



ADAPTATION FUND

AFB/B.38-39/1

26 April 2022

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Adaptation Fund Board

**REQUEST FOR DIRECT PROJECT SERVICES:  
UNITED NATIONS EDUCATIONAL SCIENTIFIC AND  
CULTURAL ORGANISATION (ZIMBABWE)**

## Background

1. The Adaptation Fund Board (the Board) at its at its thirty-sixth meeting, approved a four-year project titled “Strengthening Local Communities’ Adaptive Capacity and Resilience to Climate Change through Sustainable Groundwater Utilisation in Zimbabwe” submitted by the United Nations Educational Scientific and Cultural Organisation (UNESCO) for a requested amount of US\$ 5,000,000 (Decision B.36/9).
2. The overall objective of the project is to increase local communities’ adaptive capacity and resilience to climate change through sustainable groundwater utilisation for food security and other productive uses in rural areas of Zimbabwe. This programme will seek to strengthen the resilience of local communities in Zimbabwe to climate change impacts, particularly droughts and flash floods, by increasing water supply in Lower Gwayi and the Upper Save sub-catchments to enhance food and livelihood security in the region. Specifically, this will involve: i) improving knowledge and capacity in groundwater science, policy and participatory management at national and local levels; ii) promoting the sustainable utilisation of groundwater; iii) increasing participation of relevant stakeholders at the national and local levels who are aware of water resource management challenges and have access to tailored information and guidelines to support improved catchment management; iv) enhancing livelihood and food security of vulnerable communities in Zimbabwe under future climate change conditions; and v) developing and implementing a framework for improved groundwater utilisation within the most vulnerable communities in Lower Gwayi and the Upper Save sub-catchments.
3. On 9 February 2022, the secretariat received a request from UNESCO, informing that the Government of Zimbabwe, specifically the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development as the Executing Entity had requested support in the provision of Direct Project Services (DPS) (Annex 1). The request for DPS provision when the project is under implementation, is described in the Operational Policies and Guidelines (OPG) Annex 7, that reports *“In cases where a request for DPS is submitted to the secretariat for a project/programme that has been already been approved by the Board, which is only possible on an exceptional basis, the IEs shall submit all the relevant justification for the DPS explaining how the costs were established, along with a letter from the Designated Authority of the Adaptation Fund for the country(ies) of the project/programme endorsing the DPS”*.
4. Acknowledging full support for the request from the Designated Authority for the Adaptation Fund in Zimbabwe (Annex 1), the Government of Zimbabwe through the Director, Climate Change Management Department rationalizes the request on the basis that this will ensure more efficient execution of the entire project.
5. The execution services proposed to be devolved to UNESCO are five, namely: i) project financial management; ii) project administration; iii) procurement of goods, labour and services; iv) identification and facilitation of training activities, seminars and meetings; and v) processing of direct payments. In its letter of request, the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development maintains that it will remain the Executing Entity of the project, ensuring full execution of project activities (Annex 2).

6. The Implementing Entity confirms that there will be no need for budget reallocation associated with the requested DPS, which will be covered from the execution cost budget, and represent 1% of the total programme cost and 10% of the programme execution cost (see Annex 3).

### **Secretariat's review of the request**

7. The secretariat has reviewed the request within the broader context of Zimbabwe, a country that is facing shocks caused by the drought, cyclone, and the pandemic. Given the national context, the execution of the project activities will, therefore, benefit from additional support from UNESCO in terms of DPS in the afore-mentioned five areas. On the basis of these points, the secretariat finds that the request from UNESCO to provide DPS to its EE is justified and will ensure timely delivery of project activities and utilization of funds, consistent with the Adaptation Fund Policies.

8. Finally, the secretariat confirms that this request has been endorsed by the Designated Authority, in accordance with the Adaptation Fund OPG Annex 7.

### **Recommendation**

9. The Board may consider and decide to approve, on an exceptional basis, the provision by UNESCO of a no-additional-cost Direct Project Services for the project "Strengthening Local Communities' Adaptive Capacity and Resilience to Climate Change through Sustainable Groundwater Utilisation in Zimbabwe".

### **Annex**

1. Request for the provision of Direct Project Services from UNESCO;
2. Request for Direct Project Services support from the Executing Entity; and
3. Project execution cost budget for Direct Project Services.

## Annex 1: Request for the provision of Direct Project Services from UNESCO



Adaptation Fund Board Secretariat  
 MSN-P-P 400  
 1818 H Street NW  
 Washington DC 30433  
 USA

2 February 2022

Ref: HAR/DIR/2022/L0042

**Re: Adaptation Fund financed 'Strengthening local communities' adaptive capacities and resilience to climate change through sustainable groundwater utilisation in Zimbabwe': Request for approval of Direct Project Services**

Dear Adaptation Fund Secretariat,

We refer to the above project and the associated grant agreement between United Nations Educational Scientific and Cultural Organisation (UNESCO) and the Adaptation Fund Board (AFB), which is currently being processed.

On behalf of the Government of Zimbabwe, specifically the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development, UNESCO is writing to request approval from the AFB for the provision of Direct Project Services. The Ministry as an Executing Entity has requested UNESCO's support to implement some project tasks, hence necessitating the request. The tasks for which support is being sought for include:

- Project financial management;
- Project administration;
- Procurement of goods, labour and services;
- Identification and facilitation of training activities, seminars and meetings;
- Processing of direct payments.

For the above reason, we believe the request is within the provisions set by the AFB regarding 'Implementing entities providing execution services' and we kindly await consideration of the request by the AFB. Please note that this request does not involve any additional costs to the project, as the provision of financial services is absorbed through the Implementation Entity Fee.

We would like to thank you for your continued support and looking forward to the successful implementation of this project.

Yours sincerely,

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Lidia Arthur Brito  
 Regional Director and Representative

**Annex 2: Request for Direct Project Services support from the Executing Entity**

*All communications should be addressed, "The Secretary for Environment, Climate, Tourism and Hospitality Industry"*

P Bag 7753 Causeway,  
Zimbabwe  
Telephone: 701681/3  
Fax: 252673



MINISTRY OF ENVIRONMENT,  
CLIMATE, TOURISM AND  
HOSPITALITY INDUSTRY  
11<sup>th</sup> Floor,  
Kaguvi Building  
Cnr 4th Street/Central Avenue

Your Ref.:  
Our Ref:

20 December 2021

**RE: REQUEST FOR UNESCO TO PROVIDE DIRECT PROJECT SERVICES (DPS) TO THE PROJECT ON "STRENGTHENING LOCAL COMMUNITIES' ADAPTIVE CAPACITIES AND RESILIENCE TO CLIMATE CHANGE THROUGH SUSTAINABLE GROUNDWATER UTILISATION IN ZIMBABWE"**

**The above matter refers.**

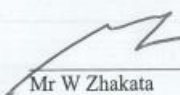
The National Designated Authority (NDA) for the Adaptation Fund in Zimbabwe endorses the request by the Government of Zimbabwe, through the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development, for UNESCO to provide Direct Project-support Services (DPS) beyond its role as a Multilateral Implementing Entity.

In order to efficiently execute the project, the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development needs support carrying out the following tasks:

- a) Project financial management;
- b) Project administration;
- c) Procurement of goods, labour and services;
- d) Identification and facilitation of trainings, seminars and meetings;
- e) Processing of direct payments.

In light of the above, a special request is being made for UNESCO to provide these Direct Project Services for the duration of the project at no additional cost. The Government of Zimbabwe, through the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development, will remain the Executing Entity of the project, ensuring full execution of project activities.

We would like to thank you for your support and look forward to fruitful collaboration in the implementation of this project.

  
Mr W Zhakata  
Director: Climate Change Management Department



### Annex 3: Project execution cost budget for Direct Project Services

Description of support service provided by UNESCO Office	Budget Item charged for DPS	Amount in USD	Amount of DPS in USD	Outputs/Outcomes in Budget	Comments
<b>1. Identification and facilitation of training activities, seminars and meetings;</b>	Stakeholder trainings, workshops, consultations etc.  Printing & publications	352,895.00	12,400.00	Project Management	training/workshops/seminars, inception meetings and M&E; accommodation and conferencing, printing of training manuals
	<b>Sub-total DPS</b>		<b>12,400.00</b>		
<b>2. Identification and/or recruitment and solution of administrative issues related to the project personnel Management</b>	Contractual Services (Project Management & Administration)	283,420.00	6,500.00	Project Management	
	<b>Sub-total DPS</b>		<b>6,500.00</b>		
<b>3. Project financial management</b>	Contractual Services	52,800.00	2,800.00	Project financial management	
	<b>Sub-total DPS</b>		<b>2,800.00</b>		
<b>4. Procurement of goods, labour and services;</b>	International Experts	2,242,144.00	22,500.00		Processing of contracts including charges for payments, advertising, travel costs, recruitment of national experts, procurement of stationary and office equipment.
	National Experts  Sub-contracts				
<b>Sub-total DPS</b>			<b>22,500.00</b>		
<b>5. Processing of direct payments.</b>					Charges for direct payments included in 1, 2, 3 and 4.
	<b>Total</b>			<b>44,200.00</b>	

NB the DPS are **1.0%** of the total project cost (**\$4,629,630.00**)