

**TONGA NATIONAL DESIGNATED AUTHORITY
NO- OBJECTION PROCEDURE
2018**



**MINISTRY OF METEOROLOGY, ENERGY, INFORMATION, DISASTER
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TONGA-GCF NDA NO OBJECTION PROCEDURE

1. What is it?

The no objection procedure (NObP) is a Green Climate Fund (GCF) and the Government of Tonga process that is carried out by the National Designated Authority (NDA) on all projects and programmes intending to apply for funding from the GCF.

2. Purpose

The purpose of this procedure is to ensure that projects are consistent with the national climate change, resilient and sustainable development strategies and policies such as the Tonga Climate Change Policy, the Joint National Action Plan 2 (JNAP2), the Tonga Strategic Development Framework (TSDF) and other sector resilient plans, and to create country ownership.

3. How will the process of the No objection Procedure take place?

The NDA tasked the **JNAP Secretariat, Department of Climate Change, MEIDECC** to coordinate and facilitate the NObP as conceptualised in **Figure 1 below**. Details of the full procedure are also provided within.

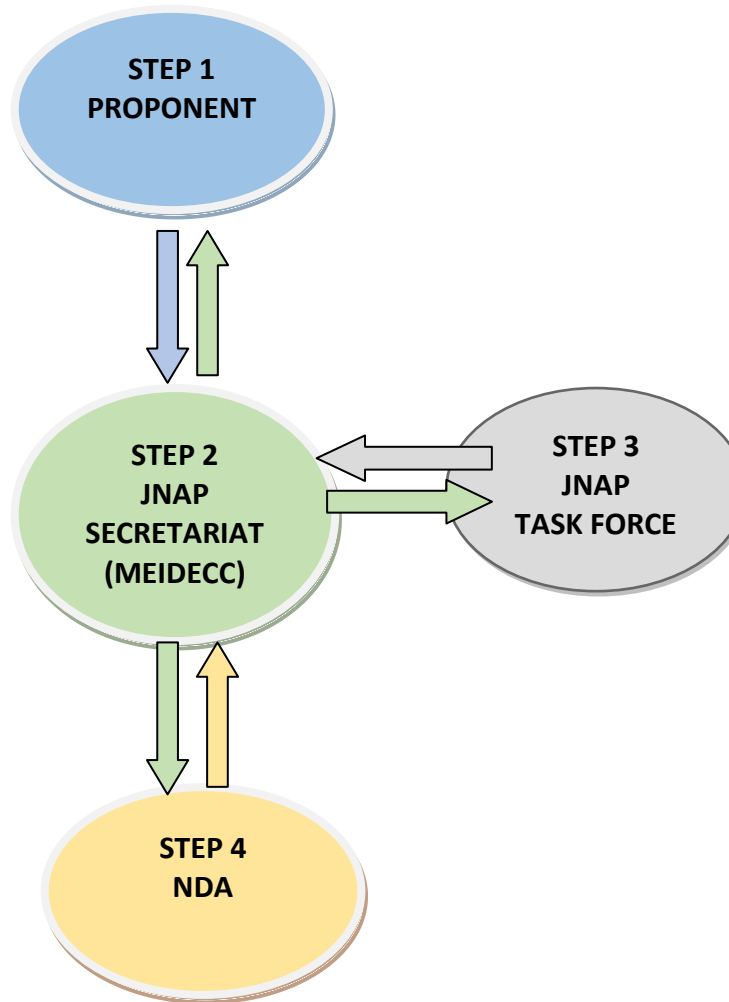
Figure 1: NDA NO OBJECTION PROCEDURE

Step 1 Tasks

- Responsible for formulation of the project idea(s), consultations and preparation of the project concepts
- May use the Project Proposal Template provided **(Annex 1)**
- Responsible for submission of the project idea or concept to the JNAP Secretariat, DCC, MEIDECC.

Step 2 Tasks

- Work closely with the NDA, Proponent and the JNAP Task Force in applying and facilitating the NObP
- May use key guiding questions provided **(Annex 2)** for the dialogue with the Proponent
- Schedule JNAP Task Force Review Meeting
- May invite additional expertise relevant to the proposal if not available within the JNAP Task Force members
- Provide secretariat support for the Proponent, JNAP Task Force, NDA and the Public in facilitating the Procedure.
- Carry out any relevant tasks required by the NDA.



Step 3 Tasks

- Review meeting
- A template is provided to guide the review **(Annex 3)**
- May seek additional information through the JNAP secretariat
- Make recommendations to the NDA on the No Objection Procedure (NObP) through the JNAP Secretariat.

Step 4 Tasks

- Make a decision on the recommendations of the JNAP Task Force to issue the No Objection Letter.
- Submit the NO OBJECTION LETTER to GCF to show that the NObP was followed and approval is granted
- May choose to seek more information through the JNAP Secretariat before making a decision on the NObP.

Step 1 - Proponent

The Proponent is the agency/group/community who owns a project idea/concept or a proposal and is responsible for submitting the proposal to the JNAP Secretariat, MEIDECC.

The proponent could also be the execution entity (EE) or an accredited entity (AE) in partnership with a national entity (a government agency, a private sector or a community group) working together on project ideas or concept. There may be more than one EE or AE entities involved in a project.

The proponent may use the project concept template guide (Annex 1) to submit their project idea(s) or concepts.

Step 2 - The JNAP Secretariat

The JNAP Secretariat is to review concepts received from the proponents using the attached guiding questions (Annex 2).

If there are any queries or the concept is not complete, the JNAP Secretariat is responsible for initiating timely conversation/consultation with the proponent until the proposal is complete and ready for the next step.

When the concept is complete for review, the JNAP secretariat is to convene the JNAP Task Force review meeting. The Secretariat may invite additional expertise to the review meeting if required.

Step 3 - The JNAP Task Force

The JNAP Task Force is responsible for reviewing project idea/concepts/proposals submitted by the JNAP Secretariat on behalf of the proponent.

The JNAP Task Force may use the Project Appraisal Template (Annex 3) to guide their review.

The JNAP Task Force is to make recommendations to the NDA on the No Objection Procedure Approval or otherwise with reasons.

The JNAP Secretariat is to submit a full report of the JNAP Task Force process and recommendations to the NDA.

Step 4 - NDA

The NDA is to make a decision on the JNAP Task Force recommendations.

The NDA to submit its no objection letter to the GCF Secretariat to show that the NObP was carried out and the proposal is approved for GCF funding considerations.

The NDA may choose to seek more information through the JNAP Secretariat before considerations of the JNAP Task Force recommendations to issue the No objection letter.

Additional Tasks that the JNAP Secretariat may carry out while working closely with the Proponent:

- To carry out any other relevant tasks as directed by the NDA
- READINESS – Identify Delivery Partner if not yet done
- PPF – to engage with Accredited Entity to develop the pipeline (concept) if not yet done and to inform the NDA
- FULL PROPOSAL – NDA to be kept informed when the full proposal is being developed by the proponent / executing entity (EE) and the AE (Accredited Entity)

Annex 4 provides general information on GCF funding opportunities.

Review of the NObP:

This no-objection procedure (NObP) may be revised on the basis of evolving needs and experience gained in its implementation

Annex 1

A Project Concept Guide

To be completed and submitted by the Proponent (Step 1)

A requirement for the Tonga – GCF NDA No – Objection Procedure

Concept/Project Title:	
Implementing Organisation/s:	Project Contact Details:
Duration:	Status:
Total Funding:	Funding Source/s:
Mode of financing: [e.g.: Through GoT system]	Location & site/s:
Scope: (Regional, National, Districts (Outer islands), Community)	Project Type: Educational, Training, Infrastructure, Research, Pilots....]
Lead Government Department: Validation Letter(s) attached: Y/N If Yes, specify which Department	Other Government & Partner Agencies:
Sectors & Themes: [CCA, DRR, Governance, Water, Agriculture, CDC....]	
Rationale and Objective/s: [100 words max] <ul style="list-style-type: none"> • What is the rationale for the project? What is the baseline? • What is the primary need, and how was it identified? • Is this program building on any previous activities or policy? 	
Description: [1-2 paragraphs per topic max] <ul style="list-style-type: none"> • Outline key project components • How will it be implemented? • Will the project fund local positions? Where? • <i>What related projects are being undertaken in the area?</i> • <i>Potential overlaps/duplication to be resolved</i> • <i>Risk Management Strategies</i> 	
Project Feasibility and Risk Assessments <ul style="list-style-type: none"> • Gender equality and social inclusions (GESI) • Cost-benefit analysis • Technical assessment 	

<ul style="list-style-type: none"> • Vulnerability assessment • Identified Risks and Solutions • Monitoring, Evaluation and Learning (MEL)
How does the project link to GoT priorities: (CCP, JNAP2, TSDF, SECTOR RESILIENCT PLANS etc)
Progress to date and current activities: [100 words max]
Outputs and Outcomes: [IEC Materials, guidelines & handbooks, certified trainings, resources....]
Project Sustainability [exit strategy]

Annex 2: To Guide the JNAP Secretariat in Step 2

Key questions the JNAP Secretariat will consider in their review of your concept/proposal (Step 2) before convening a meeting with the JNAP Task Force.

- How were the stakeholders and communities consulted, and what concerns and feedback were raised?
- Has the concept or project assessed potential environmental and social risks, and were the risks shared and discussed among stakeholders and agreed solutions to address those risks were identified?
- Does the project have the support of stakeholders and communities?
- What are the gender aspects of the project that provided equal considerations and opportunity to males and females?
- Is there similar work happening in the project’s focus area? Have the differences, similarities or how existing and proposed activities complement or reinforce each other?

Annex 3

Concept/Project Screening Template To Guide the JNAP Task Force (Step 3)

Part of the GCF Tonga NDA No Objection Procedure

Concept/project title	
Criteria	Guiding questions Link to Project Concept Template
1. Project rationale /justification	1.1. Does the idea/concept or project have a compelling rationale and clearly linked to reducing climate change, climate variability or vulnerability? 1.2. Has the primary need for the project been identified and justified? 1.3. Is there sufficient evidence to support this, e.g. a study or a survey report?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
2. Project objective against the baseline (linked to criteria 1 above)	2.1. Has the objective of the idea/concept/project been clearly defined? 2.2. Has a baseline been identified and clearly explained? For example: an emissions/vulnerability baseline scenario discussed? 2.3. Has the concept explained clearly how the baseline scenario will be improved?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
3. Policy coherence and alignment (national priorities, country ownership, national support)	3.1. Does the objective align with the national climate change priorities, strategies, and/or policy objectives and targets, i.e. TSDF, JNAP2, NDC, Climate Change Policy, Sector and Community Resilient Plans and Strategies? 3.2. Does the concept assist with meeting targets for mitigation and/or adaptation/disaster risk management? 3.3. Is national/sector or community support sufficiently evidenced, e.g. letter of support from national counterpart(s) (i.e. line ministry and department, provincial counterpart, and/or other community-based institutions)?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
4. Implementing/ executing entity background and capacity	4.1. Do the implementing and executing entities have sufficient/suitable capacity and technical expertise in relation to the concept scope and its components? 4.2. Do they have track record / previous experience / credibility in similar work? Have they sufficiently justified this? 4.3. Do they have sufficient knowledge, skills and staffing to continue to develop a full proposal and to eventually implement the project?

Comments	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Risk management strategies (linked to criteria 2 and 4)	5.1. Have the risks and methods to address these been identified and justified? e.g. financial, technical and operational, environmental and social, political, and other risks etc. (See the project's risk assessment section for this information)
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
6. Consultation and multi-stakeholder engagement	6.1. Has sufficient consultation (all relevant stakeholders) been undertaken and views considered? (including donors, private sector, provinces, local communities, and civil society). 6.2. Are there evidence of the consultation provided? i.e. a consultation report
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
7. Potential overlaps / duplication, to be resolved (and suitability of location)	7.1. Is the concept duplicating existing work? 7.2. Is it proposed that the concept/project be implemented in an area that has already been supported by another project with same/similar activities? 7.3. How were these issues addressed if there is likelihood of duplication?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
8. Technical feasibility / evaluation (linked to 1, 2, 4)	8.1. Is the project considered to be technically feasible? 8.2. Are the inputs (e.g. labour, materials, transport etc.) to the project activities likely to produce the project outputs? 8.3. If the project involves a technological solution, has it been justified why it is most appropriate for the project?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
9. Reducing vulnerability and managing/minimising impacts (linked to 1,2, 5, 6, 8)	9.1. Does the project reduce the level of exposure to climate risks and the degree of vulnerability, and address the needs and vulnerability of the beneficiary population or sector? 9.2. Has a vulnerability assessment been conducted any evidence?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
10. Economic and financial viability (Linked to 1,2)	10.1. Is the project considered to be economically and financially feasible? Is there sufficient funding for all of the project inputs / components and activities? 10.2. Has an economic and/or financial feasibility/analysis been undertaken? (If not yet, at what stage (project preparation stages) would these be carried out?)
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:

11. Environmental and social considerations (linked to 1,2, 5, 7, 8, 9)	11.1. Have potential environmental and social risks been considered and will there be sufficient environmental and social safeguards?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
12. Gender equality and social inclusion (GESI) considerations (linked to most of the criteria)	12.1. Has gender, disability, indigenous concerns, women, youth, children and vulnerable groups been adequately considered in the project? 12.2. Evidence of analysis? i.e. Gender equality analysis
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
13. Monitoring, evaluation and learning (MEL) (linked to all of the criteria)	13.1. Is the monitoring, reporting, evaluation and learning process sufficiently outlined? 13.2. Is there is a satisfactory logical framework/theory of change?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
14. Sustainability measures and co-benefits (linked to all criteria)	14.1. Is there an exit strategy and evidence that the project activities can be maintained after project funding? 14.2. Have the maintenance and cost implications for the Government/community/private sector been sufficiently outlined? 14.3. Does the project clearly explain co-benefits? i.e. specific economic, social, environmental and gender-sensitive development impact co-benefits? (examples include improved access, improved standard of living, improved public health, improved energy security and improved ecosystem health)
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
15. Impact Potential (linked to 1,2, 8, 9, 10, 11, 13)	15.1. Mitigation: Does the project contribute to a shift to low-emission sustainable development pathways e.g. CO ₂ reduced due to the project, and/or cost-effectiveness, i.e. total project cost compared to CO ₂ reduced 15.2. Adaptation: contribution to increased climate-resilient sustainable development, e.g. number of direct/indirect beneficiaries, and/or beneficiaries relative to total population.
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:

16. Paradigm shift potential (linked to 1,2, 8, 9, 10, 13,14)	16.1. Does the project have the potential to catalyse impact in the long term, and beyond the scope of the proposed project (potential for scaling-up and replication of the project, knowledge and learning, contribution to regulatory frameworks, policies and public planning, mobilisation of other actors, market development and transformation)?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
17. Efficiency and effectiveness (linked to 8, 9, 10)	17.1. Is the project economically and financially sound, taking into consideration the total funding requested, financing already or expected to be secured, any potential revenues and in-kind contributions?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
18. Status of Allocation (Refer Annex 4)	18.1. What is the status of Tonga's country allocation? 18.2. Are there sufficient funds under the Readiness Allocation for the year which the project is seeking support?
Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments:
19. Conclusion / comments	
20. JNAP Task Force Member	Recommended <input type="checkbox"/> Not recommended <input type="checkbox"/> Name _____ Signature _____

Annex 4: GCF Funding Windows Track Sheet

Purpose	Funding programme to enhance country ownership and access to the Fund and to strengthen the institutional capacities of: <ul style="list-style-type: none"> - NDAs or focal points - direct access entities and to effectively engage with the Fund
Resource type	GRANTS Technical Assistance
Country Allocation	1,000,000 USD / year / country <ul style="list-style-type: none"> - incl. USD 300,000 per year to help establish or strengthen a NDA or focal point to deliver on the Fund's requirements 3,000,000 USD / country <ul style="list-style-type: none"> - for the formulation of national adaptation plans and/or other adaptation planning processes.
Areas of support	(1) Establishing and strengthening national designated authorities or focal points. (2) Strategic frameworks, including the preparation of country programmes. (3) Support for accreditation and accredited direct access entities. (4) Formulation of national adaptation plans and/ or other adaptation planning process.
NDA role	Only to be submitted by the NDA

1) Project preparatory facility

Purpose	support project and programme preparation requests from all accredited entities, especially direct access entities and micro-to-small size category projects
Resource type	GRANTS repayable Grants
Country Allocation	1,500,000 USD / request
Areas of support	(1) Pre-feasibility and feasibility studies, as well as project design; (2) Environmental, social and gender studies; (3) Risk assessments; (4) Identification of programme/project-level indicators; (5) Pre-contract services, including the revision of tender documents; (6) Advisory services and/or other services to financially structure a proposed activity; and (7) Other project preparation activities, where necessary, provided that sufficient justification is available
NDA role	Submitted by the Accredited Entity BUT NDA to follow closely and support

2) Pipeline project

Purpose	
Resource type	GRANTS repayable Grants Loans Equity other financial instruments
Country Allocation	NO CAP
Areas of support	<p>8 Strategic results areas:</p> <ul style="list-style-type: none"> - Mitigation <ul style="list-style-type: none"> ○ Energy generation and Access ○ Transport ○ Buildings, cities, industries, and appliances ○ Forests and land use - Adaptation <ul style="list-style-type: none"> ○ Health, food and water security ○ Livelihoods of people and communities ○ Infrastructure and built environment ○ Ecosystems and ecosystem services <p>GCF Investment criteria:</p> <ul style="list-style-type: none"> - Impact potential: contribute to the results areas - Paradigm shift potential: catalyze impact beyond one-off project - Sustainable development potential: environmental, social, economic co-benefits, gender-sensitive development impact - Needs of recipient: vulnerability and financing needs of the beneficiary country & population in the targeted group - Country ownership: beneficiary country ownership of and capacity to implement a funded project or programme. - Efficiency & effectiveness: economic, financial soundness of the programme / project and cost-effectiveness and co-financing.
NDA role	No Objection Letter required

3) Private Sector Facility

Purpose	To mainstream climate change mitigation and adaptation actions in the private sector
Resource type	GRANTS repayable Grants Loans Equity other financial instruments
Country Allocation	NO CAP
Areas of support	<ul style="list-style-type: none"> - Fund climate risk assessment models and tools - Long-term debt, credit lines - Equity to develop a project to full bankability - Guarantees to bear specific risks
NDA role	No Objection Letter required