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NOTE TO FILE

PROJECT QUANTUM ID: 01004312

Subject: SGP OP8 Implementation Status and Results Reporting Justification for GEF SGP (2025 Reporting Period)

1. Purpose & Background

This Note to File serves as the official institutional record for the Global Environment Facility (GEF) Small Grants Programme (SGP) results reporting in Quantum for the period of **1 January 2025 to 31 December 2025**.

It provides formal context regarding the operational transition phase between GEF Operational Phase 7 (OP7) and Operational Phase 8 (OP8) from UNOPS to UNDP, explaining the results reported for Country Programme Document (CPD) output indicators for 2026 reporting cycles.

2. Operational Context (January 2025 – December 2025)

- **Programmatic Transition:** During 2025, the SGP entered a temporary operational transition period from UNOPS to UNDP
- **Annual Progress Report (year 2025):** Concurrently, no formal 2025 Annual Progress Report was produced as no active Low Value Grant Agreements (LVGAs) were under field execution during the standard 2025 reporting cycle (SGP OP8).
- **Achieved key activities:** SGP OP8 launched its first **Call for Proposals** in **November 2025.**

3. Quantum Indicator Reporting & Justification

In accordance with UNDP Results-Based Management (RBM) guidelines for startup and transition phases, results for the 2025 reporting period are recorded in Quantum as follows:

1. **Key results achieved:** No data Display for 2025. Direct development outputs (e.g., hectares under sustainable management, direct beneficiaries, local environmental governance initiatives) were not realized in 2025 due to the absence of active field grants.
2. **Key challenges encountered:** No data Display for 2025. Due to absence of projects under SGP OP8, no records are available for the challenges encountered in the key results achievement.

3. **Key Process Achievements (Nov–Dec 2025):**
    - Official launch of the OP8 Call for Proposals in November 2025 aligned with SGP approved Country Programme Strategy and CPD outputs.
    - Mobilization of Civil Society Organizations (CSOs) and Community-Based Organizations (CBOs) through initial outreach, technical guidance, and proposal development support.
    - Governance and pipeline preparation in readiness for National Steering Committee (NSC) reviews and 2026 grant disbursements.

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4. Conclusion & Recommendation

This note to file confirms that the 2025 reporting entry in Quantum accurately reflects a preparatory pipeline mobilization phase. Actual field-level output delivery resume in 2026 following project selection, LVGA contracting, and the start of project implementation under OP8.

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