



**NATIONAL ENVIRONMENT MANAGEMENT COUNCIL  
(NEMC)**

**National Implementing Entity Fund application Form**

The annexed form should be completed and transmitted to the NEMC NIE Secretariat through below address.

Please type in the responses using the template provided. The instructions attached to the form provide guidance to the filling out of the template.

Please note that a project/programme document or concept note must be fully prepared when the request is submitted and should be attached to this request for funding.

Complete documentation should be sent to:

NIE Secretariat,  
National Environment Management Council,  
P.O Box 63154,  
Dar es Salaam  
Coordinator's Email : [nieaf@nemc.or.tz](mailto:nieaf@nemc.or.tz)  
Cc : [dg@nemc.or.tz](mailto:dg@nemc.or.tz)

## PART I: PROJECT/PROGRAMME INFORMATION

Project/Programme Category: **Do not fill**

Title of Project/Programme:

Type of Implementing Entity: **Do not fill**

Implementing Entity: **Do not fill**

Executing Entity/ies: Insert name of the applicant/applying institution

Amount of Financing Requested: (in U.S Dollars Equivalent)

### **Project / Programme Background and Context:**

*Provide brief information on the problem the proposed project/programme is aiming to solve. Outline the economic social, development and environmental context in which the project would operate.*

### **Project / Programme Objectives:**

*List the main objectives of the project/programme.*

### **Project / Programme Components and Financing:**

*Fill in the table presenting the relationships among project components, activities, expected concrete outputs, and the corresponding budgets. If necessary, please refer to the attached instructions for a detailed description of each term.*

*For the case of a programme, individual components are likely to refer to specific subsets of stakeholders, regions and/or sectors that can be addressed through a set of well defined interventions / projects.*

Project/Programme Components	Expected Concrete Outputs	Expected Outcomes	Amount (US\$)
1.			
2.			
3.			
4.			
5.			
6. Project/Programme Execution cost			
7. Total Project/Programme Cost			
8. Project/Programme Cycle Management Fee charged by the Implementing Entity (if applicable)			
<b>Amount of Financing Requested</b>			

### Projected Calendar:

*Indicate the dates of the following milestones for the proposed project/programme*

Milestones	Expected Dates
Start of Project/Programme Implementation	
Mid-term Review (if planned)	
Project/Programme Closing	
Terminal Evaluation	

## PART II: PROJECT / PROGRAMME JUSTIFICATION

**A.** *Describe the project / programme components, particularly focusing on the concrete adaptation activities of the project, and how these activities contribute to climate resilience. For the case of a programme, show how the combination of individual projects will contribute to the overall increase in resilience.*

- i. Project Programme component focusing on the concrete adaptation activities*
- ii. Contribution to Climate Resilience*
- iii. For the case of a Programme, show its contribution towards overall increase in resilience.*

**B.** *Describe how the project / programme provides economic, social and environmental benefits, with particular reference to the most vulnerable communities, and vulnerable groups within communities, including gender considerations. Describe*

how the project / programme will avoid or mitigate negative impacts, in compliance with the **Environmental and Social Policy of the Adaptation Fund**. (Refer Annex I)

- C. Describe or provide an analysis of the cost-effectiveness of the proposed project / programme.
- D. Describe how the project / programme is consistent with national or sub-national sustainable development strategies, including, where appropriate, national or sub-national development plans, poverty reduction strategies, national communications, or national adaptation programs of action, or other relevant instruments, where they exist.
- E. Describe how the project / programme meets relevant national technical standards, where applicable, such as standards for environmental assessment, building codes, etc., and complies with the **Environmental and Social Policy of the Adaptation Fund**
- F. Describe if there is duplication of project / programme with other funding sources, if any.
- G. If applicable, describe the learning and knowledge management component to capture and disseminate lessons learned.
- H. Describe the consultative process, including the list of stakeholders consulted, undertaken during project preparation, with particular reference to vulnerable groups, including gender considerations, in compliance with the **Environmental and Social Policy of the Adaptation Fund**.
- I. Provide justification for funding requested, focusing on the full cost of adaptation reasoning.
- J. Describe how the sustainability of the project/programme outcomes has been taken into account when designing the project / programme.
- K. Provide an overview of the environmental and social impacts and risks identified as being relevant to the project / programme.

Checklist of environmental and social principles	No further assessment required for compliance	Potential impacts and risks – further assessment and management required for compliance
<i>Compliance with the Law</i>		
<i>Access and Equity</i>		
<i>Marginalized and Vulnerable Groups</i>		
<i>Human Rights</i>		
<i>Gender Equity and Women's Empowerment</i>		
<i>Core Labour Rights</i>		
<i>Indigenous Peoples</i>		
<i>Involuntary Resettlement</i>		
<i>Protection of Natural Habitats</i>		
<i>Conservation of Biological Diversity</i>		
<i>Climate Change</i>		
<i>Pollution Prevention and Resource Efficiency</i>		
<i>Public Health</i>		
<i>Physical and Cultural Heritage</i>		
<i>Lands and Soil Conservation</i>		

## PART III: IMPLEMENTATION ARRANGEMENTS

- A. Describe the arrangements for project / programme implementation.
- B. Describe the measures for financial and project / programme risk management.
- C. Describe the measures for environmental and social risk management, in line with the **Environmental and Social Policy of the Adaptation Fund**.
- D. Describe the monitoring and evaluation arrangements and provide a budgeted M&E plan.
- E. Include a results framework for the project proposal, including milestones, targets and indicators.

**F. Demonstrate how the project / programme aligns with the Results Framework of the Adaptation Fund.**

<i>Project Objective(s)</i>	<i>Project Objective Indicator(s)</i>	<i>Fund Outcome</i>	<i>Fund Outcome Indicator</i>	<i>Grant Amount (USD)</i>
<i>Project Outcome(s)</i>	<i>Project Outcome Indicator(s)</i>	<i>Fund Output</i>	<i>Fund Output Indicator</i>	<i>Grant Amount (USD)</i>

**G. Include a detailed budget with budget notes, a budget on the Implementing Entity management fee use, and an explanation and a breakdown of the execution costs.**

**H. Include a disbursement schedule with time-bound milestones.**

*Name and Signature*.....  
 Executing Entity Coordinator.....  
 Date: Day, Month, Year.....  
 Tel. and email:.....

Project Contact Person:.....  
 Tel. And Email:.....