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Resilient nations.*

NDC SUPPORT PROGRAMME CLIMATE ACTION INNOVATION AWARDS CONTEST

1.0 Background and Introduction

Uganda has recognized the need to address climate change in its efforts to achieve sustainable development. In line with the national and global development commitments, Uganda developed its Nationally Determined Contribution (NDC) to the Paris Agreement. The NDC seeks to help the country reduce vulnerability to climate change in priority sectors as well as contribute to greenhouse gas (GHG) emissions reductions in forestry and wetlands, energy, transport and agriculture sectors. Under the Paris Agreement, Uganda committed 22% GHG emissions reduction by 2030 compared to the BAU, contingent upon receipt of ongoing and planned international support to complement domestic efforts set out in the 2015 National Climate Change Policy. Subsequently, the country's Vision 2040 and the National Development Plan 2015/2016-2019/2020 have prioritized climate change.

With the limited public finances available for climate change mitigation, non-state actors have been credited for their involvement in climate change mitigation actions. Private actors have provided financing for various climate change mitigation projects but have also facilitated technology development and transfer as well as enabled infrastructure development that have all contributed positively to mitigating climate change.

To enable a transformational change to low carbon development, the momentum of the private sector must be turned into more ambitious climate action. This can be addressed by catalytic financing to enable investment in climate action.

The government of Uganda with support from the United Nations Development Programme (UNDP) is implementing the Nationally Determined Contribution (NDC) Support Programme which is an integrated project to improve livelihoods through climate actions that build national resilience and contribute to mitigation of climate change. The project is implemented by Government of Uganda through the Ministry of Water and Environment/Climate Change Department (MWE/CCD), with funding by the European Union and the governments of Germany and Spain as a contribution to the NDC Partnership, and technical support from the United Nations Development Programme (UNDP). The project is implemented in

collaboration with the National Planning Authority, Ministry of Finance, Planning and Economic Development, Private Sector Foundation Uganda and Civil Society Organizations.

The NDC Support Programme has designed an innovative grant scheme that aims at engaging companies, NGOs and local communities to start initiatives that contribute to the implementation of Uganda's NDC. The small grants shall lead to substantial impact through innovation, replication and sustainability.

The enterprises will be selected on a competitive basis as per UNDP's procedures for selecting grant recipients. The small grants will be more regional focused and will have the advantage that the implementation of the specific climate actions will reach remote areas of Uganda and engage stakeholders that would not normally be involved in the more centralized project activities

2.0 Objectives of the Innovation Award

- help create the right financial incentives for projects to invest in climate change mitigation technologies and contribute to climate action/NDC implementation
- boost growth and competitiveness by empowering companies adopt low carbon technologies
- foster participation of women and youth in the implementation of mitigation actions
- support innovative low-carbon technologies in reaching the market for example increasing access to renewable energy services at grassroot levels.

3.0 What will be funded?

The fund aims to finance projects that contribute to climate change mitigation with gender responsiveness within their business operations to maximize impact of their interventions for both women, youth and other vulnerable groups.

The grants will have a regional focus to ensure that the implementation of the NDC will reach remote areas of Uganda and engage stakeholders that would not normally be involved in the more centralized project activities.

The Innovation Fund will focus on innovative mitigation technology solutions with high impacts to reduce greenhouse gas emissions, contribute to climate action and sustainable development. The sectors that shall be considered will include Renewable energy (solar, biomass e.g. increased access to solar PV for households, energy efficient cook stoves), energy efficiency and energy conservation, waste management, climate smart agriculture and Forestry, water conservation.

4.0 Applicability and Eligibility criteria

Companies are required to submit, a comprehensive description of the innovative financing proposal. Preferable, the proposal should be linked to a concrete mitigation project in any of the priority sectors including renewable energy, energy efficiency, waste management, climate smart agriculture and Forestry, water conservation

Additionally, the participants should provide a summary of the following;

- (i) What is new and innovative in the described concept?
- (ii) Impact at local level and benefits for both women and youth
- (iii) Results of the underlying activities in terms of reduction of emissions, sustainable development benefits and financial sustainability
- (iv) How transformative change will be achieved in terms of socio-economic development
- (v) Results of underlying activity described in terms of GHG emission reductions, sustainable development benefits and financial sustainability.

5.1 Technical Evaluation Committee

The committee shall be composed of representatives from the UNDP NDC Support Programme, UNDP GEF SGP, Climate and Disaster Resilience Unit, MoFPED, Private Sector Foundation Uganda, Ministry of Water and Environment Climate Change Department and the National Planning Authority. The technical committee shall develop and agree on criteria for assessing the proposals /concept notes. Projects that generate winning concepts shall receive funds directly onto their accounts from UNDP. On all occasions, MoFPED and PMU shall be notified about the transfer of grant funds to grantees.

5.2 Proposal Review Process

The review of project proposals is the responsibility of the technical committee with representatives from the UNDP NDC Support programme and partner institutions. Upon receiving project proposals, the NDC SP Project Manager acknowledges receipt of the same to the proposing organization(s) and prepares a list of project proposals for consideration of the technical committee.

5.3 Amount for the Awards and Management

The grant shall be overseen by the technical committee and the project team from UNDP. The grantees shall report to the technical committee regarding the progress of the interventions. The grants shall range between 5,000-10,000 USD.

6.0 Evaluation and Announcement of Winners

- (i) Innovation (30 points)
- (ii) Contribution to climate change mitigation and sustainable development (30 points)
- (iii) Impact at sub- national level including gender and youth empowerment (20 points)
- (iv) Scalability and replicability of the concept/ideas (20 points)

The award ceremony to the winning companies will be conducted during the Climate Change Symposium expected to take place on **27th June 2019**.

Project proposal outline and concept (maximum 7 pages)

Summary of the Proposal

1.	Name of the Proponent (<i>Please attach a copy of the company or organizations registration</i>)
2.	Registered Address
3.	Representative (<i>Full Name and contact information, including e-mail address and telephone number</i>)
4.	Type of activity (project idea/program/sector)
5	Project description (contribution of the project concept to the climate action and reduction of greenhouse gas emissions, sustainable development)
6	How are gender issues and youth empowered integrated in the different activities
7	What measures are put in place to achieve transformational change be achieved to reduce greenhouse gas emissions, contribute to sustainable development and climate action)
8	Which elements are universal for easy replicability and can be achieved at scale?
9	Financial sustainability of the project ideas presented

PROJECT CONCEPT OUTLINE AND CONTENT

1.1 Project Summary (1 page)

The Project Summary should be a brief write up of the key points contained in the Proposal. This should include a brief description of the proposing company, objectives, activities, indicators of achievement and the context (or rationale/justification) upon which the project is based. This shall also include how the project is going to contribute to climate action/NDC implementation, the amount of funding requested, how those funds will be used, the nature, and status of contribution for gender and youth.

1.2 PROJECT PROPOSAL

COVER SHEET

Project No. _____ (For Official Use. Do not write anything here)

Project Title: _____ (Title must capture the essence of project and aligns to ecosystem services and SLM)

Applicant/Name of Organization: _____

Mailing Address: _____

Physical Address: _____

Telephone: _____

Fax: _____ E-Mail: _____

Project Contact: _____ (Name and Position)

Project Classification

Sector address		(Tick one)
<input type="checkbox"/>	Renewable Energy	<input type="checkbox"/>
<input type="checkbox"/>	Energy Efficiency	<input type="checkbox"/>
<input type="checkbox"/>	Waste Management	<input type="checkbox"/>
<input type="checkbox"/>	Climate Smart Agriculture	<input type="checkbox"/>
<input type="checkbox"/>	Forestry	<input type="checkbox"/>
<input type="checkbox"/>	Water	<input type="checkbox"/>

* Proposal addresses more than one focal area

Proposed Starting Date: _____

(for projects already in implementation phase, please include the date it started)

Proposed Project Duration: _____

Finances: Total NDC Support Programme Request [UGX] _____ (US\$ _____)

Exchange Rate: _____

1.3 Company/Organization Background and Capacity to implement the project (0.5 page)

This section should clearly demonstrate that the proposing the experience, capacity, and commitment to implement successfully the proposed project. Among the issues to be covered in this section include:

- Nature of the proposing company/organization – Is it private sector, youth organization, research organization, community-based organization, women organization, national or sub-national NGO, research or training institution?

- Purpose and core activities of the company/ organization,
- Organizational approach for project implementation, i.e. how does the organization deliver its projects?
- Length of existence and project management experience
- Legal status - registration with government approved authority
- Previous experience in projects addressing climate change mitigation and sustainable development

1.4 Project Objectives and Expected Results (0.5 page)

This section should contain a clear and specific statement of what the proposed project will accomplish.

Among the issues to address include:

- The challenge that is intended to address
- The **primary objective** and **specific objectives** of the proposed project
- The **rationale** (justification) for the project. The rationale should indicate the importance of the proposed project to addressing climate change mitigation and contributing to sustainable development. It should also reflect the relationship of the project to other relevant programmes such as local, district or national government programmes, other GEF and UNDP projects, multilateral and bilateral aid agency projects, and other community-based, NGO, and/or private sector activities. This ensures that the intervention is not a standalone activity.
- The **specific results** that the project will produce. The expected results are the measurable changes which will have occurred by the end of the project as a result of the planned intervention e.g. reduction of greenhouse gas emissions, increased access to innovation and technologies in the different sectors for vulnerable populations, youth and women empowerment, job creation etc

1.5 Description of Project Activities (2 pages)

This section should describe what will actually be done to produce the expected results and accomplish the project's objectives. There should be a clear and direct linkage between the activities and the outcomes. (The proponent must ensure that the activities are a means to getting to intended outcomes).

Note that weakness in this area may be a major reason for failure to receive funding as this is the actual component to be implemented as a project.

Activity descriptions should be as specific as possible, identifying **what** will be done, **who** will do it, **when** it will be done (beginning, duration, completion), and **where** it will be done. In describing the activities, an indication should be made regarding the company/organizations and individuals involved in or benefiting from the activity.

1.6 Implementation Plan and Time Frame (1 page)

This section may be presented in graphical (table) form and can be attached as an annex. It should indicate the **sequence of all major activities and implementation milestones**, including targeted beginning and ending dates for each step. Provide as much detail as possible. The Implementation Plan should show a logical flow of steps, indicating that all the things that must happen have been carefully thought through

from the current to the end of project situation. Include in the Implementation Plan all required highlight reports, project reviews and evaluation activities.

1.7 Risks to Successful Implementation (0.5 pages)

Identify and list the major risk factors that could result in the project not producing the expected results. These should include both internal factors (for example, the technology involved fails to work as projected) and external factors (for example, significant currency fluctuations resulting into changes in the economics of the project).

Include in this section also the key assumptions on which the project plan is based. In this case, the assumptions are mostly related to external factors (for example, government environmental policy remaining stable) which are anticipated in project planning, and on which the feasibility of the project depends.

1.8 Monitoring and Evaluation Plan and Indicators (0.5 page)

This section should contain an explanation of the plan for monitoring and evaluating the activities proposed in the budget, both during its implementation (formative) and at completion (Summative). Among the key issues to be addressed are:

- How the performance of the project will be tracked in terms of achievement of the steps and milestones set forth in the Implementation Plan;
- How the impact of the project will be assessed in terms of achieving the project's objective(s);
- How the mid-course correction and adjustment of the project design and plans will be facilitated on the basis of feedback received;
- How the participation of community members in the project monitoring and evaluation processes will be achieved.

Propose specific and measurable **indicators** relating to project performance and impact which can form the basis for monitoring and evaluation.

1.92 Sustainability (0.5 page)

The proposal should outline the steps to be taken before, during and at the completion of project implementation to ensure that once the funds have been disbursed, the activities of the project and the organization will continue for many years thereafter.

The funds provided through the innovation awards are primarily seed funds, designed to give the project a significant boost.

2.0 PROJECT BUDGET INFORMATION SHEET

The Project Budget Information Sheet is an important part of every project proposal and must be completed prior to consideration of a proposed project for funding. Once a project has been approved for funding, the budget information becomes part of the binding contract between the NDC Support programme and the proposing company/organization.

The development and management of a realistic budget is an important part of developing and implementing a successful project. Careful attention to issues of financial management and integrity will

enhance the effectiveness and impact of the project. The following important principles should be kept in mind in preparing a project budget:

- Include only costs which directly relate to efficiently carrying out the activities and producing the objectives which are set forth in the proposal. Other associated costs should be funded from other sources.
- The budget should be realistic. Find out what planned activities will actually cost, and do not assume that you will be able to make do for less.
- The budget should include all costs associated with managing and administering the project. In particular, include the cost of monitoring and evaluation.
- "Indirect costs" or administrative overhead costs such as staff salaries and office rent are not funded by the project. These therefore should not be part of the funding request.
- Funds should be spent according to the agreed budget.
- All relevant, financial records should be made available. These may be independently audited and may become public information.
- The budget line items are general categories intended to assist in thinking through where money will be spent. If a planned expenditure does not appear to fit in any of the standard line item categories, list the item under other costs, and state what the money is to be used for.
- The figures contained in the Budget Information Sheet should agree with those on the Proposal Cover Sheet and in the text of the proposal.
- The grant requests should not exceed ten thousand US Dollars (US\$5,000) per project.

2.2 Projected Expenditures

Expenditure Category	Time Frame				

**Specify here (category and cost): _____

Notes and Remarks: _____

2.4 Bank Details

Provide information on any of the Organization’s bank account. Upon being successful, a separate bank account would have to be opened for handling of grant funds - No combining of funds is allowed by the project.

Account Name : _____

Title (current, savings, etc): _____

Account Number : _____

Branch/Service Centre: _____

Bank Name & Address: _____

Please send complete proposals concept clearly marked “CLIMATE ACTION INNOVATION AWARDS” on the top right-hand corner to the address below to reach **not later than 24th May 2019**:

The Team Lead Climate Change and Disaster Risk Reduction
UNDP Uganda Country Office
Plot 11 Yusuf Lule Road
P. O. Box 7184
Kampala

