primary objective of the disbursement is to assist Burkina Faso in improving the financing of the NDC through its integration in Local Development Plans in accordance with the recommendations of Burkina NDC Investment Plan.
Annexes:	Annex A: Project Scope of Work Annex B: Project Budget Annex C: Narrative Reporting Templates Annex D: Financial Reporting Templates In the event that the terms in the Annex(es) are inconsistent with those in this Agreement, then the terms in the latter shall govern and prevail.
Expected Outcome:	The detailed outcome of the project is stated in Annex A: Project Scope of Work.

The Recipient UN Entity will be fully responsible for administering the Contribution in accordance with its financial regulations, rules, policies, procedures, and administrative instructions and for undertaking the Activities efficiently and effectively.

B. BUDGET

The total budget for the activities is **USD 196,158.24** more fully described below and attached as Annex B ("Budget").

Summary of Activities and Budget	Total (USD)
Total programmable amount, including direct costs	181,628.00
Indirect support costs (8%)	14,530.24
Total	196,158.24

The Contributing UN Entity will not be responsible for any financial commitment or expenditure made by the Recipient UN Entity that exceeds the Budget for the Activities. The Recipient UN Entity will promptly advise the Contributing UN

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Entity any time when the Recipient UN Entity is aware that the Budget to carry out these Activities is insufficient to fully implement the Activities in the manner set out in the present Agreement, including its Annex(es). The Contributing UN Entity will have no obligation to provide the Recipient UN Entity with any funds or to make any reimbursement for expenses incurred in excess of the Budget as set forth herein.

C. COSTS RECOVERY

The Recipient UN Entity's support costs, determined in accordance with its cost recovery policy, will be paid from the Contribution in accordance with the Budget.

D. REPORTING

The Recipient UN Entity will provide the Contributing UN Entity with a narrative report on the progress of the Activities on a regular basis, as set out below.

Narrative reporting:

- Narrative Progress Reports within 30 (thirty) calendar days for the period ended on 31 March 2025, and 30 June 2025 using the template presented in Annex C.
- Final Narrative Reports within 90 (ninety) calendar days after the implementation end date using the template presented in Annex C.

Financial Reporting:

The Recipient UN Entity will provide the Contributing UN Entity with the following financial reports, prepared in accordance with the Recipient UN Entity's financial regulations, rules, policies, procedures, and administrative instructions:

- Interim Financial Reports within 30 (thirty) calendar days for the period ended on 31 March 2025, and 30 June 2025 according to the template presented in Annex D. Final Certified Financial Reports within 120 (one hundred twenty) calendar days after the implementation end date using the template presented in Annex D.

E. CONTRIBUTIONS

The Contribution paid by the Contributing UN Entity shall match the Budget and be paid in installments according to the following schedule.

Schedule of payment:

- **USD 150,000.00 (United States Dollars One Hundred Fifty Thousand)** upon signature of this Agreement by both parties.
- **USD 30,000.00 (United States Dollars Thirty Thousand)** upon certification by UNOPS of receipt and acceptance of the first narrative progress report and the interim financial report on the use of funds and evidence that at least 70% of the preceding advance has been spent or committed.
- **USD 16,158.24 (United States Dollars Sixteen Thousand One Hundred Fifty Eight Twenty Four Cents)** upon certification by UNOPS of receipt and acceptance of the second narrative progress report and the interim financial report on the use of funds and evidence that at least 70% of the preceding advance has been spent or committed.

The Contributing UN Entity acknowledges that the Recipient UN Entity will not pre-finance the Activities. If the Contribution, or any part of it, is not received in a timely manner, the Activities may be reduced or suspended by the Recipient UN Entity with immediate effect.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

To account for possible variations in the actual costs incurred by the Recipient UN Entity for implementing the agreed activities, the conditions below apply to the PAF budget.

- The Recipient UN Entity can shift up to a maximum of 20% without prior approval within a single budget category. However, the Recipient UN Entity needs to notify UNOPS on the next reporting period through progress/financial report.
- The Recipient UN Entity can shift up to a maximum of 10% without prior approval between budget categories. However, the Recipient UN Entity needs to notify UNOPS on the next reporting period through progress/financial report.
- A budget shift request of more than 10% but not exceeding 20% between budget categories, requires a formal budget shift request through email or letter in advance, and is subject to review and approval by the UNOPS team.
- A budget shift request over 20% within a single budget category or between budget categories must be communicated, justified, and reviewed in advance, and approval is through amendment of the project agreement.

The Contribution will be paid into the following account:

Bank name: **Citibank N.A.**
Bank Address: **399 Park Avenue, New York, NY 10022-4617, USA**
Account name: **UNDP CONTRIBUTIONS ACCOUNT**
Account number: **36349562**
Currency: **USD**
ABA/ACH Routing Number: **021000089**
SWIFT: **CITIUS33**

When making such transfers, the Contributing UN Entity will notify the Recipient UN Entity to the attention of **Adama TRAORE** by e-mail (adama.traore@undp.org) of the following: (a) the amount transferred; (b) the date of the transfer; (c) that the transfer is from the Contributing UN Entity pursuant to this Agreement.

F. INTELLECTUAL PROPERTY RIGHTS

All intellectual property rights over materials which were developed by the Recipient UN Entity as a result of the Activities, will jointly vest in the Recipient UN Entity and the Contributing UN Entity.

G. CORRESPONDENCE

All correspondence regarding the implementation of this Agreement will be addressed as follows:

UNOPS: Mr. Samson TILAHUN Project Manager Cell: +49 (0) 1577 800 3358 Email: SamsonA@unops.org	**UNDP:** Dr Seydou DAO NORCAP Energy Expert/ Project Manager Cell: +226 704 965 56 Email: seydou.dao@undp.org

H. AMENDMENTS

The present Agreement, including its Annex(es), may be modified or amended only by written agreement between the two UN Entities.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

I. COMPLETION OF THE ACTIVITIES

The Recipient UN Entity will notify the Contributing UN Entity when all Activities have been completed.

The Recipient UN Entity will continue to hold any part of the Contribution that is unutilized at the completion of the Activities until all commitments and liabilities incurred in the carrying out of the Activities have been satisfied and all arrangements associated with the Activities have been brought to an orderly conclusion.

J. EXPIRY AND TERMINATION OF THIS AGREEMENT

This Agreement will expire upon satisfaction of all commitments and liabilities incurred in carrying out the Activities and the orderly conclusion of all arrangements associated with the Activities.

This Agreement may be terminated by either UN Entity at any time by written notice to the other. Termination will be effective thirty (30) days after receipt of the notice. In the event of termination under this paragraph, the UN Entities will cooperate to ensure the completion of the Activities, the satisfaction of all commitments and liabilities, and the orderly conclusion of all arrangements associated with the Activities.

K. REFUNDS OF UNSPENT BALANCES

Upon expiry or termination of this Agreement and following the submission of the final financial report, any unspent balance from the Contribution will be returned to the Contributing UN Entity unless otherwise agreed upon in writing by the UN Entities.

L. INTEREST

Unless otherwise agreed by the UN Entities based on requirements of the Funding Source as applicable, any interest accrued on the Contribution shall be treated according to the Recipient UN Entity's policies and procedures.

M. DATA PROTECTION

The UN Entities will ensure an appropriate protection of personal data in accordance with their respective regulations, rules, policies, and procedures with due regard to the Personal Data Protection and Privacy Principles.[1] The UN Entities acknowledge and agree that "personal data" is defined as information relating to an identified or identifiable natural person (data subject) that is processed by, or on behalf of, the respective UN Entities concerned.

N. SETTLEMENT OF DISPUTES

The UN Entities will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Agreement or any breach thereof. Any such dispute, controversy or claim which is not settled within sixty (60) days from the date either UN Entity has notified the other UN Entity of the nature of the dispute, controversy or claim and of the measures which should be taken to rectify it, will be resolved through consultation between the Executive Heads of each of the UN Entities.

O. ENTRY INTO FORCE AND VALIDITY

This Agreement will enter into force upon its signature by the authorized representatives of the UN Entities and remain in force until it expires or is terminated in accordance with Section J above.

P. PRIVILEGES AND IMMUNITIES

Nothing in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the UN Entities.

[1] Available at: www.unsceb.org/personal-data-protection-and-privacy-principles.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in duplicate.

Signed: On behalf of **the Recipient UN Entity:** DocuSigned by: Alfredo Teixeira BE593E43707549D... Alfredo TEIXEIRA Resident representative a.i UNDP Burkina Faso alfredo.teixeira@undp.org Date:_____	Signed: On behalf of **the Contributing UN Entity:** Peter ONSONGO Head of Support Services ECR, UNOPS AUMCO Date: 18/12/24

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Annex A: Project Scope of Work

Request PAF24-Q2-21 (Burkina Faso)	
Request title	Improve the financing of the NDC through its integration in Local Development Plans in accordance with the recommendations of Burkina NDC Investment Plan
PAF's requested amount	**US$ 196,158.24**
UNDP co-financing	**US$ 21,750**
Implementation duration	**8 months**, Upon signature by both parties (including 3 months for Inception and Preparation and 5 months for Implementation).

Outputs and activities:

UNDP supports Burkina Faso in improving its strategic and programmatic framework linked to the development and implementation of its CDN. It is in this context that it benefited from the support of UNDP Climate Promise II to develop and publish a Manual for taking into account the NDC in Local Development Plans. This support is part of the dynamic of the implementation of the NDC Implementation Plan (Partnership Plan) and its Investment Plan. The latter defined citizen participation through the consideration of the NDC in the Regional and Municipal Development Plans as a means to unlock national financing of the NDC.
Currently, 04 Regional Development Plans integrating the NDC were developed through the UNDP participatory model. This request is a continuation of the works supported by UNDP and aims to take into account the NDC in four (04) Regional Develop Plan and five (05) Communal Development Plans.

The Manual developed with the support of UNDP will be used to facilitate these training courses which will lead to the development of the Models. The Models are documents that have integrated the NDC into the Regional Development Plans which will be submitted to the authorities for validation and consideration in the Development Plans during revisions.

UNDP will cover all activities specified in this request. This includes:

Component 1: Integration of NDC in four (04) Regional Development Plan

Output 1. Model of integration of the NDC into the Regional Development Plan of the Cascades Region.
Activity 1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya.

Output 2. Model of integration of the NDC into the Regional Development Plan of the Eastern Region.
Activity 2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.

Output 3. Model of integration of the NDC into the Regional Development Plan of the South West Region.
Activity 3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.

Output 4. Model of integration of the NDC into the Regional Development Plan of the North Central Region.
Activity 4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Kaya.
Component 2: Integration of NDC in Communal Development Plans of 05 municipalities

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Output 1. Model for integrating the NDC into the Ouagadougou Communal Development Plan.
Activity 1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan

Output 2. Model of integration of the NDC into the Communal Development Plan of the Bobo-Dioulasso.
Activity 2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.

Output 3. Model of integration of the NDC into the Communal Development Plan of the Ouahigouya.
Activity 3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.

Output 4. Model of integration of the NDC into the Communal Development Plan of Koudougou.
Activity 4. Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan

Output 5. Model of integration of the NDC into the Communal Development Plan of Fada N'Gourma.
Activity 5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan.

Implementation approach:

Components

- Component 1: Integration of NDC in four (04) Regional Development Plan
- Component 2: Integration of NDC in Communal Development Plans of 05 municipalities

Outputs

- Output 1.1. Model of integration of the NDC into the Regional Development Plan of the Cascades Region.
- Output 1.2. Model of integration of the NDC into the Regional Development Plan of the Eastern Region.
- Output 1.3. Model of integration of the NDC into the Regional Development Plan of the South West Region.
- Output 1.4. Model of integration of the NDC into the Regional Development Plan of the North Central Region.
- Output 2.1. Model for integrating the NDC into the Ouagadougou Communal Development Plan.
- Output 2.2. Model of integration of the NDC into the Communal Development Plan of the Bobo-Dioulasso.
- Output 2.3. Model of integration of the NDC into the Communal Development Plan of the Ouahigouya
- Output 2.4. Model of integration of the NDC into the Communal Development Plan of Koudougou.
- Output 2.5. Model of integration of the NDC into the Communal Development Plan of Fada N'Gourma.

Activities

- **Activity 1.1**. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya
- **Activity 1.2**. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.
- **Activity 1.3**. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.
- **Activity 1.4**. Organize a participatory and inclusive workshop for the stakeholders of the Eastern Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma.
- **Activity 2.1.** Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan.
- **Activity 2.2.** Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.
- **Activity 2.3.** Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

- **Activity 2.4.** Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan
- **Activity 2.5.** Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan.

The implementation approach is carried out in five phases: 1) Inception; 2) Analysis of existing Local Development Plans; 3) Participatory Workshops to develop the Model of the Integration of the NDC on Local Development Plans; and 4) Completion.

- Phase 1: hold introductory meetings with the key stakeholders, including identifying focal points in the key ministries (in charge of Environment, Development and Planning, Local government, etc.) and in the region and municipalities covered.; submit request for data and documents access; discuss with the Government's project management team (including lead institution and government technical team that will oversee the work) and agree on the full scope, approach and methodology of the work, which will be included in an inception report with a detailed work plan.

- Phase 2: undertake desktop research and analysis as well as consultations with key stakeholders. During this phase, the team members will focus on analyzing the extent to which the NDC is integrated in existing Local Development Plans of the regions and municipalities covered. This will lead to the production of summaries and training modules for the participatory workshop.

- Phase 3: organize and lead the process of co-developing the Model of the integration of the NDC of the Local Development Plan through a participatory workshop. These workshops will engage all the stakeholders and build on the desk research in phase 2.

- Phase 4: wrap up reports on the Model of the Integration of the NDC on Local Development Plan including methodology and tools. Conduct meetings/calls with the Government's project management team and others focal points, to ensure that all partners are in agreement with the deliverables.

Gender mainstreaming consideration:

The UNDP commitment to gender equality is integral to all efforts to expand people's choices, realize a just and sustainable world, and achieve the vision of the 2030 Agenda for Sustainable Development. In tandem with the Strategic Plan, the UNDP gender equality strategy (GES) 2022-2025 seeks to mainstream gender equality and the empowerment of women across the five signature solutions, and through stand-alone interventions at each level of the organization. UNDP has had a mandatory gender equality marker in place since 2009. It was one of the first UN entities to pilot the gender equality marker to track allocations and expenditures made to advance or contribute to the achievement of gender equality and the empowerment of women.
As part of the revision of Burkina Faso's NDC, UNDP supported the government in carrying out a study on gender analysis in the priority sectors of Burkina Faso's NDC.
In carrying out all activities, we will ensure that the stakeholder consultations are gender-balanced and inclusive; identify stakeholders for inclusion in the consultation process that focus on gender equality in their work; employ gender-sensitive facilitation and moderating techniques during the consultations to ensure the capturing of all viewpoints.

Project team:

UNDP Burkina Faso implements projects in almost every region of the country. It is present in the field through 5 integrated offices (Bobo-Dioulasso, Kaya, Fada N'Gourma, Ouahigouya, Dori) and 2 project offices (Koudougou, Dédougou). This presence covers the geographical area of the present activities to be implemented.
The project team will comprise:

- Ms Clarisse COULIBALY: Environmental Specialist, Program Officer with more than 30 years of experience in just transition and participatory mechanisms for climate action.

- Dr Seydou DAO: Energy and Climate Change Expert (Project Manager), with over 18 years of experience in project management, climate finance, economic modeling and costing of NDCs.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

- Mr Drissa TRAORE: Finance Analyst, with 10 years of experience in management of budgets, transactions, financial analysis, reporting and cost-recovery within the UNDP Programme.

All the team is based in the UNDP Burkina Faso Country office. Moreover, a national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies.

Implementation and monitoring plan:

Implementation plan (including proposed milestones and deliverables/indicators):

- September: inception workshop with relevant stakeholders; scoping report; updated project work plan

- October: Desktop research and analysis on existing Local Development Plan of the region and municipalities to be covered; production of summaries and training modules for the participatory workshop.

- November - April: conduct participatory workshops with key stakeholders in the four (04) regions and five (05) municipalities; draft of the Model of Integration of NDC on Regional/Communal Development Plan.

- May: feedback and validation meeting with workshops with the Government's project management team; final project report

Monitoring plan:

During the inception phase, the project team will establish communication channels with the focal point and key ministries/departments that will be essential for the delivery of work. The team will meet weekly and meet with the Government's project management team on a monthly basis to discuss progress of the project. The consultant(s) will deliver monthly reports detailing their work progress and deliverables. Based on this, PAF quarterly progress reports will be compiled and submitted to the NDC Partnership Support Unit. A project management software will also be used to ensure oversight of the timeline of activities and deliverables.

OPTIONAL: Describe existing support/projects in the country (if any) that align with the request

Burkina Faso benefited from the support of UNDP Climate Promise II to develop and publish a Manual for taking into account the NDC in Local Development Plans. This support is part of the dynamic of the implementation of the NDC Implementation Plan (Partnership Plan) and its Investment Plan. The latter defined citizen participation through the consideration of the NDC in the Regional and Municipal Development Plans as a means to unlock national financing of the NDC.
The Manual developed with the support of UNDP will be used to facilitate these training courses which will lead to the development of the Models. The Models are documents that have integrated the NDC into the Regional Development Plans which will be submitted to the authorities for validation and consideration in the Development Plans during revisions.

Currently, 04 Regional Development Plans integrating the NDC were developed through the UNDP participatory model.

The implementation of this project is a logical continuation of what UNDP has already done through UNDP Climate Promise II. It's just an extension to 4 other regions and 5 municipalities.

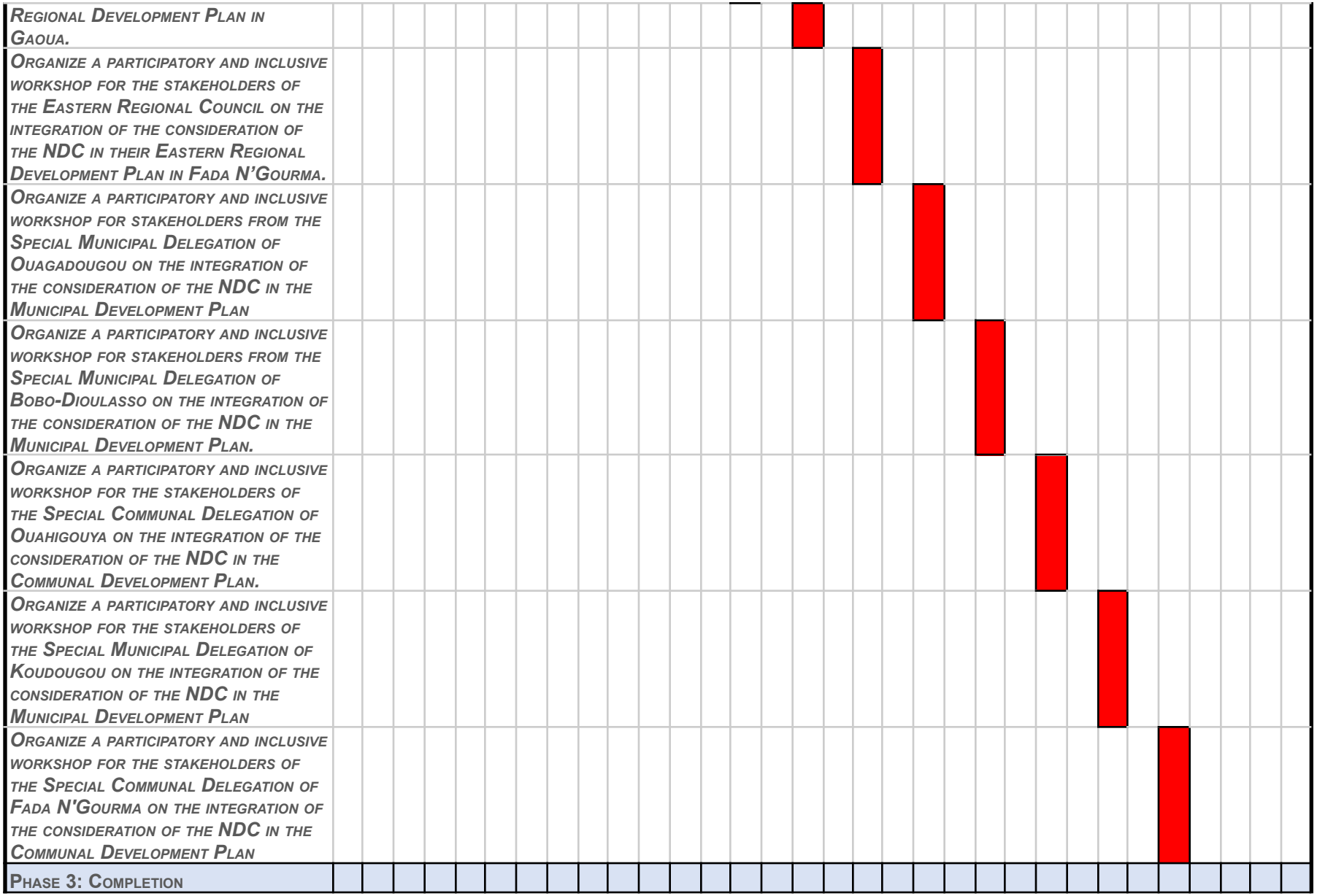
In addition, as part of this project, UNDP is supporting the Government in the revision of the country LT-LEDS and in the process of the elaboration of its CDN 3.0. It also assists with feasibility studies of priority projects through Accelerator Pipeline. UNDP is also currently implementing many CDN-related projects in the field (PAMED, Africa mini-grid Program, etc.).

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

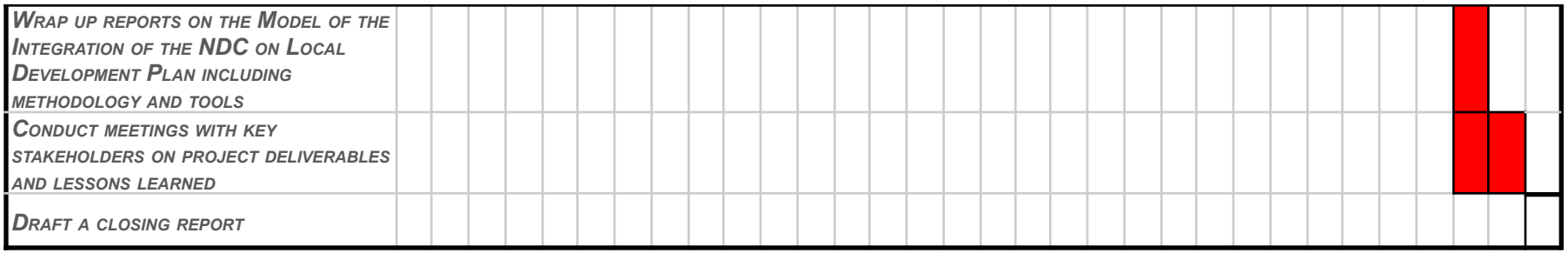
IMPLEMENTATION PLAN AND MILESTONES

Phase/Activities	M1	M2	M3	M4	M5	M6	M7	M8
Phase 1: Inception								
Discuss with the Government's project management team								
Hold introductory meetings with the key stakeholders								
Collect data and documents								
Draft an inception report with a detailed workplan								
Phase 2: Analysis of existing Local Development Plans								
Undertake desktop research and analysis on PLD								
Production of training materials for the participatory workshop								
Phase 3: Participatory Workshops to develop the Model of the Integration of the NDC on Local Development Plans								
Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya								
Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.								
Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West								

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271



Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271



Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

i. Annex B: Project Budget

COUNTRY:	Burkina Faso
REQUEST #:	PAF24-Q2-21

CATEGORY A - IP'S PERSONNEL COSTS

STAFF SALARIES

Activity Number	Activity Description	Staff Title	Unit Description (Choose from drop-down list)	Unit Cost	# of Units	Sub-total	Budget Narrative (Explain how the cost was calculated, e.g. IP salary scale, # years of experience required, previous similar contracts, etc.)
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Program Officer (Clarisse COULIBALY)	Days	0	10	0	UNDP will support its staff proportional salary involved in the project.
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Program Officer (Clarisse COULIBALY)	Days	0	10	0	UNDP will support its staff proportional salary involved in the project.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Project Manager (Seydou DAO)	Days	300	10	3,000	Salary was calculated following NORCAP P3 International Staff
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Finance Analyst (Drissa TRAORE)	Days	0	10	0	UNDP will support is staff proportional salary involved in the project.
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Project Manager (Seydou DAO)	Days	300	10	3,000	Salary was calculated following NORCAP P3 International Staff
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Program Officer (Clarisse COULIBALY)	Days	0	10	0	UNDP will support its staff proportional salary involved in the project.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan	Project Manager (Seydou DAO)	Days	300	15	4,500	Salary was calculated following NORCAP P3 International Staff
2.4	Activity 2.4. Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Finance Analyst (Drissa TRAORE)	Days	0	10	0	UNDP will support its staff proportional salary involved in the project.
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Finance Analyst (Drissa TRAORE)	Days	0	5	0	UNDP will support its staff proportional salary involved in the project.
TOTAL						**10,500**	

STAFF'S TRAVEL AND PER DIEM

Activity Number	Activity Description	Type of Transport (Choose from drop-down list)	# of Missions	# of Days per Mission	Transport Cost per Mission	Per Diem Unit Cost	# of Participants	Sub-total for Transport	Sub-total for Per Diem	Sub-total	Budget Narrative (Explain how the cost was calculated, e.g. per diem scale, flight search engine, etc.)

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.1	3 staff (Environmental specialist+financial analyst+Driver) will travel from Ouagadougou to Kaya to participate in the participatory Workshop under Activity 1.1	Land (Train/Bus/Car/etc.)	1	5	80	121	3	240	1,815	2,055	Based in UNDP Staff Daily Subsistence Allowance rate in this area
1.2	3 staff (Environmental specialist+financial analyst+Driver) will travel from Ouagadougou to Banfora to participate in the participatory Workshop under Activity 1.2	Land (Train/Bus/Car/etc.)	1	6	120	121	3	360	2,178	2,538	Based in UNDP Staff Daily Subsistence Allowance rate in this area
1.3	3 staff (Environmental specialist+financial analyst+Driver) will travel from Ouagadougou to Gaoua to participate in the participatory Workshop under Activity 1.3	Land (Train/Bus/Car/etc.)	1	6	120	121	3	360	2,178	2,538	Based in UNDP Staff Daily Subsistence Allowance rate in this area
1.4	3 staff (Environmental specialist+financial analyst+Driver) will travel from Ouagadougou to Fada N'Gourma to participate in the participatory Workshop under Activity 1.4	Land (Train/Bus/Car/etc.)	1	6	100	121	3	300	2,178	2,478	Based in UNDP Staff Daily Subsistence Allowance rate in this area
2.2	3 staff (Project amanger+financial analyst+Driver) will travel from Ouagadougou to Bobo-Dioulasso to participate in the participatory Workshop under Activity 2.1	Land (Train/Bus/Car/etc.)	1	6	150		3	450	0	450	Based in UNDP Staff Daily Subsistence Allowance rate in this area

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.3	3 staff (Project manager+financial analyst+Driver) will travel from Ouagadougou to Ouahigouya to participate in the participatory Workshop under Activity 2.1	Land (Train/Bus/Car/etc.)	1	6	100	152	3	300	2,736	3,036	Based in UNDP Staff Daily Subsistence Allowance rate in this area
2.4	3 staff (Project manager+financial analyst+Driver) will travel from Ouagadougou to Koudougou to participate in the participatory Workshop under Activity 2.1	Land (Train/Bus/Car/etc.)	1	5	80	121	3	240	1,815	2,055	Based in UNDP Staff Daily Subsistence Allowance rate in this area
2.5	3 staff (Project manager+financial analyst+Driver) will travel from Ouagadougou to Fada N'Gourma to participate in the participatory Workshop under Activity 2.1	Land (Train/Bus/Car/etc.)	1	6	100	121	3	300	2,178	2,478	Based in UNDP Staff Daily Subsistence Allowance rate in this area
TOTAL										**17,628**	

CATEGORY B - SUB-GRANTING, SUB-CONTRACTING

SERVICES/GOODS

Activity Number	Activity Description	Type of Service/Goods	Method of Procurement	Unit Description	Unit Cost	# of Units	Sub-total	Budget Narrative (Explain how the cost was calculated, e.g. IP salary scale, # years of experience required, previous similar contracts, etc.)

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Printer cartridge	RFQ	Item	50.00	2	100	Use to print some training materials and administrative documents (attendance list, DSA payment list)
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)
1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Printer cartridge	RFQ	Item	50.00	2	100	Use to print some training materials and administrative documents (attendance list, DSA payment list)
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)
2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)
2.4	Activity 2.4. Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Printer cartridge	RFQ	Item	50.00	0	0	Use to print some training materials and administrative documents (attendance list, DSA payment list)
TOTAL							**200**	

CONSULTANCY (BY INDIVIDUAL AND/OR FIRM)

Activity Number	Activity Description	Consultant Title	Unit Description	Unit Cost	# of Units	Sub-total	Budget Narrative (Explain how the cost was calculated, e.g. IP salary scale, # years of experience required, previous similar contracts, etc.)
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
2.4	Activity 2.4. Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	National consultant/facilitator in Climate change and NDC Implementation	Days	200	5	1,000	A national consultant/facilitator will be recruited to complement the support provided by the team in facilitating the workshop. The consultant/Facilitator should have high qualifications in climate change and NDC implementation, and with proven expertise in Local Development Plans and skills in facilitating multi-actors' consultations and municipal workshops leading to development strategies
TOTAL						**9,000**	

CONSULTANT'S TRAVEL AND PER DIEM

Activity Number	Activity Description	Type of Transport (Choose from drop-down list)	# of Missions	# of Days per Mission	Transport Cost per Mission	Per Diem Unit Cost	# of Participants	Sub-total for Transport	Sub-total for Per Diem	Sub-total	Budget Narrative (Explain how the cost was calculated, e.g. per diem scale, flight search engine, etc.)

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
2.4	Activity 2.4. Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Land (Train/Bus/Car/etc.)	1	6	50	50	1	50	300	350	Transport cost and DSA is based on government official rate for this area
TOTAL										**3,150**	

CATEGORY C - MEETINGS, WORKSHOPS, EVENTS

MEETINGS, WORKSHOP, EVENTS

Activity Number	Activity Description	Type of Event (Choose from drop-down list)	Event Cost Item Description (Choose from drop-down list)	Unit Description	Unit Cost	# of Units	Sub-total	Budget Narrative (Explain how the cost was calculated)
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Workshop	Venue	Venue booking	200	5	1,000	We're forecasting 200 USD for booking a venue in Kaya with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Workshop	Accommodation	Accommodation cost +Dinner	50	180	9,000	50 USD for 30 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Workshop	Transport	Reimbursement of transport costs A/R for non resident	25	30	750	We're forecasting 25 USD for transport A/R costs for 30 non resident participants. The cost is based on the tariff applied by transportation companies on this itinerary
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	100	1,000	We're forecasting 10 USD per day for transport A/R costs for 20 resident participants for 5 days. The cost is based on the government official rate for resident participants at the workshop
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Workshop	Venue	Venue booking	200	5	1,000	We're forecasting 200 USD for booking a venue in Banfora with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Workshop	Accommodation	Accommodation cost +Dinner	50	180	9,000	50 USD for 30 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Workshop	Transport	Reimbursement of transport costs A/R for non resident	30	30	900	We're forecasting 30 USD for transport A/R costs for 30 non resident participants. The Cost is based on the tariff applied by transportation companies on this itinerary
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	100	1,000	We're forecasting 10 USD per day for transport A/R costs for 20 resident participants for 5 days. The cost is based on the government official rate for resident participants at the workshop

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Workshop	Venue	Venue booking	200	5	1,000	**We're forecasting 200 USD for booking a venue in Gaoua with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.**
1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Workshop	Accommodation	Accommodation cost +Dinner	50	180	9,000	**50 USD for 30 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.**
1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Workshop	Transport	Reimbursement of transport costs A/R for non resident	30	30	900	We're forecasting 30 USD for transport A/R costs for 30 non resident participants. The Cost is based on the tariff applied by transportation companies on this itinerary

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	100	1,000	We're forecasting 10 USD per day for transport A/R costs for 20 resident participants for 5 days. The Cost is based on the government official rate for resident participants at the workshop
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Workshop	Venue	Venue booking	200	5	1,000	We're forecasting 200 USD for booking a venue in Fada N'Gourma with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Workshop	Accommodation	Accommodation cost +Dinner	50	180	9,000	50 USD for 30 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Workshop	Transport	Reimbursement of transport costs A/R for non resident	20	30	600	We're forecasting 20 USD for transport A/R costs for 30 non resident participants. The Cost is based on the tariff applied by transportation companies on this itinerary
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	100	1,000	We're forecasting 10 USD per day for 5 days for transport A/R costs for 20 resident participants. The Cost is based on the government official rate for resident participants at the workshop
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Venue	Venue booking	250	5	1,250	We're forecasting 200 USD for booking a venue in Fada N'Gourma with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Accommodation	Accommodation cost +Dinner	50	120	6,000	50 USD for 30 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Transport	Reimbursement of transport costs A/R for non resident	25	20	500	We're forecasting 20 USD for transport A/R costs for 30 non resident participants. The Cost is based on the tariff applied by transportation companies on this itinerary
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	150	1,500	We're forecasting 10 USD per day for transport A/R costs for 20 resident participants for 5 days. The Cost is based on the government official rate for resident participants at the workshop
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Workshop	Venue	Venue booking	250	5	1,250	We're forecasting 250 USD for booking a venue in Bobo Dioulasso with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Workshop	Accommodation	Accommodation cost +Dinner	50	120	6,000	50 USD for 30 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Workshop	Transport	Reimbursement of transport costs A/R for non resident	25	20	500	We're forecasting 25 USD for transport A/R costs for 20 non resident participants. The cost is based on the tariff applied by transportation companies on this itinerary
2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	150	1,500	We're forecasting 10 USD per day for transport A/R costs for 30 resident participants for 5 days. The Cost is based on the government official rate for resident participants at the workshop

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.	Workshop	Venue	Venue booking	200	5	1,000	We're forecasting 200 USD for booking a venue in Bobo Dioulasso with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.
2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.	Workshop	Accommodation	Accommodation cost +Dinner	50	120	6,000	50 USD for 20 non resident participants at the worshop for 6 nights. Based on government official DSA rate for this area.
2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.	Workshop	Transport	Reimbursement of transport costs A/R for non resident	25	20	500	We're forecasting 25 USD for transport A/R costs for 20 non resident participants. The cost is based on the tariff applied by transportation companies on this itinerary

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan.	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	150	1,500	We're forecasting 10 USD per day for transport A/R costs for 30 resident participants for 5 days. The cost is based on the government official rate for resident participants at the workshop
2.4	Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Venue	Venue booking	200	5	1,000	We're forecasting 200 USD for booking a venue in Koudougou with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.
2.4	Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Accommodation	Accommodation cost +Dinner	50	120	6,000	50 USD for 20 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.
2.4	Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.4	Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Transport	Reimbursement of transport costs A/R for non resident	25	20	500	We're forecasting 25 USD for transport A/R costs for 20 non resident participants. The cost is based on the tariff applied by transportation companies on this itinerary
2.4	Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	150	1,500	We're forecasting 10 USD per day for transport A/R costs for 30 resident participants for 5 days. The Cost is based on the government official rate for resident participants at the workshop
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Workshop	Venue	Venue booking	200	5	1,000	We're forecasting 200 USD for booking a venue in Fada N'Gourma with a capacity of 50 people for 8 hours. The venue will be booked for 5 days. Price was calculated based on previous contracts in this town.
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Workshop	Accommodation	Accommodation cost +Dinner	50	120	6,000	50 USD for 20 non resident participants at the workshop for 6 nights. Based on the government official DSA rate for this area.

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Workshop	Meal	Catering (lunch, morning and afternoon coffee breaks)	20	250	5,000	We're forecasting 20 USD for catering per person, for 50 participants spanning 5 days. Based on the latest quotation for catering in this area
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Workshop	Transport	Reimbursement of transport costs A/R for non resident	25	20	500	We're forecasting 25 USD for transport A/R costs for 20 non resident participants. The cost is based on the tariff applied by transportation companies on this itinerary
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	Workshop	Transport	Reimbursement of transport costs A/R for resident	10	150	1,500	We're forecasting 10 USD per day for transport A/R costs for 30 resident participants for 5 days. The Cost is based on the government official rate for resident participants at the workshop
TOTAL							**137,650**	

CATEGORY D - OTHER COSTS

OTHER DIRECT COSTS

Activity Number	Activity Description	Item Description	Unit Description	Unit Cost	# of Units	Sub-total	Budget Narrative (Explain how the cost was calculated)

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	Computer	Year	1,500	1	1,500	Cost recovery for a country office computer. Based on the price of a new computer in our recents contracts
1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	Office Cost	Month	250	8	2,000	Cost recovery for office use. We're forecasting 250 USD per month for the duration of the project (8 months)
TOTAL						**3,500**	

BUDGET SUMMARY

Activity Number	Activity Description	A - IP's Personnel Costs	B - Sub-granting, Sub-contracting	C - Meetings, Workshops, Events	D - Other Costs	Sub-Total
1.1	Activity 1.1. Organize a participatory and inclusive workshop for stakeholders from the Central North Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Kaya	2,055.00	1,450.00	16,750.00	1,500.00	21,755.00

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.2	Activity 1.2. Organize a participatory and inclusive workshop for stakeholders from the Cascades Regional Council on integrating the consideration of the NDC into their Regional Development Plan in Banfora.	2,538.00	1,350.00	16,900.00	2,000.00	22,788.00
1.3	Activity 1.3. Organize a participatory and inclusive workshop for the stakeholders of the South West Regional Council on the integration of the consideration of the NDC in their South West Regional Development Plan in Gaoua.	5,538.00	1,350.00	16,900.00	-	23,788.00
1.4	Activity 1.4. Organize a participatory and inclusive workshop for the stakeholders of the North Central Regional Council on the integration of the consideration of the NDC in their Eastern Regional Development Plan in Fada N'Gourma	2,478.00	1,350.00	16,600.00	-	20,428.00
2.1	Activity 2.1. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Ouagadougou on the integration of the consideration of the NDC in the Municipal Development Plan	3,000.00	1,450.00	14,250.00	-	18,700.00

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.2	Activity 2.2. Organize a participatory and inclusive workshop for stakeholders from the Special Municipal Delegation of Bobo-Dioulasso on the integration of the consideration of the NDC in the Municipal Development Plan.	450.00	1,350.00	14,250.00	-	16,050.00
2.3	Activity 2.3. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Ouahigouya on the integration of the consideration of the NDC in the Communal Development Plan	7,536.00	1,350.00	14,000.00	-	22,886.00
2.4	Activity 2.4. Organize a participatory and inclusive workshop for the stakeholders of the Special Municipal Delegation of Koudougou on the integration of the consideration of the NDC in the Municipal Development Plan	2,055.00	1,350.00	14,000.00	-	17,405.00
2.5	Activity 2.5. Organize a participatory and inclusive workshop for the stakeholders of the Special Communal Delegation of Fada N'Gourma on the integration of the consideration of the NDC in the Communal Development Plan	2,478.00	1,350.00	14,000.00	-	17,828.00
					Total direct costs: (comparable with the country's estimated budget)	**181,628.00**

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Indirect costs/Administrative overheads: (does not necessarily need to fall within the country's estimated budget)	**14,530.24**
Project audit cost (if applicable): (does not necessarily need to fall within the country's estimated budget)	**-**
Total PAF budget requested:	**196,158.24**
Co-financing by IP (if available):	**21,750.00** **UNDP will support it staff salary involved in the project**
Total budget:	**217,908.24**
% total PAF budget requested over total budget:	**90.0%**
% co-financing by IP over total budget:	**10.0%**
% indirect costs over total direct costs:	**8.0%**

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Annex C: Project Progress Report / Project Completion Report (narrative)

C.1 - PROJECT PROGRESS REPORT (narrative)

Please use this form to report on the implementation of the planned activities and outputs of the project and any risks and issues emerging. The Progress Report is used by the NDC Partnership Secretariat to monitor the progress of the project and its compliance with the terms of the project agreement and the conditionality of the disbursements.

1. Grant data	
1.1 Project Name (request title):	
1.2 PAF Request No.:	
1.3 Country:	
1.4 PAF Grant Amount:	
1.5 Implementation Duration:	
1.6 Reporting Period:	
1.7 Total Fund Received:	
1.8 Total Fund Spent:	
1.9 Is this a Global Call request?	☐Yes ☐ No

2. Grant Implementation Progress			
2.1 Progress made during the reporting period: (describe activities undertaken to achieve the expected outputs; indicate and include Means of Verification attachments, if any). **Required: if an activity includes the organization of workshop/meeting/event, indicate the number of participants and disaggregate the information by gender.**			
Output 1: [add per the agreed scope of work]			
Activities:	Status:	Results to date:	MOV Attached:
1.1 [add per the agreed scope of work]	[on-going/ delayed/ completed]	[describe progress]	[products, including links if any]
1.2 [add per the agreed scope of work]	[on-going/ delayed/ completed]	[describe progress]	[products, including links if any]
Output 2: [add per the agreed scope of work]			
Activities:	Status:	Results to date:	MOV Attached:
2.1 [add per the agreed scope of work]	[on-going/ delayed/ completed]	[[describe progress]	[products, including links if any]

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

2.2 [add per the agreed scope of work]	[on-going/ delayed/ completed]	[describe progress]	[products, including links if any]
Output 3: [add per the agreed scope of work]			
Activities:	Status:	Results to date:	MOV Attached:
3.1 [add per the agreed scope of work]	[on-going/ delayed/ completed]	[describe progress]	[products, including links if any]
3.2 [add per the agreed scope of work]	[on-going/ delayed/ completed]	[describe progress]	[products, including links if any]

2.2 Progress towards the usage of the NDC 3.0 Navigator for the purpose of advancing in the Global Call implementation: This section only needs to be complete if there are Global Call activities under implementation in the country. NDC 3.0 Navigator Link.

Have you used the Navigator to support countries in developing their NDC 3.0? ☐ Yes ☐ No

If yes, describe further how the tool helped identify and access support needs:
[add description]

2.3 Progress on Raising Ambition (In case the project is part of the NDC Partnership Global Call, fill out the questions below)

2.3.1. Mark the aspects in which ambition has been raised through the implemented activities.

☐Updating targets: strengthening or adding new GHG targets or actions to increase their mitigation and adaptation
☐ Broadening scope: broadening the NDC's scope to cover a greater part of the economy, to include new sectors, gasses, and responsibilities.
☐ Responding to the Global Stocktake (GST) outcomes and beyond.
☐ Ensuring alignment with sectoral plans and Long-Term Strategies (LTS)
☐ Developed climate finance mechanisms or strategies
☐ Improved data and MRV systems
☐ Whole-of-government and whole-of-society approaches.

2.4 Problems encountered/causes for delays/remedies: (explain if any output/activity is behind schedule, and describe any adjustments made to get back on track)

[add description]

2.5 Emerging risks: (identify any foreseen issues that might affect the remaining project implementation duration; propose mitigation measures or indicate any adjustments needed from the original implementation plan)

[add description]

3. Budget and Governance

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

3.1 Describe the project delivery status: (if the expenditures are on-track, any relevant budget variations across the period (in excess of 5%), budget re forecasting etc.)
[add description]
3.2 Describe any changes to the governance and management arrangements of the project: (including implementing partners, stakeholders, other donors, etc.)
[add description]

4. Future Planning

4.1 Provide an updated work plan for the next reporting period (anticipated progress)

5. Feedback on Support from the Support Unit

5.1 Describe what worked well and what could be improved:
[add description]

6. Signature

[add name and title]	[add date and signature]

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

C.2 - PROJECT COMPLETION REPORT (narrative)

Please use this form to report on the completion of the project's planned activities and outputs and assess the project's overall quality and performance, emerging early impacts, and critical lessons. The Completion Report is used by the NDC Partnership Secretariat for a comprehensive evaluation of the project and its compliance with terms of the project agreement.

The final report is to be submitted only when the total grant support is completed, within 90 calendar days from the project completion date or as specified in Clause 3.2 of the Grant Agreement. The final report must be submitted to gabriela.rangel.5@ndcpartnership.org , copying Mahgam.RahimiSohi.5@ndcpartnership.org and Pranvera.Ismaili.5@ndcpartnership.org .

The NDC Partnership Support Unit will review the report and reach out to the IP for clarifications or additional information, if needed, before confirming clearance of the final report

1. Grant data	
1.1 Project Name (request title):	
1.2 Grant No:	
1.3 PAF Request No.:	
1.4 Country:	
1.5 PAF Grant Amount:	
1.6 Implementation Duration:	
1.7 Total Fund Received:	
1.8 Total Fund Spent:	
1.9 Unspent Fund (if any):	
1.10 Is this a Global Call request?	☐Yes ☐ No

2. Grant Implementation Summary
2.1 Overall assessment: (provide an overall assessment of the extent to which the grant objectives have been met)
[add description]
2.2 Achievement of outputs/activities: (describe all activities undertaken to achieve the expected outputs; indicate and include attachments for the Means of Verification). **Require: if an activity includes the organization of workshop/meeting/event, indicate the number of participants and disaggregate the information by gender.**
Output 1: [add per the agreed scope of work]

Activities:	Status:	Results:	MOV attached:
1.1 [add per the agreed scope of work]	[completed/ incomplete]	[describe final results]	[Links or products, if any]

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

1.2 [add per the agreed scope of work]	[completed/ incomplete]	[describe final results]	[Links or products, if any]
Output 2: [add per the agreed scope of work]			
Activities:	Status:	Results:	
2.1 [add per the agreed scope of work]	[completed/ incomplete]	[describe final results]	[Links or products, if any]
2.2 [add per the agreed scope of work]	[completed/ incomplete]	[describe final results]	[Links or products, if any]
Output 3: [add per the agreed scope of work]			
Activities:	Status:	Results:	
3.1 [add per the agreed scope of work]	[completed/ incomplete]	[describe final results]	[Links or products, if any]
3.2 [add per the agreed scope of work]	[completed/ incomplete]	[describe final results]	[Links or products, if any]

2.3 Progress on Raising Ambition (In case the project is part of the NDC Partnership Global Call, fill out the questions below)

2.3.1. Mark the aspects in which ambition has been raised through the implemented activities.

☐Updating targets: strengthening or adding new GHG targets or actions to increase their mitigation and adaptation
☐ Broadening scope: broadening the NDC's scope to cover a greater part of the economy, to include new sectors, gases, and responsibilities.
☐ Responding to the Global Stocktake (GST) outcomes and beyond.
☐ Ensuring alignment with sectoral plans and Long-Term Strategies (LTS)
☐ Developed climate finance mechanisms or strategies
☐ Improved data and MRV systems
☐ Whole-of-government and whole-of-society approaches.

2.3.2. Share any expected impacts on ambition raising resulting from this support.

[add description]

2.3.3. What are the next steps required to make the NDC both implementable and investable

[add description]

2.4 Gender mainstreaming consideration: (describe if gender mainstreaming consideration or gender assessment have been incorporated into the activities; describe specific monitoring activities relating to access and participation; and note any gender-related issues or challenges)

[add description]

3. Impact and Sustainability

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

3.1 Sustainability: Describe how likely and for how long the outcomes of the project will be sustained after the completion of the grant
[add description]
3.2 Impact story: (describe at least one outcome to which the activities have contributed and describe the change that has occurred. Share testimonials from project stakeholders and attach photos of project related events/meetings/field visits. These will be featured in the PAF reports or the NDC Partnership's publications/knowledge products)
[add description]
3.3 Lessons learnt: (provide a summary of the main project challenges and share lessons learnt)
[add description]
4. Feedback on Support from the Support Unit
4.1 Describe what worked well and what could be improved:
[add description]

4. Signature	
[add name and title]	[add date and signature]

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Annex D: Financial report (on the use of funds) and Final Financial report

The document below will be shared with the Implement Partner and the agreement.

Tab 1 - Budget

NDC PARTNERSHIP
PARTNERSHIP ACTION FUND (PAF)
Approved Budget

Implementing Partner _____
Subgrant Number _____
Project Period _____ to _____

Total Budget	$	-
Total PAF	$	-
Total Co-Financing	$	-

Cost Categories -PAF Request	Country Insert Request Code here Cost ($)	Units	Total ($)	Country Insert Request Code here Cost ($)	Units	Total ($)	Country Insert Request Code here Cost ($)	Units	Total ($)
Personnel									
[add budget line item, example: Contractor 1]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Travel and Per Diem									
[add budget line item]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Sub-granting									
[add budget line item]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Sub-contracting									
[add budget line item]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Meetings, Workshops and Events									
[add budget line item]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Other Costs									
[add budget line item]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Indirect Costs/Administrative Overheads									
[add budget line item]			0			0			0
[add budget line item]			0			0			0
[add budget line item]			0			0			0
Subtotal			0			0			0
Total PAF Request			0			0			0
Total Co-financing (if applicable)									
Total Budget			0			0			0

We the undersigned certify that this expenditure report is true, accurate, and submitted in accordance with the purpose of the subagreement and the mandatory standard provisions.

Signature,(NAME)
Financial Officer
Date

Signature, (NAME)
Director/Title of Authorised Official
Date

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Tab 2. - FSR

NDC PARTNERSHIP
PARTNERSHIP ACTION FUND (PAF)
Financial Status Report

Attachment 3(i)

Project Title			
Implementing Parter			
Project Code			
Report Period	DD-MMM-YYYY	to	DD-MMM-YYYY
Project Period		to	
Date Report Completed	DD-MMM-YYYY		

Total Budget Expenditures to Date	$ -
Total PAF Expenditures to Date	$ -
Total Co-Financing Expenditures to Date	$ -

Section 1: Financial Reporting

Country:	Approved Budget ($)	Previous Expenses ($)	Expenses This Report Period ($)	Total Expenses To Date ($)	Funds Available ($)	Percentage of Budget Spent
PAF Request						
Personnel	0	0	0	0	0	#DIV/0!
Travel and Per Diem	0	0	0	0	0	#DIV/0!
Sub-granting	0	0	0	0	0	#DIV/0!
Sub-contracting	0	0	0	0	0	#DIV/0!
Meetings, Workshops and Events	0	0	0	0	0	#DIV/0!
Other Costs	0	0	0	0	0	#DIV/0!
Indirect Costs/Administrative Overheads	0	0	0	0	0	#DIV/0!
Total PAF Request	0	0	0	0	0	#DIV/0!
Total Co-Financing	0	0	0	0	0	#DIV/0!
Total Budget (PAF + Co-Financing)	0	0	0	0	0	#DIV/0!

Section 2: Project Overhead

Project Overhead %:	#REF!

We the undersigned certify that this expenditure report *[Attachments 3 (i) & 3(ii)]* is true, accurate, and submitted in accordance with the purpose of the Grant Support Agreement and the mandatory standard provisions.

Signature,(NAME)
Financial Officer
Date

Signature, (NAME)
Director/Title of Authorised Official
Date

Docusign Envelope ID: 8A5BFDBA-3E5F-41B7-A6F3-14A789494271

Tab 3 - FSR By Activity

NDC PARTNERSHIP
PARTNERSHIP ACTION FUND (PAF)
Financial Status Report by Activity

Attachment 3(iii)

Project Title: PAF
Implementing Partner:
Project Code:
Report Period: DD-MMM-YYYY to DD-MMM-YYYY
Project Period: to
Date Report Completed: DD-MMM-YYYY

Country:

Request No.	Cost Categories - PAF Request	Approved Budget			Previous Expenses ($)	Expenses this reporting Period			Total expenses to date ($)	Funds Available ($)	Percentage of Budget spent
		Cost ($)	Units	Total ($)		Cost ($)	Units	Total ($)			
				A	B			C	D=B+C	E=A-D	F=D/A
PAF Request											
Activity 1	Personnel										
	[add budget line item, example: Co			0	0	0	0	0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Travel and Per Diem										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Sub-granting										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Sub-contracting										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Meetings, Workshops and Events										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Other Costs										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Indirect Costs/Administrative Overheads										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Activity Total			0				0	0	0	#DIV/0!
Activity 2	Personnel										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Travel and Per Diem										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Sub-granting										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Sub-contracting										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Meetings, Workshops and Events										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Other Costs										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Indirect Costs/Administrative Overheads										
	[add budget line item]			0				0	0	0	#DIV/0!
	Subtotal			0	0			0	0	0	#DIV/0!
	Activity Total			0				0	0	0	#DIV/0!
Co-financing											
Activity 1									0	0	#DIV/0!
Activity 2									0	0	#DIV/0!
	#REF!								0	0	#DIV/0!
	#REF!								0	0	#DIV/0!
Total Co-financing by country				0	0			0	0	0	#DIV/0!